NOTICE OF MEETING
Notice is hereby given that the next ordinary meeting of Council will be held on Tuesday 18 September 2018 in the Council Chambers, 43 – 51 Tanunda Road, Nuriootpa, commencing at 9.00am.

Martin McCarthy
CHIEF EXECUTIVE OFFICER
THE BAROSSA COUNCIL

AGENDA

1. THE BAROSSA COUNCIL

1.1 Welcome by Mayor Sloane - meeting declared open
1.2 Present
1.3 Leave of Absence
Cr Scotty Milne
1.4 Apologies for Absence
Nil
Minutes of previous meetings – for confirmation:
1.5 Ordinary Council meeting – Tuesday 21 August 2018 at 9.00am
Confidential Council meeting – Tuesday 21 August 2018 at 10.10am
Confidential Council meeting – Tuesday 21 August 10.15am
Special Council meeting – Tuesday 11 September at 5.15pm
Confidential Special Council meeting – Tuesday 11 September at 5.16pm
1.6 Matters arising from previous minutes
Nil
1.7 Notice of Motion
Nil
1.8 Questions on Notice
Nil
2. **MAYOR**  
   2.1 Mayor’s report - *attached*  
   
3. **COUNCILLORS’ REPORTS**  
   3.1 Nil  
   
4. **CONSENSUS AGENDA**  
   4.1 **MAYOR**  
   Nil  
   
   4.2 **EXECUTIVE SERVICES**  
   4.2.1 **CHIEF EXECUTIVE OFFICER**  
   4.2.1.1 Legatus Group – Minutes of Ordinary Meeting and Annual General Meeting  
   4.2.1.2 Legatus Group – 2017-2018 Annual Report and Audited Financial Statements  
   4.2.1.3 Remuneration Tribunal Determination – Elected Member Allowances  
   
   4.2.2 **COMMUNICATION AND ENGAGEMENT OFFICERS**  
   4.2.2.1 Communication and Engagement – Quarterly Report  
   
4.3 **CORPORATE & COMMUNITY SERVICES**  
   4.3.1 **DIRECTOR CORPORATE AND COMMUNITY SERVICES**  
   Nil  
   
   4.3.2 **MANAGER COMMUNITY PROJECTS**  
   Nil  
   
4.4 **WORKS AND ENGINEERING**  
   4.4.1 **DIRECTOR’S REPORT**  
   Nil  
   
4.5 **DEVELOPMENT & ENVIRONMENTAL SERVICES**  
   4.5.1 **DEVELOPMENT SERVICES**  
   Nil  
   
   4.5.2 **ENVIRONMENTAL SERVICES**  
   4.5.2.1 Adelaide and Mount Lofty Ranges Natural Resources Management Board  
   4.5.2.2 Gawler River Floodplain Management Authority  
   4.5.2.3 Gawler River Floodplain Management Authority Annual Report 2017-2018  
   
   4.5.3 **HEALTH SERVICES**  
   4.5.3.1 Food Premises Inspections / Food Recalls  
   
   4.5.4 **REGULATORY SERVICES**  
   Nil
4.5.5 WASTE SERVICES
Nil

5. CONSENSUS AGENDA ADOPTION
5.1 ITEMS FOR EXCLUSION FROM CONSENSUS AGENDA
5.2 RECEIPT OF CONSENSUS AGENDA
5.3 DEBATE OF ITEMS EXCLUDED FROM CONSENSUS AGENDA

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6.1 VISITORS TO THE MEETING
Nil
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Nil

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7.5.5 WASTE SERVICES
Nil

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9. REPRESENTATIVES ON COUNCIL COMMITTEES REPORTS
Nil

10. OTHER BUSINESS
Nil
11. NEXT MEETING
   11.1 Tuesday 16 October 2018 commencing at 9.00am

12. CLOSURE
Mayors Report to Council
13th August 2018 to 11th September 2018

AUGUST 2018
13/08/2018 Regional Science Hub launch at Greenock
14/08/2018 YAC Meeting with Commissioner
15/08/2018 Meeting with CEO
15/08/2018 Tanunda Lutheran Homes opening of new units
15/08/2018 Penrice Community Consultative Committee meeting
16/08/2018 GRFMA Board meeting at Gawler
17/08/2018 Legatus Boar meeting at Jamestown
21/08/2018 Council meeting
23/08/2018 Rosenvale Wines opening of new cellar door
23/08/2018 Candidate briefing session at Lyndoch
24/08/2018 Catch up meeting with Director
25/08/2018 Barossa Regional Table Tennis tournament opening
25/08/2018 Ubertas Wines new cellar door and winery opening
28/08/2018 Heidi re video for conference opening
28/08/2018 Candidate briefing session at Nuriootpa
28/08/2018 Second candidate briefing session at Nuriootpa
29/08/2018 Welcome social for roads and works conference
30 & 31/08/18 Chair LGASA Roads & Works Conference at Tanunda

SEPTEMBER
05/09/2018 The Herald interview
05/09/2018 ABC Radio Port Pirie interview re proposed Barossa Hospital
05/09/2018 CASC meeting
05/09/2018 Council workshop
07/09/2018 Nuriootpa main street Wi-Fi launch
07/09/2018 Barossa Photographic Calendar launch at Tanunda
08/09/2018 Birthday celebrations Montperle Wines Lyndoch
09/09/2018 Friends of Barossa Library AGM Nuriootpa
10/09/2018 Schluter Medal Count at Nuriootpa
11/09/2018 Drive Future launch at Nuriootpa
11/09/2018 Meeting with BIL Executive and CEO
11/09/2018 Special Council meeting
4.2.1 CONSENSUS AGENDA – CHIEF EXECUTIVE OFFICER

4.2.1.1

LEGATUS GROUP – MINUTES OF ORDINARY MEETING AND ANNUAL GENERAL MEETING – 17 AUGUST 2018
B7486

Unconfirmed minutes of the Legatus Group Ordinary Meeting and Annual General Meeting held on 17 August 2018 are attached for information.

RECOMMENDATION
That Report 4.2.1.1 be received
Unconfirmed Minutes of the Legatus Group Ordinary Meeting

17 August 2018

Sir Hubert Wilkins Building OD5 Road Jamestown

1 Meeting Preliminaries

Present

Board members: Mayor Peter Mattey – Chairman (Goyder), Mayor Bob Sloane (Barossa) Mayor Cynthia Axford (Barunga West), Mayor Allan Aughey OAM (Clare & Gilbert Valleys), Mayor Peter Slattery (Flinders Ranges), Cr Peter Kennelly (Light), Mayor Colin Nottle (Mount Remarkable), Mayor Denis Clark (Northern Areas), Chairman Kathie Bowman (Orroroo Carrieton), Mayor John Rohde (Port Pirie), Mayor Rodney Reid (Wakefield) and Mayor Ray Agnew OAM (Yorke Peninsula)

In Attendance

Mr Andrew Cole (CEO Barunga West), Dr Helen Macdonald, (CEO Clare & Gilbert Valleys), Mr David Stevenson (CEO Goyder), Mr Wayne Hart (CEO Mount Remarkable), Mr Colin Byles (CEO Northern Areas), Mr Kristin Clark (CEO Orroroo Carrieton), Mr Jason Kuchel (CEO Wakefield), Mr Peter McGuinness (CEO Peterborough), Cr Bim Lange (Barossa), Cr Frank Harbottle (Peterborough) Ms Lyn Wallace (RDA Yorke Mid North), Mr Eric Sommerville (Northern and Yorke NRM) Mr James Miller (CEO Adelaide Plains), Mr Matt Pinnegar (CEO LGA) and Mr Simon Millcock (CEO Legatus Group).

Apologies

Mayor Paul Thomas AM (Copper Coast), Mayor Tony Flaherty (Adelaide Plains) and Mayor Ruth Whittle (Peterborough), Council CEO’s Mr Martin McCarthy (Barossa), Mr Brian Carr (Light), Mr Peter Harder (Copper Coast), Mr Peter Ackland (Port Pirie), Mr Colin Davies (Flinders Ranges) and Mr Andrew Cameron (Yorke Peninsula). RDA CEO’s Ms Claire Wiseman, Ms Anne Moroney, Mr Dylan Strong and NY NRM CEO Mr Trevor Naismith.

The Chairman declared the meeting open at 10.52am

2 Welcome to Northern Areas Council

Mayor Denis Clark outlined the community survey and community forums the Northern Areas Council has undertaking which has resulted in great feedback. This informal process has seen the council place an emphasis on footpath and street lighting projects. The windfarms have now been in the region for 13 years and have provided positive results for local business through the ongoing maintenance of the turbines. There is a $120,000 community fund which is assisting the community. The development of road maintenance agreements for the life of the turbines has been important. Council have been working with Port Pirie on health programs.
3 Confirmation of Previous Minutes
Minutes of the Legatus Group Meeting held on 25 May 2018 at the Kapunda Bowling Club were tabled.
Motion: That the minutes of the Legatus Group Meeting held on the 25 May 2018 at the Kapunda Bowling Club 19 Montefiore Street Kapunda be taken as read and confirmed.
Moved: Mayor Cynthia Axford Seconded: Mayor Peter Slattery CARRIED

4 Presentations

4.1 Mr Eric Sommerville Chair Northern and Yorke NRM
Eric provided an update on the Landscape Act and encouraged all councils to be actively involved in the consultation. The NRM’s business plan is still in limbo and the Minister has gazetted a 5% increase in the levy. The NRM’s budget for 2018/2019 is $4m with a focus on core services and a 40% allocation to pest weeds and animal control. Work around coastal management and the allocation of funds to Climate Change are key examples of how the Alliance with Legatus is working. Noted that there are no board members north of Jamestown and their workforce is 29FTE. NLP2 funding has been secured including a reduction in core funding and 2 projects funded: (1) Living Flinders and (2) Rewilding Yorke Peninsula. Work is occurring on some high-quality weather stations to assist farmers.

4.2 Mr Ian Nightingale Industry Advocate
Ian outlined the support being sought from Local Government to work with the South Australian Government to adopt the South Australian Government’s Industry Participation Policy and Guidelines. This includes assessing the local economic development for the area through the procurement processes by councils, whilst ensuring fair competition in the market place. Ian provided examples from other local governments and the wider policy objectives using economic benefit measures and agreement on industry participation weighting.

To be agenda item for discussion at the next Legatus Group meeting.

4.3 Ms Lynn Wallace Economic Development Officer RDA Yorke Mid North
Lynn outlined current projects being undertaken by the RDA Yorke Mid North which included: (1) Workforce and the One Stop Employment project, (2) Disability Workforce Hub, (3) Unpaid Careers Recognition project, (4) Industry Leaders Groups, (5) Emerging leaders program, (6) Regional Road Map, (7) Infrastructure Audit, (8) Employment and Training, (9) Business to Business program, (10) Industry Survey and Mainstreet Conference. The RDAYMN AGM will be held on 10 October 2018.

5 Business arising no otherwise on the agenda

5.1 Interest rates comparison between metropolitan and regional SA. Mayor Peter Mattey advised before he would take this matter to SAROC he was seeking greater clarity on the issue and feedback from the Legatus Group board and constituent councils. General discussion included that this was not only impacting on housing but also business with examples provided. Legatus Group CEO to contact councils, RDAs and the LGA to gain responses.
5.2 Community Wellbeing Trials

Legatus Group CEO provided update that the expressions of interest have been called for and seeking responses from constituent councils and regional health organisations.

6 Chairman’s Report

Chairman Mayor Peter Mattey advised that he had attended all the required SAROC and LGA meetings on behalf of Legatus Group. He thanked all Legatus Group councils for responding on rate capping to the LGA. He noted that 56 councils including all Legatus Group councils had rejected the State Governments approach to rate capping with 3 councils supporting and 9 not responding. He outlined that local government in South Australia has been nonpartisan and concerns that the current approach by the Minister on the rate capping issues could bring part politics into local government and this would be of great concern.

7 Items referred by Councils

Nil

12.35pm

The meeting then broke for lunch and Ms Lyn Wallace (RDA Yorke Mid North), Mr Eric Sommerville (Northern and Yorke NRM) and Mr Ian Nightingale departed the meeting.

12.55pm

The meeting resumed.

8 Decision Reports

8.1 Rubble Royalties

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

8.2 Emergency Management Plans

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

8.3 Community Wastewater Management Schemes

1. Motion: That the Legatus Group approves the appointments of Chris Parish (Wakefield), Gary Easthope (Clare & Gilbert Valleys) and Lee Wallis (Goyder) to the Legatus Group CWMS Advisory Committee.

Moved: Mayor Ray Agnew  Seconded: Mayor Rodney Reid  CARRIED

2. Motion: That the Legatus Group approves the appointments of CEO’s Andrew Cole (Barumba West) and Wayne Hart (Mount Remarkable) to the Legatus Group CWMS Advisory Committee.

Moved: Mayor Cynthia Axford  Seconded: Mayor Bob Sloane  CARRIED
8.4 Climate Change

Motion: That the Legatus Group approves the Legatus Group CEO to progress securing PhD interns through the APR Intern program to undertake research associated with the 3-year plan.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

8.5 Yorke Mid North Regional Alliance

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

8.6 Emerging Leaders Program

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

8.7 Rating Equity (Major Projects)

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

8.8 Socio-economic impacts from the NDIS

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

8.9 LGA R&D Grant Applications

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

8.10 Landscape SA Act

The Legatus Group CEO’s report on this matter was tabled with the agenda. Mr Eric Sommerville had outlined this in this presentation. The LGA Topical report provided further information. Consensus from the meeting was that more information was required from constituent councils and that the Legatus Group CEO would collate their information and develop a submission from the Legatus Group in consultation with the Chair. Key topics discussed at the meeting that should be included were: (1) levy collection by councils and (2) cost shifting onto councils.

8.11 Murray Darling Association

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Ray Agnew  Seconded: Mayor Denis Clark  CARRIED

9  Legatus Group Regional Management Group

Northern Areas CEO Colin Byles as Chair tabled his report which were the notes from the Legatus Group Regional Management Group meeting Friday 3 August 2018.

Motion: That Colin Byles report be noted.

Moved: Mayor Rodney Reid  Seconded: Mayor Denis Clark  CARRIED
1.30pm Mayor Ray Agnew left the meeting.

10 Legatus Road and Transport Advisory Group

Flinders Ranges CEO Colin Davies as Chair tabled his report which were the minutes of the meeting Thursday 2 August 2018.

Motion: That the Legatus Group supports the Legatus CEO to commence scoping for the development of a detailed report in partnership with industry and user groups on the socio-economic impacts of further deterioration of Horrocks Highway.

Moved: Mayor Allan Aughey Seconded: Mayor John Rohde CARRIED

11 Audit and Risk Committee

The Legatus Group CEO on behalf of Mayor Ray Agnew tabled his report which were the minutes of the meeting Friday 3 August 2018.

Motion: That Mayor Agnew’s report be noted.

Moved: Mayor Denis Clark Seconded: Mayor Cynthia Axford CARRIED

12 Financials

The Legatus Group CEO tabled a report and spoke to the 2018/2019 budget variances which were discussed in the audit and risk committee minutes.

Motion: That the Legatus Group CEO’s report be noted.

Moved: Mayor Denis Clark Seconded: Chairman Kathie Bowman CARRIED

13 Local Government and SAROC

13.1 LGA Constitution and funding of Regional LGAs.

The Legatus Group CEO provided a report including the notes from the two Legatus Group workshops and Matt Pinnegar the LGA CEO provided an update and answered questions on the draft auxiliary documents to the constitution.

Motion: That the Legatus Group meeting of the 14 December 2018 includes a workshop to develop its longer-term approach and responses based on the key findings and LGA recommendations.

Moved: Mayor Denis Clark Seconded: Mayor Bob Sloane CARRIED

13.2 Local Government Association

The LGA August topical report were distributed with the agenda and Matt Pinnegar spoke to the report. He thanked the Legatus Group members for their responses to the LGA Circular on rate capping and that the reform agenda is a key focus. The meeting acknowledged Matt’s attendance and agreed there was value in him attending more of the Legatus Group meetings.

13.3 South Australian Regional Organisation of Councils

The key outcome document of the South Australian Regional Organisation of Councils meeting held on 18 July 2018 had been distributed with the agenda.
14 OTHER BUSINESS

14.1 CEO’s leave and disclosed outside interest.

2.15pm the Legatus Group CEO and other CEOs left the room and general discussion was held by the board on the report by Legatus Group CEO.

Consensus from the meeting was that the Chair discuss with the CEO that the 2 days attendance at the International Economic Development Conference be taken as annual leave days.

2.20pm Legatus Group CEO and other CEOs returned to the meeting.

14.2 World Heritage Listing Flinders Ranges

Mayor Peter Slattery provided information on the approach for World Heritage Listing for parts of the Flinders Ranges to recognise this site on a global scale, to celebrate the outstanding values and create economic benefits for the region.

15 Close of Meeting

Meeting closed by the Chair at 2.23pm and next meeting to be held Friday 14 December 2018 commencing at 10.30am and to be hosted by The Barossa Council.

Signed as a true and correct record:

Chairman _________________________ Dated _____________
Minutes of the Legatus Group Annual General Meeting

17 August 2018

Sir Hubert Wilkins Building OD5 Road Jamestown

1.0 Meeting Preliminaries

Present

Board members: Mayor Peter Mattey – Chairman (Goyder), Mayor Bob Sloane (Barossa) Mayor Cynthia Axford (Barunga West), Mayor Allan Aughey OAM (Clare & Gilbert Valleys), Mayor Peter Slattery (Flinders Ranges), Cr Peter Kennelly (Light), Mayor Colin Nottle (Mount Remarkable), Mayor Denis Clark (Northern Areas), Chairman Kathie Bowman (Orroroo Carrieton), Mayor John Rohde (Port Pirie), Mayor Rodney Reid (Wakefield) and Mayor Ray Agnew OAM (Yorke Peninsula)

In Attendance

Mr Andrew Cole (CEO Barunga West), Dr Helen Macdonald, (CEO Clare & Gilbert Valleys), Mr David Stevenson (CEO Goyder), Mr Wayne Hart (CEO Mount Remarkable), Mr Colin Byles (CEO Northern Areas), Mr Kristin Clark (CEO Orroroo Carrieton), Mr Jason Kuchel (CEO Wakefield), Cr Bim Lange (Barossa), Ms Lyn Wallace (RDA Yorke Mid North), Mr Eric Sommerville (Northern and Yorke NRM) Mr James Miller (CEO Adelaide Plains), Mr Matt Pinnegar (CEO LGA) and Mr Simon Millcock (CEO Legatus Group).

State MP’s:

Apologies

Mayor Paul Thomas AM (Copper Coast), Mayor Tony Flaherty (Adelaide Plains) and Mayor Ruth Whittle (Peterborough).

Council CEO’s Mr Martin McCarthy (Barossa), Mr Brian Carr (Light), Mr Peter Harder (Copper Coast) Mr James Miller (Adelaide Plains), Mr Peter Ackland (Port Pirie), Mr Peter McGuiness (Peterborough) Mr Colin Davies (Flinders Ranges) and Mr Andrew Cameron (Yorke Peninsula).

MP’s Minister’s Hon Stephan Knoll Member for Schubert and Hon Dan van Holst Pellekaan Member for Stuart, Mr Geoff Brock Member for Frome, Mr Fraser Ellis Member for Narrunga, Mr Tony Piccolo Member for Light. and Mr John Gee Member for Taylor.

Ms Claire Wiseman, Ms Anne Moroney, Mr Dylan Strong and Mr Trevor Naismith.

1.1 Opening

The Chairman declared the meeting open at 10.35am

Page 1 of 5
1.2 Welcome to Northern Areas Council

Held over till ordinary meeting.

1.3 Authorisation of Voting Delegates

The meeting was advised that the Legatus Group CEO has received written correspondence from Light Regional Council to advise that Mayor Bill O’Brien is on leave from the Council and Cr Peter Kennelly is Acting Mayor.

Motion: That Cr Kennelly is the current principal member of the Light Regional Council for the Legatus Group meeting on 17 August 2018.

Moved: Mayor Bob Sloane Seconded: Mayor Cynthia Axford CARRIED

1.4 Confirmation of Previous Minutes

Minutes of the Legatus Group Annual General Meeting held on 8 September 2017 at the Kadina Football and Netball Clubrooms 1 Doswell Terrace Kadina were tabled.

Motion: That the minutes of the Legatus Group Annual General Meeting held on the 8 September 2017 at the Kadina Football and Netball Clubrooms 1 Doswell Terrace Kadina be taken as read and confirmed.

Moved: Mayor Colin Nottle Seconded: Mayor Ray Agnew CARRIED

1.5 Business arising no otherwise on the agenda 10.45 am

Nil

2 Annual General Meeting Requirements

2.1 Annual Reports

Motion: That the annual reports presented by Chairman Mayor Peter Mattey, CEO Simon Milcock and Mayor Ray Agnew as Chair of the Audit and Risk Management Committee which had been distributed with the agenda be received and adopted as the Legatus Group Annual Reports for 2017/2018.

Moved: Mayor Denis Clark Seconded: Mayor Rodney Reid CARRIED

2.2 Annual Financial Report

Motions:

1. That the Legatus Group annual financial statement for the year ending 30 June 2018 presents a fair view of the state of the financial affairs of the Legatus Group and that the board adopt the annual financial report.

2. That the Legatus Group writes to the Auditor Mr Ian G McDonald FCA, Creative Auditing, Henley Beach South Australia advising that the board discussed the requirements of the Related Party Disclosures and confirms that there are no transactions that are required to be disclosed.
3. That the Legatus Group write to thank Mr Griff Campbell for the services provided to Legatus Group for their financial management.

4. The Legatus Group retain Mr Ian G. McDonald as Auditor for the year ending 30 June 2019.

5. That the Chair, Legatus Group CEO along with Council CEOs certify via their signature acceptance of the 2017/2018 Legatus Group audited annual financial statement.

Moved: Chairman Kathie Bowman Seconded: Mayor Ray Agnew CARRIED

Mayor Allan Aughey and CEO Dr Helen Macdonald joined the meeting at 10.43am

3.3 Election of Office Bearers

The Chairman declared all offices vacant and passed the Chairing of the meeting to the Legatus Group CEO. The CEO confirmed as per the agenda that at the close of business on Thursday 9 August 2018 the following nominations had been received for the officer bearer positions:

Chair: Mayor S.P. (Peter) Mattey by the Regional Council of Goyder
Deputy Chair: Mayor Bob Sloane by The Barossa Council

Motion: That Mayor Peter Mattey is elected to the position of Chair for the Legatus Group and that Mayor Bob Sloane is elected as Deputy Chair of the Legatus Group.

Moved: Mayor Peter Slattery Seconded: Mayor John Rohde CARRIED

Nominations were called for the vacant Deputy Chairman position.

Motion: That Chairman Kathie Bowman be elected to the position of Deputy Chair of the Legatus Group.

Moved: Mayor Denis Clark Seconded: Mayor Peter Slattery CARRIED

Chairman Peter Mattey resumed chairing the meeting.

CEO’s Matt Pinnegar and James Miller joined the meeting at 10.45am

3.4 Appointment of representatives to other organisations

The meeting noted that Mayor John Rohde was not eligible to vote due to Port Pirie Regional Council being in the SAROC voting region of Upper Spencer Gulf Cities.

Motion: That Mayor Peter Mattey and Mayor Bob Sloane be nominated as the Legatus Group South Australian Regional Organisation of Council representatives to commence from the 2018 LGA Annual General meeting.

Moved: Mayor Peter Slattery Seconded: Mayor Colin Nottle CARRIED

Motion: That the meeting records the appreciation of the Legatus Group for the contribution that Mayor Denis Clark has provided in his role as both Deputy Chair to Legatus Group and as Legatus Group representative on the South Australian Regional Organisation of Councils and LGA Board.

Moved: Mayor Bob Sloane Seconded: Chairman Kathie Bowman CARRIED
3.5 Delegations

Motion: That the following delegations be approved for 2018/2019

<table>
<thead>
<tr>
<th>Delegation</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank account signatories</td>
<td>Legatus Group Chief Executive Officer (CEO) Simon Millcock, Flinders Ranges CEO Colin Davies and officers Darryl Whicker, Julie Rayner and Christine Bowden</td>
</tr>
<tr>
<td>Approving expenditure of budgeted items</td>
<td>CEO Simon Millcock</td>
</tr>
<tr>
<td>Approving project briefs</td>
<td>CEO Simon Millcock</td>
</tr>
<tr>
<td>Approving contracts within budget up to $5,000</td>
<td>CEO Simon Millcock</td>
</tr>
<tr>
<td>Calling for tenders, contracts and consultancies</td>
<td>CEO Simon Millcock after consultation with Chair Mayor Peter Mattey and Deputy Chairs Mayor Bob Sloane and Chairman Kathie Bowman</td>
</tr>
<tr>
<td>Appointing tenders, contracts and consultancies</td>
<td>CEO Simon Millcock after assessment panel and with approval from Chair Mayor Peter Mattey and Deputy Chairs Mayor Bob Sloane and Chairman Kathie Bowman</td>
</tr>
<tr>
<td>Recruitment of staff other than CEO</td>
<td>CEO Simon Millcock</td>
</tr>
<tr>
<td>Performance management of CEO</td>
<td>Chairman Mayor Peter Mattey and Deputy Chairs Mayor Bob Sloane and Chairman Kathie Bowman</td>
</tr>
<tr>
<td>Performance management of staff and contractors</td>
<td>CEO Simon Millcock</td>
</tr>
</tbody>
</table>

Moved: Mayor Denis Clark    Seconded: Mayor John Rhode  CARRIED

3.6 Determination of Council subscriptions 2018/2019

Motion: That the 2018/2019 Legatus Group Constituent Council subscriptions are set as $11,015.

Moved Mayor Rodney Reid    Seconded: Chairman Kathie Bowman  CARRIED

3.7 Delegates Allowances

Motion: That the 2018/2019 delegates allowance is set at $4,300 for the Chair and $1,700 to be spread across the Legatus Group zone delegates for SAROC and the Local Government Association Board.

Moved: Mayor Ray Agnew    Seconded: Mayor Denis Clark  CARRIED

4   OTHER BUSINESS

4.1 Legatus Group Committees

The meeting noted the Legatus Group CEO’s report and that the current Audit and Risk Management and Road and Transport Infrastructure Committees appointments are current.
4.2 The 2019 Legatus Group meetings

Motion: That the Legatus Group meetings for 2019 are:

- Friday 22 February – District Council of Peterborough
- Friday 24 May – Wakefield Regional Council
- Friday 30 August – Port Pirie Regional Council
- Friday 29 November – Barunga West Council

Moved: Mayor Rodney Reid    Seconded: Mayor Cynthia Axford

CARRIED

16 Close of Meeting

Meeting closed by the Chair at 10.50am.

Signed as a true and correct record:

Chairman _________________________ Dated _____________
4.2.1 CONSENSUS AGENDA – CHIEF EXECUTIVE OFFICER

4.2.1.2 LEGATUS GROUP – 2017-2018 ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS
B7486

Council has received the annual report and audited financial statements for the 2017-2018 financial year. The report and statements are attached for Councils information.

RECOMMENDATION
That Council receive and note the Legatus annual report and audited financial statements for the 2017-2018 financial year.
2017/2018 ANNUAL REPORT

This report was adopted at the Legatus Group Annual General Meeting of Friday 17 August 2018.

The Legatus Group Charter clause 6.3 Annual Report

6.3.1 The Legatus Group must each year, produce an Annual Report summarising the activities, achievements and financial performance of the Legatus Group for the preceding Financial Year.
6.3.2 The Annual Report must incorporate the audited financial statements of the Legatus Group for the relevant Financial Year.
6.3.3 The Annual Report must be provided to the Constituent Councils by 30 September each year.

The Legatus Group is a regional subsidiary of:

- Adelaide Plains Council
- Barunga West Council
- Clare & Gilbert Valleys Council
- Copper Coast Council
- District Council of Mount Remarkable
- District Council of Orroroo/Carrieton
- District Council of Peterborough
- Light Regional Council
- Northern Areas Council
- Port Pirie Regional Council
- Regional Council of Goyder
- The Barossa Council
- The Flinders Ranges Council
- Wakefield Regional Council
- Yorke Peninsula Council

The Central Local Government Region was established in 1998 under Section 200 of the Local Government Act 1934 as a controlling authority. It now continues in existence as a regional subsidiary of its member Councils under Part 2 of Schedule 2 of the Local Government Act 1999 by the provisions of Section 25 of the Local Government (Implementation) Act 1999. In 2016 the Central Local Government Region of South Australia adopted the name of Legatus Group to which it is referred. The Legatus Group is established to:

- undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level
- facilitate and co-ordinate activities of local government at a regional level related to community and economic development with the object of achieving improvement for the benefit of the communities of its Constituent Councils
- develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community
- develop further co-operation between its Constituent Councils for the benefit of the communities of the region
- develop and manage policies which guide the conduct of programs and projects in the region with the objective of securing the best outcomes for the communities of the region
- undertake projects and activities that benefit the region and its communities
- associate collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest.
The Legatus Group is a body corporate and is governed by a Board of Management which has the responsibility to manage all activities of the group and ensure that they act in accordance with its Charter.

**Contact Details:** Address: 155 Main North Road CLARE SA 5453 PO Box 419 CLARE SA 5453 Telephone: 08 88422222 Email: **ceo@legatus.sa.gov.au** Website: www.legatus.sa.gov.au

**Legatus Group Board of Management:** The Board consists of all principal members of the Constituent Councils which for 2017/2018 were:

<table>
<thead>
<tr>
<th>Council</th>
<th>Delegate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adelaide Plains Council</td>
<td>Mayor Tony Flaherty</td>
</tr>
<tr>
<td>Barunga West Council</td>
<td>Mayor Cynthia Axford</td>
</tr>
<tr>
<td>Clare &amp; Gilbert Valleys Council</td>
<td>Mayor Allan Aughey OAM</td>
</tr>
<tr>
<td>Copper Coast Council</td>
<td>Mayor Paul Thomas AM</td>
</tr>
<tr>
<td>District Council of Mount Remarkable</td>
<td>Mayor Colin Nottle</td>
</tr>
<tr>
<td>District Council of Orroroo Carrieton</td>
<td>Chairman Kathie Bowman</td>
</tr>
<tr>
<td>District Council of Peterborough</td>
<td>Mayor Ruth Whittle OAM</td>
</tr>
<tr>
<td>Light Regional Council</td>
<td>Mayor Bill O’Brien</td>
</tr>
<tr>
<td>Northern Areas Council</td>
<td>Mayor Denis Clark</td>
</tr>
<tr>
<td>Port Pirie Regional Council</td>
<td>Mayor John Rohde</td>
</tr>
<tr>
<td>Regional Council of Goyder</td>
<td>Mayor Peter Mattey</td>
</tr>
<tr>
<td>The Barossa Council</td>
<td>Mayor Bob Sloane</td>
</tr>
<tr>
<td>The Flinders Ranges Council</td>
<td>Mayor Peter Slattery</td>
</tr>
<tr>
<td>Wakefield Regional Council</td>
<td>Mayor Rodney Reid</td>
</tr>
<tr>
<td>Yorke Peninsula Council</td>
<td>Mayor Ray Agnew OAM</td>
</tr>
</tbody>
</table>
### Office Bearers for 2017/18

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman:</td>
<td>Mayor Peter Mattey</td>
</tr>
<tr>
<td>Deputy Chairs:</td>
<td>Mayor Denis Clark</td>
</tr>
<tr>
<td></td>
<td>Mayor Bob Sloane</td>
</tr>
<tr>
<td>Delegate to the LGA Board representing the Central Region of the LGA Constitution</td>
<td>Mayor Denis Clark</td>
</tr>
<tr>
<td></td>
<td>Mayor Peter Mattey</td>
</tr>
<tr>
<td></td>
<td>Cr Michael (Bim) Lange (Deputy Member)</td>
</tr>
<tr>
<td>South Australian Regional Organisation of Councils</td>
<td>Mayor Peter Mattey</td>
</tr>
<tr>
<td></td>
<td>Mayor Denis Clark</td>
</tr>
<tr>
<td></td>
<td>Mayor Bob Sloane (Deputy Member)</td>
</tr>
<tr>
<td>Chief Executive Officer:</td>
<td>Mr Simon Millcock</td>
</tr>
<tr>
<td>Auditor:</td>
<td>Mr Ian G. McDonald FCA</td>
</tr>
</tbody>
</table>

### Meetings of the Legatus Group

The following meetings of the Board of Management were held during the 2017/18 year:

- Special Meeting 22 August 2017
- Annual General Meeting 8 September 2017
- Ordinary Meeting 8 September 2017
- Ordinary Meeting 17 November 2017
- Ordinary Meeting 16 February 2018
- Ordinary Meeting 25 May 2018
There were three committees in 2017/2018

<table>
<thead>
<tr>
<th>Committee</th>
<th>Members</th>
<th>Meeting Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit Committee</td>
<td>• Mayor Ray Agnew (Chair)</td>
<td>10 August 2017</td>
</tr>
<tr>
<td></td>
<td>• Chair Kathie Bowman</td>
<td>1 February 2018</td>
</tr>
<tr>
<td></td>
<td>• Mayor Colin Nottle</td>
<td>20 April 2018</td>
</tr>
<tr>
<td></td>
<td>• Dr Andrew Johnson (till 25/5/18)</td>
<td></td>
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<tr>
<td></td>
<td>• Mr Colin Davies</td>
<td></td>
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<tr>
<td></td>
<td>• Mr Peter Ackland (from 25/5/18)</td>
<td></td>
</tr>
<tr>
<td>Management Group (Council CEOs)</td>
<td>• Mr Colin Byles (Northern Areas) (Chair)</td>
<td>4 August 2017</td>
</tr>
<tr>
<td></td>
<td>• Mr James Miller (Adelaide Plains)</td>
<td>3 November 2017</td>
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<tr>
<td></td>
<td>• Mr Martin McCarthy (Barossa)</td>
<td>2 February 2018</td>
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<tr>
<td></td>
<td>• Mr Andrew Cole (Barunga West)</td>
<td>5 May 2018</td>
</tr>
<tr>
<td></td>
<td>• Mr John Coombe replaced Mrs Helen Macdonald (Clare &amp; Gilbert Valleys)</td>
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<td></td>
<td>• Mr Peter Harder (Copper Coast)</td>
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<td></td>
<td>• Mr Colin Davies (Flinders Ranges)</td>
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<td></td>
<td>• Mr David Stevenson (Goyder)</td>
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<td></td>
<td>• Mr Brian Carr (Light)</td>
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<td></td>
<td>• Mr Wayne Hart (Mt Remarkable)</td>
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<tr>
<td></td>
<td>• Mr Stephen Rufus replaced by Mr Kristen Clark (Orroroo/Carrieton)</td>
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<td></td>
<td>• Mr Peter McGuiness (Peterborough)</td>
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<tr>
<td></td>
<td>• Dr Andrew Johnson replaced by Mr Peter Ackland (Pirie Regional)</td>
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<td></td>
<td>• Mr Jason Kuchel (Wakefield)</td>
<td></td>
</tr>
<tr>
<td>Road &amp; Transport Infrastructure Advisory Committee:</td>
<td>• Lee Wallis (Goyder)</td>
<td>13 March 2018</td>
</tr>
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<td></td>
<td>• Peter Porch (Northern Areas)</td>
<td>30 April 2018</td>
</tr>
<tr>
<td></td>
<td>• Colin Davies (Flinders Ranges)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Jo-Anne Buchanan (RDA Yorke Mid North)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Steve Kaesler (Barossa)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Trevor Graham (Yorke Peninsula)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Martin Waddington replaced by Tom Jones (Adelaide Plains)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Steve Watson (Clare &amp; Gilbert Valleys)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Mike Wilde (Department of Planning, Transport and Infrastructure)</td>
<td></td>
</tr>
</tbody>
</table>
Chairman’s Report

It has been my pleasure to serve as Chairman in 2017/18 and I would like to take this opportunity to report on some of the highlights of the year.

We developed reports on a series of key regional state-wide issues including rubble royalties, rating equity, coastal inundation and impacts of the NDIS on local government. These have all been progressed to the South Australian Regional Organisation of Councils (SAROC). Legatus is seen as leader in regional SA having gained support across the state on these topics and ensuring that local government is taking a collaborative evidence-based approach. It is an example of how the LGA can work closely with regions in a support role.

Whilst yet to see the tangible results, the ground work undertaken has ensured that the LGA have the material required to represent the interests of regional SA councils. I am pleased to see that they have engaged with the new State Government to remove the rubble royalties that have been a major impost to many councils.

This year has seen us actively involved in the issues around LGA membership fees and the LGA constitutional changes. It should be noted that Legatus has been active in representing members; as we raised ours concerns to both SAROC and to the LGA Board. Given the amount of time and expense for regional councils to attend meetings in Adelaide; I was unsatisfied with the outcome in relation to membership fees, and extremely disappointed at the limited consultation afforded to the regions.

Whilst it was disappointing to see that the Regional Procurement Business Plan was not adopted I acknowledge that this is the current thoughts of members. This led to a review of our strategic plan and we adopted an updated strategic plan and 3-year action plan.

The Road and Transport Infrastructure Advisory Committee developed a robust assessment of this years SLRP funding applications, and their work on prioritising and providing feedback has resulted in just under $2m being allocated for five projects.

The region has been proactive in supporting the challenges and changing environment though the release of the Climate Change guide for South Australia councils, and the signing of the Sector Agreement for the Climate Change Adaptation Plan.

Our effort to encourage and foster closer working relationships with the three Regional Development Australia (RDA) organisations and Natural Resource Management Boards in our region; resulted in the development of the Yorke and Mid North Regional Road Map, Yorke Regional Planning Forum and the South Australian Regional Development Conference. The progress of the three emerging leader programs undertaken in partnership with RDA Yorke Mid North was heartening to see and I am sure several projects will result from these emerging leaders in our region.

Our Charter was reviewed, and there were minor amendments made, and I’m pleased that the Audit and Risk Management Group Committee through the development of a work plan have assisted us in improving our governance. There has been valuable feedback gained from the Legatus Group Management Group meetings that have included a series of workshops and information sharing opportunities by and for the CEOs.

Phase 1 of the Regional Transport Plan 2030 was completed, and this work has formed the basis of phase 2 and that is to undertake the road deficiencies report of the significant regional local road. Securing funding for the 2-year Joint CWMS program has commenced with some positive results for the region, and I am looking forward to following the progress of this project.

Following the State Government election, we commenced dialogue with the six State Government Members of Parliament, and will continue to undertake greater interaction, given that two of these MPs are also Ministers.

In closing I would like to thank everyone who has taken a proactive role in progressing the region, and thank both Mayor Denis Clark and Mayor Bob Sloane for your roles as Deputy Chairs and your contributions at SAROC and the LGA.

Mayor Peter Mattey Chairman Legatus Group
CEO Report

In 2017-2018 the Legatus Group CEO undertook a more sub-regional approach to operations and support, due to geographical size and the number of constituent councils, this approach included both geographical and communities of interest. Along with the Legatus Group Board meetings which involved topical presentations, the Legatus Group CEOs meet for training and networking sessions coordinated through the Legatus Group CEO.

Meetings were held with each constituent council during the year on at least one occasion, and this took the form of either one on one meetings with Mayor and CEO, presentations at full council meetings or workshops with full councils.

The Legatus Group was active in consultation around the new fee structure for LGA membership, the changes to the LGA constitution and efforts to progress a regional approach for the Murray Darling Association. This included securing funding from the LGA to Regional LGAs for outreach and capacity building programs to continue in 2018/2019.

The Legatus Group took a leadership role in developing state-wide approaches through working with SAROC, constituent councils and other regional bodies including:

1. Regional LGAs:
   a. Coastal Council Alliance
   b. Shorebird Alliance
   c. Rating Equity for Commercial and/or Industrial Land Uses Outside Towns in South Australia
   d. Socio-Economic impacts from the NDIS on regional local governments
   e. Rubble Royalties
2. Regional Development Australia (RDA) Yorke Mid North:
   a. 3 x Emerging Leaders Program
   b. RDSA Conference
3. Yorke Mid North Alliance:
   a. Yorke Mid North Regional Forum
   b. Climate Change
   c. Yorke Mid North Regional Roadmap

This report does not provide the detail on these reports, but copies can be found on the Legatus Group website.

In July 2017 a Legatus Group Procurement Business Plan was developed and distributed to all constituent councils. This resulted in the Legatus Group Special General meeting of 22 August 2017 and decision that the Legatus Group Procurement Business Plan not progress.

A significant amount of the Legatus Group CEO’s time was taken up with planning, as there had been no business plan developed for 2017/2018 in line with the Legatus Group Charter. Upon commencing employment in June 2017, the Legatus Group CEO developed a draft business plan which was distributed to all constituent councils. Following recommendation from the Audit and Risk Management Committee the Legatus Group September meeting sought a review of this draft business plan.

The CEO was requested to undertake a review of the Legatus Group Future Directions (strategic plan). This included a comprehensive review of the Long-Term Financial Plan, and in partnership with the Constituent Councils to develop a 10-year Strategic Plan, including a 3-year Action Plan. The review was to include an external facilitator for workshops with the Board and the Constituent Councils CEO’s on the future direction of the Legatus Group.


The Legatus Group continues to be in a healthy financial position with the accumulated surplus and reserves at 30 June 2018 of over $820,000. This matter was discussed by both the Audit and Risk Management
Committee and the Legatus Group February meetings noting that an allowance for the accumulated surplus and reserves be set as a minimum of $480,000.

Consideration on these funds should wait upon the decisions of the LGA regarding the new constitution and SAROC budgets for funding of Regional LGAs which is not yet clear. There may be the opportunity for utilising some of these funds to securing funding from other sources and for projects aligned with Legatus Group strategic directions. Due to the levels of uncertainty this was not factored into the 2018/2019 business plan for constituent council’s consideration.

All grants were acquitted, and all reporting provided.

Summary of Outcomes

**Education and Training**

Workshops held in various locations following consultation with Legatus Group Board, Chair, CEO’s and Officers and included:

1. Regional Business Incubators, Enterprise Centre and Co-Working Space Workshop
2. Community Wastewater Management workshops – resulted in an allocation of $50,000 from the LGA for 2 years for a Joint CWMS Service Arrangements and contracting of part time project officer
3. Climate Change Adaptation - resulted in launch of Climate Change guide for South Australia councils to develop regional climate change adaptation plans
4. State Planning Commission
5. Brand SA Regional Showcase
6. Yorke and Mid North Regional Planning Day – held in Port Pirie with over 120 attendees
7. Regional Development South Australia Conference and master class on population growth – held in Kadina with over 130 attendees
8. National Disability Insurance Scheme – resulted in $23,100 grant LGA R&D
9. State Public Health Plan – assisted with regional health plans and EOI for well being progressed by the LGA for Community Wellbeing Alliance Trials
10. Local Government Professionals
11. Benchmarking Project, Code of Conduct and Governance Panel
12. Small Business Friendly Local Government Charter Program
13. Data gathering
14. Digital maturity local governments – resulted in LGA R&D application being developed

**Board Governance and Operations**

1. Review of the Legatus Strategic Plan resulting in a new Strategic Plan, 3-year action plan and long term financial plan
2. Charter reviewed and amended
3. Annual work plan developed and adopted
4. Website updated

**Local Government Leadership and Sustainability**

1. Lead taken in:
   a. Rubble Royalties report with recommendations to LGA Board adopted – letter sent by LGA to Treasurer and other Ministers for exempting councils from this payment
   b. Coastal Council Alliance report with recommendations to LGA Board adopted – R&D project application developed
   c. Socio-economic impacts of NDIS report with recommendations to LGA Board adopted
   d. Rating Equity for Commercial and/or Industrial Land Uses Outside Towns in South Australia – secured $21,700 from LGA R&D and Regional LGAs
2. Meetings held with 5 of the 6 Local State MP’s after the 2018 State Govt Election
| 3. | Signed and implemented Sector Agreement for the Climate Change Adaptation Plan for Yorke & Mid North Region including employing a project officer |
| 4. | Formal alliance with RDA Yorke and Mid North and Northern and Yorke NRM and informal working partnerships with RDA Far North and RDA Barossa, Light, Gawler and Adelaide Plains |
| 5. | Supported the LGA with the Emergency Management Planning funding allocation and expressed interest in hosting a regional emergency management officer – result workshops being held for council ready workshops |
| 6. | Supported the LGA for a regional wellbeing officer and expressed interest in hosting a regional wellbeing officer – resulted in EOI's being sought from LGA for Community Wellbeing Alliance Trials |
| 7. | Supported the development of a State-wide Shorebird Alliance including Terms of Reference |
| 8. | Developed a Regional Procurement Business Plan which ultimately was not adopted |

### Regional and Community Sustainability

1. Development and release of the Yorke and Mid North Regional Plan as a collaboration with RDA Yorke Mid North and Northern and Yorke NRM
2. Delivered in partnership with DSD and RDA YMN 3 Emerging Leadership programs – result over 50 participants and the development of a Legatus Group LGA R&D grant application for a Youth Volunteering project
3. Finalised phase 1 of the Legatus Group Regional Transport Plan and commenced on phase 2
4. Undertook prioritising of the SLRP for the Legatus Group region – securing just under $2m for 5 of the 9 projects
5. Managed the inundation mapping project with the Yorke Peninsula and Barunga West Councils
6. Developed regional Legatus Group – community, transport, wastewater and climate change committees or working groups
7. Release of the regional climate change action plan and the development of an implementation plan
8. Working partnerships have been formed with:
   a. Yorke Mid North Disability Workforce Hub – resulted in the development of a regional forum
   b. Mid North Knowledge Partnership (Flinders University and Charles Darwin University) – resulted in MoU being progressed
   c. Country Health SA PHN

### Benefits to constituent councils:

- Identify training needs for the Legatus Region Constituent Councils.
- Regional collaboration and priority setting and sharing of knowledge and resources in the areas outlined above.
- Delivery of regional strategic and business plans and annual work plans.
- Operate Legatus Group in accordance with legislative requirements and board policies and procedures.
- Well regarded by members and stakeholders as valid and relevant through regional collaboration and undertaking or supporting actions on identified priorities.
- Identify regional priorities through collaboration with members and stakeholders and develop agreed actions and/or support.
- Advocate with a single and united voice and in partnership with other Regional LGA's.
- Fostering of economic, environmental and social sustainability through pro-active, innovative, efficient and collaborative approaches to priority issues.

### Benefits across the local government sector:

- Assistance with coordinating workshops and consultation sessions and improved regional delivery of LGA services.
- Identified and aided with regional and longer-term outcomes for Constituent Councils.
- Facilitates stronger regional collaboration on projects and areas for sharing of knowledge and services.
- Being able to undertake research projects on the needs specific to regional councils.
Observation:

There is still a need for continued regional collaboration support and a recognition that the Regional LGAs can assist the LGA on regional issues. This will help reduce the perceptions of the LGA being too Greater Adelaide focussed, which appears to be slowly reduced by having informed and data driven understandings on regional issues.

There could be greater use of the Legatus Group CEO as a resource and use of skill sets including that of other regional LGA EO’s across the various regional partnerships.

It is noted the complexity of gaining consensus from the constituent councils is that it is a time-consuming process and that there is desire to progress with sub-regional programs and projects, whilst being able to allow the full 15 constituent councils to be united voice and advocate.

Simon Millcock CEO Legatus Group

The Legatus Group Audit and Risk Committee summary of activities undertaken, and recommendations made during 2017-2018.

The committee met on 3 occasions during 2017-2018 with the following attendance:

<table>
<thead>
<tr>
<th>Date</th>
<th>No of Members Attending</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-Aug-17</td>
<td>5</td>
</tr>
<tr>
<td>1-Feb-18</td>
<td>4</td>
</tr>
<tr>
<td>20-Apr-18</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Committee Member</th>
<th>No of Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Ray Agnew</td>
<td>2</td>
</tr>
<tr>
<td>Chairman Kathie Bowman</td>
<td>3</td>
</tr>
<tr>
<td>Mayor Colin Nottle</td>
<td>3</td>
</tr>
<tr>
<td>Colin Davies</td>
<td>3</td>
</tr>
<tr>
<td>Andrew Johnson</td>
<td>1 (following resignation as CEO Port Pirie Council)</td>
</tr>
</tbody>
</table>
The following table sets out the principal issues addressed by the Committee for 2017-18 year:

<table>
<thead>
<tr>
<th>Principal Issues Examined</th>
<th>Recommendations to Legatus Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Report 2016-2017</td>
<td>No issues, unqualified audit, adopt</td>
</tr>
<tr>
<td>Review of budget against actuals</td>
<td>Noted the need for Legatus Group to endorse 2016-2017 adopted budget against actuals for annual financial report</td>
</tr>
<tr>
<td>Review of work plan, internal controls</td>
<td>Work planned developed</td>
</tr>
<tr>
<td>Charter</td>
<td>Variations to charter noted, recommended and adopted</td>
</tr>
<tr>
<td>Strategic Plan</td>
<td>Requested a review including of long term financial plan undertaken with recommendations for adoption</td>
</tr>
<tr>
<td>Budget</td>
<td>Noted the development of 2017-2018 budget did not comply with charter and ensured that 2018-2019 did</td>
</tr>
</tbody>
</table>

Mayor Ray Agnew Chairman Legatus Group Audit and Risk Management Committee

**Annual Financial Report**

The Legatus Group Annual General Meeting adopted the attached audited Legatus Group annual financial report statement for the year ending 30 June 2018.
CENTRAL LOCAL GOVERNMENT
REGION of SA
trading as

LECATUS
GROUP

Annual Financial
Statements

For the financial year

July 1st 2017 – June 30th 2018
# LEGATUS GROUP

General Purpose Financial Reports
for the year ended 30 June 2018

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<td>Statement of Comprehensive Income</td>
<td>4</td>
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<tr>
<td>Statement of Financial Position</td>
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<td>Statement of Changes in Equity</td>
<td>6</td>
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<td>Statement of Cash Flows</td>
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<tr>
<td>Notes to, and forming part of, the Principal Financial Statements</td>
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<tr>
<td>Note 1 - Significant Accounting Policies</td>
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<tr>
<td>Note 2 - Income</td>
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<td>Note 3 - Expenses</td>
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<td>Note 4 - Asset Disposal &amp; Fair Value Adjustments</td>
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<td>Note 5 - Current Assets</td>
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<td>Note 6 - Non-Current Assets</td>
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<td>Note 7 - Plant &amp; Equipment</td>
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<td>Note 8 - Liabilities</td>
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<td>Note 9 - Reserves</td>
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<td>Note 10 - Reconciliation of Cash Flow Statement</td>
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<td>Note 11 - Functions</td>
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<td>Note 12 - Financial Instruments</td>
<td>17</td>
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<td>Note 13 - Financial Indicators</td>
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<tr>
<td>Note 14 - Uniform Presentation of Finances</td>
<td>19</td>
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<tr>
<td>Note 15 - Related Party Disclosures</td>
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<tr>
<td>Audit Report - Financial Statements</td>
<td></td>
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<tr>
<td>Audit Report - Internal Controls</td>
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<tr>
<td>Group Certificate of Audit Independence</td>
<td></td>
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<tr>
<td>Audit Certificate of Audit Independence</td>
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</tbody>
</table>
LEGATUS GROUP
ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2018

CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by the Group 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 Group's financial position at 30 June 2018 and the results of its operations and cash flows for the financial year.

➢ internal controls implemented by the Group provide a reasonable assurance that the Group's financial records are complete, accurate and reliable and were effective throughout the financial year.

➢ the financial statements accurately reflect the Group's accounting and other records.

___________________________  ____________________________
Simon Millcock                           Mayor Samuel Peter Mattey
Chief Executive Officer                      President

Date: 8/8/18
<table>
<thead>
<tr>
<th>INCOME</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants, subsidies and contributions</td>
<td>345,527</td>
<td>348,889</td>
</tr>
<tr>
<td>Investment income</td>
<td>13,817</td>
<td>12,205</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>4,545</td>
<td>25,105</td>
</tr>
<tr>
<td>Other income</td>
<td>196,398</td>
<td>194,538</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>560,287</strong></td>
<td><strong>580,737</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee costs</td>
<td>218,452</td>
<td>261,600</td>
</tr>
<tr>
<td>Materials, contracts &amp; other expenses</td>
<td>230,102</td>
<td>279,405</td>
</tr>
<tr>
<td>Depreciation, amortisation &amp; impairment</td>
<td>6,311</td>
<td>9,487</td>
</tr>
<tr>
<td>Finance costs</td>
<td></td>
<td>24</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>454,865</strong></td>
<td><strong>550,516</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPERATING SURPLUS / (DEFICIT)</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>105,422</strong></td>
<td>30,221</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET SURPLUS / (DEFICIT) transferred to Equity Statement</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>105,422</strong></td>
<td>30,221</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Other Comprehensive Income</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL COMPREHENSIVE INCOME</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>105,422</strong></td>
<td>30,221</td>
<td></td>
</tr>
</tbody>
</table>

This Statement is to be read in conjunction with the attached Notes.
### LEGATUS GROUP

#### STATEMENT OF FINANCIAL POSITION

as at 30 June 2018

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notes</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>5</td>
<td>808,876</td>
</tr>
<tr>
<td>Trade &amp; other receivables</td>
<td>5</td>
<td>8,759</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td></td>
<td>817,635</td>
</tr>
<tr>
<td><strong>Non-current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Infrastructure, property, plant &amp; equipment</td>
<td>7</td>
<td>17,488</td>
</tr>
<tr>
<td><strong>Total Non-current Assets</strong></td>
<td></td>
<td>17,488</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td></td>
<td>835,123</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Notes</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade &amp; other payables</td>
<td>8</td>
<td>6,277</td>
</tr>
<tr>
<td>Provisions</td>
<td>8</td>
<td>7,037</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td></td>
<td>13,314</td>
</tr>
<tr>
<td><strong>Non-current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provisions</td>
<td>8</td>
<td>360</td>
</tr>
<tr>
<td><strong>Total Non-current Liabilities</strong></td>
<td></td>
<td>360</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td></td>
<td>13,674</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td></td>
<td>821,449</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EQUITY</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Notes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated Surplus</td>
<td></td>
<td>55,336</td>
</tr>
<tr>
<td>Other Reserves</td>
<td>9</td>
<td>766,113</td>
</tr>
<tr>
<td><strong>TOTAL EQUITY</strong></td>
<td></td>
<td>821,449</td>
</tr>
</tbody>
</table>

This Statement is to be read in conjunction with the attached Notes.
# LEGATUS GROUP

## STATEMENT OF CHANGES IN EQUITY

for the year ended 30 June 2018

<table>
<thead>
<tr>
<th></th>
<th>Accumulated Surplus</th>
<th>Other Reserves</th>
<th>TOTAL EQUITY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2018</strong></td>
<td>Notes</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Balance at end of previous reporting period</td>
<td>121,695</td>
<td>594,332</td>
<td>716,027</td>
</tr>
<tr>
<td><strong>Net Surplus / (Deficit) for Year</strong></td>
<td>105,422</td>
<td></td>
<td>105,422</td>
</tr>
<tr>
<td><strong>Other Comprehensive Income</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers between reserves</td>
<td>(171,781)</td>
<td>171,781</td>
<td></td>
</tr>
<tr>
<td><strong>Balance at end of period</strong></td>
<td>55,336</td>
<td>766,113</td>
<td>821,449</td>
</tr>
</tbody>
</table>

|                      | Notes               | $              | $            | $            |
| **2017**             |                     |                |              |              |
| Balance at end of previous reporting period       | 113,143            | 572,663        | 685,806      |
| **Net Surplus / (Deficit) for Year**              | 30,221             |                | 30,221       |
| **Other Comprehensive Income**                    |                     |                |              |
| Transfers between reserves                          | (21,669)           | 21,669         |              |
| **Balance at end of period**                      | 121,695            | 594,332        | 716,027      |

This Statement is to be read in conjunction with the attached Notes.
## LEGATUS GROUP

### STATEMENT OF CASH FLOWS

*for the year ended 30 June 2018*

<table>
<thead>
<tr>
<th>CASH FLOWS FROM OPERATING ACTIVITIES</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Receipts</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment receipts</td>
<td>13,419</td>
<td>12,205</td>
</tr>
<tr>
<td>Grants utilised for operating purposes</td>
<td>371,442</td>
<td>490,490</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>5,000</td>
<td>15,400</td>
</tr>
<tr>
<td>Other revenues</td>
<td>194,450</td>
<td>188,416</td>
</tr>
<tr>
<td><strong>Payments</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee costs</td>
<td>(217,537)</td>
<td>(266,402)</td>
</tr>
<tr>
<td>Materials, contracts &amp; other expenses</td>
<td>(277,757)</td>
<td>(273,833)</td>
</tr>
<tr>
<td>Finance payments</td>
<td>-</td>
<td>(24)</td>
</tr>
<tr>
<td><strong>Net Cash provided by (or used in) Operating Activities</strong></td>
<td>89,017</td>
<td>166,252</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CASH FLOWS FROM INVESTING ACTIVITIES</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Receipts</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Payments</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditure on renewal/replacement of assets</td>
<td>-</td>
<td>(3,176)</td>
</tr>
<tr>
<td><strong>Net Cash provided by (or used in) Investing Activities</strong></td>
<td>-</td>
<td>(3,176)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CASH FLOWS FROM FINANCING ACTIVITIES</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Receipts</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Payments</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Net Cash provided by (or used in) Financing Activities</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net Increase (Decrease) in cash held</strong></td>
<td>89,017</td>
<td>163,076</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cash &amp; cash equivalents at beginning of period</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>719,859</td>
<td>556,783</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cash &amp; cash equivalents at end of period</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>808,876</td>
<td>719,859</td>
</tr>
</tbody>
</table>

This Statement is to be read in conjunction with the attached Notes.
Note 1 - SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

1. Basis of Preparation
This general purpose financial report has been prepared in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

The financial report was authorised for issue by certificate under regulation 14 of the Local Government (Financial Management) Regulations 2011 dated 9th August 2014.

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying the Group’s accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of this Note.

All amounts in the financial statements have been rounded to the nearest dollar ($).

1.1 Historical Cost Convention
Except as stated below, these financial statements have been prepared in accordance with the historical cost convention.

1.2 The Local Government Reporting Entity
The Legatus Group ("the Group") is a regional subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999.

The Constituent Councils are:
1. The Barossa Council
2. District Council of Mount Remarkable
3. District Council of Barunga West
4. Northern Areas Council
5. Clare and Gilbert Valleys Council
6. District Council of Orroroo/Carrieton
7. District Council of the Copper Coast
8. District Council of Peterborough
9. The Flinders Ranges Council
10. Port Pirie Regional Council
11. Regional Council of Goyder
12. Wakefield Regional Council
13. Light Regional Council
14. Yorke Peninsula Council, and

All funds received and expended by the Group have been included in the Financial Statements forming part of this Financial Report.

1.3 Income recognition
Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Group obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

Where grants, contributions and donations recognised as incomes during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the amounts subject to those undischarged conditions are disclosed in these notes. Also disclosed is the amount of grants, contributions and receivables recognised as incomes in a previous reporting period which were obtained in respect of the Group’s operations for the current reporting period.

1.4 Cash, Cash Equivalents and other Financial Instruments
Cash Assets include all amounts readily convertible to cash on hand at the Group’s option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.
Receivables for generally unsecured and do not bear interest. All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

All financial instruments are recognised at fair value at the date of recognition. A detailed statement of the accounting policies applied to financial instruments forms part of Note 13.

1.5 Property, Plant & Equipment
All non-current assets purchased are capitalised as the expenditure is incurred and depreciated as soon as the asset is held “ready for use”. All assets are recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition.

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by the Group for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life. Examples of capitalisation thresholds applied during the year are as follows:

| Office Furniture & Equipment | $5,000 |
| Motor Vehicles, Other Plant & Equipment | $5,000 |

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of the Group, best reflects the consumption of the service potential embodied in those assets.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually.

Major depreciation periods for each class of asset are shown in Note 7.

1.6 Payables
Creditors are amounts due to external parties for the supply of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid 30 days after the month of invoice. No interest is payable on these amounts.

Amounts received from external parties in advance of service delivery are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

Employee Benefits
Salaries, Wages & Compensated Absences
The Group has one employee as at the 30th June 2018, a Chief Executive Officer. Liabilities for employee entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms.

| Weighted average discount rate     | 2.25% (2017, 2.10%) |
| Weighted average settlement period | 9 years (2017, 10 years) |

No accrual is made for sick leave as the Group’s experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. The Group does not make payment for untaken sick leave.

Superannuation
The Group contributes the statutory 9.5% SGC superannuation to the nominated superannuation fund for the Chief Executive Officer.

GST Implications
In accordance with UIG Abstract 1031 “Accounting for the Goods & Services Tax”

- Receivables and Creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.
## LEGATUS GROUP
### NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018

### Note 2 - INCOME

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INVESTMENT INCOME</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest on investments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Government Finance Authority</td>
<td>13,741</td>
<td>12,117</td>
</tr>
<tr>
<td>Banks</td>
<td>76</td>
<td>88</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>13,817</strong></td>
<td><strong>12,205</strong></td>
</tr>
</tbody>
</table>

| **REIMBURSEMENTS** |       |       |
| - for Legal, Climate Change, USGRPG | 4,545 | 25,105 |
| **Total** | **4,545** | **25,105** |

| **OTHER INCOME** |       |       |
| Council Contributions | 162,750 | 159,545 |
| Sundry | 33,648 | 34,993 |
| **Total** | **196,398** | **194,538** |

| **GRANTS, SUBSIDIES, CONTRIBUTIONS** |       |       |
| Sundry | 345,527 | 348,889 |
| **Total** | **345,527** | **348,889** |

The functions to which these grants relate are shown in Note 12.

**Sources of grants**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>State government</td>
<td>345,527</td>
<td>348,889</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>345,527</strong></td>
<td><strong>348,889</strong></td>
</tr>
</tbody>
</table>

**Conditions over grants & contributions**

Grants and contributions which were obtained on the condition that they be expended for specified purposes or in a future period, but which are not yet expended in accordance with those conditions, are as follows:

Unexpended at the close of the previous reporting period | 366,006 | 221,570 |
Less: expended during the current period from revenues recognised in previous reporting periods |
- A009 - Special Projects | - | (6,281 ) |
- P009 - Climate Change | - | (4,761 ) |
- P022 - Roads & Transport | (1,805 ) | - |
- P024 - Climate Change Co-ordinator 2015-17 | (51,779 ) | - |
- P026 - Strategic Procurement | - | (31,100 ) |
**Subtotal** | (53,584 ) | (42,142 ) |

Plus: amounts recognised as revenues in this reporting period but not yet expended in accordance with the conditions |
- P022 - Roads & Transport | - | 11,314 |
- P024 - Climate Change Co-ordinator 2015-17 | - | 43,943 |
- P025 - Outreach Stage 2 | 49,687 | 33,235 |
- P028 - Regional Capacity Building | 174,543 | 98,086 |
- A009 - Special Projects | 1,134 | - |
**Subtotal** | 225,364 | 186,578 |

Unexpended at the close of this reporting period | 537,786 | 366,006 |

Net increase (decrease) in assets subject to conditions in the current reporting period | 171,780 | 144,436 |
## LEGATUS GROUP

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018

Note 3 - EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EMPLOYEE COSTS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries and Wages</td>
<td>162,958</td>
<td>209,804</td>
</tr>
<tr>
<td>Employee leave expense</td>
<td>16,780</td>
<td>15,991</td>
</tr>
<tr>
<td>Redundancy</td>
<td>5,385</td>
<td>-</td>
</tr>
<tr>
<td>Pay in Lieu of Notice</td>
<td>5,385</td>
<td>-</td>
</tr>
<tr>
<td>Superannuation</td>
<td>16,330</td>
<td>20,785</td>
</tr>
<tr>
<td>Workers’ Compensation Insurance</td>
<td>2,262</td>
<td>2,550</td>
</tr>
<tr>
<td>CEO Relocation</td>
<td>1,239</td>
<td>3,761</td>
</tr>
<tr>
<td>Professional Development</td>
<td>649</td>
<td>1,007</td>
</tr>
<tr>
<td>FBT</td>
<td>7,464</td>
<td>7,702</td>
</tr>
<tr>
<td><strong>Total Operating Employee Costs</strong></td>
<td><strong>218,452</strong></td>
<td><strong>261,600</strong></td>
</tr>
</tbody>
</table>

**Total Number of Employees**

(Full time equivalent at end of reporting period)

- 2018: 1
- 2017: 2

### MATERIALS, CONTRACTS & OTHER EXPENSES

**Prescribed Expenses**

<table>
<thead>
<tr>
<th>Expense</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditor’s Remuneration</td>
<td>2,000</td>
<td>1,650</td>
</tr>
<tr>
<td><strong>Subtotal - Prescribed Expenses</strong></td>
<td><strong>2,000</strong></td>
<td><strong>1,650</strong></td>
</tr>
</tbody>
</table>

**Other Materials, Contracts & Expenses**

<table>
<thead>
<tr>
<th>Expense</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractors &amp; Consultants</td>
<td>162,372</td>
<td>202,888</td>
</tr>
<tr>
<td>Legal Expenses</td>
<td>-</td>
<td>8,202</td>
</tr>
<tr>
<td>Unleaded Fuel</td>
<td>5,576</td>
<td>4,934</td>
</tr>
<tr>
<td>Members Allowances &amp; Support</td>
<td>4,270</td>
<td>4,264</td>
</tr>
<tr>
<td>Meetings &amp; Conferences</td>
<td>5,318</td>
<td>4,852</td>
</tr>
<tr>
<td>Insurance</td>
<td>7,750</td>
<td>7,624</td>
</tr>
<tr>
<td>Rental - Premises</td>
<td>16,477</td>
<td>10,581</td>
</tr>
<tr>
<td>Advertising</td>
<td>316</td>
<td>1,050</td>
</tr>
<tr>
<td>Accommodation</td>
<td>3,994</td>
<td>3,959</td>
</tr>
<tr>
<td>Airfares</td>
<td>499</td>
<td>2,157</td>
</tr>
<tr>
<td>Travel - Reimbursement</td>
<td>2,445</td>
<td>7,036</td>
</tr>
<tr>
<td>Catering &amp; Meals</td>
<td>6,340</td>
<td>4,768</td>
</tr>
<tr>
<td>Telephone &amp; Internet</td>
<td>6,870</td>
<td>4,434</td>
</tr>
<tr>
<td>Postage/Stationery/IT</td>
<td>3,875</td>
<td>5,586</td>
</tr>
<tr>
<td>Sundry</td>
<td>2,000</td>
<td>5,420</td>
</tr>
<tr>
<td><strong>Subtotal - Other Materials, Contracts &amp; Expenses</strong></td>
<td><strong>228,102</strong></td>
<td><strong>277,755</strong></td>
</tr>
</tbody>
</table>

**DEPRECIATION, AMORTISATION & IMPAIRMENT**

**Depreciation**

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor Vehicle</td>
<td>6,311</td>
<td>6,311</td>
</tr>
<tr>
<td>Computers &amp; Software</td>
<td>-</td>
<td>3,176</td>
</tr>
<tr>
<td></td>
<td><strong>6,311</strong></td>
<td><strong>9,487</strong></td>
</tr>
</tbody>
</table>

**FINANCE COSTS**

<table>
<thead>
<tr>
<th>Expense</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest on bank account</td>
<td>-</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>24</td>
</tr>
</tbody>
</table>
LEGATUS GROUP
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018

Note 4 - ASSET DISPOSAL & FAIR VALUE ADJUSTMENTS

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NIl</td>
<td>NIl</td>
</tr>
</tbody>
</table>

Note 5 - CURRENT ASSETS

<table>
<thead>
<tr>
<th>CASH &amp; EQUIVALENT ASSETS</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash at Bank</td>
<td>3,590</td>
<td>77,915</td>
</tr>
<tr>
<td>Deposits at Call</td>
<td>805,286</td>
<td>641,944</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>808,876</strong></td>
<td><strong>719,859</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TRADE &amp; OTHER RECEIVABLES</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accrued Revenues</td>
<td>3,085</td>
<td>2,687</td>
</tr>
<tr>
<td>Debtors - General</td>
<td>237</td>
<td>12,139</td>
</tr>
<tr>
<td>GST Recoupment</td>
<td>5,437</td>
<td>10,578</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>8,759</strong></td>
<td><strong>25,404</strong></td>
</tr>
</tbody>
</table>

Note 6 - NON-CURRENT ASSETS

<table>
<thead>
<tr>
<th>FINANCIAL ASSETS</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NIl</td>
<td>NIl</td>
</tr>
</tbody>
</table>
## LEGATUS GROUP

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th></th>
<th></th>
<th>2018</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>AT FAIR VALUE</td>
<td>AT COST</td>
<td>ACCUM DEPN</td>
<td>CARRYING AMOUNT</td>
<td>AT FAIR VALUE</td>
</tr>
<tr>
<td><strong>Fair Value Level</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor Vehicle</td>
<td></td>
<td>-</td>
<td>33,353</td>
<td>(9,554)</td>
<td>23,799</td>
<td>-</td>
</tr>
<tr>
<td>Computers &amp; Software</td>
<td></td>
<td>-</td>
<td>3,948</td>
<td>(3,948)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL PLANT &amp; EQUIPMENT</strong></td>
<td></td>
<td>-</td>
<td>37,301</td>
<td>(13,602)</td>
<td>23,799</td>
<td>-</td>
</tr>
<tr>
<td><strong>Comparatives</strong></td>
<td></td>
<td>-</td>
<td>34,125</td>
<td>(4,015)</td>
<td>30,110</td>
<td>-</td>
</tr>
</tbody>
</table>

### Note 7 - PLANT & EQUIPMENT

**CARRYING AMOUNT MOVEMENTS DURING YEAR**

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th></th>
<th></th>
<th>2018</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>CARRYING AMOUNT</td>
<td>Additions</td>
<td>Disposals</td>
<td>Depreciation</td>
<td>Impairment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New/Upgrade</td>
<td>Renewals</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor Vehicle</td>
<td>23,799</td>
<td></td>
<td>-</td>
<td>-</td>
<td>- (6,311)</td>
<td>-</td>
</tr>
<tr>
<td>Computers &amp; Software</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL PLANT &amp; EQUIPMENT</strong></td>
<td>23,799</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(6,311)</td>
<td>-</td>
</tr>
<tr>
<td><strong>Comparatives</strong></td>
<td>30,110</td>
<td>3,176</td>
<td>-</td>
<td>-</td>
<td>(9,487)</td>
<td>-</td>
</tr>
</tbody>
</table>
## LEGATUS GROUP

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

for the year ended 30 June 2018

### Note 8 - LIABILITIES

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th></th>
<th>2017</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Current</td>
<td></td>
<td>Current</td>
</tr>
<tr>
<td>TRADE &amp; OTHER PAYABLES</td>
<td></td>
<td>Non-current</td>
<td></td>
<td>Non-current</td>
</tr>
<tr>
<td>Goods &amp; Services</td>
<td>-</td>
<td>-</td>
<td>23,399</td>
<td>-</td>
</tr>
<tr>
<td>Accrued expenses - employee entitlements</td>
<td>-</td>
<td>-</td>
<td>1,096</td>
<td>-</td>
</tr>
<tr>
<td>GST &amp; PAYG</td>
<td>6,277</td>
<td>-</td>
<td>23,154</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>6,277</td>
<td>-</td>
<td>47,849</td>
<td>-</td>
</tr>
<tr>
<td><strong>PROVISIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee entitlements (including ancillary)</td>
<td>7,037</td>
<td>360</td>
<td>5,214</td>
<td>172</td>
</tr>
<tr>
<td></td>
<td>7,037</td>
<td>360</td>
<td>5,214</td>
<td>172</td>
</tr>
</tbody>
</table>

### Note 9 - RESERVES

<table>
<thead>
<tr>
<th></th>
<th>1/7/2017</th>
<th>Transfers to Reserve</th>
<th>Transfers from Reserve</th>
<th>30/6/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>OTHER RESERVES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Reserve</td>
<td>31,093</td>
<td>-</td>
<td>-</td>
<td>31,093</td>
</tr>
<tr>
<td>1 A009-Special Projects</td>
<td>15,341</td>
<td>1,134</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2 P003-Waste Management</td>
<td>16,273</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>3 P022-Roads &amp; Transport</td>
<td>37,892</td>
<td>-</td>
<td>(1,805)</td>
<td>-</td>
</tr>
<tr>
<td>4 P024-Climate Change Co-ordinator 2015-17</td>
<td>63,472</td>
<td>-</td>
<td>(51,778)</td>
<td>-</td>
</tr>
<tr>
<td>5 P025-LG Outreach Phase 2</td>
<td>83,235</td>
<td>49,687</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>6 P027-LG Reform - Incentive Risk</td>
<td>144,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>7 P028-Regional Capacity Building</td>
<td>203,026</td>
<td>174,543</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL OTHER RESERVES</strong></td>
<td>594,332</td>
<td>225,364</td>
<td>(53,583)</td>
<td>766,113</td>
</tr>
</tbody>
</table>

**Comparatives**

|                  | 572,663 | 186,578 | (164,909) | 594,332 |

### PURPOSES OF RESERVES

(Other Reserves)

1. A007-Special Projects
   LGA funded support programme
2. P003-Waste Management
   State Government funded technical support programme
3. P022-Roads & Transport
   Legatus funded programme - Regional Development Australia Freight Strategy
4. P024-Climate Change Co-ordinator 2015-17
   Regional Partners and State Government funded programme
5. P025-LG Outreach Phase 2
   LGA funded programme
6. P027-LG Reform - Incentive Risk
   CEO Performance fund
7. P028-Regional Capacity Building
   Region rubble royalty 9% returned for project allocation 2017/18 on
LEGATUS GROUP

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018

Note 10 - RECONCILIATION TO CASH FLOW STATEMENT

(a) Reconciliation of Cash
Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Cash Flow Statement is reconciled to the related items in the Balance Sheet as follows:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total cash &amp; equivalent assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balances per Cash Flow Statement</td>
<td>808,876</td>
<td>719,859</td>
</tr>
</tbody>
</table>

(b) Reconciliation of Change in Net Assets to Cash from Operating Activities

<table>
<thead>
<tr>
<th>Description</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Surplus (Deficit)</td>
<td>105,422</td>
<td>30,221</td>
</tr>
<tr>
<td>Non-cash items in income Statement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation, amortisation &amp; impairment</td>
<td>6,311</td>
<td>9,487</td>
</tr>
<tr>
<td>Net increase (decrease) in unpaid employee benefits</td>
<td>915</td>
<td>(4,802)</td>
</tr>
<tr>
<td>Total</td>
<td>112,648</td>
<td>34,906</td>
</tr>
</tbody>
</table>

Add (Less): Changes in Net Current Assets
Net (increase) decrease in receivables           | 16,645   | 98,652   |
Net increase (decrease) in trade & other payables | (40,276) | 32,694   |

Net Cash provided by (or used in) operations     | 89,017   | 166,252  |

(c) Non-Cash Financing and Investing Activities

(d) Financing Arrangements

Unrestricted access was available at balance date to the following lines of credit:
Corporate Credit Cards                             | 5,000    |

Note 11 - FUNCTIONS

The activities of the Region are categorised into the following programmes

1 A009-Special Projects
2 P015-Local Government Reform
3 P022-Roads & Transport
4 P024-Climate Change Co-Ordinator 2015-17
5 P025-LG Outreach Phase 2
6 P027-LG Reform - Incentive Risk
7 P028-Regional Capacity Building

Income and expenses have been attributed to the functions/activities throughout the financial year.
LEGATUS GROUP
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018
Note 12 - FINANCIAL INSTRUMENTS

Accounting Policies - Recognised Financial Instruments

| Bank, Deposits at Call, Short Term Deposits | Accounting Policy: Carried at lower of cost and net realisable value; Interest is recognised when earned. Terms & conditions: Short term deposits are available on 24 hour call with the LGFA and have an interest rate of 1.5% as at 30 June 2018 Carrying amount: approximates fair value due to the short term to maturity. |
| Receivables - Trade & other debtors | Accounting Policy: Carried at nominal value. Terms & conditions: Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. Carrying amount: approximates fair value. |
| Liabilities - Creditors and Accruals | Accounting Policy: Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Group. Terms & conditions: Liabilities are normally settled on 30 day terms. Carrying amount: approximates fair value. |

Liquidity Analysis

<table>
<thead>
<tr>
<th>2018</th>
<th>Due &lt; 1 year</th>
<th>Due &gt; 1 year; ≤ 5 years</th>
<th>Due &gt; 5 years</th>
<th>Total Contractual Cash Flows</th>
<th>Carrying Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Assets</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Cash &amp; Equivalents</td>
<td>808,876</td>
<td>-</td>
<td>-</td>
<td>808,876</td>
<td>808,876</td>
</tr>
<tr>
<td>Receivables</td>
<td>8,759</td>
<td>-</td>
<td>-</td>
<td>8,759</td>
<td>8,759</td>
</tr>
<tr>
<td>Total</td>
<td>817,635</td>
<td>-</td>
<td>-</td>
<td>817,635</td>
<td>817,635</td>
</tr>
<tr>
<td>Financial Liabilities</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Payables</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2017</th>
<th>Due &lt; 1 year</th>
<th>Due &gt; 1 year; ≤ 5 years</th>
<th>Due &gt; 5 years</th>
<th>Total Contractual Cash Flows</th>
<th>Carrying Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Assets</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Cash &amp; Equivalents</td>
<td>719,859</td>
<td>-</td>
<td>-</td>
<td>719,859</td>
<td>719,859</td>
</tr>
<tr>
<td>Receivables</td>
<td>25,404</td>
<td>-</td>
<td>-</td>
<td>25,404</td>
<td>25,404</td>
</tr>
<tr>
<td>Total</td>
<td>745,263</td>
<td>-</td>
<td>-</td>
<td>745,263</td>
<td>745,263</td>
</tr>
<tr>
<td>Financial Liabilities</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Payables</td>
<td>46,553</td>
<td>-</td>
<td>-</td>
<td>46,553</td>
<td>46,553</td>
</tr>
<tr>
<td>Total</td>
<td>46,553</td>
<td>-</td>
<td>-</td>
<td>46,553</td>
<td>46,553</td>
</tr>
</tbody>
</table>

Net Fair Value

All carrying values approximate fair value for all recognised financial instruments. There is no recognised market for the financial assets of the Group.

Risk Exposures

Credit Risk represents the loss that would be recognised if counterparties fail to perform as contracted. The maximum credit risk on financial assets of the Group is the carrying amount, net of any allowance for doubtful debts. All Group investments are made with the SA Local Government Finance Authority and are guaranteed by the SA Government. Except as detailed in Notes 5 & 6 in relation to individual classes of receivables, exposure is concentrated within the Group's boundaries, and there is no material exposure to any individual debtor.

Market Risk is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of the Group's financial assets are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor currency risk apply.

Liquidity Risk is the risk that the Group will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.
LEGATUS GROUP

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018

Note 13 - FINANCIAL INDICATORS

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Surplus Ratio</td>
<td>18.8%</td>
<td>5.2%</td>
<td>26.0%</td>
</tr>
<tr>
<td>Total Operating Income</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*This ratio expresses the operating surplus as a percentage of total operating revenue.*

<table>
<thead>
<tr>
<th>Net Financial Liabilities Ratio</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Financial Liabilities</td>
<td>-143%</td>
<td>-119%</td>
<td>-135%</td>
</tr>
<tr>
<td>Total Operating Income</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Net Financial Liabilities are defined as total liabilities less financial assets. These are expressed as a percentage of total operating revenue.*

| Asset Sustainability Ratio    |        |        |        |
| Net Asset Renewals            | 0%     | 0%     | 0%     |
| Infrastructure & Asset Management Plan required expenditure | | | |

*Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.*
LEGATUS GROUP

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018

Note 14 - UNIFORM PRESENTATION OF FINANCES

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

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

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

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>560,287</td>
<td>580,737</td>
</tr>
<tr>
<td>Expenses</td>
<td>(454,865)</td>
<td>(550,516)</td>
</tr>
<tr>
<td>Operating Surplus / (Deficit)</td>
<td>105,422</td>
<td>30,221</td>
</tr>
</tbody>
</table>

Net Outlays on Existing Assets
Capital Expenditure on renewal and replacement of Existing Assets - (3,176)
Add back Depreciation, Amortisation and Impairment 6,311 9,487

Net Outlays on New and Upgraded Assets
Amounts received specifically for New and Upgraded Assets - -

Net Lending / (Borrowing) for Financial Year 111,733 36,532
LEGATUS GROUP

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2018

Note 15 - RELATED PARTY DISCLOSURES

KEY MANAGEMENT PERSONNEL
The Key Management Personnel of the Group include the 15 Mayors/Chairpersons of the constituent Councils and the CEO. In all, 3 persons were paid the following total compensation:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries, allowances &amp; other short term benefits</td>
<td>149,999</td>
<td>157,411</td>
</tr>
<tr>
<td>Member Allowance</td>
<td>4,270</td>
<td>4,264</td>
</tr>
<tr>
<td>Post-employment benefits</td>
<td>14,250</td>
<td>14,954</td>
</tr>
<tr>
<td>Long term benefits</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>FBT</td>
<td>15,235</td>
<td>14,360</td>
</tr>
<tr>
<td>Termination benefits</td>
<td>-</td>
<td>7,834</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>183,754</strong></td>
<td><strong>198,823</strong></td>
</tr>
</tbody>
</table>

Other than amounts paid as ratepayers or residents (e.g. rates, swimming pool entry fees, etc.), The Group received the following amounts in total:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contributions for fringe benefits tax purposes</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

PARTIES RELATED TO KEY MANAGEMENT PERSONNEL

Nil.
Legatus Group
Independent Auditor’s Report

We have audited the attached financial statements, being a general purpose financial report, of Legatus Group, for the year ended 30 June 2018.

Opinion
In our opinion, the financial statements of the Authority are properly drawn up:
   a) to present fairly the financial position of the Authority as at the 30 June 2018 and the results of its operations for the period then ended, and;
   b) according to Australian Accounting Standards.

Basis for Opinion
For the audit of the Authority we have maintained our independence in accordance with the relevant ethical requirements of APES 110 Section 290. We believe that the audit evidence that we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information – Basis of Accounting and Restriction on Distribution
Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report is prepared to assist the authority to meet the requirements of Local Government Act 1999 together with the Local Government (Financial Management Regulations 2011. As a result, the financial report may not be suitable for another purpose. Our report is intended solely for the members.

Responsibilities of Management for the Financial Report
The Board of Management is responsible for the preparation of the financial report in accordance with Local Government Act 1999 together with the Local Government (Financial Management Regulations 2011 and for such internal control as management determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor’s Responsibilities for the Audit of the Financial Report
Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the schedule is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement in the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Ian G McDonald FCA
Registered Company Auditor

Dated at Grange this 8th day of August 2018
LEGATUS GROUP

ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 June 2018

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that for the purpose of the audit of the Legatus group for the year ended 30 June 2018, the Council’s Auditor, Ian G McDonald FIAS maintained his independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.

[Signatures of Executive Officers from various councils]

Date: 8/8/2018
I confirm that, for the audit of the financial statements of the Legatus Group for the year ended 30 June 2018, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) Local Government (Financial Management) Regulations 2011.

Ian G McDonald FCA

Dated this 24 day of July 2018
4.2.1 CONSENSUS AGENDA – CHIEF EXECUTIVE OFFICER

4.2.1.3 REMUNERATION TRIBUNAL DETERMINATION – ELECTED MEMBER ALLOWANCES
B4475

Council has received the finalised Remuneration Tribunal determination on the setting of Elected Member allowances under the Local Government Act. The Barossa Council remains a level 2 Council and the determination has been set at $17,270 which will apply to newly Elected Members when they take office after the November 2018 elections. The determination will result in a requirement for a budget adjustment of $2,992 which will be undertaken through the normal quarterly budget processes after the election.

RECOMMENDATION
That Council receive and note the Remuneration Tribunal determination for Elected Member allowances.
DETERMINATION OF THE REMUNERATION TRIBUNAL
ALLOWANCES FOR MEMBERS OF LOCAL GOVERNMENT COUNCILS

SCOPE OF DETERMINATION
1. The Remuneration Tribunal has jurisdiction under section 76 of the Local Government Act 1999 ("the Act"), to determine the allowance payable to elected members of Local Government Councils constituted under that Act.
2. This Determination applies to the members of Councils constituted under the Act, but does not apply to members of the Adelaide City Council.

INTERPRETATION
3. In this Determination, unless the contrary appears:
   "Committee" means a committee established by a council in terms of section 41 of the Act.
   "Councillor" means a person appointed or elected as a member of a local government council under the Act.
   "Principal Member" means a principal member under the Act.
   "Prescribed Committee" means for the purposes of this determination, a committee that endures, irrespective of whether the council has assigned any particular work for the committee to perform and assists the council or provides advice to the council in any of the following areas or any combination thereof:
   • Audit
   • Chief Executive Officer performance review
   • Corporate services
   • Finance
   • Governance
   • Infrastructure and works
   • Risk management
   • Strategic planning and development

ALLOWANCES
4. Councillors
   The annual allowance for a councillor who is not a principal member, deputy mayor, deputy chairperson or presiding member of a prescribed committee shall be as follows:
Council Groups are provided in Appendix 1.

5. **Principal Members**

The annual allowance for principal members of a local government councils constituted under the Act will be equal to four (4) times the annual allowance for councillors of that council.

6. **Deputy Mayor, Deputy Chairperson or Presiding Member of a Committee**

The annual allowance for a councillor who is a deputy mayor or deputy chairperson, or the presiding member of a prescribed committee or more than one prescribed committees established by a council, will be equal to one and a quarter (1.25) times the annual allowance for councillors of that council.

7. An additional allowance in the form of a sitting fee is payable to a councillor (other than the principal member or deputy principal member, chairperson or deputy chairperson or a presiding member of a prescribed committee) who is the presiding member of a committee, that is not a prescribed committee, at the following rates:
   - a. Where the councillor is a member of a council in Group 1A or Group 1B; an allowance of $230 per meeting limited to an aggregate amount of allowance of $1,380 per annum;
   - b. Where the councillor is a member of a council in Group 2 or Group 3; an allowance of $170 per meeting limited to an aggregate amount of allowance of $1,020 per annum;
   - c. Where the councillor is a member of a council in Group 4 or Group 5; an allowance of $110 per meeting limited to an aggregate amount of allowance of $660 per annum.

**TRAVEL TIME ALLOWANCE FOR MEMBERS OF NON-METROPOLITAN COUNCILS**

8. An allowance of $410 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located at least 30 kms but less than 50 kms from that council’s principal office, via the most direct road route.

9. An allowance of $700 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located at least 50 kms but less than 75 kms from that council’s principal office, via the most direct road route.

10. An allowance of $1,050 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located at least 75 kms but less than 100 kms from that council’s principal office, via the most direct road route.

11. An allowance of $1,490 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located 100 kms or more from that council’s principal office, via the most direct road route.

12. The non-metropolitan council members travel time allowance will be payable in addition to any entitlement to reimbursement of expenses actually incurred.
13. A list of the non-metropolitan councils to which this payment applies is provided in Appendix 2.

DATE OF OPERATION

14. As provided for by section 76(8) of the Act, this Determination will come into operation on the conclusion of the 2018 Local Government Elections.

John Lewin
PRESIDENT

Peter Alexander
MEMBER

Pamela Martin
MEMBER

Dated this 30th day of August 2018
## Appendix 1 – Council Groups

### GROUP 1A
- City of Charles Sturt
- City of Onkaparinga
- City of Port Adelaide Enfield
- City of Salisbury

### GROUP 1B
- City of Holdfast Bay
- City of Marion
- City of Mitcham
- City of Playford
- City of Tea Tree Gully
- City of West Torrens

### GROUP 2
- Adelaide Hills Council
- Alexandrina Council
- Barossa Council
- Campbelltown City Council
- City of Burnside
- City of Mount Gambier
- City of Prospect
- City of Norwood Payneham and St Peters
- City of Unley
- City of Whyalla
- District Council of Mount Barker
- Port Augusta City Council
- Rural City of Murray Bridge
- Town of Gawler

### GROUP 3
- Berri Barmera Council
- City of Port Lincoln
- City of Victor Harbor
- Clare and Gilbert Valleys Council
- District Council of Loxton Waikerie
- District Council of The Copper Coast
- District Council of Yorke Peninsula
- Light Regional Council
- Mid Murray Council
- Naracoorte Lucindale Council
- Port Pirie Regional Council
- Tatiara District Council
- Wattle Range Council

### GROUP 4
- Adelaide Plains Council (formerly Mallala)
- Corporation of the Town of Walkerville
- District Council of Coorong
- District Council of Grant
- District Council of Lower Eyre Peninsula
- District Council of Yankalilla
- District Council of Renmark Paringa
- Kangaroo Island Council
- Northern Areas Council
- Regional Council of Goyder
- Wakefield Regional Council

### GROUP 5
- District Council of Barunga West
- District Council of Ceduna
- District Council of Cleve
- District Council of Coober Pedy
- District Council of Elliston
- District Council of Franklin Harbour
- District Council of Karoonda East Murray
- District Council of Kimba
- District Council of Mount Remarkable
- District Council of Orroroo Carrieton
- District Council of Peterborough
- District Council of Robe
- District Council of Streaky Bay
- District Council of Tumby Bay
- Flinders Ranges Council
- Kingston District Council
- Southern Mallee District Council
- Wudinna District Council
Appendix 2 – Non – Metropolitan Councils

Adelaide Hills Council
Adelaide Plains Council (formerly Mallala)
Alexandrina Council
Berri Barmera Council
Barossa Council
City of Whyalla
Clare and Gilbert Valleys Council
District Council of Barunga West
District Council of Ceduna
District Council of Cleve
District Council of Coober Pedy
District Council of Coorong
District Council of Elliston
District Council of Franklin Harbour
District Council of Grant
District Council of Karoonda East Murray
District Council of Kimba
District Council of Lower Eyre Peninsula
District Council of Loxton Waikerie
District Council of Mount Barker
District Council of Mount Remarkable
District Council of Orroroo Carrieton
District Council of Peterborough

District Council of Renmark Paringa
District Council of Robe
District Council of Streaky Bay
District Council of The Copper Coast
District Council of Tumby Bay
District Council of Yankalilla
District Council of Yorke Peninsula
Flinders Ranges Council
Kangaroo Island Council
Kingston District Council
Light Regional Council
Mid Murray Council
Naracoorte Lucindale Council
Northern Areas Council
Port Augusta City Council
Port Pirie Regional Council
Regional Council of Goyder
Rural City of Murray Bridge
Southern Mallee District Council
Tatiara District Council
Wakefield Regional Council
Wattle Range Council
Wudinna District Council
REPORT OF THE REMUNERATION TRIBUNAL
ALLOWSANCES FOR MEMBERS OF LOCAL GOVERNMENT COUNCILS

INTRODUCTION

1. This Report concerns a Determination made by the Remuneration Tribunal ("the Tribunal").

2. The Tribunal has made two Determinations which prescribe allowances to which persons elected or appointed as members of Councils established under legislation constituting Local Government are entitled to be paid.

3. The two Determinations are as follows.
   - Determination 6 of 2018 prescribes allowances payable to members of Councils constituted under the Local Government Act 1999 ("the Act").
   - Determination 7 of 2018 establishes allowances payable to members of the Adelaide City Council.

4. This Report is in respect of Determination 6 of 2018.

5. Determination 7 of 2018, which prescribes allowances payable to members of the Council of the City of Adelaide, is subject to a separate Report in relation to that Determination.

BACKGROUND

6. The Act and the City of Adelaide Act 1998 direct the Tribunal to determine allowances payable in relation to the offices held by members of Councils on a 4 yearly basis.

7. The scheme of the legislation is that the allowances to which members of Councils will be entitled during a term of office should be determined prior to the periodic elections held under the Local Government (Elections) Act 1999. The date for the close of nominations for the conduct of such elections is 18 September 2018. The relevant provisions of the Act require the Tribunal to have made such a Determination 14 days before that date. The term of the offices for which the election is to be held is 4 years.

8. Clearly, the intention is to inform persons eligible for election who may be considering nomination to know what the allowance(s) payable in respect of an office(s) will be in the event they are elected. This certainty is reinforced by statutory provisions which index adjustments to the amounts of the allowances so determined by the Tribunal, during the term of office for which the election is held.
9. The establishment of the statutory scheme under which the Tribunal makes such a Determination occurred with the passage and enactment of the relevant legislation\(^1\) which commenced operation on 14 January 2010.

**NATURE OF THE ALLOWANCES**

10. It is appropriate to make some observations concerning the nature of the allowances contemplated by the Act.

11. By the provisions of section 76 of the Act, the nature of the Determination to be made by the Tribunal is to create an entitlement for members of Councils to be paid what is described as an allowance, in the nature of a fee, as defined by the *Remuneration Act 1990*. That definition is set out below:

>”remuneration includes—

> (a) salary; and

> (b) allowances; and

> (c) expenses; and

> (d) fees; and

> (e) any other benefit of a pecuniary nature;”

(emphasis added to original)

12. Clearly, the legislature has discretely identified the allowances of members of Council under subparagraph (d), as opposed to sub paragraph (b) of the definition of remuneration in that Act. Accordingly, it is appropriate to understand the purpose of that distinction when considering the nature of the allowances to be determined.

13. In the relevant context, in particular having regard to the provisions of section 76 of the Act as a whole and the functions of Councils, as prescribed by section 7 of the Act, the use of the word “fee” denotes a payment akin to that paid for counsel or advice provided in relation to the decisions and actions of Councils in the performance of their statutory responsibilities, including a representative function within that decision making process.

14. The provisions which govern the Tribunal’s determination of the relevant allowances are set out more extensively later in this report.

15. It is clear from those provisions that the legislature views the appropriate level of allowances as related to the scale of the undertakings of Councils and presumably the associated complexity and consequence of discharging the necessary functions of the various Councils.

16. This has been recognised by the Tribunal's previous reviews by the grouping of Councils and the determination of commensurate allowances on a scale, having regard to the provisions of subparagraph (b) of subsection (3) of Section 76 of the Act.

**THE NATURE OF THE ALLOWANCES AND THE ROLE OF ELECTED MEMBERS**

17. Local government bodies are fortunate to attract Council members from all walks of life. The rate of remuneration received for their efforts in the usual vocations of persons elected or appointed as Councillors would usually be higher than that reflected by the allowances which have been historically applicable under the Tribunal's Determinations. Clearly, there is a significant component of public service by Council members for which the fee, described as an allowance, is paid. As subparagraph (c) of subsection (3) of section 76 of the Act makes clear, the allowance to be determined is not to be in the nature of an amount payable like a salary or, by analogy, a wage. The allowance is not the subject of statutory superannuation and the Tribunal has previously satisfied itself that it lacks jurisdiction to provide for such.

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\(^1\) *Statutes Amendment (Council Allowances) Act 2009*
18. Prior to the first Determination of the relevant allowances by the Tribunal, Councils determined the allowances payable to their members and officers.

19. In the course of the Report in relation to the Tribunal’s first Determination of the relevant allowances the following conclusion, among others, was stated:

   “6.3 Voluntary nature of work undertaken by council members

   6.3.1 The Tribunal understands that the relevant local government legislation reinforces the notion that a council member is a voluntary role and is not paid employment. In addition, the allowances determined are not intended to amount to a salary and qualifications are not required to undertake the role of a council member.”

THE PREVIOUS DETERMINATIONS

20. The first Determination made by the Tribunal was issued on 23 August 2010. A five level structure of annual allowances payable to elected members was established. Councils were classified within those levels, broadly in line with a composite, although not strictly formulaic, ranking of the area, population and revenue of Councils, having regard to the representative role of elected members accordingly.

21. On 28 July 2014, the Tribunal made two Determinations. On that occasion, the Tribunal considered it appropriate to make a separate Determination in respect of allowances payable to members of the Adelaide City Council. The five level structure was maintained for Councils other than the Adelaide City Council. However, the Tribunal subdivided Level 1 of the 5 level structure to create levels 1(a) and 1(b) with different levels of allowance.

22. Those Determinations and the accompanying Reports are available on the Tribunal’s website.

2010 REVIEW OF ALLOWANCES

23. The initial Report and Determination of the Tribunal was significantly formative of the framework of allowances currently operating under the Tribunal's Determination 7 of 2014, in respect of Councils constituted under the Act.

24. In 2010, the Tribunal received 65 written submissions, including 25 from Councils. Submissions were received from the Local Government Association, current and past members of Councils and members of the public. The Tribunal also conducted three sittings for the purposes of hearing oral submissions and independently sought information from the Local Government Association, the Office of State/Local Government Relations in the Department of Local Government, the South Australian Local Government Grants Commission, the Boards and Committees Unit of the Department of the Premier and Cabinet and the Australian Institute of Company Directors.

25. The 5 level structure provided annual allowances for a Councillor who is not a principal member (within the meaning of the Local Government Act or the Lord Mayor under the City of Adelaide Act), a Deputy Mayor, Deputy Chairperson or Presiding Member, for each of the 5 levels.

26. The 2010 Determination provided that the allowance payable to Principal Members of a Council, except the Lord Mayor of the City of Adelaide, would be four times the annual allowance for Councillors of that Council. For Deputy Mayors, Deputy Chairpersons or Presiding Members of one or more standing committees established by a Council, the annual allowance was determined as 1.25 times the annual allowance for Councillors of that Council.

27. For the Lord Mayor of the City of Adelaide the annual allowance was determined at 7 times the annual allowance for a member of that Council.

28. Additionally, a travel time payment was determined, which was applicable to members of non-metropolitan Councils.
2014 REVIEW OF ALLOWANCES

29. As already noted, in addition to making a discrete Determination in respect of the Adelaide City Council, in 2014, the Tribunal amended the structure determined in 2010 so as to create a subdivision of level 1 into levels 1(a) and 1(b).

STATUTORY PROVISIONS

30. The principal provisions of the Act which direct the Tribunal’s consideration for the purpose of the making of a Determination are set out in Section 76, in particular subsection (3) of that Section. The counterpart provisions of Section 24 of the City of Adelaide Act 1998 are relevantly identical.

31. Having regard to the infrequency of the Tribunal’s determination of the relevant allowances, it is informative to include the provisions of Part 5 of Chapter 5 of the Act, which are attached with this Report. Those provisions deal with various matters of a pecuniary nature attached to the entitlement of a person elected or appointed to office as a member of a Council constituted under the Act. However, it is convenient to reproduce the provisions of section 76 of the Act, which contain the provisions which direct the Tribunal’s considerations for the purposes of the required Determination.

76—Allowances

(1) Subject to this section, a member of a council is entitled to the allowance determined by the Remuneration Tribunal in relation to the member’s office and indexed in accordance with this section.

(2) The Remuneration Tribunal must make determinations under this section on a 4 yearly basis before the designated day in relation to each set of periodic elections held under the Local Government (Elections) Act 1999.

(3) The Remuneration Tribunal must, in making a determination under this section, have regard to the following:

(a) the role of members of council as members of the council’s governing body and as representatives of their area;

(b) the size, population and revenue of the council, and any relevant economic, social, demographic and regional factors in the council area;

(c) the fact that an allowance under this section is not intended to amount to a salary for a member;

(d) the fact that an allowance under this section should reflect the nature of a member’s office;

(e) the provisions of this Act providing for the reimbursement of expenses of members.

(4) For the purposes of the proceedings before the Remuneration Tribunal but without derogating from the operation of subsection (3), the allowances to be determined under this section will be taken to be in the nature of a fee under the definition of remuneration in the Remuneration Act 1990.

(5) Without limiting section 10 of the Remuneration Act 1990, the Remuneration Tribunal must—

(a) allow persons who are entitled to be enrolled on the voters roll for an area a reasonable opportunity to make submissions orally or in writing to the Tribunal in relation to a determination under this section that relates to the members of the council for that area; and

(b) allow the LGA a reasonable opportunity to make submissions orally or in writing to the Tribunal in relation to any determination under this section.

(6) Nothing in subsection (5) requires the Remuneration Tribunal, for the purposes of making all determinations required under this section in any 4 year period, to hold more than 1 hearing to receive any oral submissions that persons may
care to make (and the Tribunal is not required to hold any hearing if it appears to the Tribunal that no one is seeking to make oral submissions).

(7) The rates of allowances may vary from office to office, and from council to council.

(8) An allowance determined under this section will, in relation to the members of a particular council, be payable for the period—

(a) commencing on the conclusion of the relevant periodic election; and

(b) concluding at the time at which the last result of the next periodic election is certified by the returning officer under the Local Government (Elections) Act 1999 (including in respect of a member of the council for whom the conclusion of the next periodic election is, for other purposes, the last business day before the second Saturday of November of the year of the periodic election as a result of the operation of section 4(2)(a)).

(9) An allowance determined under this section is to be adjusted on the first, second and third anniversaries of the relevant periodic elections to reflect changes in the Consumer Price Index under a scheme prescribed by the regulations.

(10) Sections 17 and 19 of the Remuneration Act 1990 do not apply in relation to a determination under this section.

(11) Subject to subsection (8), a member of a council who holds an office for part only of the period in respect of which an allowance is payable is entitled to the proportion of the allowance that the period for which the member held the office bears to the total period.

(12) An allowance under this section is to be paid in accordance with any requirement set out in the regulations (unless the member declines to accept payment of an allowance).

(13) Despite any other Act or law, the reasonable costs of the Remuneration Tribunal in making a determination under this section are to be paid by the LGA under an arrangement established by the Minister from time to time after consultation with the President of the LGA and the President of the Tribunal.

(14) Regulations made for the purposes of this section may make different provision according to the offices or classes of council to which they are expressed to apply.

(15) In this section—

**Consumer Price Index** means the Consumer Price Index (All groups index for Adelaide) published by the Australian Bureau of Statistics;

**designated day**, in relation to particular periodic elections, means the day that is 14 days before the day on which nominations close for those elections.

32. It will be observed from a reading of the attached provisions, the Act provides various supports for persons elected as a member of a Council, of which the allowances determined by the Tribunal form part. In this context, it is appropriate to recall that in addition to allowances previously determined to be payable on an annual basis, an entitlement to an allowance for time spent travelling by certain members of Councils in regional areas is a feature of the scheme in operation at the time of making the Determination to which this Report relates. Those entitlements in respect of time spent travelling by non-metropolitan Council members are dealt with more specifically elsewhere in this Report.

33. It was appropriate to have regard to all of the relevant statutory provisions which form Part 5 of Chapter 5 of the Act, and the Reports and Determinations made in 2010 and 2014 when considering the Determination to be made on this occasion. The actual level of support provided pursuant to sections 77,78,79 and 80 of the Act is not for the Tribunal to determine and is largely within the discretion of a Council, subject to the statutory governance of the matters dealt with by those provisions of the Act, including Regulations
made in accordance with the Act. In respect of these matters, it is assumed that such support will be that which is considered reasonable by Councils and that such support is relevantly provided or if not is a matter for Councils to resolve in accordance with their governance responsibilities.

PROCEDURAL HISTORY

34. The combination of the provisions of subsection (5) of section 76 of the Act, above, and section 10 of the Remuneration Act 1990, set out below, impose procedural obligations upon the Tribunal in relation to the making of the relevant Determination.

“10—Evidence and submissions

(1) The Tribunal is not bound by the rules of evidence but may inform itself in any manner it thinks fit.

(2) Before the Tribunal makes a determination affecting the remuneration of a particular person, or persons of a particular class, the Tribunal must allow that person, or the persons of that class, a reasonable opportunity to make submissions orally or in writing to the Tribunal.

(3) A person may appear before the Tribunal personally, or by counsel or other representative.

(4) The Minister may intervene, personally or by counsel or other representative, in proceedings before the Tribunal for the purpose of introducing evidence, or making submissions, on any question relevant to the public interest.”

35. On 29 May 2018, by letters, the Tribunal wrote to the following officers, notifying of its intention to review Local Government Council Allowances, inviting submissions from affected persons, with a closing date of 6 July 2018.

- The President of the Local Government Association of South Australia;
- The CEOs of Local Government Councils;
- The Minister for Local Government, as the Minister responsible for the Act and the City of Adelaide Act 1998; and
- The Premier, as the Minister responsible for the Act.

36. In the week commencing 2 June 2018, the Tribunal placed public notices in The Advertiser, The Messenger, and in rural newspapers, calling for submissions in relation to the Determination to be made.

37. Additionally, a notice was placed on the Tribunal’s public website. The notice advised that submissions must be received by the close of business on 6 July 2018. The Tribunal also posted guidelines for such submissions. Those guidelines encouraged the making of submissions which addressed the considerations to which the Tribunal is directed by subsection (3) of Section 76 of the Act. A copy of the text of the advertisements is shown below.
The guidelines published on the Tribunal's website are set out below:

"Councils"

The Tribunal has determined that written submissions from councils should be submitted in accordance with the following format:

- Name of Council
- Size (number of elected members .etc)
- Population and Geographical Area
- Revenue and Expenditure
- Economic, Social and Demographic Factors
- Meetings (number of council and committee meetings held in last 12 months, number of councillors attending council and committee meetings).
- Amount of Allowance Deemed Appropriate (Submission may present justification for an adjustment, and may include comment on the appropriate allowance payable to the principal member of council).
- Any Other Relevant Factors (This may include comment on the current Determination, council groupings for the purpose of determining the level of allowance, and the council's capacity to pay)."
**Associations / Individuals**

Written submissions from associations and individual persons should be submitted in accordance with the following format:

- Name of Association / Person Making Submission
- Address of Association / Person Making Submission
- Is the submission being made with relevance to the allowances being paid to councillors in general, or the allowances paid to members of a particular council?
- Amount of Allowance Deemed Appropriate (Submission may present justification for an adjustment, and may include comment on the appropriate allowance payable to the principal member of council).
- Any Other Relevant Factors and Comments (Comments should be limited to a maximum of 250 words).

39. The Tribunal is aware that, on 31 May 2018, the Local Government Association of South Australia informed members of Association of the Tribunal's enquiry for the purposes of the Determination. That information set out the Tribunal's criteria for the making of its Determination in accordance with the relevant provisions of section 76 of the Act.

**NATURE OF THE TRIBUNAL’S FUNCTION**

40. It is appropriate to make two observations concerning the interaction of the relevant procedural provisions of the two Acts.

41. The first concerns the persons in respect of whom the Tribunal has responsibility to ensure an opportunity to make submissions and the nature of the opportunity to make such submissions which must be accorded to those persons.

42. The second concerns the nature of the Tribunal's powers and procedures. The combination of the relevant statutory provisions invokes the inquisitorial power of the Tribunal in relation to the manner of its procedure for the purposes of making the relevant Determination. This arises from the incorporation of the provisions of subsection (1) of Section 10 of the Remuneration Act 1990.

43. In the first instance, the effect of the combination of the statutory provisions is to extend a responsibility upon the Tribunal to provide an opportunity to different classes of persons. The first class of persons are those entitled to be enrolled on the voters roll for a Council election for an area, the second is the Local Government Association and the third is any person or class of persons whose remuneration may be affected.

44. In the second instance, the statutory directions and the procedural powers conferred upon the Tribunal impose an obligation to conduct an independent enquiry into the matters to be determined, informed by the submissions made by persons for whom the Tribunal is obliged to provide opportunities to make such submissions. It is therefore appropriate to understand this hybrid function as one of discrete independent enquiry, information and judgement, which pays due regard to submissions received.

45. In this context, it is relevant to note that since the initial Determination the number of submissions and the scope of the issues raised with the Tribunal has steadily declined. For the 2010 Determination a total of 65 written and 3 oral submissions were received including a submission from the Local Government Association. For the 2014 review the total number of submissions was 17. For the Tribunal's 2018 Determination, 19 submissions have been received of which 9 are made by Councils. Of the submissions made by Councils only 8 submissions propose a specific outcome of the Tribunal's Determination. 6 submissions made personally by elected members propose such specific outcomes. A submission by a resident’s association proposes specific outcomes. 1 submission made by an individual does likewise. No submission was made by the Minister for Local Government.
TRIBUNAL’S ENQUIRIES

46. To assist in its deliberations, the Tribunal, in accordance with section 10 of the Remuneration Act 1990, independently sought information from the following bodies:
   - The Local Government Association of South Australia;
   - The Local Government Grants Commission of South Australia;
   - The Boards and Committees Unit of the Department of the Premier and Cabinet.

OVERVIEW OF SUBMISSIONS

47. The Tribunal deals directly with the submissions received below. Before doing so, it is useful for an understanding of the Tribunal's consideration of the submissions received to set out a summary table.

48. Submissions made officially by Councils and submissions emanating from Council Officers:

<table>
<thead>
<tr>
<th>Number</th>
<th>Institution</th>
<th>Current Council Grouping</th>
<th>Reclassification Sought</th>
<th>Submission (outcome sought)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>City of Marion Council</td>
<td>Group 1B</td>
<td>No</td>
<td>Allowance to be maintained at the level of $19,808</td>
</tr>
<tr>
<td>2</td>
<td>Port Augusta City Council</td>
<td>Group 2</td>
<td>Group 2 to Group 3</td>
<td>Reclassification of group from group 2 to 3</td>
</tr>
<tr>
<td>3</td>
<td>City of Tea Tree Gully</td>
<td>Group 1B</td>
<td>No</td>
<td>No increases to allowances for the next 4 years</td>
</tr>
<tr>
<td>4</td>
<td>Mid Murray Council</td>
<td>Group 3</td>
<td>No</td>
<td>No specific outcome sought</td>
</tr>
<tr>
<td>5</td>
<td>City of Norwood, Payneham and St Peters</td>
<td>Group 2</td>
<td>No</td>
<td>Should not be increased other than by CPI for the 4 year period</td>
</tr>
<tr>
<td>6</td>
<td>District Council of Kimba</td>
<td>Group 5</td>
<td>Group 5 to Group 4</td>
<td>Group 5 be abolished and those councils rolled into Group 4; and Mayor Allowance increased to 5 times multiplier</td>
</tr>
<tr>
<td>7</td>
<td>District Council of Streaky Bay</td>
<td>Group 5</td>
<td>Group 5 to Group 4</td>
<td>Group 5 be abolished and those councils rolled into Group 4</td>
</tr>
<tr>
<td>8</td>
<td>District Council of Grant, Limestone Coast</td>
<td>Group 4</td>
<td>Group 4 to Group 3</td>
<td>Allowance should be increased with CPI, backdated from 2009</td>
</tr>
<tr>
<td>9</td>
<td>Adelaide Hills Council</td>
<td>Group 2</td>
<td>No</td>
<td>Majority view of council that allowance is insufficient; and Amount of time travel payment insufficient and changes to the terms of the time travel payment</td>
</tr>
<tr>
<td>10</td>
<td>City of Onkaparinga</td>
<td>Group 1A</td>
<td>Group 1A to Separate Group</td>
<td>Potential reclassification from group 1A to separate group</td>
</tr>
</tbody>
</table>

49. Submissions made personally by elected members of Councils:

<table>
<thead>
<tr>
<th>Number</th>
<th>Institution</th>
<th>Current Council Grouping</th>
<th>Reclassification Sought</th>
<th>Submission (outcome sought)</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>City of Port Lincoln Council</td>
<td>Group 3</td>
<td>No</td>
<td>Seeking variable amount of allowance based on number of council members, and Identified anomaly between Port Augusta and Port Lincoln</td>
</tr>
<tr>
<td>12</td>
<td>City of Burnside Council</td>
<td>Group 2</td>
<td>No</td>
<td>Presiding member allowances should be reduced</td>
</tr>
<tr>
<td>13</td>
<td>Not stated</td>
<td>N/A</td>
<td>No</td>
<td>Allowance should be adjusted according to CPI; and Time travel allowance inequity, kilometre brackets are too far apart</td>
</tr>
<tr>
<td>14</td>
<td>City of Charles Sturt</td>
<td>Group 1A</td>
<td>No</td>
<td>Inequity between the roles and allowances of presiding member and deputy presiding member. Seeking a sitting fee to rectify the inequity.</td>
</tr>
<tr>
<td>15</td>
<td>Not stated</td>
<td>N/A</td>
<td>No</td>
<td>Time Travel allowance inequity, kilometre brackets too far apart</td>
</tr>
<tr>
<td>16</td>
<td>City of Adelaide</td>
<td>Adelaide City</td>
<td>No</td>
<td>Lord Mayoral Allowance should be $255,000. Councillor should be no less than $45,000. 15% loading for ordinary member who is a chairman of a council committee.</td>
</tr>
<tr>
<td>17</td>
<td>City of Marion</td>
<td>Group 1B</td>
<td>No</td>
<td>No specific outcome sought. Raises issues in relation to conduct of members.</td>
</tr>
</tbody>
</table>
50. Submissions made by organisations other than councils:

<table>
<thead>
<tr>
<th>Number</th>
<th>Institution</th>
<th>Current Council Grouping</th>
<th>Reclassification Sought</th>
<th>Submission (outcome sought)</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>Prospect Resident's Association</td>
<td>Group 2</td>
<td>No</td>
<td>Group 2 Allowance of $15,900</td>
</tr>
</tbody>
</table>

51. Submissions made by members of the public:

<table>
<thead>
<tr>
<th>Number</th>
<th>Institution</th>
<th>Current Council Grouping</th>
<th>Reclassification Sought</th>
<th>Submission (outcome sought)</th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>Unknown</td>
<td>N/A</td>
<td>No</td>
<td>Allowances should be reduced</td>
</tr>
</tbody>
</table>

52. Using the numbers in the table above it is convenient to deal with some of the submissions in a summary fashion.

53. While the Tribunal has had regard to the content of submissions 4 and 17 they do not propose a specified outcome. Therefore, there are 17 submissions which specifically engage with proposed outcomes of the Tribunal’s Determination.

54. Submissions 1, 3, 8 and 18, are inconsistent with the legislation. Moreover, some of the outcomes proposed by these submissions are impossible to give effect to, having regard to the statutory provisions which automatically index the allowances determined by the Tribunal. Namely, the outcomes proposed by submissions 1, 3 and 8.

55. Submission 14, which deals with anomalies due to payment of allowances when presiding members are absent and proposes a sitting fee to rectify that anomaly is considered a matter concerning the constitution and reconstitution of committees by Councils having regard to the circumstances and disposition of the membership of such committees.

56. The submission from an elected member of the City of Port Lincoln proposes that the annual allowances be determined as a multiple of the number of members of a Council, and that the allowance for the Mayor should be 5 rather than 4 times that of a councillor and questions the classification of the City of Port Augusta Council. The subject of the classification of the City of Port Augusta Council is dealt with more extensively below. The Tribunal has regard to the number of elected members generally, however is unable to identify a suitable methodology which would relate that factor to the relevant statutory considerations in a formulaic manner. The submission in relation to the multiple of the annual allowance for a Principal Member is not elaborated beyond the opinion and judgement of the author, by comparing the two roles. The Tribunal found the submission insufficient to justify a change to the longstanding multiple to apply to the structure of the allowances generally for the 66 Councils subject to the Determination or to the City of Port Lincoln individually.

57. Submission 19 proposes an unspecified general reduction in the level of allowances is comprised of one line of text. The submission lacks adequate exposition of the merit of such an outcome to be seriously contemplated.

58. Consequently, there remain 12 submissions to be considered which effectively propose specific outcomes as a result of the Tribunal’s Determination.

59. Submissions 5, 13 and 18 essentially propose that the existing level of allowances should not be varied except by the application of the relevant statutory provisions during the period of operation of the Tribunal’s Determination. Therefore, there remain 9 submissions which propose outcomes which would result in increases in allowances other than by the statutory mechanism. Not all of those submissions propose an increase in allowances for all elected members of Councils.

60. Those 9 submissions can be divided into categories.
The first category is comprised of submissions for changes to the classification of Councils within the structure operating since 2014, including, significantly, the abolition of level 5 of the existing classification structure and the classification of the 18 Councils classified at that level in the structure by the 2014 Determination at level 4. The relevant submissions are submissions 2,6,7 and 8, of which submissions 6 and 7 concern the proposed abolition of level 5 and the reclassification of the relevant Councils at level 4.

The Adelaide Hills Council submission is that both the annual allowances and the time travel payment are generally insufficient. This submission is the subject of the Tribunal’s conclusion below.

Submissions 2, 4 and 10 propose discrete movements of individual Councils, within the structure determined in 2014, one rising one level in the structure, one falling one level and one submission somewhat non specific in relation to a change of classification but implying the creation of a new and higher level of classification above the highest current level.

Submissions 12,13,14 and 15, propose changes to the travelling time payment.

Submission 17 deals with matters of conduct, which are addressed in paragraphs 76 and 77 below.

OVERVIEW OF SUBMISSIONS

Viewed as a whole, the submissions are somewhat fragmentary in nature. That is not to suggest that the various submissions should be treated any less seriously.

Including the Adelaide City Council there are 67 Councils constituted under the relevant Local Government Acts. The number of officially endorsed submissions emanating from Councils suggests that there is limited interest by Councils in general changes to the current structure of the allowances and the level of those allowances. Likewise, the submissions received from elected members of Councils is indicative of such a conclusion. The various submissions of elected members, viewed overall, can be said to deal with a number of detailed considerations within the existing structure of the current framework of the allowances. Accordingly, the weight of the submissions would suggest, that changes to the level of the allowances, with the exception of those applicable at level 5, should be marginal if any.

Submissions subject to further reasoning are dealt with below.

Prospect Residents Association (“the Association”)

The Association filed a submission which addressed a number of aspects of the role of Councillor and Mayor. The submission supports the payment of an annual allowance of $15,900 for members of Council subject to a “contract”, including a requirement for attendance at 80% of meetings of Council.

The submission supports the classification of the Prospect City Council at level 2 within the existing 5 level classification structure.

With respect to the proposal in relation to attendance at meetings, in the Report accompanying the 2014 Determination the Tribunal included the following:

“...the Tribunal considered whether it could attach terms and conditions to the payment (of the allowances) so that payment could be denied to a councillor who does not attend a meeting and who fails to submit an acceptable reason for not attending. In considering its options, the Tribunal sought the advice of the Crown Solicitor who advised the Tribunal does not have the jurisdictional powers to attach such a term or condition to the payment of an allowance”

Some other significant issues addressed by the submission are also beyond the Tribunal’s legal competence or, impractical for inclusion in the terms of a Determination of the requisite kind. For example, mandating a requirement to read all relevant
documentation in order to be eligible for receipt of an annual allowance determined by the Tribunal.

73. The Association also proposes the “contract” would include a requirement for some manner of specific reporting by Councillors to Councils on community contacts. How this would be enforced in relation to the entitlement to the allowances determined would also be highly problematic, even if within the Tribunal’s jurisdiction, which is considered most unlikely. Moreover, the submission seems to suggest that the Tribunal might somehow deal with the manner in which Councillors should perform their representative function and the sources of information upon which Councillors should deliberate and decide upon matters in accordance with their responsibilities.

74. The Tribunal considers such issues are best addressed by legislation, Councils themselves and competitive elections. The enforcement of the proposed conditions of a “contract” of this kind would be extremely problematic and the legislation does not contemplate the Tribunal indirectly exercising governance of the manner in which elected or appointed members of a Council perform their functions.

75. The role and functions of Councillors are defined and regulated extensively by the provisions of the Act made by the Parliament. The Tribunal must respect the prerogative of the legislature accordingly and with respect to the Association it is to that forum that these proposals are appropriately submitted.

76. Section 63(1) of the Act provides for the Governor to issue a Code of Conduct for members of Councils, which seems to be the means by which the legislature has chosen to address the manner of performance of the functions of a Councillor by elected members.

77. Notwithstanding that the Tribunal could make discrete provisions applicable to individual Councils we also think that any such conditional terms of a Determination would need to be the subject of wider consideration across Local Government and would likely lead to complex and conflicting views, at least in relation to how such concepts could be made operational, in the unlikely event that it was considered such terms would be within the jurisdiction and power of the Tribunal.

78. For all these reasons, the Tribunal has decided not to impose any further or discrete conditions on the entitlement to the annual allowances determined beyond those already existing under Determination 7 of 2014, either generally or in relation to the City of Prospect.

Port Augusta City Council - Classification

79. In 2016 the Tribunal received a letter from the Port Augusta City Council dated 30 November, enquiring if the Tribunal would consider a change to the classification of the Council within the 5 level classification structure.

80. The letter stated that Council had “identified savings that could be made in regard to Elected Member allowances if Council were to be classified as a Group 3 Council, rather than the current Group 2 classification”.

81. The Executive Officer of the Tribunal replied on behalf of the Tribunal, advising that a submission concerning the appropriate classification for members of the Council would be received and given due consideration for the purposes of making the Determination to which this report relates.

82. Subsequently, a further letter was received dated 25 June 2018. That letter was brief and referred to the letter of 2016 to the Tribunal and the Tribunal’s response. The letter thanked the Tribunal for the opportunity to provide feedback in relation to the Tribunal’s review for the purposes of the 2018 Determination. The letter specifically asked that the information in the exchange of correspondence referred to above “could be reconsidered as part of the 2018 review process”. No more extensive submission was received.
83. It is uncertain if the limited information provided to the Tribunal, concerning potential “savings”, can be understood as an official submission on behalf of the Council, seeking a change of classification from level 2 to level 3. Moreover, the letters were signed by Mr Lee Heron, Director – City & Cultural Services and not the Chief Executive of the Council. While not critical to consideration of the issue it would be more appropriate for an official communication of this kind to be made by the Chief Executive, either officially on behalf of the Council or, independently, as a submission on behalf of the Chief Executive.

84. No other submission was received from an elected member of the Council or an enrolled elector proposing a change to the classification of the allowances payable to elected members of the Council.

85. Critically, there is no submission which makes out the basis of a change to the classification of the Council by reference to the statutory criteria for the determination of the allowances under consideration, specifically, the matters to which section 76 of the Act and in particular subsection (3) thereof refer, to which the Tribunal must have regard to for the purposes of the relevant Determination.

86. The considerations set out above and the desirability of stability within the structure established, unless the merits of a change based on the relevant criteria which the Tribunal must have regard to are made out, or become clearly apparent, cause considerable doubt about the wisdom of making the change alluded to in the correspondence.

87. It is against this background that the Tribunal considered the classification of the Port Augusta City Council. While the Council ranks last in the order of Councils in the level 2 classification and the population and rate base have correlation with Councils in the upper order of level 3 the total operating revenue of the Council is significantly higher. This factor is one to which the Tribunal must have regard.

88. Arguably, inclusion of the Council in level 2 is marginal. However, that observation could also be made in respect of other Councils at the lower rungs of the various levels. In a system of classification of the kind under consideration, which requires the drawing of several lines of demarcation, this marginal feature of the classifications is, most likely, unavoidable.

89. Taking all of the above into account, on balance, the Tribunal decided against varying the classification of the Port Augusta City Council for the purposes of the Determination made. Given the limitations of the contents of the correspondence, together with the informality of the communication observed above, the Tribunal notes that “identification of possible savings” referred to is not a sufficient ground upon which to do so. Particularly as that is not a consideration to which the statute directs the Tribunal’s consideration.

**District Council of Streaky Bay**

90. The Tribunal received a detailed submission from the District Council of Streaky Bay which coherently and comprehensively addresses the relevant statutory criteria for the purposes of the Tribunal’s determination of the relevant allowances. The submission was concisely and informatively formatted in accordance with the Guidelines for submissions published on the Tribunal’s website.

91. The principal aspect of the submission was a proposal for the classification of the Council at level 4, rather than level 5 as currently determined. Council’s submission proposed the abolition of level 5 and that all Council’s currently in level 5 be incorporated within the level 4 classification.

92. In addition, the submission proposed that the Principal Member allowance should be 6 times the allowance for an elected member rather than 4 times. The latter factor being the current factor, which is the factor determined in 2010 and has been common to all Councils other than the City of Adelaide since the initial Determination.
93. The Tribunal gave careful consideration to the Council’s submissions and the current money value of the annual allowance determined for level 5.

94. The ratio of population to geographic area was a notable feature of the information provided. This aspect of Local Government in regional South Australia is relevant to several Councils. In such circumstances, regard must be had to the necessary time spent travelling to and from meetings by elected members of Council in order to perform their function and the provision of a travelling time payment in the current Determination. The determination of the appropriate travelling time payment was informed by consideration of the information provided in the Council’s submission.

95. The Tribunal accepted that part of the submission which asserts that, in large Council areas with small populations, the factors of distance and travelling time affect residents and ratepayers significantly. The frequency and intimacy of the relationship between elected members of Councils and constituents may give rise to greater intensity of interactions, in relation to the representative function of Council members. More so perhaps than might be the case in other Council areas without such characteristics.

96. In respect of the proposal that level five of the classification structure be abolished and all Councils currently classified at that level be classified at level 4, it is notable that there are currently 18 Councils classified within level 5. To act on the submission of the District Council of Streaky Bay and the submission immediately below, made personally by the an elected member of the District Council of Kimba, to abolish the level 5 classification would have significant impact beyond the immediate circumstances from which those two submissions emanate. The Tribunal considered such wholesale change to the classification structure in these circumstances would not be justified without the views of more of the Councils within level 5 of the classification structure which have not made submissions. The 5 level structure has operated since 2010, in the absence of any further submissions for change there must be some doubt about the level of support for the change proposed.

97. Having regard to the area, population and revenue of the District Council of Streaky Bay the Tribunal was not satisfied that reclassification of the Council would be appropriate. In relation to the role of an elected member the Tribunal was satisfied that there should be some variation of the level of allowances at level 5 and the travelling time allowance which is dealt with elsewhere in this report.

District Council of Kimba

98. The Tribunal received one other submission proposing general reclassification of Councils from level 5 to level 4, similarly by the abolition of level 5. That submission was provided on behalf of an elected member of the District Council of Kimba. The author stated that this submission had been the subject of consultation with similar sized and larger Councils. The views of those consulted are not detailed. Presumably, the Tribunal is to understand that those consulted are in accord or do not disagree with the submission. Given the extent and impact of the change proposed, the Tribunal is left to wonder why those concerned have not made a submission likewise.

99. The submission addresses the relevant statutory criteria and makes similar points to those of the submission of the District Council of Streaky Bay. Comments in respect of the latter submission, above, are likewise applicable in respect of those aspects of the submission under consideration.

100. The submission was taken into account for the purposes of consideration of the allowances to be determined in respect of the Councils currently classified at level 5 generally and the classification of the District Council of Kimba individually.

101. The Tribunal was not satisfied that it would be appropriate to abolish the level 5 classification for the reasons already stated above. The Tribunal was satisfied that it would be appropriate to vary the level of allowance at level 5.
102. The Tribunal was not satisfied that the area population and revenue of the District Council of Kimba justify a reclassification of the Council at level 4. As previously stated, the Tribunal addresses the role of an elected member of the Council having regard to the time spent travelling to perform that role elsewhere in this Report.

**District Council of Grant**

103. A formal official submission received from the District Council of Grant proposes the reclassification of the Council within the existing 5 level structure. The Council is currently classified at level 4, whereas, the submission proposes that the Council be classified at level 3. The submission is detailed and addresses the relevant statutory criteria. Considerable stress is placed on the extent of the Council area and the demands that distance and travel requirements place on the representative function of elected members of the Council.

104. Attention was drawn to the fact that the level of allowances to which elected members were entitled before 2010 was reduced by the Determination of the Tribunal of that year and that effect has continued in the history of the relative real value of the allowances payable to Councillors since.

105. Notably, the Council is responsible, for the operation of a major regional airport linking the South East of the State with Adelaide and Melbourne.

106. The submission concludes as follows:

“As conclusion

The area and population of a council are not the only indicators of the relative commitment of an elected member towards their constituency. Their employment circumstances, sense of obligation, desire for involvement and level of commitment to community service are more likely to dictate the time and effort expended by an elected member rather than the size of the council. The above submission is intended to provide some insight into the potential time commitment ask and breadth of expertise required for an elected member of the Grant Council, both current and future.

The level of allowance has not sat well with longer serving members since the reduction in 2010 and may not be considered adequate by people considering nomination for the November Council elections. Local Government needs to make itself attractive to new intending members, particularly younger members. If we want to attract the best candidates, if we want people to make family sacrifices and if we want people to put business interests aside, it is important to appropriately compensate such people. Service as an elected member is akin to Board membership – it is no longer a voluntary role albeit making a positive contribution to the community remains the driving force.

A return to the allowance levels of November 2009 (adjusted annually for CPI) should be the starting point for consideration in the context of this submission. However, Council would argue that an elevation from Group 4 to Group 3 for the determination of the allowances would more appropriately recognise our relative size and strong synergies with other south-east regional councils including Naracoorte Lucindale, Tatiara and Wattle Range”

107. It is appropriate to commence by reference to the Tribunal’s consideration of the submission concerning the sense of dissatisfaction with the consequences of the Determination made in 2010, which dominates the conclusion set out above. In essence, the proposition is that the Tribunal reached an erroneous conclusion in 2010 which has been effectively perpetuated since that time. Accordingly, it is proposed that the “starting point” for consideration of appropriate allowances is a return to the level of allowances of 2009, updated for CPI increases in the meantime. As previously observed, prior to the Tribunal’s initial Determination elected member allowances were determined by Councils.

108. The Tribunal considered that to adopt this “starting point” would conflict with the legislative policy that the relevant allowances should be independently determined by a
Tribunal with reference to the specified statutory criteria. To uphold this aspect of the submission for the reasons stated would not be coherent with the Tribunal's responsibility to make the requisite Determination by reference to those criteria. Rather, to do so would be to effectively determine the level of allowances on the basis that the allowances set by the Council in 2009 should be the dominant criteria. Nothing in the Act accords such weight to the allowances fixed by Councils in existence at the time the Act was made or at the time of the Tribunal's initial Determination. It would have been open to the legislature to include such a consideration as a part of the statutory direction to the Tribunal in relation to the criteria for that Determination to avoid the consequence complained of. That was not done and the outcome complained of was, therefore, always a possibility.

109. The Tribunal has considered the relevant statutory criteria in subsection (3) of Section 76 of the Act in relation to the submission of the Council. The considerations of area, population, revenue and representative function must be given the significant weight accorded by the statute for the purposes of judging the outcome proposed by the Council's submission. In relation to the first three of those considerations the Tribunal is unable to conclude that the District Council of Grant is wrongly classified within the existing 5 level structure. The Tribunal is unable to observe any extraordinary change in area, population, rates or operating revenue. In relation to the fourth consideration, the issues of distance and travel are matters to be approached with regard to the level of travelling time allowance rather than the classification of the Council within the 5 level structure prescribing the annual allowances. As previously noted that allowance is dealt elsewhere.

_City of Onkaparinga_

110. The Council of the City of Onkaparinga Council provided a submission which addresses the statutory criteria. The submission makes reference to a number of factors which go to the annual allowances of elected members, including the following:

"Elector Representation Review 2017

The City of Onkaparinga recently conducted a review of the composition of Council ward boundaries and number of Councillors. The review concluded in October 2017 with certification of the review received from the Electoral Commission in December 2017.

The below composition and structure will come into effect in November 2018.

The principal member of Council will be a Mayor elected by the community.

The elected body of Council will comprise the Mayor and twelve (12) ward councillors.

The Council area will be divided into six wards.

Each ward will be represented by two (2) ward councillors.

The wards will be identified as Mid Coast, Knox, Pimpala, Thalassa, Southern Vales and South Coast.

It should be noted that the City of Onkaparinga currently has a Mayor elected by the community and twenty (20) councillors. Therefore, there will be a reduction of eight (8) councillors following the November 2018 elections when the new composition of the Council will come into effect.

Further detail on the Review can be found in the Elector Representation Review Final Report attached for your information.

Size (number of elected members etc)

The number of electors in the City of Onkaparinga is currently in excess of 121,000. The reduction in elected member numbers come November 2018 will serve to increase the current elector ratio across the City of one councillor per 6,093 to approximately one councillor per 10,155. This will be the highest elector ratio in the state."
111. The submission concludes by asking the Tribunal to give particular consideration to the following:

   “whether the City of Onkaparinga continues to be captured within the current Group A of metropolitan Council’s (sic) for the purpose of setting allowances or whether the City of Onkaparinga should be in a separate Group due to its (sic) elector ratio due to come into effect in November 2018.”

112. The reference to Group A is understood to be intended to refer to Group1A. The Tribunal has given careful consideration to the Council’s submission as requested.

113. From the information provided it is not possible to understand the submission to contemplate the possibility that the Council could be appropriately classified at level 1B of the classification structure established by the 2014 Determination. However, for the avoidance of doubt, we do not think that the Council could be appropriately classified within the classification structure at level 1B having regard to the relevant statutory criteria.

114. The Council’s submission can only be cogently understood to seek the Tribunal’s consideration of whether a higher level of allowance than applies to level 1A would be appropriate, in light of the changes to the Council’s representational arrangements and the consideration of other information, concerning the population, geographic area, revenue, expenditure, economic, social and demographic factors affecting the Council, plus the schedule of governance activity included with the submission.

115. The provisions of sub paragraph (a) of subsection (3) of Section 76 of the Act direct the Tribunal to have regard to the following:

   “(a) the role of members of council as members of the council’s governing body and as representatives of their area;”

116. The ordinary meaning of the word role in the relevant context is the expected function of a person in a particular setting. In this case the statutory provisions specify two considerations, namely, governance and representative functions.

117. The Council provided a copy of a report to the Electoral Commissioner on the extensive process by which the decision to change the number of elected members from 20 to 12 was arrived at. Included in that report are two expressions of view which are relevant to consideration of whether this change should cause the creation of a new classification for the City of Onkaparinga, at a higher level of allowance than would apply at level 1A.

118. The relevant text of the views expressed in the report is set out below:

   “Council believes that the proposed reduction to twelve ward councillors is the right and responsible course of action to take at this time. Whilst Council is keen to maintain the quality of representation long afforded the community, it believes that twelve councillors should be sufficient to provide adequate and fair representation to the community, and to perform the roles and responsibilities of Council.”

   Although the task of a councillor may become more demanding, candidates for election will be aware of the task facing them. Further, the role of an elected member has changed over the years to primarily that of a strategic and policy decision maker, and a communication conduit between Council and the community. This being the case, it is envisaged that the demands to be placed upon the future elected members should be manageable and may, in part, be mitigated by ever improving telecommunications and information technology.

   Council is confident that twelve councillors should be able to represent and serve the community of the City of Onkaparinga adequately over the coming years.”

119. Further and elsewhere, under the heading of “Communication”, the following is stated:

   “Council believes that the mayor and twelve ward councillors can provide adequate lines of communication between Council and the community, given the relatively compact nature of the urban precincts within the Council area, wherein a large percentage of the population resides. Representation of the communities and electors residing in the large
rural area may be more challenging and demanding, however, the task will be known to aspiring members and they will have to adjust and adapt in order to meet the demands of their constituents. Most of the larger (area) regional councils have similar circumstances and are able provide fair and adequate representation.

In addition, the task of representing each of the proposed wards will be shared by two ward councillors; and on-going advances in telecommunications and information technology should serve to assist in this regard."

120. Taken at the highest, the submission rests upon a somewhat unknown and potentially uneven level of increased demand upon Councillors, which it is considered may arise from the combination of a higher elector to member ratio, changing role definition and the advantages of contemporary communication and information technologies. Having regard to the views referred to above, it appeared that the Council is yet to ascertain the actual extent and distribution of the impact on the representative function which will arise from the change in the number of elected members. The contents of the report to the Electoral Commissioner seem equivocal on the subject. The Tribunal considered that it would be premature to reach a conclusion that the change in the number of elected members of the Council, of itself, should result in the creation of a new and higher level of allowance than that which is appropriate for level 1A.

121. The Tribunal has given close consideration to the area, population, revenue, social and economic features of the Council's jurisdiction. On this occasion, on balance, the Tribunal is not convinced that the creation of a new and discrete classification for the Council of the City of Onkaparinga is appropriate. However, the Council's profile against the statutory criteria shows relevant development.

122. Should the current trends continue relative to other Councils and the actual experience of the change in the number of elected members be relevant, a more substantive case for such a reclassification may emerge over the coming four years. The evaluation of that question would be a matter for the Tribunal at that time, and no indication of an outcome should be inferred from this observation.

TRAVELLING TIME ALLOWANCES

123. Several submissions drew attention to the demands upon elected members of non-metropolitan Council's caused by distance and the need to travel for sometimes significant amounts of time to attend meetings. The size of the geographic area of Councils is a relevant statutory consideration. Such a consideration inherently directs the Tribunal's attention to the issue of travelling time as a factor pertinent to the determination of the relevant allowances.

124. The submissions can be divided into two considerations. The first is the general aspect of the extent of the travelling time demands upon elected members of those Councils. The second concerns the structure of the existing travelling time allowances and in particular the distance criteria for the entitlement to the current amounts of the allowances. In this latter respect, the submissions identify what are considered to be anomalies in the application of the terms of the 2014 Determination. Namely that the distance criteria are too widely separated.

125. It is convenient to set out the relevant provisions of the 2014 determination.

*TIME TRAVEL ALLOWANCES FOR MEMBERS OF NON-METROPOLITAN COUNCILS*

4.1 An allowance of $336 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located at least 30 kms but less than 50 kms from that council's principal office, via the most direct road route.

4.2 An allowance of $560 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located at least 50 kms but less than 100 kms from that council's principal office, via the most direct road route.
4.3 An allowance of $1,120 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located 100 kms or more from that council’s principal office, via the most direct road route.

4.4 The non-metropolitan council members travel time allowance will be payable in addition to any entitlement to reimbursement of expenses actually incurred.

4.5 A list of the non-metropolitan councils to which this payment applies is provided in Appendix 2."

126. The Tribunal considers the amount of the travelling time allowances to be modest and has made an adjustment to the allowances to more adequately address the relevant demands.

127. Additionally, the existing distance table of travelling time entitlements has been varied. An allowance for travelling time of an elected member of a non-metropolitan Council whose usual place of residence is within the relevant Council area and at least 75 kilometres but less than 100 kilometres from that Council’s office by the most direct route will be included. Respectively an allowance for the relevant distance between 75 kilometres and 100 kilometres is provided for. Finally, the allowance for a member travelling more than 100 kilometres has been increased by $297 per annum. None of these or other travelling time allowances will apply to Principal Members.

128. All of the above variations address the representative function of elected members of Councils with large geographic areas, to a modest degree, having regard to the limited information available from the submissions before us.

CONCLUSION

129. The Tribunal has applied the indexation of the allowances determined in 2014 in accordance with the scheme prescribed by regulation 4(2) of the Local Government (Members and Benefits) Regulations 2010 for the purposes of its consideration of the appropriate level of the allowances to be prescribed in accordance with section 76(2) of the Act.

130. As previously set out, section 76(9) of the Act prescribes as follows:

“(9) An allowance determined under this section is to be adjusted on the first, second and third anniversaries of the relevant periodic elections to reflect changes in the Consumer Price Index under a scheme prescribed by the regulations.”

131. The Regulation which prescribes the scheme for the indexation of the relevant allowances between four yearly Determinations by the Tribunal is set out below:

Section 4(2) of the Local Government (Member Allowances and Benefits) Regulations 2010

“(2) For the purposes of section 76(9) of the Act, an allowance is to be adjusted by multiplying the allowance by a proportion obtained by dividing the Consumer Price Index for the September quarter last occurring before the date on which the allowance is to be adjusted by the Consumer Price Index for the September quarter immediately before the date on which the allowance was determined under section 76 of the Act (with the amount so adjusted being rounded up to the nearest dollar).

132. The date upon which the allowances were determined by the Tribunal in 2014 was 28 July 2014. Consequently, that is the first reference point for the operation of the scheme. For the avoidance of doubt this was the subject of advice from the Crown Solicitor’s Office.

133. Taking all the submissions into account, our independent enquiries, data published by the Local Government Grants Commission, a review of changes in the circumstances confronting elected members of councils since the 2014 review, the Tribunal determined that it was appropriate to provide the allowances set out in Determination 6 of 2018. The allowances have been increased in various amounts according to discrete considerations
gleaned from the submissions and the information gathered independently, upon which
the Tribunal has proceeded, having regard to the statutory criteria prescribed by section
76 of the Act for the making of the Determination.

134. The increases in the amounts of the allowances do not involve reclassification of any
Council within the previously determined 5 levels including sub divisions 1a and 1b of
level 1. The proportionate increase in the amount of the allowance at level 5 is greatest,
as a result of the Tribunal’s concern that the money value of the allowance at that level of
the structure was inadequate.

135. The Tribunal has made changes to the structure and amounts of travelling time
allowances which address equity issues raised in the submissions received and to ensure
that allowances for elected members travelling significant distances are adequate.

136. The money value of the increase in the level of the annual allowances varies within the
range of $212 and $460, depending upon the classification of the Council. The cost of the
increases in the allowances to all Councils will be marginal as a factor of total operating
revenue respectively.

137. On the basis of the information published by the Local Government Grants Commission,
as far as the Tribunal can ascertain, the cost of the increase in the annual allowances for
the year ending 30 June 2017, determined represents 0.001 of one per cent of the
revenue of a Council with total operating revenue as low as $3.65 million per annum, and
less than 0.001 of one per cent of the revenue of the council with the highest total
operating revenue. For many councils, the cost of the increase in the allowances is likely
to be less as a result of increases in revenue since the publication of the data by the
Local Government Grants Commission.

John Lewin
PRESIDENT

Peter Alexander
MEMBER

Pamela Martin
MEMBER

Dated this 30th day of August 2018
Attachment 1 – Part 5 of the Local Government Act 1999

Part 5—Allowances and benefits

76—Allowances

(1) Subject to this section, a member of a council is entitled to the allowance determined by the Remuneration Tribunal in relation to the member’s office and indexed in accordance with this section.

(2) The Remuneration Tribunal must make determinations under this section on a 4 yearly basis before the designated day in relation to each set of periodic elections held under the Local Government (Elections) Act 1999.

(3) The Remuneration Tribunal must, in making a determination under this section, have regard to the following:

(a) the role of members of council as members of the council’s governing body and as representatives of their area;

(b) the size, population and revenue of the council, and any relevant economic, social, demographic and regional factors in the council area;

(c) the fact that an allowance under this section is not intended to amount to a salary for a member;

(d) the fact that an allowance under this section should reflect the nature of a member’s office;

(e) the provisions of this Act providing for the reimbursement of expenses of members.

(4) For the purposes of the proceedings before the Remuneration Tribunal but without derogating from the operation of subsection (3), the allowances to be determined under this section will be taken to be in the nature of a fee under the definition of remuneration in the Remuneration Act 1990.

(5) Without limiting section 10 of the Remuneration Act 1990, the Remuneration Tribunal must—

(a) allow persons who are entitled to be enrolled on the voters roll for an area a reasonable opportunity to make submissions orally or in writing to the Tribunal in relation to a determination under this section that relates to the members of the council for that area; and

(b) allow the LGA a reasonable opportunity to make submissions orally or in writing to the Tribunal in relation to any determination under this section.

(6) Nothing in subsection (5) requires the Remuneration Tribunal, for the purposes of making all determinations required under this section in any 4 year period, to hold more than 1 hearing to receive any oral submissions that persons may care to make (and the Tribunal is not required to hold any hearing if it appears to the Tribunal that no one is seeking to make oral submissions).

(7) The rates of allowances may vary from office to office, and from council to council.

(8) An allowance determined under this section will, in relation to the members of a particular council, be payable for the period—

(a) commencing on the conclusion of the relevant periodic election; and

(b) concluding at the time at which the last result of the next periodic election is certified by the returning officer under the Local Government (Elections) Act 1999 (including in respect of a member of the council for whom the conclusion of the next periodic election is, for other purposes, the last business day before the second
Saturday of November of the year of the periodic election as a result of the operation of section 4(2)(a)).

(9) An allowance determined under this section is to be adjusted on the first, second and third anniversaries of the relevant periodic elections to reflect changes in the Consumer Price Index under a scheme prescribed by the regulations.

(10) Sections 17 and 19 of the Remuneration Act 1990 do not apply in relation to a determination under this section.

(11) Subject to subsection (8), a member of a council who holds an office for part only of the period in respect of which an allowance is payable is entitled to the proportion of the allowance that the period for which the member held the office bears to the total period.

(12) An allowance under this section is to be paid in accordance with any requirement set out in the regulations (unless the member declines to accept payment of an allowance).

(13) Despite any other Act or law, the reasonable costs of the Remuneration Tribunal in making a determination under this section are to be paid by the LGA under an arrangement established by the Minister from time to time after consultation with the President of the LGA and the President of the Tribunal.

(14) Regulations made for the purposes of this section may make different provision according to the offices or classes of council to which they are expressed to apply.

(15) In this section—

Consumer Price Index means the Consumer Price Index (All groups index for Adelaide) published by the Australian Bureau of Statistics;

designated day, in relation to particular periodic elections, means the day that is 14 days before the day on which nominations close for those elections.

77—Reimbursement of expenses

(1) A member of a council is entitled to receive from the council—

(a) reimbursement of expenses of a kind prescribed for the purposes of this paragraph incurred in performing or discharging official functions and duties; and

(b) reimbursement of expenses of a kind prescribed for the purposes of this paragraph, and approved by the council (either specifically or under a policy established by the council for the purposes of this section), incurred in performing or discharging official functions and duties.

(2) A policy under subsection (1)(b) lapses at a general election of the council.

(3) A person is entitled to inspect (without charge) a policy of a council under subsection (1)(b) at the principal office of the council during ordinary office hours.

(4) A person is entitled, on payment of a fee fixed by the council, to a copy of a policy under subsection (1)(b).

78—Provision of facilities and support

(1) A council may provide facilities and other forms of support to its members to assist the members in performing or discharging official functions and duties.

(2) The provision of facilities and services under this section is at the discretion of the council subject to complying with the following requirements:

(a) the council must specifically resolve that the provision of the facilities or services is necessary or expedient to the performance or discharge of official functions or duties;
(b) facilities and services must be available to members on a uniform basis (other than facilities or services specifically provided for the benefit of the principal member);

(c) any property provided to a member remains the council's.

(3) A member of a council must not use a facility or service provided by the council under this section for a purpose unrelated to the performance or discharge of official functions or duties (unless the use has been approved by the council and the member has agreed to reimburse the council for any additional costs or expenses associated with this use).

78A—Obtaining of legal advice

(1) The regulations may establish a scheme under which a member of a council may directly obtain legal advice at the expense of the council to assist the member in performing or discharging official functions and duties.

(2) The scheme may require the preparation and adoption of a policy by a council and include provisions for the variation of the policy and its availability to the public.

(3) The scheme or a policy adopted under the scheme may—

(a) impose limitations on the obtaining of legal advice; and 

(b) provide for a process for approval of requests to obtain legal advice; and 

(c) allow for conditions to be imposed on an approval, including a condition limiting the expenditure that may be incurred; and 

(d) provide for a council to set an overall budget for the purpose; and 

(e) include other relevant provisions.

79—Register of allowances and benefits

(1) The chief executive officer of a council must ensure that a record (the Register of Allowances and Benefits) is kept in which is entered, in accordance with principles (if any) prescribed by the regulations, in respect of each member of the council—

(a) the annual allowance payable to the member; and 

(b) details of any expenses reimbursed by the council under section 77(1)(b); and 

(c) details of other benefits paid or payable to, or provided for the benefit of, the member by the council.

(2) The chief executive officer must ensure that an appropriate record is made in the Register, in accordance with principles prescribed by the regulations, in respect of—

(a) changes in the allowance or a benefit payable to, or provided for the benefit of, members; or 

(b) the provision of a reimbursement (other than a reimbursement under section 77(1)(a)) or benefit not previously recorded in the Register.

(3) A person is entitled to inspect (without charge) the Register at the principal office of the council during ordinary office hours.

(4) A person is entitled, on payment of a fee fixed by the council, to an extract from the Register.

80—Insurance of members

A council must take out a policy of insurance insuring every member of the council, and a spouse, domestic partner or another person who may be accompanying a member of the council, against risks associated with the performance or discharge of official functions or duties by members.
4.2.2 CONSENSUS AGENDA – COMMUNICATIONS AND ENGAGEMENT OFFICERS

4.2.2.1 COMMUNICATION AND ENGAGEMENT – QUARTERLY REPORT

This report provides a quarterly snapshot of CMO activity for Elected Member information:

- Dog park consultation and engagement
- Waste management education & communication - phases three and four
- Local Government Elections awareness campaign – Enrol and Nominate
- Rebranded New Residents Kits packaged in interactive online format
- Santos Tour Down Under preliminary planning
- Garage Sale Trail promotion online
- Roads and Works Conference opening address and ‘Welcome to Barossa’ video
- Coordinating corporate photography for Council promotion and publicity

RECOMMENDATION
That Report 4.2.2.1 be received
4.5.2 CONSENSUS AGENDA – ENVIRONMENTAL SERVICES REPORT

4.5.2.1 ADELAIDE AND MOUNT LOFTY RANGES NATURAL RESOURCES MANAGEMENT BOARD
B7353
Correspondence and a summary annual report have been received from the Adelaide and Mount Lofty Ranges Natural Resources Management Board’s NRM Eduction program for the 2017 calendar year, as attached for information.

RECOMMENDATION:
That report items 4.5.2.1 be received.
Dear Mayor Sloane

Re: 2017 Annual report of the Adelaide and Mount Lofty Ranges Natural Resources Management Board's NRM Education program

I write to share the achievements and outcomes of the Adelaide and Mt Lofty Ranges Natural Resources Management Board's NRM Education program for the 2017 calendar year as outlined in the enclosed summary annual report. The Board is proud of its NRM Education program's achievements and invite you to share this with your elected members, staff and ratepayers.

Over the last 10 years the NRM Education program has worked with 876 out of the 1101 (80%) of the schools and preschools in the Adelaide and Mount Lofty Ranges including 565 out of 654 (86%) of Department for Education schools and preschools. In 2017;

- 436 schools and preschools engaged with the NRM Education program.
- 1139 instances of educators from 212 schools building skills at 74 professional development events.
- 12,129 students, educators and community members (40,419 instances) were engaged in learning about, contributing ideas or taking action on sustainability in their school and community.

The NRM Education program has been running since 2007 and supports preschools, schools and the tertiary sector to work with their communities to develop the knowledge, skills and values to live more sustainably. NRM Education program staff, who are all based with host partners such as Council and NGOs work in collaboration with a range of public and private sector partners to support schools and preschools to develop quality learning connected to sustainability and local environments.

I'd like to take this opportunity to thank you, the elected members, your staff and community for all being a part of this strong schools-based program. Every community has a school at its heart, and NRM Education works with those schools to help its community to learn together, to live more sustainable lifestyles and to achieve health, wellbeing, financial and environmental rewards.
This summary report and the more detailed full report is available electronically at this link (under the heading ‘NRM Education’) http://www.naturalresources.sa.gov.au/adelaidemtloftyranges/about-us/our-regions-progress.

The 2017 NRM Education annual report highlights the importance of collaboration and partnerships with the community. This is how we build capacity and resilience for stronger natural resource management outcomes. I trust you will find the report heartening in regards to how we are preparing our young to become tomorrow's environmental stewards.

I would also like to inform you that the new State Government has committed to repealing the Natural Resources Management Act 2004. You should have already received correspondence about the reform including an invitation to provide your input through the community consultation process via yourSAy https://yoursay.sa.gov.au/decisions/landscape-reform/about.

I encourage you to be involved in helping the Government strengthen the services and outcomes derived from the NRM Levy through your input into the consultation process.

Should you or your staff wish to explore further collaboration with the NRM Education team, or should you wish for additional copies of the report, please contact Manager NRM Education and Urban Sustainability, Mr Hugh Kneebone on 8273 9133 or hugh.kneebone@sa.gov.au.

Yours sincerely

Felicity-ann Lewis
PRESIDING MEMBER

Encl.
Adelaide and Mount Lofty Ranges NRM Education 2017

What we have achieved
Major achievements of the Adelaide and Mount Lofty Ranges Natural Resources Management Education program in 2017

The full report is available at www.naturalresources.sa.gov.au/adelaidemtloftyranges/home

The NRM Education program’s vision is for all schools and preschools to work with their communities to develop knowledge, practical skills and values to live sustainably.

How NRM Education delivered on the 5 main program objectives in 2017

1. Embedding Education for Sustainability (EfS) in schools and preschools

- **436** schools and preschools engaged with NRM Education.

- **244** instances of schools and preschools achieving progress to embed EfS in their site culture (activity spread across 108 schools and preschools).

- **708** instances of face to face or phone/email support to **1861** educators and **2475** students from 258 schools to support progress to embed EfS.

- **40,419** instances of individuals engaged in EfS progress events at schools and preschools supported by NRM Education (staff: 2189 instances; students: 24,596 instances; parents: 13,519 instances; general community: 115 instances).
Skilling and motivating school and preschool staff to implement Education for Sustainability

3 cluster groups supporting school and preschool staff sharing, networking and professional learning meeting at least twice per year

1139 instances of educators building skills, collaborating and sharing approaches and resources at 74 professional development events involving 212 schools

480 instances of face to face or phone/email support to 1401 educators from 214 schools to assist implementation of EFS

41 schools and preschools documenting sustainability initiatives in their School Environmental Management Plan

Teacher response to 2017 survey: “Having access to an NRM Education Officer has kept a continual focus on this area and increased the involvement of other colleagues in this area of the curriculum so I would say thank you for this service.”
“I have developed my confidence and voice projection. I never saw myself as a leader, but I have received a wealth of encouragement from Youth Environment Council members and other mentors. This is a huge gain from my 4 years spent in the council.”

Michéla, Youth Environment Council member 2017

3 Empowering young people to create change in their schools, preschools and community

- 204 instances of Youth Voice-related support activities (on site, via phone and email) to 998 students and 508 staff to support achievement of EfS progress

- 59 schools and preschools, with students as partners or drivers, achieving 94 progress events to embed EfS

53 students from 41 schools across the state involved in the Youth Environment Council

- 89 students from 19 schools attending Youth Voice clusters to network, share and develop leadership skills

4 Encourage schools and preschools to work with their communities on local sustainability initiatives

- 107 progress events to embed EfS achieved at 53 schools and preschools with the broader community as partners or participants

- 138 instances of behaviour change in the community as a result of school initiatives reported by 50 teacher survey responders (2017 teacher survey).
“It is fantastic to be able to access the resources you have available for free loan. I also use and appreciate a lot of your online resources and links.”

Teacher response to 2017 survey

5 Deliver a high-quality program based on the latest research and evaluation

214 partnership engagement activities
(events, resources and projects co-delivered, support activities) involving 30 partners; engaging 1495 teachers, 1616 students and 492 parent/community members from 90 schools

65 new resources developed (includes case studies, teacher packs, web pages and ID charts)

13,898 community members engaged at field days, community talks and shows

Top 10 program support activities rated as ‘highly useful’ by majority of teachers accessing the activities (range between 64% and 75% of teachers reporting in 2017 teacher survey)
The NRM Education program is funded by the Adelaide and Mount Lofty Ranges (AMLR) Natural Resources Management Board. The program is delivered by staff hosted at The Barossa Council, KESAB environmental solutions, and the cities of Marion, Onkaparinga, and Salisbury through an investment in 2017 of $1.25 million. Co-investment by schools, preschools and universities in sustainability initiatives that same year is conservatively estimated at $1,891,086 (direct and in-kind investment).

Partnerships are a key ingredient to the success of NRM Education. In addition to the staff relationships with the host organisations listed on the left, collaboration has also occurred with the Department for Education, Catholic Education South Australia, Lutheran Education, Flinders University, University of South Australia, Nature Play SA and 19 other organisations in 2017.

‘NRM Education has been an exceptional external partner, working extensively with the Department for Education (DfE) so that its curriculum materials, resources and projects are well aligned to our current departmental priorities. The benefits of this collaboration are recognised and valued by DfE, school leaders and teachers.

They have been a key resource for the STEM Student Ambassador project, using student voice to enhance the quality and authenticity of environmental education and closely linking to learning areas and the Cross Curriculum Priority of Sustainability in the Australian Curriculum. The depth of expertise and knowledge that its education officers bring, assists and enables teachers to extend and challenge student learning.’

Brenton Willson, Leadership Development, Department for Education
The Barossa Council

Outcomes

Eight schools from the Adelaide and Mount Lofty Ranges (AMLR) region have come together in the Pinery Fire Schools Revegetation Project to grow 1700 local native seedlings for affected families and landholders from the 2015 Pinery Fire.

Within The Barossa Council

337 staff and 369 students engaged from 17 schools and preschools through 86 instances of support events (includes teacher professional development, site visits and planning support)

Contribution across AMLR region

142 instances of support to 113 schools and preschools, 403 staff, and 820 students

“Teachers of students involved in growing seedlings for the Pinery Fire Schools Revegetation Project repeatedly affirm the value of such hands-on learning for the students involved. Barossa schools are keen to be involved again next year in this worthwhile community project, which not only greens the landscape but which also helps heal emotional wounds from the fire.”

Chris Hall, NRM Education Officer hosted by The Barossa Council

“I have nothing but praise for their approachability, professionalism and ‘can do’ approach. Thanks NRM Ed.”

Teacher response to 2017 NRM Education survey
City of Marion

Outcomes

Supported development of a butterfly garden and learning program at Clovelly Park Primary School. A buddy class of older and younger students received mentoring from NRM Education Officer Sam Ryan to research local butterflies, identify their habitat needs and develop a project plan and grant application to create the garden space.

Within City of Marion

250 staff and 220 students engaged from 22 schools and preschools through 42 instances of support events (includes teacher professional development, site visits, planning support)

Contribution across AMLR

75 instances of support to 209 schools and preschools, 333 staff, and 563 students

“The students were really excited to create a space that was going to be useful for butterflies and caterpillars, and gained real-world skills in visualising and designing a successful garden.”

Sam Ryan NRM Education Officer
hosted by City of Marion

“Sam was terrific. Helpful suggestions and linked us to further resources and advice as to how to proceed with our plan”,

Teacher response to 2017 NRM Education survey
The exciting thing about OBBY in Christies is seeing children and their parents doing activities developed by the community in their local natural areas – connecting with their ‘big backyard’.

Sophie Rogers, NRM Education Officer hosted by City of Onkaparinga

“I have worked with Sophie Rogers for a number of years with site support and through workshops she runs in our area. Absolutely fantastic ongoing and practical support. Sophie is approachable, genuinely interested in assisting and always reliable as well as very knowledgeable.”

Teacher response to 2017 NRM Education survey
Engaging in long term learning in a local wild space has allowed the students of Burton Primary the time to recognise an issue or problem that they would like to investigate and the impetus to do something about it. You can see the students are highly engaged in learning, they care about the environmental assets within their community and they are enjoying applying theory learnt in the classroom to practical outdoor learning.

Julian Marchant NRM Education Officer hosted by City of Salisbury

**City of Salisbury**

**Outcomes**

Collaborated with the University of South Australia to support the pilot of the Water Literacies program, which is an outdoor learning project, connecting schools to local marine and/or aquatic environments. NRM Education provided educational resources and knowledge to teaching staff and students at school and in the field. Through this project students gained skills in public speaking, debate, community engagement and development, advocacy and pride in their neighbourhood.

**Within City of Salisbury**

553 staff and 337 students engaged from 32 schools and preschools through 50 instances of support events. (includes teacher professional development, site visits, planning support)

“Engaging in long term learning in a local wild space has allowed the students of Burton Primary the time to recognise an issue or problem that they would like to investigate and the impetus to do something about it. You can see the students are highly engaged in learning, they care about the environmental assets within their community and they are enjoying applying theory learnt in the classroom to practical outdoor learning.”

Julian Marchant NRM Education Officer hosted by City of Salisbury

**Contribution across AMLR**

151 instances of support to 148 schools and preschools. 547 staff, and 791 students

Photo: Students immersed themselves in Grey Mangroves as part of a NRM Education-led visit to the Adelaide International Bird Sanctuary
Teachers found these food garden sessions really engaging; especially the school garden tours, guest speakers, and tips and tricks about how to grow food with students.”

Dani Austin, NRM Education Officer hosted by KESAB

“Steve Walker has been very supportive in helping to develop and workshop ideas about integrating our school garden and outdoor spaces into classroom learning.”

Teacher response to 2017 survey

KESAB environmental solutions

Outcomes

NRM Education staff hosted at KESAB partnered with community development staff from the City of Holdfast Bay and City of West Torrens to deliver a series of four professional development sessions for educators. The sessions focussed on managing and utilising school food gardens in learning programs.

AMLR contribution

2321 staff and 860 students from 253 schools supported through 462 activities by NRM Education staff (includes teacher professional development, site visits, planning support)

Contribution across AMLR region

36 training events for 682 educators and 51 students from 96 schools.
Where to next

The NRM Education team will continue to deliver on the government priority of Nature Education using Education for Sustainability as the best practice delivery model that creates lasting change in schools and preschools. Evidence based approach priorities for the coming 2 years are:

- supporting educators to increase their use of national parks for education program delivery
- building support amongst site leaders for Education for Sustainability and increase understanding of the benefits for staff, students and communities
- partnerships with the tertiary sector to increase student teachers’ capacity to deliver nature education and Education for Sustainability
- focus on schools as community hubs increasing engagement of parents in the learning of their children, and develop student leaders who have the entrepreneurial skills to lead change and address issues in their local community.


For more information, to discuss collaboration or access services contact

Matt Cattanach
NRM Education Regional Coordinator
matt@kesab.asn.au or 0417 489 174

*Education for Sustainability is the focus for NRM Education’s program delivery with benefits including; parent and community engagement, opportunities for student entrepreneurship and leadership, empowers education institutions to develop their own priorities and focus in relation to sustainability, leads to practical environmental outcomes and makes learning relevant and meaningful through children exploring and solving real world issues.*
4.5.2  CONSENSUS AGENDA – ENVIRONMENTAL SERVICES REPORT

4.5.2.2  GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
B7490
Minutes of the Gawler River Floodplain Management Authority meeting held 16 August 2018 are attached for information.

RECOMMENDATION:
That report items 4.5.2.2 be received.
MEETING MINUTES

Committee: Gawler River Floodplain Management Authority
Held On: Thursday 16 August 2018 at 9.45 am
Location: The Town of Gawler, Gawler.

WELCOME

Mr Ian Baldwin formally welcomed Board Members, Deputy Board Members, Observers and the Executive Officer and opened the 105th meeting of the Board.

PRESENT

Mr Ian Baldwin, Independent Board Member, Chair
Mr Marc Salver, Adelaide Hills Council, Deputy Board Member
Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
Mayor Bob Sloane, The Barossa Council, Board Member
Mr Gary Mavrinac, The Barossa Council, Board Member
Cr Denis Davey, City of Playford, Board Member
Mr James Miller, Adelaide Plains Council, Board Member
Cr Mel Lawrence, Adelaide Plains Council, Board Member
Cr Adrian Shackley, Town of Gawler, Board Member
Mr Ben De Gilio, Town of Gawler, Deputy Board Member
Mr Andrew Philpott, Light Regional Council, Deputy Board Member
Mr David Hitchcock, Executive Officer

GRB 18/53 Observers

Moved: Cr D Davey Seconded: M Lawrence

That, Cr Terry-Anne Keen, Adelaide Plains Council, Cr Shirley Halls, City of Playford, and Mr. Greg Pattinson, City of Playford be appointed as Observers.

CARRIED

APOLOGIES

Mr. Brian Carr, Light Regional Council, Board Member
Mr Sam Dilena, Gawler Council, Board Member
Mr Mal Hemmerling, City of Playford, Board Member
Cr William Close, Light Regional Council, Board Member
GRB 18/54 Minutes of the 21/6/18 GRFMA meeting

Moved: Mr. G Mavrinac  Seconded: Mr. Miller

That the Minutes of the Gawler River Floodplain Management Authority Board meeting held 21/6/18 be confirmed as a true and accurate record of that meeting.

CARRIED

GRB 18/55 Minutes of the 5/7/18 GRFMA Special Meeting

Moved: Cr A Shackley  Seconded: Cr. M Herrmann

That the Minutes of the Gawler River Floodplain Management Authority Board Special Meeting held 5/7/18 be confirmed as a true and accurate record of that meeting subject to Cr Paul Koch being included in the list of members present at the meeting.

CARRIED

Actions on previous resolutions

The Executive Officer provided a verbal update on actions undertaken regarding minute 18/50 and tabled late correspondence response from AUSVEG.

GRB 18/56 Questions on Notice – Adelaide Plains Council

Moved: Mr. A Philpott  Seconded: Mayor B Sloane

That the report on Questions on Notice be received

CARRIED

The Adelaide Plains Council submitted the following Questions on Notice. Relevant answers are provided:

<table>
<thead>
<tr>
<th>Adelaide Plains Council gave notice of the intention to ask the following questions:</th>
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<tbody>
<tr>
<td>Preamble</td>
</tr>
<tr>
<td><strong>Question 1:</strong></td>
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<tr>
<td><strong>Answer</strong></td>
</tr>
<tr>
<td>16/11/16 TAP Minute extract</td>
</tr>
</tbody>
</table>
1. Carry out a hydrological review of the 2016 Flood, with rainfall and streamflow data from across the Gawler River, North Para and South Para catchments to be collated and summarised so that a description of the flood can be developed and its magnitude characterised at key locations across the catchment

2. Evaluate floodplain model performance by utilising the results for the hydrological review and feed these into the floodplain model so that its performance could be evaluated against the recorded flood extent information for the 2016 flood

3. Review options for mitigation in Lower Gawler River, in association with the Technical Assessment Panel and other co-opted stakeholders

4. Preliminary Report to be received by 14 December 2016.”

Discussion points included:
- funding opportunities – Stormwater Management Authority and Natural Disaster Resilience Program
- levees and what level of protection
- recent study on condition of levees being undertaken by Playford Council
- co-opting of stakeholders to a Working Party

Resolved that the following persons be approached to be part of the Lower Gawler River Reference Group:

The group was appointed to assist AWE with local knowledge and input to the body of work required. Mr Alex Zimmerman, Northern Adelaide Plains Recovery Coordinator assisted in identification of suitable persons.

Adrian Marschall  
John Bergamin  
Dino Musolino  
Danny De Ieso  
Peter Rentoulis  
Michael Picard  
Barrie Ormsby  
Phil Earl  

VRAG Chairperson  
Local resident  
Chairperson HortEx  
AUSVEG SA  
Proxy to chairperson of HortEx  
Local resident  
Landscape Architect  
Local resident

Available Notes from meetings of the Lower Gawler River Reference Group are attached
<table>
<thead>
<tr>
<th>Question 2</th>
<th>Names and addresses of the sub committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Answer</td>
<td>Membership of the Technical Assessment Panel at the time was</td>
</tr>
<tr>
<td></td>
<td>Mr Ian Baldwin, Independent Chair</td>
</tr>
<tr>
<td></td>
<td>Mr Bill Lipp, Principal Stormwater Engineer, DPTI</td>
</tr>
<tr>
<td></td>
<td>Ms Chrissie Bloss, Flood Hazard Leader, DEWNR</td>
</tr>
<tr>
<td></td>
<td>Mr Dean Gollan, Executive Officer</td>
</tr>
<tr>
<td></td>
<td>Mr Alex Zimmermann, Northern Adelaide Plains Recovery Coordinator, Observer</td>
</tr>
<tr>
<td></td>
<td>Mr Geoff Fisher, Australian Water Environments, Observer</td>
</tr>
<tr>
<td></td>
<td>Mr Derek Moore, Principal Engineer, Dams, SA Water</td>
</tr>
</tbody>
</table>

| Question 3: | How was membership application advertised? |
| Answer      | The GRFMA, by resolution, appoints the Panel membership |

| Question 4: | Minutes of meetings to be made available to all GRFMA member Councils? |
| Answer      | Minutes of the TAP meetings are included in the "next date" GRFMA Meeting for Board consideration and are made available on the GRFMA website [https://www.gawler.sa.gov.au/grfma/grfma-board](https://www.gawler.sa.gov.au/grfma/grfma-board) |
|            | Available Notes from meetings of the Lower Gawler River Reference Group are attached |

| Question 5: | When and where meetings were held? |
| Answer      | Recent Technical Assessment Panel meetings have been held 11/5/18-7/8/17-3/1/17 and 16/11/16 |
|            | Historically meetings were held at DPTI 77 Grenfell Street. From 5/11/18 meetings have been held at LGA 148 Frome Street |
|            | Meetings of the Lower Gawler River Reference Group were held 30/11/16, 8/12/16 and 14/12/16. |

| Question 6: | How were meetings called, what prior warning was given? |
| Answer      | The Technical Assessment Panel shall meet as appropriate at the request of the Executive Officer. |
|            | Meetings of the Lower Gawler River Reference Group were held as agreed by members. |
**Question 7:** Why was the meeting still held when it was known that no balanced representation from the northern side of the river would be present and any vote would be therefore be biased?

**Answer**
Refer to Q8 Answer which provides information on the qualitative and quantitative approach undertaken in considering report recommendations.

**Question 8:** What was the reasons given for choosing this option? What and how were other options discounted?

**Answer**

**Question 9:** Why was there not attempt to contact ratepayers or council north of the river once it was known that there was a disproportionate membership of the subcommittee to decide this matter?

**Answer**
Membership of the Technical Assessment Panel is determined by the GRFMA on a skills and knowledge basis not locality. The Technical Assessment Panel provides advice and recommendation to the GRFMA Board for consideration.

### Attachment in response to Questions on Notice- Adelaide Plains council

**Question 1.**
Technical Assessment Panel Terms of Reference  V1 February 2017

**Objectives**
The objectives of the GRFMA Technical Assessment Panel are to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment and construction of the various parts of the Scheme.

**Terms of Reference**
The Technical Advisory Panel (the Panel) shall provide independent technical assessment of and advice on, flood mitigation strategies and civil construction projects and proposals as initiated by the GRFMA.

Principally this will include consideration of reports and scope of service proposals provided by other entities/companies and requiring consideration by the GRFMA.

Assessment will include, but not be limited to feasibility of proposed works, considered hydrological assessments, appropriateness of costing mechanisms and known risks.

The GRFMA will refer relevant reports and scope of services to the Panel for consideration.

The Panel’s advice will be submitted to the GRFMA Executive Officer for subsequent inclusion in the Authority’s scheduled meeting agenda processes.
The Panel’s collective expertise will cover a range of skills and experiences related to flood mitigation, adaptation and where appropriate the financing of infrastructure projects.

The Panel will be appointed by the GRFMA and will comprise 6 members consisting of:

- Two (2) GRFMA representatives (being Independent Chair and Executive Officer)
- One (1) Constituent council representative - Skills based, having engineering, environmental and/or planning expertise, (appointed by the GRFMA)
- One (1) DPTI representative, Stormwater Engineer
- One (1) DEWNR representative, Flood Hazard
- One (1) SA Water representative, Engineer Dams

The GRFMA may on a case by case basis, as deemed appropriate, appoint observers to the Panel (as example 1 Lower Gawler River Reference Group representative), and that observers will have no voting rights.

On a case-by-case basis, members of the Panel may call additional experts if the need for specialised knowledge arises, as deemed necessary and in consultation with the GRFMA Executive Officer.

The Panel shall obtain approval from GRFMA to incur any expenditure. The Executive Officer will provide the necessary operational and administrative support to the Panel. The Panel shall meet as appropriate at the request of the Executive Officer.

Panel meetings are open to the public except where the Panel believes it is necessary in the broader community interest to exclude the public from the discussion of a particular matter. The public will only be excluded when considered proper and necessary i.e. the need for confidentiality outweighs the principle of open decision-making.

The Panel must provide an annual report on its operations to the GRFMA by 31 August each year for inclusion in the GRFMA annual Report.

---

**GRB 18/57 Minutes of the GRFMA Audit Committee Meeting held 13/8/18**

Moved: Cr M Herrmann Seconded: Cr. W Schackley

**That the GRFMA:**

1. Receive the minutes of the Gawler River Floodplain Management Authority Audit Committee Meeting held 13/8/18; and
2. Notes the following recommendations from the 13/8/18 meeting and approves appropriate actions to be initiated:

   - The Audit closing report noted that the Dam Valuation Policy states that the actual construction cost of the dam be revalued every five years. *As the last valuation occurred in May 2014, being four years ago, The Audit Committee recommend that the GRFMA Board obtain a valuation of the dam’s actual construction cost for the year ended 30 June 2019.*
   - GRFMA Website internal protocols. *The Audit Committee noted the GRFMA website is hosted by the Town of Gawler and recommend that the Executive Officer make inquiries to ensure that correct information storage and website system securities are being maintained.*
• Constituent Council’s interest in net assets.

_The Audit Committee discussed the Schedule of Constituent Council’s interest in net assets with view that each Council should ensure the relevant interest is being included (accounted) in their annual Financial Statements._

• Internal Controls

_The Audit Committee noted that the Executive Officer is to undertake review of GRFMA Internal Controls during the 2018/19 financial year._

CARRIED

The Executive Officer vacated the meeting at 10.20 am to enable Board discussion on the 13/8/18 GRFMA Audit Committee Meeting following recommendation.

• An agreement has been entered into with Mr David Hitchcock to provide Executive Officer and Supervision of Consultants services to 31/12/18.

_The Audit Committee recommend the GRFMA Board initiate appropriate and relevant action to ensure continuity of Executive Services post 31/12/18._

<table>
<thead>
<tr>
<th>GRB 18/58  Executive Officer Services</th>
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</thead>
<tbody>
<tr>
<td>Moved: Cr M Herrmann</td>
</tr>
<tr>
<td>Seconded: Cr D Davey</td>
</tr>
</tbody>
</table>

That the Chair be requested to confirm the tenure of the Executive Officer’s current employment contract in a report to the October 2018 Board meeting.

CARRIED

The Executive Officer returned to the meeting at 10.29 am.

Presentation

Ms Ingrid Franssen A/Manager, Flood Management Fire and Flood Management, Regional Programs Department of Environment, Water and Natural Resources presented on SA Water reservoir spill management information procedures.

The meeting adjourned at 11.05 am for a short break.

The meeting reconvened at 11.20 am.

<table>
<thead>
<tr>
<th>GRB 18/59  Audited Financial Statements for the year 2017 – 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moved: Cr. D Davey</td>
</tr>
<tr>
<td>Seconded: Mayor B Sloane</td>
</tr>
</tbody>
</table>

That the audited Financial Statements for the year 2017 – 2018 be adopted for the purposes of Part 4 Financial Statements of the Local Government (Financial Management) Regulations 2011 and the ‘Certification of Financial Statements’ be signed by the Executive Officer and Board Chair.

CARRIED
GRFMA Meeting Minutes 16/8/18

GRB 18/60  Schedule of Constituent Council’s Interest in Net Assets

Moved: Mr. G Mavrinac  Seconded: Mr. G Pattinson

That the Schedule of Constituent Council’s Interest in Net Assets as at the 30 June 2018 be adopted in accordance with Clause 15.5 of the Charter.

CARRIED

GRB 18/61  Annual Report 2017 – 2018

Moved: Mr. Miller  Seconded: Mr. G Mavrinac

That subject to editorial amendments the Annual Report 2017 – 2018 of the Gawler River Floodplain Management Authority be adopted.

CARRIED

Editorial amendments included:

- Providing clarification of where reference to estimated $50 million dollars in damage to food crops and property (2016 Flood) is sourced or remove that specific amount;
- Rewording of references to horticultural production areas to more generically reflect the Gawler River flood plain;
- Provide more specific references to timing of funding and grant applications;
- Include wording to reflect minute 18/32 that the Board - Agree in principle to act with due diligence and consistent with the principles of the corporate and financial governance in its approach and direction that will achieve a holistic approach to flood mitigation for the benefit of all constituent Councils; and
- Further reference that the GRFMA has initiated a Charter and Governance review.

GRB 18/62  Review of the Register of Confidential Items

Moved: Cr M Lawrence.  Seconded: Cr D Davey

That the GRFMA:

1. Receives the report; and
2. Pursuant to Section 91(9)(a) of the Local Government Act 1999, orders that the documents, reports and minutes pertaining to the following matters, including discussions and considerations, be released into the public arena, including discussions and considerations, be released into the public arena,
   - GRFMA 17/092, meeting 14/12/17 Item 8.3(b) – Dam Inspections EOI.
3. Pursuant to Section 91(9)(a) of the Local Government Act 1999, orders that the documents, reports and minutes pertaining to the following matters, including discussions and considerations, be released into the public arena,
   - GRFMA 18/14, meeting 15/2/18 Item 9.2 – Executive Officer Contract.
4. Pursuant to Section 91(9)(a) of the Local Government Act 1999, orders that the documents, reports and minutes pertaining to the following matters, including discussions and considerations, be released into the public arena,
   - GRFMA18/18, meeting 15/2/18 Item 9.3 – Tenure Chairperson.
5. Pursuant to Section 91(9)(a) of the Local Government Act 1999, orders that the documents, reports and minutes pertaining to the following matters, including discussions and considerations, be released into the public arena,
- GRFMA18/28, meeting 19/4/18 Item 10 – Flood Retention Dam South Para.

CARRIED

GRB 18/63 Northern Floodway Project Public Relations

Moved: Mr. G Mavrinac. Seconded: Cr M Lawrence

That the GRFMA
1. Accept the offer of services by Ball Public Relations for the sum of $5,000 as indicated in their correspondence of 2/8/18, subject to further confirmation of service delivery and payment scheduling; and
2. Delegates authority to the Chairperson and Executive Officer to finalise the contract and initiate implementation of the communication strategy.

CARRIED

Mr. Andrew Philpott left the meeting at 11.45 am.

GRB 18/64 GRFMA Charter Review

Moved: Mr. G Mavrinac. Seconded: Cr D Davey

That the GRFMA:
1. Receives the report; and
2. Endorses the Working Group recommendation that the GRFMA Charter and Governance Review be undertaken in two phases consisting of:
   a. A Charter Review to be undertaken now as the shorter-term action: and
   b. Following completion of the Charter Review a further process to scope and consider other contemporary governance arrangements be undertaken.
3. Receive a further report on the Charter Review at the October 2018 GRFMA meeting.

CARRIED

GRB 18/65 Financial Report

Moved Cr. M Herrmann Seconded: Mr. M Salver

That the financial report as at 31 July 2018 showing a balance of total funds available of $128,482.22 be received.

CARRIED
GRFMA Meeting Minutes 16/8/18

GRB 18/65 Correspondence

Moved Cr. M Lawrence  Seconded: Mayor B Sloane

That the correspondence be received.  

CARRIED

Late correspondence from AUSVEG was tabled and also received.

AUSVEG response was advising of strong in principle support for the Norther Floodway Project provided that affected landholders are adequately consulted and compensated as part of the process.

Urgent Business without notice.

Members discussed the SA government’s proposed reforms for replacing the Natural Resources Management Act with the proposed Landscape South Australia Act and opportunity for the GRFMA to provide a submission regarding access and management of levy banks and private land.

The Executive Officer advised that he had already responded with a submission requesting that consideration be given to facilitate provision, within the proposed Act, of specific powers for Councils or other agencies to manage and/or maintain levees (Rivers, Creeks and Waterways) constructed on private land, where no easement or legal agreements are in place.

It was agreed a further submission to the proposed reforms would be considered at the October 2018 GRFMA meeting.

Closure of meeting

The Chairperson thanked the Town of Gawler for hospitality as host and noted the next Ordinary Board Meeting will be held 9.45 am, Thursday 18 October 2018 at the Adelaide Plains Council.

Meeting closed 12 Noon.

Confirmed Chairperson ..................................................
Flowchart 1 - Communications flowchart for SA Water reservoirs that have a modelled Bureau of Meteorology (Bureau) flood forecasting service

Forecast or recorded “heavy rainfall”

Does SA Water expect a release (controlled or uncontrolled) based on Bureau advice?

Yes: SA Water

No: No action

Does the Bureau expect the release to exceed flood threshold?

Yes: Bureau flood watch and/or flood warning

No: No further action

DEW

Email

SES State Duty Officer

Email/Call

Downstream community and council

Email/Call

Bureau Flood desk

Website

1 Kangaroo Creek, Millbrook, Mt Bold, South Para, Warren

2 Minor, Moderate, Major or flow (m³/s) a specific gauge which is named in the SA Water Spill Management Procedure for the reservoir/dam and in Bureau catchment directive
Memorandum of Understanding

Between the

SA Water Corporation, South Australian State Emergency Service, Bureau of Meteorology, and the Department for Environment and Water

Regarding the Sharing of Reservoir Information to Support Flood Mitigation

PURPOSE

This Memorandum of Understanding (MoU) outlines the agreed arrangements between SA Water Corporation (SAW), the Bureau of Meteorology (the Bureau), the South Australian State Emergency Service (SASES), and the Department for Environment and Water (DEW) for sharing of information relating to SAW reservoirs to ensure appropriate flood planning, warning and response.

INTRODUCTION

SAW-operated reservoirs are located on several major rivers in South Australia that have downstream communities at risk of flooding. The reservoirs can alter the frequency and magnitude of flow to downstream communities regardless of whether the reservoir is designed or operated for flood mitigation, or has manually operated components such as spillway gates and valves.

Information relating to the reservoirs is critical for organisations involved in flood planning, warning and emergency response so that the risks and influence of reservoirs during a flood can be understood and planned for, including through the incorporation of reservoir characteristics into flood forecasting models and establishment of flood warning thresholds.

Most of the SAW-operated reservoirs have as their primary purpose the storage of water from local catchments (Mount Lofty Ranges, others) and/or the River Murray for public water supply. The management procedure for the reservoirs is therefore focussed on balancing between maximising water storage whilst minimising the risk of spilling.

The South Australian government is also committed to public safety and managing flood hazards. Therefore management procedures need to consider potential downstream impacts and should aim to minimise the impact of spills on flooding downstream within the context of the primary water storage purpose.

Updated 20/07/2018
The Independent Review of the Extreme Weather Event South Australia 28 September – 5 October 2016 (the “Burns Review”) noted that, following a SAW review of flood operations for the event of 14 September 2016, SAW, the Bureau, SASES and DEW agreed to a greater degree of collaboration involving sharing data, communicating requirements for information, sharing combined knowledge, and contributing to procedures for prediction and management of future flooding events.

There are opportunities to adjust spill management and undertake early releases under certain circumstances that reduce downstream flood impacts without compromising the water storage function. Such opportunities can be realised with improved information flow and communication between government agencies and with the public.

Recommendation 20 of the Burns Review recommends that an appropriate mechanism be identified for stakeholder agencies to share data and information for reservoirs and spillway management, which was accepted by the Government of South Australia. This MoU has been developed in response to that recommendation.

Principles

1. SAW-operated reservoirs are managed in a manner that supports efficient and effective water services, meeting the requirements in relation to:
   - Health and safety
   - Water quality
   - The environment
   - Natural resources
   - Technical standards
   - Customer protection, pricing and service standards

2. Opportunities to modify reservoir design and operation, in particular spill management procedures, to minimise downstream flood impacts without compromising the water storage function are actively pursued.

3. Information and data is shared where possible to support optimal outcomes of SA reservoir management, minimising downstream flood impacts without compromising the water storage function.

4. Decision making processes, roles and responsibilities concerning reservoir management, spill management, flood warning and mitigation are transparent and provide clear communication to the public.

Roles and Responsibilities with regard to reservoir management and flood management

- SAW is responsible for delivery of water and sewerage services across South Australia. Its function and powers are set out under the South Australian Water Corporation Act 1994. It is a licensed provider of water and sewerage services under the Water Industry Act 2012.

- SASES is primarily responsible for responding to extreme weather (including storms and extreme heat) and flooding events in order to minimise the loss of life, injuries and damage from emergencies and natural disasters. It is the flood control agency under the State Emergency Management Plan, a statutory plan under the Emergency Management Act 2004.

- DEW is the flood hazard leader under the State Emergency Management Plan, a statutory plan under the Emergency Management Act 2004. It undertakes a leadership role for planning of emergency management
activities pertaining to flood, and ensures that all aspects of the State’s approach to the flood hazard are coordinated. In addition, DEW provides hydrology and mapping support to the SES during flood incidents.

- The Bureau works in partnership with Emergency Services agencies to assist in the delivery of services that help to ensure the safety and resilience of the public. The Intergovernmental Agreement on the Provision of Bureau of Meteorology Hazard Services to the States and Territories of 2 February 2017 sets out the arrangements for the services the Bureau provides. The Bureau has developed a Service Level Specification for Flood Forecasting and Warning Services for South Australia that describes in detail the services it provides. The Bureau’s flood forecasting service is an important input to reservoir management and reservoir management is in turn an important input into the warning service provided by the Bureau.

INFORMATION TO BE SHARED

This MoU is concerned with the sharing of information relating to SAW-operated reservoirs.

1) SAW will share information on planned and actual releases from the SAW reservoirs with the other signatory organisations of this MoU according to the communications flow-charts in Appendix 1

2) SAW will share with the other signatory organisations of this MoU, at their request:
   a) Engineering studies relating to reservoirs, including design reports, risk assessments and hydrology studies
   b) Plans of key dam features, for example, spillway configuration (dimensions and elevations)
   c) Flood mapping from spillway discharges
   d) Stage-storage curves
   e) Spillway rating curves
   f) Spill management procedures
   g) Any other information relevant to managing spills, for example, operational risks, known impacts downstream of reservoirs.
   h) Dam break inundation mapping

3) SAW will share the information outlined under 1 above for the following reservoirs:
   a) Metro - Barossa, Happy Valley, Hope Valley, Kangaroo Creek, Little Para, Millbrook, Mt Bold, Myponga, South Para, Warren, Sturt Flood Control Dam.
   b) Regional – Baroota, Beetaloo, Bundaleer, Middle River, Tod River.

4) SAW will share information relating to the following weirs: Torrens Gorge, Gumeracha, Clarendon.

5) SAW will advise other signatory organisations of any of any planned engineering works, operating or any other changes that may affect the magnitude or frequency of flow or observations of it; and
   a. consult the signatory organisations to allow active pursuit of opportunities to adjust spill management to minimise downstream flood impacts without compromising the water storage function; and
   b. advise the signatory organisations of any changes put into effect and,
   c. make every reasonable effort to ensure up-to-date information is shared as soon as is practicable.
6) Signatory organisations will share information regarding releases from the SAW-operated reservoirs in accordance with the processes set out in the flow charts in Attachment 1.

7) Signatory organisations will use the shared information expressly for the purpose of flood management, including response, response planning, forecasting and warning.

8) Signatory organisations will make reasonable efforts to comply with the security classification and/or confidentiality of shared documents.

GOVERNANCE

This MoU is not a statutory requirement and is not legally binding. Nonetheless, each organisation will endeavour to perform its functions in a manner consistent with the MoU’s intent.

The MoU will be reviewed annually by the Flood Working Group, which includes representation from each of the signatory organisations. Any recommended amendments to the MoU will be considered by:

- Senior Manager, Asset Maintenance & Operations Control, SAW
- Manager Flood Services South Australia, the Bureau
- Manager Operations Support, SASES
- Director Fire and Flood, DEW

and endorsed by the organisation’s delegated representative.

The MoU will commence on the date it has been signed by all parties and will continue in effect for 5 years, after which time it may be extended by agreement of the parties.

The Parties agree to consult promptly with each other on all issues involving interpretation, implementation, or performance of the Agreement. An issue concerning the interpretation, implementation, or performance of this Agreement shall first be referred to the appropriate points of contact referred to above. If they are unable to come to agreement on any issue, then the dispute shall be referred to the Agreement signatories or their designated representative for joint resolution.

The Parties agree that any disagreement between them on any issue shall not be referred to any court or tribunal for settlement.

Publication and Disclosure of this Agreement

Any party may, without obtaining the approval of the other party, provide a copy of or extracts from this Agreement to a third party or make it available to the public either via its website or by other means.
Roch Cheroux  
Chief Executive  
SA Water

Date:

John Nairn  
Regional Director South Australia  
Bureau of Meteorology

Date:

Chris Beattie  
Chief Officer  
SA State Emergency Service

Date:

John Schutz  
A/Chief Executive  
Department for Environment and Water

Date:
FLOWCHART 2 - Communications flowchart for reservoirs managed by SA Water that do not have a modelled Bureau of Meteorology (Bureau) flood forecasting service\(^1\)

1. Forecast or recorded “heavy rainfall”
   - Does SA Water expect a release (controlled or uncontrolled)?
     - Yes: Email/Call SES State Duty Officer
     - No: No further action
   - No action

2. Email/Call SES State Duty Officer
   - Does SES expect the release to exceed flood threshold?
     - Yes: SES warning messaging
     - No: No further action

3. DEW
   - Email

4. Website

---

\(^1\)Beetaloo, Myponga, Little Para, Sturt Flood Control Dam, Barossa, Happy Valley, Hope Valley
4.5.2 CONSENSUS AGENDA – ENVIRONMENTAL SERVICES REPORT

4.5.2.3 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY ANNUAL REPORT 2017-2018
B5794
The above mentioned Annual Report is attached for information. The Report has been prepared and circulated to Constituent Councils in accordance with Clause 16.1 of the Authority’s Charter.

RECOMMENDATION:
That report items 4.5.2.3 be received.
ANNUAL REPORT

2017-2018

Gawler River Floodplain Management Authority

Constituent Councils:
Adelaide Hills Council  Town of Gawler
Adelaide Plains Council  Light Regional Council
The Barossa Council  City of Playford

GRFMA
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Chairman's Foreword

The Gawler River Floodplain Management Authority has met on 8 occasions throughout the year, successfully progressing a range of matters important to flood mitigation and protection within the Gawler River catchment.

Notable achievements included:

- Acquisition of additional land surrounding the Bruce Eastick North Para Flood Mitigation Dam to facilitate unrestricted access to the Dam and to enable cost effective restoration of road access damaged in the 2016 Gawler River flood event.
- Facilitation of a comprehensive site inspection and assessment of the dam condition which also identified management actions required to be consistent with the Australian Committee on Large Dams Inc. (ANCOLD) guidelines. The Authority has resolved to implement recommendations from the report.
- Partnership with the University of Adelaide and Research Institute for Knowledge Systems to progress development of an integrated decision support tool for understanding and responding to current and future flood risk - Gawler River Catchment
- Completion of the 2017 Gawler River Hydrology Review
- Completion of the Northern Floodway Project Prospectus
- Commencement of the review of the Authority’s Charter and associated governance framework.

Notwithstanding the above, there have been a number of challenges encountered with the Adelaide Plains Council making application to withdraw from the Authority and protracted negotiations undertaken establishing support for the proposed Northern Floodway Project as recommended in the 2016 Gawler River Flood Review Report.

I am pleased to report that the Adelaide Plains Council will continue membership of the Authority and that a unanimous decision has been confirmed by the six constituent councils (i.e., Adelaide Hills, Adelaide Plains, Barossa, Gawler, Light Region and Playford) to progress the proposed Northern Floodway Project. The Board has also resolved to act with due diligence and consistent with the principles of corporate and financial governance in its approach and direction that will achieve a holistic approach to flood mitigation for the benefit of all constituent Councils.

The proposed Northern Floodway Project is designed to provide flood protection in the lower reaches of the Gawler River following an estimated 1:20 year flood event experienced in early October 2016, which inundated high value food cropping land in the Angle Vale, Virginia and Two Wells areas causing extensive loss of horticulture production and a significant damages repair bill.

There are three primary elements forming part of the overall proposed Northern Floodway Project:

- Levee improvements (immediate and long term) and ongoing maintenance
- River channel works – including strategic sediment and vegetation removal and revegetation – and ongoing maintenance
A new levee and floodway system downstream of Old Port Wakefield Road to contain floodwaters within a defined floodway system on the northern side of the river (The Northern Floodway)

The proposed Project is now identified as the next stage to achieve an overall objective held by the Authority to provide 1:100-year protection from flooding in the Gawler River and will, if progressed to implementation, join with works previously completed including the Bruce Eastick North Para Flood Mitigation Dam and works undertaken to increase the weir height of the South Para Reservoir.

Expected benefits linked to the proposed Northern Floodway Project during a flood event of similar magnitude to that of 2016 include:

- Protection of 211 of the 248 properties estimated to be flooded in 2016.
- Reduced flooding in a further 10 properties.
- Substantially reduced flood damages through the protection of the high value horticultural lands around Virginia.
- No flooding of the existing Virginia township or re-zoned residential / deferred urban areas within the Virginia growth precinct.
- No overtopping of Port Wakefield Road, maintaining the critical A1 transport route.
- Reduced flood hazard and impacts on local access and emergency evacuation routes, such as Angle Vale Road, through reduced flooding.
- Improved biodiversity within the Gawler River channel system as a result of selected vegetation removal, replanting with native species and a planned regular maintenance program.

The cost of the proposed Project has been estimated at $27 million and the Authority is now engaged with Federal and State Governments to seek funding to deliver the project. Aside from the cost to implement the on ground works this funding also includes all costs associated with project management, design development, community engagement, land acquisition, procurement and contract administration. The Authority has accepted responsibility for meeting recurrent costs to operate and maintain the floodway levee system which would be installed.

Subject to successful funding outcomes, the Authority will move to confirm the scope of the Project, prepare a delivery strategy and undertake a range of site investigations before moving to final design, tender and construction. Clearly, effective engagement with stakeholders and the broader community will be key to successful implementation and management of the Project.

To assist with this engagement, a Northern Floodway Project Prospectus has been developed to increase general awareness and understanding of key elements and processes required to facilitate the commencement of flood mitigation works recommended.

Ian Baldwin
Chair, Gawler River Floodplain Management Authority
Gawler River Floodplain Management Authority (GRFMA)

The Gawler River

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is located in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River Floodplain horticultural areas is estimated to be at least $225 million.

Purpose of the GRFMA

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 on 22 August 2002. The Constituent Councils are the Adelaide Hills Council, The Adelaide Plains Council, The Barossa Council, The Town of Gawler, Light Regional Council, and the City of Playford.

The Charter provides for one independent person, who is not an officer, employee or elected member of a Constituent Council, to be appointed as the Chairperson of the Board of Management of the GRFMA for a term of two years.

The Charter sets down the powers, functions, safeguards, accountabilities and an operational framework and the Business Plan sets down the operational plan and financial plan to achieve agreed objectives.
The Authority has been established for the following purposes:

- to co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. This purpose is the core business of the Authority;
- to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;
- to provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flood mitigation for the Gawler River;
- upon application of one or more Constituent Councils pursuant to clause 12.4:
  - to coordinate the construction, maintenance and promotion and enhancement of the Gawler River and areas adjacent to the Gawler River as recreational open space for the adjacent communities; and
  - to enter into agreements with one or more of the Constituent Councils for the purpose of managing and developing the Gawler River.

The Board

The Members of the Board are:

<table>
<thead>
<tr>
<th>Authority</th>
<th>Board Members</th>
<th>Deputy Board Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman</td>
<td>Mr Ian Baldwin</td>
<td></td>
</tr>
<tr>
<td>Adelaide Hills Council</td>
<td>Cr Malcom Herrmann</td>
<td>Mr Marc Salver</td>
</tr>
<tr>
<td></td>
<td>Mr Andrew Aitken, CEO</td>
<td></td>
</tr>
<tr>
<td>The Barossa Council</td>
<td>Mayor Bob Sloane</td>
<td>Cr Dave de Vries</td>
</tr>
<tr>
<td></td>
<td>Mr Gary Mavrinac</td>
<td></td>
</tr>
<tr>
<td>Town of Gawler</td>
<td>Cr Adrian Shackley</td>
<td>Cr Paul Koch</td>
</tr>
<tr>
<td></td>
<td>Mr Sam Dilena</td>
<td>Mr Ben DeGilio</td>
</tr>
<tr>
<td>Light Regional Council</td>
<td>Cr William Close</td>
<td>Mr Andrew Philpott</td>
</tr>
<tr>
<td></td>
<td>Mr Brian Carr, CEO</td>
<td></td>
</tr>
<tr>
<td>Adelaide Plains Council</td>
<td>Cr Melville Lawrence</td>
<td>Cr Terry- Anne Keen</td>
</tr>
<tr>
<td></td>
<td>Mr James Miller CEO</td>
<td></td>
</tr>
<tr>
<td>City of Playford</td>
<td>Cr Denis Davey</td>
<td>Cr Carol Muzyk</td>
</tr>
<tr>
<td></td>
<td>Mr Mal Hemmerling CEO</td>
<td>Mr Greg Pattinson</td>
</tr>
</tbody>
</table>
Meetings of the Board are held at such time and such place as the Board decides subject only to the requirement that there will be at least one meeting in every two calendar months. A special meeting of the Board may be held at any time and may be called at the request of the Chairperson or at the written request of six members of the Board representing all of the Constituent Councils.

Ordinary meetings of the Board are generally held bi-monthly on the third Thursday of the even months commencing at 9.45 am: excepting December which is held on the second Thursday,

Meetings are hosted by the Constituent Councils on a rotational roster with six Board meetings and two Special Meetings were held during the year as follows:
- Thursday 24 August 2017 Gawler
- Thursday 5 October 2017 Gawler (Special Meeting)
- Thursday 19 October 2017 Mallala (Adelaide Plains)
- Wednesday 14 December 2017 Playford
- Thursday 15 February 2018 Kapunda (Light)
- Thursday 19 April 2018 Gumeracha (Adelaide Hills)
- Thursday 17 May 2018 Playford (Special Meeting)
- Thursday 21 June 2018 Barossa

Technical Assessment Panel

A Technical Assessment Panel has been appointed to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment and construction of the various parts of the Scheme.

The Members of the Panel are:
- Mr Ian Baldwin, Independent Chair
- Ms Belinda Skilton, Flood Management Officer, DEWNR
- Mr Angus Paton, Manager Headworks Assets SA Water
- Mr Matt Elding, Barossa Council
- Mr Braden Austin, Playford Council
- Mr David Hitchcock Executive Officer

Mr Dino Musolino, Observer, Lower Gawler River representative

Three meetings of the Panel were held during the year.
- 30 January 2017
- 7 August 2017
- 11 May 2018
Audit Committee
An Audit Committee has been appointed to review:
- the annual financial statements to ensure that they present fairly the state of affairs of the Board, and
- the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Board on a regular basis.

The Committee held four meetings during the year:
- 3 August 2017
- 4 December 2017
- 26 March 2018
- 18 June 2018

The members of the Committee are:
- Mr Peter Brass, Independent Member
- Mr Greg Pattinson, City of Playford
- Cr Des Ellis, Light Regional Council

Charter and Governance Review Working Group
The Board has established a Working Group, consisting of one representative from each constituent council, to consider and develop a suitable methodology and process to facilitate delivery of the GRFMA Charter and Governance Review. Work on the review will be substantially undertaken in 2018/19.

GRFMA Policies
The following Policies have been adopted to provide management guidelines for the day-to-day business of the GRFMA:

- Procurement and Operations Policy
- Grant Policy
- Internal Review of Decisions Policy
- Public Consultation Policy
- Access to Meetings and Documents Policy
- Dam Valuation Policy
- Treasury Management Policy

The purpose of policies is to provide prudent management guidelines for the day-to-day management of the affairs of the Authority.

All meetings of the GRFMA and its committees are open to the public, with the exception of those matters to be considered under Section 90 of the Local Government Act 1999.

No Freedom of Information requests were received during the year.
<table>
<thead>
<tr>
<th>Forum</th>
<th>Total Resolutions for the year</th>
<th>Resolutions to exclude the Public - Sec 90(3)</th>
<th>Purpose</th>
<th>Order for docs to remain confidential - Sec 91(7)</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board</td>
<td>111</td>
<td>8</td>
<td>Possible commercial advantage of a person</td>
<td>8</td>
<td>8%</td>
</tr>
<tr>
<td>Technical Assessment Panel</td>
<td>2</td>
<td>0</td>
<td></td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Audit Committee</td>
<td>25</td>
<td>0</td>
<td></td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

Mr David Hitchcock has been engaged to provide Executive Officer services under a services agreement until 31 December 2019. Mr Hitchcock has extensive experience in the administration of Councils and regional subsidiaries under the Local Government Act 1999.

The GRFMA has no employees and all services are engaged on a contract basis.
### Evaluation of Performance against the Business Plan

#### Part A: Funding

<table>
<thead>
<tr>
<th>Performance Targets:</th>
<th>Timings:</th>
<th>To be measured by:</th>
<th>Actual Achievements</th>
</tr>
</thead>
</table>
| Secure Additional Project Funding | June 2016 | All Councils, stakeholders and Governments agree to contribute to the project in accordance with the Plan | ☑ Scheme Total  
$21,913,859  
Grants total  
$17,016,420 |
| Grant Claims    | As required | Lodgment of claims for the payment of Commonwealth and State Government Grants. | ☑ Claims lodged                     |
| Maintain positive Cash Flow | At all times | Positive bank account balances at all times.                                      | ☑ Positive cash flow maintained     |

#### Part B: Flood Mitigation Scheme Works

Following the November 2005 flood, which flooded the Virginia district and township, that coincided with the public consultation of the State Government Stormwater Management and Flood Mitigation Policy, a series of meetings of the major stakeholders led to the approval of $20 million in funding from Federal, State and Local Governments to fund the Gawler River Flood Mitigation Scheme (Scheme Works).

---

**Bruce Eastick North Para Flood Mitigation Dam**

The Bruce Eastick North Para Flood Mitigation Dam is under the control and management of the Gawler River Floodplain Management Authority and was constructed in 2006. The Dam comprises an approximate 30.5m high Roller Compacted Concrete (RCC) primary spillway of crest length of 76m, which acts as the primary spillway, and has a secondary spillway structure.

The North Para dam design was for the three pipe outlets to pass all floods up to and including the design average recurrence interval (ARI) 100-year flood event with a peak outflow about 110 m3/s. During construction of the dam a review in the hydrology of the North Para determined that the flood flows at the selected design recurrence intervals were greater than those adopted in the design. The design of the dam was not altered hence the flood capacity of the dam is reduced from these design levels.

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**South Para Works**

The South Para Reservoir is under the control and management of SA Water Corporation who agreed to undertake the required modifications to the South Para Reservoir to provide the required level of flood mitigation capacity as a cost to the Scheme.

Dam safety review and design proposal to modify the dam wall and spillway completed September 2005

Detailed hydrology study of the catchment using the very latest methodologies let to Department of Transport, Energy and Infrastructure completed March 2007.
<table>
<thead>
<tr>
<th></th>
<th>Gawler River Flood Mitigation Scheme – Mark Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td>What will the Mark Two Scheme Include? (Note these steps may occur concurrently and not necessarily in the following order)</td>
</tr>
<tr>
<td>Two</td>
<td>Reconfirm with the Constituent Councils that a 1 in 100-year level of protection is the protection standard that is to be pursued in the development of the Gawler River Flood Mitigation Scheme - Mark Two Strategy. N.B. The protection standard does not guarantee full protection for all flood events. The Findings Report 2016 advises the 1 in 100 ARI event is considered to be the minimum desirable level of flood protection for new development as well as for much of the existing floodplain development.</td>
</tr>
<tr>
<td>Three</td>
<td>Determine if a second dam on the North Para River or modification to the Bruce Eastick North Para Flood Mitigation Dam is an option. The GRFMA Board has recently accepted a tender for a Findings Report to undertake an assessment to determine if a second dam is required and feasible. The Findings Report 2016 advises enlarging the existing Bruce Eastick North Para Flood Mitigation Dam on the North Para offers the greatest level of protection with least impacts and is rated as the most favoured structural mitigation option. This option deferred pending completion of the Northern Floodway’s proposal- Gawler River 2016 Flood Review.</td>
</tr>
<tr>
<td>Four</td>
<td>The Gawler River Floodplain Mapping Model should be maintained as the reference tool to demonstrate the level of flood protection and validity of design of land proposed for development as part of the approval process. To achieve this, the model should be upgraded to include recent works such as the Northern Expressway works and the additional floodplain mapping completed as part of the Light River Templers Creek Salt Creek Mapping Study by the Adelaide Plains Council. Completed.</td>
</tr>
<tr>
<td>Five</td>
<td>To further develop the preliminary assessment of possible local area levees prepared in the 2008 Gawler River Floodplain Mapping Study at Gawler, Angle Vale and Two Wells and develop a levee strategy for Virginia to a robust design standard with a staging plan. Undertake a cost benefit study for each stage of the plan. Currently being considered in association with the Northern Floodway’s proposal- Gawler River 2016 Flood Review.</td>
</tr>
<tr>
<td>Six</td>
<td>Establish a protocol with the Floodplain Councils that where development of land in areas identified as ‘at risk of flooding’ is planned to proceed by the implementation of a local area levee that mapping of the proposed levees on the Gawler River Floodplain Mapping Study Model will be required.</td>
</tr>
<tr>
<td>Seven</td>
<td>Maintain a working relationship with the Australian Rail Track Corporation to ensure that any changes to Railtrack infrastructure of culverts and rail heights are mapped on the Gawler River Floodplain Mapping Study Model to identify any changes to flooding impacts. Ongoing</td>
</tr>
<tr>
<td>Eight</td>
<td>Develop a funding strategy for flood protection that is delivered by local area levees on the questions of who should own and maintain the levees and whether local area levees are regional works that the GRFMA should fund or are they local works that are the responsibility of the local Council. Currently being considered in association with the Northern Floodway’s proposal- Gawler River 2016 Flood Review.</td>
</tr>
<tr>
<td>Nine</td>
<td>Investigate opportunities for funding partners and grants to undertake the necessary assessments and designs. Ongoing.</td>
</tr>
<tr>
<td>Ten</td>
<td>The Scheme will also seek to clarify, through the Local Government Association, the policy and legal framework around maintenance of rivers and creeks where those rivers and creeks are part of the regional flood management plan. Under current legislation a landowner is responsible for the condition of a creek or waterway on private land. In consideration as part of the 2016 Burns Report- SA Severe Storms Event</td>
</tr>
</tbody>
</table>
**Part B: Maintenance of the Scheme**

<table>
<thead>
<tr>
<th>Performance Targets:</th>
<th>Timings:</th>
<th>To be measured by:</th>
<th>Actual Achievements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Six monthly inspection</td>
<td>June and December</td>
<td>Completion of Inspection Report</td>
<td>☑ Comprehensive Dam inspection (Newman Engineering) carried out Jan 2018</td>
</tr>
</tbody>
</table>

**Part C: Operation of the Regional Subsidiary**

<table>
<thead>
<tr>
<th>Performance Targets:</th>
<th>Timings:</th>
<th>To be measured by:</th>
<th>Actual Achievements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reports to Stakeholders</td>
<td>Twice yearly</td>
<td>The publication and distribution of a Fact Sheet to all stakeholders and affected landowners.</td>
<td>☑ Newsletter forwarded to all stakeholders following completion of Findings Report</td>
</tr>
<tr>
<td>Maintain effective Regional Subsidiary</td>
<td>December</td>
<td>The performance of the Executive Officer be reviewed annually</td>
<td>☑ Review conducted in December 2017. Next review to be conducted in December 2018.</td>
</tr>
<tr>
<td>August</td>
<td></td>
<td>The appointment of Auditor, Bank Operators, levels of insurance, appropriate registrations, delegations and policies be reviewed annually.</td>
<td>☑ Auditor reappointed up to 30 June 2019</td>
</tr>
<tr>
<td>Review of the Business Plan</td>
<td>By 31st March</td>
<td>Review the Business Plan prior to preparing the Budget</td>
<td>☑ June 2017 – Business Plan 2017-2020 adopted</td>
</tr>
<tr>
<td>Annual Budget</td>
<td>By 31st March, June, October, December</td>
<td>Adopt for consultation forward to Councils- Adopt Budget – copy to Councils in 5 days- Conduct Budget Reviews</td>
<td>☑ March 2018 – Council consultation</td>
</tr>
<tr>
<td>Subscriptions</td>
<td>June, December</td>
<td>Send half year subscriptions to Council</td>
<td>☑ All first half subscriptions paid</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>☑ All Second half subscriptions paid</td>
</tr>
</tbody>
</table>

| Report to Constituent Councils | Following each Board meeting By 30th September | The receipt of the following reports by Councils, Board Meeting Key Outcome Summary Annual Report including Annual Financial Statements | ✓ Key Outcomes Summary prepared following meetings ✓ Annual Report forwarded electronically to Councils. |
Financial Statements 2017-2018

1. Certification of Financial Statements
2. Financial Statements and Notes
3. Related Parties Disclosures
4. Statement of Auditors Independence
5. Certification of Auditor Independence
6. Management Letter
GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2018
CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by the Gawler River Floodplain Management Authority 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 Authority's financial position at 30 June 2018 and the results of its operations and cash flows for the financial year.
- internal controls implemented by the Authority provide a reasonable assurance that the Authority's financial records are complete, accurate and reliable and were effective throughout the financial year.
- the financial statements accurately reflect the Authority's accounting and other records.

David Hitchcock 16/8/18
EXECUTIVE OFFICER

Ian Baldwin 16/8/18
CHAIRMAN
# GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

## STATEMENT OF COMPREHENSIVE INCOME

for the year ended 30 June 2018

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Notes</td>
<td>$</td>
</tr>
<tr>
<td><strong>INCOME</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subscriptions</td>
<td>3</td>
<td>79,600</td>
</tr>
<tr>
<td>Investment income</td>
<td>1(d)</td>
<td>2,428</td>
</tr>
<tr>
<td>State Government Grants</td>
<td>2</td>
<td>-</td>
</tr>
<tr>
<td>Other Income</td>
<td></td>
<td>20,000</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td></td>
<td>102,028</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual Services</td>
<td>5</td>
<td>85,445</td>
</tr>
<tr>
<td>Depreciation</td>
<td>1(o), 4</td>
<td>231,213</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>15,106</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td></td>
<td>331,764</td>
</tr>
</tbody>
</table>

**OPERATING SURPLUS / (DEFICIT)**

(229,736) (233,330)

**NET SURPLUS / (DEFICIT)**

transferred to Equity Statement

(229,736) (233,330)

**Other Comprehensive Income**

*Amounts which will not be reclassified subsequently to operating result*

Changes in revaluation surplus - infrastructure, property, plant & equipment

- -

**Total Other Comprehensive Income**

- -

**TOTAL COMPREHENSIVE INCOME**

(229,736) (233,330)

This Statement is to be read in conjunction with the attached Notes.
**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**

**STATEMENT OF FINANCIAL POSITION**

*as at 30 June 2018*

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>$2,124</td>
<td>-</td>
</tr>
<tr>
<td>Investments</td>
<td>$57,288</td>
<td>163,157</td>
</tr>
<tr>
<td>Debtors</td>
<td>$47,375</td>
<td>4,419</td>
</tr>
<tr>
<td>Debtors - GST</td>
<td>$1,663</td>
<td></td>
</tr>
<tr>
<td>Accrued Interest</td>
<td>$149</td>
<td>495</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>$61,225</td>
<td>215,447</td>
</tr>
</tbody>
</table>

| **Non-current Assets**                    |       |       |
| Infrastructure                            | $18,497,000| 18,497,000|
| Accumulated Depreciation Infrastructure   | ($2,311,850)| ($2,080,638)|
| Land                                      | $465,687| 326,364|
| **Total Non-current Assets**              | $16,650,837| 16,742,727|

| **Total Assets**                          | $16,712,062| 16,958,173|

| **LIABILITIES**                           |       |       |
| Current Liabilities                       |       |       |
| Trade & other payables                    | -     | -     |
| Borrowings                                | -     | $16,375|
| **Total Liabilities**                     | -     | $16,375|

| **NET ASSETS**                            | $16,712,062| 16,941,798|

| **EQUITY**                                |       |       |
| Accumulated Surplus                       | $13,860,252| 14,089,988|
| Asset Revaluation Reserves                | $2,851,810| 2,851,810|
| **TOTAL EQUITY**                          | $16,712,062| 16,941,798|

This Statement is to be read in conjunction with the attached Notes.
## Statement of Changes in Equity

for the year ended 30 June 2018

<table>
<thead>
<tr>
<th>Notes</th>
<th>Accumulated Surplus</th>
<th>Asset Revaluation Reserve</th>
<th>TOTAL EQUITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>$14,089,988</td>
<td>$2,851,810</td>
<td>$16,941,798</td>
</tr>
<tr>
<td>Balance at end of previous reporting period</td>
<td>14,089,988</td>
<td>2,851,810</td>
<td>16,941,798</td>
</tr>
<tr>
<td>Restated opening balance</td>
<td>(229,736)</td>
<td></td>
<td>(229,736)</td>
</tr>
<tr>
<td>Net Surplus / (Deficit) for Year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Comprehensive Income</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance at end of period</td>
<td>$13,860,252</td>
<td>$2,851,810</td>
<td>$16,712,062</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Notes</th>
<th>Accumulated Surplus</th>
<th>Asset Revaluation Reserve</th>
<th>TOTAL EQUITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>$14,323,319</td>
<td>$2,851,810</td>
<td>$17,175,129</td>
</tr>
<tr>
<td>Balance at end of previous reporting period</td>
<td>14,323,319</td>
<td>2,851,810</td>
<td>17,175,129</td>
</tr>
<tr>
<td>Restated opening balance</td>
<td>(233,330)</td>
<td></td>
<td>(233,330)</td>
</tr>
<tr>
<td>Net Surplus / (Deficit) for Year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Comprehensive Income</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance at end of period</td>
<td>$14,089,988</td>
<td>$2,851,810</td>
<td>$16,941,798</td>
</tr>
</tbody>
</table>

This Statement is to be read in conjunction with the attached Notes
<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CASH FLOWS FROM OPERATING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts</td>
<td>149,732</td>
<td>163,906</td>
</tr>
<tr>
<td>Payments</td>
<td>(100,552)</td>
<td>(218,459)</td>
</tr>
<tr>
<td>Net Cash provided by (or used in) Operating Activities</td>
<td>49,180</td>
<td>(54,553)</td>
</tr>
<tr>
<td><strong>CASH FLOWS FROM INVESTING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Receipts</td>
<td>2,774</td>
<td>3,790</td>
</tr>
<tr>
<td>Expenditure on new/upgraded assets</td>
<td>(139,323)</td>
<td>-</td>
</tr>
<tr>
<td>Net Cash provided by (or used in) Investing Activities</td>
<td>(136,549)</td>
<td>3,790</td>
</tr>
<tr>
<td>Net Increase (Decrease) in cash held</td>
<td>8.1 (87,369)</td>
<td>(50,763)</td>
</tr>
<tr>
<td>Cash &amp; cash equivalents at beginning of period</td>
<td>146,781</td>
<td>197,544</td>
</tr>
<tr>
<td>Cash &amp; cash equivalents at end of period</td>
<td>8.2 59,412</td>
<td>146,781</td>
</tr>
</tbody>
</table>

This Statement is to be read in conjunction with the attached Notes.
GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

Schedule of Constituent Council’s Interest in Net Assets as at 30th June 2018

Prepared to meet the requirements of Clause 15.5 of the Charter

"The ‘Schedule of Constituent Councils’ Interests in Net Assets’ will reflect the proportionate contribution each Constituent Council has made to the growth of the net assets of the Authority having regard to the proportionate contribution to subscriptions. The Schedule when updated by the Board at the end of each financial year will reflect the proportionate contribution of each Constituent Council since the commencement of the Authority and once accepted by each Constituent Council will be evidence of the agreed proportion of a Constituent Council’s interests in the net assets as at 30 June in that year."

For the purposes of this Clause all subscriptions by Constituent Councils have been included.

This Schedule has been prepared on the basis that the Authority was ‘wound up’ on 30 June 2018. The value of infrastructure and land as stated in the Audited Financial Statements at 30th June have been included. Grants and contributions from the Commonwealth Government, State Government and Northern Adelaide Barossa Catchment Water Management Board that have contributed to these costs have not been deducted.

Calculation of Net Equity

<table>
<thead>
<tr>
<th>Assets</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Investments / Debtors</td>
<td>$61,225</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>$16,185,150</td>
</tr>
<tr>
<td>Land</td>
<td>$465,687</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$16,712,062</strong></td>
</tr>
</tbody>
</table>

Less Liabilities

<table>
<thead>
<tr>
<th>Accounts Payable / Creditors</th>
<th>$0</th>
</tr>
</thead>
</table>

**NET EQUITY** * $16,712,062

Allocation of Councils Interest in Net Assets

<table>
<thead>
<tr>
<th>Constituent Councils</th>
<th>Accumulated Subscriptions for Operations to 30 June 2018</th>
<th>Accumulated Subscriptions for Maintenance to 30 June 2018</th>
<th>Accumulated Subscriptions for Scheme Works to 30 June 2018</th>
<th>All Subscriptions to 30 June 2018</th>
<th>Percentage of Contributions to the Total</th>
<th>Council’s Interests in Net Assets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adelaide Hills Council</td>
<td>$99,911</td>
<td>$2,457</td>
<td>$70,988</td>
<td>$173,356</td>
<td>3.59%</td>
<td>$599,963</td>
</tr>
<tr>
<td>The Barossa Council</td>
<td>$99,911</td>
<td>$12,298</td>
<td>$354,951</td>
<td>$467,160</td>
<td>9.66%</td>
<td>$1,614,386</td>
</tr>
<tr>
<td>Town of Gawler</td>
<td>$99,911</td>
<td>$24,558</td>
<td>$709,892</td>
<td>$834,361</td>
<td>17.26%</td>
<td>$2,384,502</td>
</tr>
<tr>
<td>Light Regional Council</td>
<td>$99,911</td>
<td>$12,298</td>
<td>$354,951</td>
<td>$467,160</td>
<td>9.66%</td>
<td>$1,614,386</td>
</tr>
<tr>
<td>Adelaide Plains Council</td>
<td>$99,911</td>
<td>$41,010</td>
<td>$1,183,146</td>
<td>$1,324,067</td>
<td>27.39%</td>
<td>$4,577,434</td>
</tr>
<tr>
<td>City of Playford</td>
<td>$99,911</td>
<td>$49,199</td>
<td>$1,419,763</td>
<td>$1,568,937</td>
<td>32.44%</td>
<td>$5,421,393</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$599,466</strong></td>
<td><strong>$141,820</strong></td>
<td><strong>$4,093,891</strong></td>
<td><strong>$4,834,777</strong></td>
<td>100%</td>
<td><strong>$16,712,062</strong></td>
</tr>
</tbody>
</table>

Schedule of Constituent Councils’ Interests in Net Assets’ as at the 30th June 2018 adopted by the Board in accordance with Clause 15.5 of the Charter on 16 August 2018
1 Statement of Significant Accounting Policies

   a) The Local Government Reporting Entity
This general purpose financial report has been prepared in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

The Gawler River Floodplain Management Authority is a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999. The Constituent Councils are the Adelaide Hills Council, Adelaide Plains Council, The Barossa Council, Town of Gawler, Light Regional Council, and The City of Playford.

All funds received and expended by the Authority have been included in the financial statements forming part of this financial report.

   b) Basis of Accounting
This financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values, or except where specifically stated, current valuation of non-current assets.

   c) Employees
The Association has no employees.

   d) Investments
Investments are valued at cost. Interest revenues are recognised as they accrue.

   e) Cash
For purposes of the statement of cash flows, cash includes cash deposits which are readily convertible to cash on hand and which are used in the cash management function on a day to day basis, net of outstanding bank overdraft.

   f) Infrastructure
The Bruce Eastick North Para Flood Mitigation Dam was constructed in 2007. The valuation includes all materials, contractor's costs plus costs incidental to the acquisition, including engineering design and supervision fees and all other costs incurred.

   g) Land
The dam land includes the land on which the dam is constructed, rights of way access to the land and 'right to flood' easements over the land upstream from the dam that will be inundated by dam waters for short periods of time during a flood event. The Board valuation was undertaken at 30th June 2011. Additional Land surrounding the dam was purchased in 2017/18.

   h) Revaluation
The Board sought an independent valuation on the 29th May 2014, to be applied as at 30th June 2014, of the Bruce Eastick North Para Flood Mitigation Dam. The Board recognises that the dam is a unique infrastructure. The Board sought the advice of Entura (Hydro Tasmania), who provided a replacement cost valuation based on the actual construction contract costs, including some 'owner's costs' which would be incurred in the event of a replacement being necessary. The estimate of the replacement cost was $18.497 million at June 2014. In accordance with Accounting Standard (AASB)13 Fair Value Measurement, it is to be noted that valuation has been under level 3 valuation.
Fair value level 3 valuations of buildings, infrastructure and other assets – There is no known market for these assets and they are valued at depreciated current replacement cost. The method involves: The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate. The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council. The method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques.

i) Depreciation
The depreciation period for the Bruce Eastick North Para Flood Mitigation Dam is based on an expected life of 80 years.

j) Revenue
Revenue from the sale of services is recognised upon the delivery of the service to customers.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Dividend revenue is recognised when the rights to receive a dividend has been established.

All revenue is stated net of the amount of goods and services tax (GST).

2 Functions / Activities of the Association
a) Revenues and expenses have been attributed to the following functions / activities, descriptions of which are set out in Note b.

b) The activities of the Authority are categorised into the following function / activities:

Administration: The operations of the Authority and its Board

Other Environment: Flood Mitigation

Functions of the Gawler River Floodplain Management Authority (excluding depreciation)
<table>
<thead>
<tr>
<th></th>
<th>Revenue</th>
<th>Expenses</th>
<th>Surplus (deficit)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Year</td>
<td>Grants</td>
<td>Other</td>
</tr>
<tr>
<td>Administration</td>
<td>2018</td>
<td>$63,028</td>
<td>$63,028</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>$61,625</td>
<td>$61,625</td>
</tr>
<tr>
<td>Other Environment:</td>
<td>2018</td>
<td>$39,000</td>
<td>$39,000</td>
</tr>
<tr>
<td>Flood Mitigation</td>
<td>2017</td>
<td>$136,438</td>
<td>$18,278</td>
</tr>
<tr>
<td>Total</td>
<td>2018</td>
<td>$102,028</td>
<td>$102,028</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>$136,438</td>
<td>$79,903</td>
</tr>
</tbody>
</table>

### 3 Subscriptions

The following subscriptions were levied on the Constituent Councils in accordance with Clause 10.2 of the Charter for the year:

<table>
<thead>
<tr>
<th>Constituent Council</th>
<th>Scheme Works</th>
<th>Maintenance</th>
<th>Operations</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adelaide Hills Council</td>
<td>$329</td>
<td>$316</td>
<td>$10,100</td>
<td>$9,711</td>
</tr>
<tr>
<td>The Barossa Council</td>
<td>$1,647</td>
<td>$1,585</td>
<td>$10,100</td>
<td>$9,711</td>
</tr>
<tr>
<td>Town of Gawler</td>
<td>$3,295</td>
<td>$3,169</td>
<td>$10,100</td>
<td>$9,711</td>
</tr>
<tr>
<td>Light Regional Council</td>
<td>$1,647</td>
<td>$1,585</td>
<td>$10,100</td>
<td>$9,711</td>
</tr>
<tr>
<td>Adelaide Plains Council</td>
<td>$5,492</td>
<td>$5,284</td>
<td>$10,100</td>
<td>$9,711</td>
</tr>
<tr>
<td>City of Playford</td>
<td>$6,590</td>
<td>$6,339</td>
<td>$10,100</td>
<td>$9,711</td>
</tr>
<tr>
<td>TOTAL</td>
<td>-</td>
<td>-</td>
<td>$19,000</td>
<td>$18,278</td>
</tr>
</tbody>
</table>

### 4 Non-Current Assets Summary

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fair Value</td>
<td>At Fair Value</td>
</tr>
<tr>
<td></td>
<td>Level</td>
<td></td>
</tr>
<tr>
<td>Land and easements</td>
<td>-</td>
<td>$326,364</td>
</tr>
<tr>
<td>North Para Dam</td>
<td>-</td>
<td>$18,497,000</td>
</tr>
<tr>
<td>Total Infrastructure and Land</td>
<td>3</td>
<td>$18,823,364</td>
</tr>
<tr>
<td>Comparatives</td>
<td>$18,823,364</td>
<td>($2,080,638)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2017 Carrying Amount</th>
<th>2017 Carrying Amount Movements During Year</th>
<th>2018 Carrying Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Additions</td>
<td></td>
</tr>
<tr>
<td></td>
<td>New Upgrade</td>
<td>Renewals</td>
</tr>
<tr>
<td>Land and easements</td>
<td>$326,364</td>
<td>139,323</td>
</tr>
<tr>
<td>Infrastructure - North Para Dam</td>
<td>$16,416,362</td>
<td>($231,213)</td>
</tr>
<tr>
<td>Total Infrastructure, Property, Plant &amp; Equipment</td>
<td>$16,742,726</td>
<td>139,323</td>
</tr>
<tr>
<td>Comparatives</td>
<td>$16,973,939</td>
<td>($231,213)</td>
</tr>
</tbody>
</table>
5 Contractual Services

Contractual Services involve payments or liabilities for the external provision of services and include (net of GST):

<table>
<thead>
<tr>
<th>Consultants</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean Gollan</td>
<td>$0</td>
<td>$30,470</td>
</tr>
<tr>
<td>David Hitchcock</td>
<td>$50,471</td>
<td>$28,270</td>
</tr>
<tr>
<td>Asset Valuation and Cons</td>
<td>$0</td>
<td>$835</td>
</tr>
<tr>
<td>AECOM</td>
<td>$0</td>
<td>$25,000</td>
</tr>
<tr>
<td>Pyper Leaker Surveying</td>
<td>$0</td>
<td>$1,800</td>
</tr>
<tr>
<td>Northern Industries</td>
<td>$0</td>
<td>$2,500</td>
</tr>
<tr>
<td>Tonkin Consulting</td>
<td>$12,800</td>
<td>$0</td>
</tr>
<tr>
<td>Enviro Group Pty Ltd</td>
<td>$0</td>
<td>$3,231</td>
</tr>
<tr>
<td>Tanom Legal</td>
<td>$800</td>
<td>$0</td>
</tr>
<tr>
<td>Business Risk A S Solutions</td>
<td>$2,600</td>
<td>$1,950</td>
</tr>
<tr>
<td>Kelley Jones</td>
<td>$0</td>
<td>$2,826</td>
</tr>
<tr>
<td>Enviro Group Pty Ltd</td>
<td>$1,765</td>
<td>$0</td>
</tr>
<tr>
<td>Newman Engineering</td>
<td>$6,667</td>
<td>$0</td>
</tr>
<tr>
<td>Australian Water Environments</td>
<td>$3,770</td>
<td>$95,590</td>
</tr>
<tr>
<td>HLB Mann Judd</td>
<td>$6,572</td>
<td>$4,990</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$85,445</strong></td>
<td><strong>$197,462</strong></td>
</tr>
</tbody>
</table>

6 Comparison of Budget and Actual Results (excluding depreciation)

<table>
<thead>
<tr>
<th></th>
<th>2018 Budget</th>
<th>2018 Actual</th>
<th>2017 Budget</th>
<th>2017 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>$63,600</td>
<td>$63,028</td>
<td>$62,166</td>
<td>$61,625</td>
</tr>
<tr>
<td>Other Environment: Flood Mitigation</td>
<td>$28,574</td>
<td>$20,000</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>State Grant</td>
<td>$0</td>
<td>$0</td>
<td>$136,438</td>
<td>$136,438</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$19,000</td>
<td>$19,000</td>
<td>$18,278</td>
<td>$18,278</td>
</tr>
<tr>
<td>Other Environment: Flood Mitigation Capital</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$111,174</strong></td>
<td><strong>$102,028</strong></td>
<td><strong>$216,882</strong></td>
<td><strong>$216,341</strong></td>
</tr>
<tr>
<td>Expenditure</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>$96,254</td>
<td>$92,001</td>
<td>$91,450</td>
<td>$89,385</td>
</tr>
<tr>
<td>Other Environment: Flood Mitigation</td>
<td>$0</td>
<td>$0</td>
<td>$113,500</td>
<td>$120,590</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$8,650</td>
<td>$8,551</td>
<td>$10,150</td>
<td>$8,484</td>
</tr>
<tr>
<td>Other Environment: Flood Mitigation Capital</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td><strong>$104,904</strong></td>
<td><strong>$100,552</strong></td>
<td><strong>$215,100</strong></td>
<td><strong>$218,459</strong></td>
</tr>
<tr>
<td><strong>Surplus (deficit)</strong></td>
<td><strong>$6,270</strong></td>
<td><strong>$1,476</strong></td>
<td><strong>$1,782</strong></td>
<td><strong>($2,118)</strong></td>
</tr>
</tbody>
</table>

7 Expenditure Commitment

i. An agreement has been entered into with David Hitchcock to provide Executive Officer and Supervision of Consultants services to 31 December 2018.
8 Reconciliation Statement of Cash Flows

Cash Flows from Operating Activities
- Net deficit from operations ($229,736)
- Adjust for non-cash items
  - Depreciation $231,213
  - Decrease in Debtors $ 50,477

Cash Flows from Investing Activities
- Purchase of Land ($139,323)

Net Cash decrease from operating activities ($87,369)

8.2 Cash and cash equivalents
- Balance at bank $ 2,124
- Balance at LGFA $ 57,288

Total cash and cash equivalents $ 59,412

9 Economic Dependence

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 in August 2002, by a Charter that was amended and published in The South Australian Government Gazette on 4th June 2015 at pages 2501 to 2506.

The Gawler River Floodplain Management Authority (GRFMA) is dependent upon subscriptions levied on the Constituent Councils in accordance with Clause 10.2 of the Charter for its continued existence and ability to co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River.
The Key Management Personnel of the Gawler River Floodplain Management Authority include the Chairman, Board members, Deputy Board Members and Executive Officer.

The Authority does not have any employees.

Services of the Executive Officer are provided by contractual agreement. See note 5 of the Financial Statements for itemized contractual services payments.

The Chairman receives an Honorarium as established by the Board.

Amounts paid as direct reimbursement of expenses incurred on behalf of the GRFMA have not been included above.

No other payments have been made to Key Management Personnel of the Gawler River Floodplain Management Authority.
TO THE BOARD MEMBERS OF GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF AUDITORS INDEPENDENCE
ANNUAL FINANCIAL STATEMENT FOR THE YEAR ENDED 30 June 2018

I confirm that, for the audit of the financial statements of Gawler River Floodplain Management Authority for the year ended 30 June 2018, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(5) Local Government (Financial Management) Regulations 2011.

HLB Mann Judd
Chartered Accountants

Adelaide, South Australia
10 August 2018

Corey McGowan
Director
CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Gawler River Floodplain Management Authority for the year ended 30 June 2018, the Authority's Auditor HLB Mann Judd has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.

David Hitchcock
EXECUTIVE OFFICER

Peter Brass
PRESIDING MEMBER AUDIT COMMITTEE

Ian Baldwin 16/8/18
CHAIRMAN GRFMA
16 August 2018

Corey McGowan
HLB Mann Judd
169 Fullarton Road
DULWICH SA 5065

Dear Corey,

This representation letter is provided in connection with your audit of the financial report of Gawler River Floodplain Management Authority, for the year ended 30 June 2018, for the purpose of you expressing an opinion as to whether the financial report is, in all material respects, in accordance with Australian Accounting Standards and other mandatory professional reporting requirements in Australia.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

**Financial Report**

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated 17 November 2014 for the preparation of the financial report in accordance with Australian Accounting Standards and other mandatory professional reporting requirements in Australia, and confirm that the financial report is fairly presented in accordance therewith, and is free from, material misstatement, including omissions.

2. The financial records of the entity have been kept so as to be sufficient to enable a financial report to be prepared and audited, and other records and registers required by the entity’s constitution have been properly kept and are up-to-date.

3. We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud and error. We have designed, implemented and maintained adequate internal control to facilitate the preparation of a reliable financial report, and adequate financial records have been maintained.

4. All transactions have been recorded in the accounting records and are reflected in the financial report.

5. The following have been properly recorded and/or disclosed in the financial report, or there are no such items requiring recording or disclosure:

   (a) Related party transactions and related amounts receivable or payable, including sales, purchases, loans, transfers, leasing arrangements and guarantees (written or oral);
   (b) Arrangements involving restrictions on cash balances, compensating balances and line-of-credit or similar arrangements;
   (c) Material liabilities, contingent liabilities and assets including those arising under derivative financial instruments;
6. We have no plans or intentions that may materially affect the carrying values, or classification, of assets and liabilities.

7. The entity has satisfactory title to all assets, and there are no liens or encumbrances on such assets, nor has any asset been pledged as collateral. Allowances for depreciation have been adjusted for all important items of property, plant and equipment that have been abandoned or are otherwise unusable.

8. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. In particular:
   (a) We consider that the measurement processes, including related assumptions and models, used by management in determining accounting estimates in the context of the applicable financial reporting framework are appropriate, and the measurement processes have been applied consistently.
   (b) The assumptions appropriately reflect management’s intent and ability to carry out specific courses of action on behalf of the entity, where relevant to the accounting estimates and disclosures.
   (c) Disclosures related to accounting estimates are complete and appropriate under the applicable financial reporting framework.
   (d) No subsequent event requires adjustment to the accounting estimates and disclosures included in the financial report.

9. We have assessed at the end of the reporting period whether there is any indication that an asset may be impaired, having considered, as a minimum, the impairment indicators noted in AASB 136 Impairment of Assets. If any such indication exists, we have estimated the recoverable amount of the asset.

10. We have considered the requirements of AASB 136 Impairment of Assets when assessing the impairment of assets and in ensuring that no assets are stated in excess of its recoverable amount.

11. We have assessed the recoverability of all receivables, and confirm that adequate allowance has been made for any receivables which may not be collected.

12. The entity has complied with all aspects of contractual agreements that would have a material effect on the financial report in the event of non-compliance.

13. There were no material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, such as investments or intangibles.

14. There are no known actual or possible litigation and claims whose effects should be considered when preparing the financial report.

15. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Australian Accounting Standards.

16. You have not advised us of any financial report misstatements requiring correction, or uncorrected misstatements, that you detected during the audit.

17. All events occurring subsequent to the date of the financial report and for which the applicable financial reporting framework requires adjustment or disclosure have been adjusted or disclosed.

18. If any matter which may materially affect the financial report arises during the period from the date of the auditor’s report to the date the financial report is issued, we will inform you.
Information Provided

19. We have provided you with:
   (a) Access to all information of which we are aware that is relevant to the preparation of the financial report, such as records, documentation and other matters;
   (b) All financial records and related data and other information, explanations and assistance necessary for the conduct of the audit;
   (c) Minutes of all meetings of members, Board, and committees of Board.
   (d) Additional information, explanations and assistance that you have requested from us for the purposes of the audit; and
   (e) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

20. We have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.

21. There has been no fraud or suspected fraud that affects the entity and involves:
   (a) Management;
   (b) Employees who have significant roles in internal control; or
   (c) Others where the fraud could have a material effect on the financial report.

22. There have been no allegations of fraud, or suspected fraud, affecting the entity’s financial report communicated by employees, former employees, regulators or others.

23. There have been no instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial report.

24. There have been no communications from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that whose effects should be considered when preparing the financial report.

25. We have disclosed to you the identity of the entity’s related parties and all the related party relationships and transactions of which we are aware.

Other Matters

26. We have assessed the ability of the entity to continue as a going concern and are satisfied that it will so continue. We have no knowledge of events or conditions and related business risks beyond the period of this assessment that may cast significant doubt on the entity’s ability to continue as a going concern.

27. There have been no non-audit services performed by HLB Mann Judd. We understand that your examination was made in accordance with Australian Auditing Standards and was, therefore, designed primarily for the purpose of expressing an opinion on the financial report taken as a whole, and that your tests of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

Yours faithfully

[Signature]

David E Hitchcock
Executive Officer
4.5.3  CONSENSUS AGENDA – HEALTH SERVICES REPORT

4.5.3.1  FOOD PREMISES INSPECTIONS

B4573
During the month of August 2018 the following food businesses were inspected for their compliance with the Food Act 2001. These assessments are undertaken using the Australian Food Safety Assessment (AFSA) system. This system was developed in South Australia and was adopted by the majority of councils in the state.

- Barossa Recreation and Fitness Centre Cafe – Follow up inspection
- Linkes Bakery – Follow up inspection
- Keils Fine Food and Coffee – Follow up inspection
- 1918 Bistro and Grill – Routine Inspection
- Weintal Hotel Motel – Routine inspection
- Barossa Motor Lodge – Routine inspection
- Tanunda Bakery – Routine inspection

FOOD SAFETY AUDITS

- Barossa Village

FOOD RECALLS (B7637)

- Gary Gumball – Strawberry and chocolate flavoured ice cream with compound chocolate and a bubble gum ball
- Rafferty’s Garden Organic Baby Rice Cereal
- White Mill Pancake Shake Original 375g and White Mill Buttermilk Pancake Shake 375g

RECOMMENDATION:
That report items 4.5.3.1 be received.
COUNCIL

CHIEF EXECUTIVE OFFICER'S

REPORT

18 SEPTEMBER 2018

7.2.1 DEBATE AGENDA – CHIEF EXECUTIVE OFFICER

7.2.1.1 ELECTION OF LOCAL GOVERNMENT ASSOCIATION OF SA (LGA) PRESIDENT

B7640

PURPOSE
Nominations for the position of LGA President have now closed. As five nominations were received an election, in accordance with Clause 29.4 of the LGA Constitution will need to be conducted.

RECOMMENDATION
That Council receives the information with regard to the election for the position for LGA President and votes for Mayor .........................

REPORT
Members are referred to correspondence from the LGA which includes nomination forms and candidate information for all candidates along with information on the voting process at attachment 1.

Council must determine (by resolution) which candidate it wishes to elect.

The ballot paper should be completed by Council’s delegate to LGA General Meetings, Mayor Sloane, or in his absence the chair of the meeting, by marking the ballot paper with an “X” next to the candidate that Council wishes elected.

The ballot paper must be returned to the LGA by 5.00pm, Thursday 18 October 2018.

Information received from candidates seeking support for their election to the position of LGA President is also provided for information at attachment 2.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: LGA Correspondence
Attachment 2: Information from candidates seeking support

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

How We Work – Good Governance
6.17 Advocate for The Barossa Council and its community, our region or local government in South Australia through direct action, representation on or collaboration with local, regional or State bodies.

**Legislative Requirements**
Nil
LGA Constitution

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**
N/A

**COMMUNITY CONSULTATION**
Not required under Legislation and Council’s Public Consultation Policy.
31 August 2018

Mr Martin McCarthy
Chief Executive Officer
The Barossa Council
PO Box 867
NURIOOTPA SA 5355

Dear Mr McCarthy

Election of LGA President
On 26 July 2018, I wrote to councils calling for nominations for the position of LGA President. I wish to advise that at the close of nomination (5.00pm on 24 August 2018) I received five (5) nominations for the position of LGA President from the following candidates:

- Mayor Samuel (Sam) Joel Telfer
- Mayor David (Dave) James Burgess
- Mayor Erika Vickery OAM
- Mayor Ann Shirley Ferguson OAM
- Mayor Keith Parkes

As a result of receiving more than the required number of nominations, 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.

I have attached a copy of each candidate's profile together with a Ballot paper for your completion in accordance with the instructions below. I require the ballot paper to be returned to me by 5:00pm Thursday 18 October 2018.

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] shall determine by resolution the candidate it wishes elected (Clause 29.5.3);
- the Delegate of a Member [council] or in the Delegate’s absence, the chair of the meeting for that Member [council] shall mark the ballot paper with an "X" next to the candidate that the Member [council] wishes elected and seal the ballot paper in the envelope marked "Ballot Paper" inside the envelope marked "Returning Officer". Before sealing the second envelope the Delegate must indicate the Member’s [council] name on the inside flap of the envelope. The envelope may then be sealed and delivered to the Returning Officer (Clause 29.5.4);
on receipt of the envelopes the Chief Executive must (Clause 29.5.5):
  o open the outer envelope addressed to the "Returning Officer" and record the name of
    the Member [council] which appears on the inside flap of the envelope on the roll of
    Member's [council] eligible to vote; and
  o place the envelope marked "Ballot Paper" unopened into the ballot box;

the Chief Executive 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 (Clause 29.5.6);

at the counting of the votes the Chief Executive shall produce unopened envelopes marked
"Ballot Paper" and if satisfied that all votes are valid, count the number of votes received by
each candidate (Clause 29.5.7);

the candidate with the most votes shall be deemed elected and the Chief Executive shall
declare the candidate elected at the Annual General Meeting (Clause 29.5.8); and

in the case of candidates receiving the same number of votes, the Chief Executive shall draw
lots at the counting of the votes and the lot drawn will be the candidate elected (Clause
29.5.9).

The counting of votes will take place at Local Government House on Friday 19 October 2018
commencing at 9:00am. Each candidate and another person nominated as the candidate’s scrutineer
may be present at the counting of the votes (Clause 29.5.6).

The successful candidate will be the candidate receiving the most votes, that is the “first past the post”.
The successful candidate will take office from the conclusion of the LGA’s 2018 Annual General meeting
for a term ending at the conclusion of the 2020 LGA Annual General Meeting.

Please contact me on 8224 2039 if you have any questions.

Yours sincerely

Matt Pinnegar
Chief Executive Officer / Returning Officer
Telephone: (08) 8224 2039
Email: matt.pinnegar@lga.sa.gov.au

Attach: Candidate Profiles; Ballot Paper (and envelope); Returning Officer envelope
## Candidate Information Sheet

### LGA President

(word limit is strictly 1,000 words)

<table>
<thead>
<tr>
<th>Name:</th>
<th>Mayor Sam Telfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council:</td>
<td>District Council of Tumby Bay</td>
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<td></td>
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<tr>
<td>Local Government</td>
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<tr>
<td>Experience &amp;</td>
<td>• Mayor – District Council of Tumby Bay</td>
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<tr>
<td>Knowledge</td>
<td>• President – Eyre Peninsula Local Government</td>
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<td></td>
<td>Association (EPLGA)</td>
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<td></td>
<td>• Board Member – LGA Board</td>
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<td></td>
<td>• Member – SAROC Board</td>
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<td></td>
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<tr>
<td>Local Government</td>
<td></td>
</tr>
<tr>
<td>Policy Views &amp;</td>
<td>• I believe that...</td>
</tr>
<tr>
<td>Interests</td>
<td>• The LGA needs to be proactive in areas of</td>
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<td></td>
<td>potential reform, such as financial management</td>
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<td></td>
<td>and audit standardisation, Code of Conduct</td>
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<td></td>
<td>reform, and enabling greater council</td>
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<td></td>
<td>collaborations and efficiencies.</td>
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<td></td>
<td>• The LGA needs to continually focus on the needs</td>
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<td></td>
<td>of its member Councils,</td>
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<td></td>
<td>with greater transparency and accountability.</td>
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<td></td>
<td>• The LGA needs to have collaborative and</td>
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<td></td>
<td>constructive relationships with the other two</td>
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<tr>
<td></td>
<td>levels of government, to maximise opportunities</td>
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<td></td>
<td>for efficiencies, and to work together to</td>
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<td>remove restrictive ‘red-tape’ and</td>
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<td>regulation which continues to cost councils</td>
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<td></td>
<td>time and money.</td>
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<tr>
<td>Other information</td>
<td>• Bachelor of Government &amp; Public Management –</td>
</tr>
<tr>
<td></td>
<td>Flinders University</td>
</tr>
<tr>
<td></td>
<td>• Advanced Diploma in Rural Business Management</td>
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<tr>
<td></td>
<td>• Chair – EPLGA Rural Health Working Group</td>
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<td></td>
<td>• LGA Subscriptions Review advisory group</td>
</tr>
<tr>
<td></td>
<td>• RDAWEP Agricultural Advisory Group member</td>
</tr>
<tr>
<td></td>
<td>• 4th generation family farming business</td>
</tr>
</tbody>
</table>

This form must accompany the Nomination Form
**Candidate Information Sheet**

**LGA President**

(word limit is strictly 1,000 words)

<table>
<thead>
<tr>
<th>Name:</th>
<th>David (Dave) James Burgess</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council:</td>
<td>Mid Murray Council</td>
</tr>
<tr>
<td><strong>Local Government Experience &amp; Knowledge</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Immediate Past President of the Local Government Association.</td>
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<td></td>
<td>• Commissioner of the SA Local Government Grants Commission since May 2017.</td>
</tr>
<tr>
<td></td>
<td>• Member of the Local Government Association Board for 6½ years</td>
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<td></td>
<td>• Member of the Local Government Association Executive for 6½ years</td>
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<td></td>
<td>• Member of SAROC for 7 years</td>
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<td></td>
<td>• Chair of the LGA Workers Compensation Scheme Board for 2½ years</td>
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<td></td>
<td>• Member of the LGA Mutual Liability Scheme Board for 2½ years</td>
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<td></td>
<td>• Director to represent LGA on Board of the Australian Local Government Association for 3½ years</td>
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<td></td>
<td>• President of Murraylands &amp; Riverland Local Government Association for 6 years and Member nominated by Mid Murray Council for 11½ years</td>
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<tr>
<td></td>
<td>• Currently Deputy Chairman of Regional Development Australia Murraylands and Riverland Board and Board Member for 8 years</td>
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<td></td>
<td>• Member of Murray River Lakes and Coorong Tourism Alliance (previously Murraylands Tourism Partnership) for 9 years</td>
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<td></td>
<td>• Mayor of the Mid Murray Council (MMC) in eighth year, 2nd term as Mayor.</td>
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<td></td>
<td>• Deputy Mayor for four years and Councillor for a further 3½ years.</td>
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<td></td>
<td>• Ex-officio Member of 11 Committees of Mid Murray Council (including Audit and Strategic Planning and Development Policy Committees)</td>
</tr>
</tbody>
</table>

**Achievements/Advocacy**

- $2.5 Billion of development completed, underway or Development Applications lodged.
- Strongly lobbied for the Cadell ferry to remain open.
- Advocated through the Mid Murray Council, Murray and Mallee Local Government Association and met with the then State Minister for Transport, Tom Koutsantonis, for funding for replacement ferries in the State Budget.
- Worked with the Department of Planning, Transport and Infrastructure to ensure a road swap with Mid Murray Council and will be receiving $1.0 Million over five years.
- Received the 2012 National Award for Local Government for the 'Youth Engagement and Participation' category for the Council’s innovative Fun for YOUth program.
In 2013 & 2015 won Heart Foundation’s National Healthy Communities Award.

In 2012 received the State Medibank Community Healthy Participation Award for Council’s commitment to community wellbeing and was also a State Finalist in the Rural Doctors Workforce Agency Rural Community Health and Wellbeing Award.

Local Government Policy Views & Interests

- **No** political affiliations with any party.
- Previous experience in advocating and working with the last State Government for funding, services and projects for the Sector.
- Have five State Members of Parliament that cover the Mid Murray Council area – Tim Whetstone, Minister for Primary Industries and Regional Development, Dan van Holst Pellekaan, Minister for Energy and Mining, Stephan Knoll, Minister for Transport, Infrastructure and Local Government and Minister for Planning, John Gardner, Minister for Education and Adrian Pederick. Have good working relationship with all five MP’s/Ministers.
- Strongly committed to progressing and achieving the three key initiatives for the Sector: Leadership and Advocacy, Capacity Building and Sustainability and Best Practice and Continuous Improvement.
- I strongly believe in greater influence for Councils in matters affecting local communities.
- Strong track record of working with Federal and State Governments and private enterprise to progress robust partnerships. This would include securing Supplementary Road Funding for South Australia as a recurrent item in future Federal Budgets, ensuring a better distribution of funds generated from the Waste Levy (including the $100 million presently retained for the Green Industry Fund) and supporting Councils to build healthy and resilient communities.
- Regular meetings with the Premier and State Ministers given the plans for reform and their policies from the last State Elections. This would include ensuring better infrastructure planning and provision in South Australia, traineeships for Local Government, which will assist in creating 20,000 new places in the Vocational Training Education and system, advocating, assisting and facilitating business growth and employment for all South Australia with assistance from the Regional Development Australia Boards, recognising the importance of our volunteers in the Sector and the Liberal Government’s policy to abolish all fees payable by volunteers for screenings by the Department of Communities and Social Inclusion and partnering with the State Government for more and better sport and recreational facilities and greater participation by children.
- I would also advocate in supporting industry and jobs growth with peak industry bodies, better health and medical services, particularly in regional and country hospitals and partnering with the Government and their Fund established to address mobile blackspots across South Australia.
- Actively working with the State Government for the ‘Royalties For Regions’-for dedicated regional roads and infrastructure funding in the State as well as the Regional Growth Fund.
- Reviewing existing structures with the State Government to streamline and accelerate projects and developments across the State.
- Reviewing compliance costs from the State Government to ensure such costs are decreased for Local Government.
<table>
<thead>
<tr>
<th>Other information</th>
</tr>
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<tbody>
<tr>
<td>• I have the passion, commitment and time to consult with Councils, Regional Local Government Associations, MLGG, SAROC, professional bodies, State and Federal Ministers and Chief Executives of Departments, so that your identified needs are strongly lobbied for.</td>
</tr>
<tr>
<td>• Small business owner for over 30 years and operated a Bed and Breakfast.</td>
</tr>
<tr>
<td>• Married to Lyn with 2 adult sons.</td>
</tr>
</tbody>
</table>

- Ensuring that the State Local Government Relations Agreement meetings are robust to progress projects and matters of importance to Councils and the State Government.
- Put in place mechanisms to make resource sharing and regional collaboration happen (recognising the existing reform of Natural Resources Management) with Regional Development Australia to create Councils own future. This may involve a greater role for Regional Local Government Associations. I believe this is one of the most important initiatives that must be progressed for the sector.
- Continuation of the review of the Local Government Association Schemes and the Association's governance arrangements and implementation of recommendations.
- Ensure more public awareness promoting the extent and value of Council services to our communities.
- To implement further initiatives including more and better coordinated procurement across the State to ensure more savings for Councils.
- To increase the number and quality of services offered to Member Councils.
- Strong advocacy on behalf of the Sector to ensure continuity/increase in funding for projects and services.
- I would attend Regional Local Government Associations meetings and Metropolitan Local Government Group meetings twice per year, so that I can hear first hand the issues of Councils to advocate on their behalf.

This form must accompany the Nomination Form
Candidate Information Sheet

LGA President

(word limit is strictly 1,000 words)

<p>| Name: | Mayor Erika Vickery OAM |
| Council: | Naracoorte Lucindale Council |
| Local Government Sector - Current | |
| | • Mayor NLC since 2010 |
| | • Elected Member NLC since 2000; |
| | • Limestone Coast Local Government Association (LCLGA) President (2014-current) |
| | • SAROC Chairperson (2015 – current) |
| | • LGASA Vice-president and Board Member |
| | • Australian Migrant Resource Centre Board member (current) |
| | • RDA Limestone Coast Board Member and Secretary (2010 – current) |
| | • Limestone Coast Economic Development Group Chairman (2014-current) |
| | • LC LGA Representative on Limestone Coast Community Service Round Table (Health) (2015 – current) |
| Community - Current | |
| | • Naracoorte Tri-committee member (Health – hospital, doctors, council) (2013 – current) |
| | • Naracoorte Lucindale Community Care Network Chairperson (community well-being) (2014 – current) |
| | • Naracoorte Mental Health Roundtable member(current) |
| | • Naracoorte, Lucindale and Districts Suicide Prevention Network member (current) |
| Past Experience &amp; Involvement | |
| | • Naracoorte Lucindale Road Safety Group Chairperson |
| | • LC LGA Representative on SA Regional Tourism Chairs Forum |
| | • Kowree Naracoorte Tatiara Netball Association President and Life Member |
| | • Executive positions Naracoorte Netball Club |
| | • Naracoorte High School Council Chairperson (late 1980s) |
| | • SE Regional TAFE Board |
| Local Government Policy Views &amp; Interests | I strongly support the LGA values &amp; behaviours outlined in the LGA Strategic Plan 2016-2020 |
| | I highly value key initiatives of |
| | • Clear and open communication with member councils |
| | • Strong and positive advocacy for local government across all levels of government |</p>
<table>
<thead>
<tr>
<th>Local Government Association of South Australia</th>
<th>The voice of local government.</th>
</tr>
</thead>
</table>

- Partnering with State Government to progress local government reform agenda
- Development of capacity building to ensure future sustainability for local government
- Increasing LGA commercial enterprise capacity to reduce member costs
- Ongoing accountability and transparency through pursuit of best practice and continuous improvement

### Other information

- Awarded OAM in 2017 for services to Local Government and the community
- Recipient - LGA John Legoe Encouragement Award
- Australia Day Citizen of Year Award 1991
- Committee member Limestone Coast Opera
- Patron Limestone Coast Symphony Orchestra
- Musical director and Life Member of Naracoorte Singers
- Attended ALGA and LGA General Meetings and AGMs, LGA training and residential sessions including: DAP, Audit, Mayor residential, elected member training, conferences, forums, seminars over the past 18 years
- Participated in SA Trade delegations to Shandong, China in 2015 and 2016 and reciprocated hosting several delegations in Naracoorte 2015 - 2017

**This form must accompany the Nomination Form**
Candidate Information Sheet

LGA President

(word limit is strictly 1,000 words)

Name: Mayor Ann Ferguson OAM
Council: Mount Barker District Council

Local Government Experience & Knowledge

I have been an elected member of council since 1992 and Mayor since 2006. I was a member of SAROC for 4 years, State Executive for 2 years, Chair of the SHLGA for 4 years and a member of the LGA Board for 6 years.

Mount Barker has been determined to be a major regional growth centre for South Australia. Government policy failed to take due account of the aspirations and needs of our community and infrastructure requirements and good regional planning into consideration. Our council took a strong but constructive decision to ensure our best outcomes for the region. While we did not get everything we desired, we achieved a good outcome for current and future generations. As a result of this process the Government understood that we needed to change the way regional planning decisions were made.

Local Government Policy Views & Interests

As president of the LGA it will be necessary to represent the needs and aspirations of communities when negotiating with Government to determine policy directions. This relationship with Local Government and State Government is crucial and while there will always be creative tension between these two parties every effort must be made to ensure we have constructive outcomes.

Relationships with the Federal Government are also key as they determine how much infrastructure is funded. We need to ensure that we have close working relationships with the local members and ministers in our attempts to influence policy.

The development of policy at a Local Government level must be seen to be professional and consultative and ensuring that what we’re asking for is reasonable, practical and achievable. It is crucial that we’re seen to be an efficient and well-run Government sector. Being closest to the people is both an asset in that we have close association with our community but maybe sometimes difficult to capture the right emphasis.

There is no doubt that climate change will have a considerable impact on how we live and work in our communities. Climate adaptation programs development in each region is crucial to ensure that we address changes as best we can. In addition to our own work in this area we need to ensure that State and Federal Government policies take due account of how they will impact on each of our areas.
<table>
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<tr>
<th>Other information</th>
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</table>
| I was Chair of the Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island Board for 9 years. I have been a member of the Royal Australian Nursing Federation and Nurses Board of South Australia, The Police Credit Union, Mount Barker DSM Hospital and other associations.  
I was awarded an OAM in 2014 for service to community and Local Government. These activities cover a wide range of the daily life of our community. I take great pleasure in being a part of these groups and engaging with so many hard-working individuals. My region is growing at a tremendous pace; by working with all these communities we can ensure that those new comers to our region not only fit in but make a contribution to the development of our community.  
Working in Local Government ensures that you get a grass roots view of what happens and what is important. It enables us to speak to other members of the Government with passion and authority. We need to balance this with the professionalism and economic certainty that will ensure the best mix for all of our communities. |

**This form must accompany the Nomination Form**
Candidate Information Sheet

LGA President

(word limit is strictly 1,000 words)

Name: Keith Parkes
Council: Alexandrina Council

Local Government Experience & Knowledge
- Mayor, Alexandrina Council, 2014 to present; intention to run for Mayor in 2018 Council Elections
- LGA Board member since 2016; Deputy Board Member 2014-16
- SAROC Board member since 2016; Deputy Board Member 2014-16
- SHLGA President since 2016; Member since 2014
- Elected Member, Goolwa-Hindmarsh Island Ward 2010-2014

Local Government Policy Views & Interests
I will be campaigning on four platforms:

1. My passion and work ethic. I will be dedicating time to a strong community presence across South Australia in tandem with local representatives.
2. Recognising we are partners in progress by fostering a commitment to innovation, as a collaboration between elected bodies and respective administrations.
3. Local government can’t work alone. I will be working to harness the collective energy of all levels of government including exploring diversification of revenue sources and advocacy on financial assistance grants as well as building a strong, collaborative relationship with the SA State Government.
4. Local government issues aren’t just about local government functions. I will be putting a spotlight on contemporary issues for South Australians such as water, energy, climate change and an ageing population. Being from a regional council with peri-urban characteristics, I also believe I have a strong understanding of issues facing SA councils and their communities.

Other information
- Australian Institute of Company Directors, Directors course (2018)
- Chair, Local Government Transport Advisory Panel (considers Special Local Roads funding)
- SA representative on Australian Coastal Councils Association Committee
- Chair, Goolwa-Wellington Local Action Planning Board
- Various Alexandrina Council committees and advisory groups including Audit Committee and Economic Development Advisory Panel
Dear Mayor Sloane and elected members at Barossa,

I am writing to ask for your support for my nomination for the position of LGA President. I am the Mayor of the District Council of Tumby Bay and the President of the Eyre Peninsula Local Government Association. Through those roles I have been a member of both the LGA and SAROC Boards. The LGA needs strong, consultative, and accountable leadership, and I believe that I am the best candidate to help deliver that outcome. We need meaningful change, not more of the same.

Below are some of the areas which I will be focussing on if I am privileged enough to be elected as your LGA President.

**REFORM**
The LGA needs to continually be focussed on representing the needs of its member Councils. I have experience as both a Mayor and as an Elected Member, and I know the importance of sound communication with both. There needs to be a greater level of trust between the LGA and its members, with transparency and accountability around decision making. The LGA is a member organisation, and those members need to be the drivers of the future direction for the organisation. This means constructive communication at all times, not just at scheduled times of the year. We must be focussed on supporting the core business of Councils.

**RELATIONSHPES**
A strong relationship between the LGA and the Federal and State Government is paramount for the future strength and longevity of Local Government. We need these relationships to be collaborative and constructive, not divisive and adversarial. I have good rapport with all sides of politics, and am always proactive to find solutions which advantage the communities we represent. There are so many opportunities which we can maximise with strong relationships with other levels of government and their departments, especially in areas of ‘red-tape’ and regulation which continue to cost councils time and money.

Mayor Sam Telfer
LGA President Candidate

Mayor Sam Telfer
TELEPHONE
0427 885607
EMAIL
stelfer@tumbybay.sa.gov.au
The next two years are going to see much opportunity and need for change, and we need strong leadership throughout that time. During my time in Local Government, I have been able to recognise such opportunities to be innovative and forward-thinking as a council and regions. I understand the needs of both regional and metropolitan councils. We need this level of knowledge and understanding to be able to ensure that our regional cities and towns are truly recognised for their potential, and what support is needed from the LGA to help achieve it.

As President of the LGA, I will provide strong, accountable and energetic leadership, driving the opportunities for change while balancing the strengths which we already have as an organisation. I would appreciate your support in my bid to do so.

I welcome anyone who would like to talk to me further, and once again ask for your vote for my candidacy for this important role in our sector.

Yours respectfully,

Mayor Sam Telfer
Mayor Dave Burgess - Nominating for LGA SA President

Local Government has been my passion for over 16 years. My dedication to the Local Government sector has resulted in significant changes and efficiencies.

Your support will help me to build on the respect Local Council deserves within our Government sector without political bias.
3 September 2018

Dear Mayor and Elected Members

I am writing to seek your support for my nomination for the position of LGA SA President.

I have been an elected member of the Naracoorte Lucindale Council since 2000 and Mayor for 8 years. I am a Country Zone Vice-President of LGASA, member of the LGASA Executive and LGASA board, Chairman of SAROC and President of Limestone Coast LGA.

As President, I will focus on continuing to build relationships with all member councils, government sectors and other key stakeholders

I am a passionate supporter of local government and have the leadership qualities and experience to positively improve the profile of local Government. During my leadership of the Limestone Coast LGA this organisation continues to perform as one of the strongest regional LGAs, with the seven member councils working collaboratively, employing an Executive Officer and six staff to deliver regional projects for the benefit of the member councils and region.

The LGASA has undergone significant improvements and reform and I strongly support the continued efforts to achieve the best outcomes for the member councils. The LGA’s Key Initiatives of Leadership & Advocacy; Capacity Building & Sustainability; and Best Practice & Continuous Improvement are highly valued by me through:

- **Clear and open communication with member councils**
The Association’s strength is in its membership of all 68 councils and clear and open communication with all members is vital. Value for membership, services available, events, training and development need to be communicated well and I am committed to improving on the LGA listening to and representing its members.

- **Increasing LGA commercial enterprise capacity to reduce member costs**
The recent refresh of the sector’s mutual liability and workers compensation schemes will deliver $40 million in savings to Councils and ratepayers over the next decade.

I strongly support the continued development of procurement services and commercial initiatives to increase services offered to member councils. Recently established LGASA Commercial Solutions will assist to improve efficiencies and save costs. It’s a great example of the local government sector coming together for the benefit of our communities.
• **Strong and positive advocacy for local government across all levels of government**
I have the experience and constructive connections with state and federal government members across all parties to advocate for local government issues that are important to our sector and communities. Cost shifting to councils needs to be addressed, with State Government decisions, such as increasing the Solid Waste Levy by 15 percent and increasing the NRM Levy by up to 9 percent, adding millions of dollars to rate notices every year.

My positions on boards and committees such as the RDA Limestone Coast Board have given me the platform and experience to strongly communicate on local government matters.

• **Partnering with State Government to progress local government reform agenda**
I am committed to working with all Members of Parliament to deliver local government reforms that will result in sustainable benefits for communities.

The LGA needs to partner with councils, the Government and Parliament for workable, evidence-based changes that will deliver real and lasting benefits. Benchmarking for councils, standardising council audits, a better code of conduct approach that makes us more accountable to our communities and allowing opportunities to diversify local government revenue are all potential reforms that have been identified by the sector.

**Other Information**
• I am an active board member of RDA Limestone Coast, and Australian Migrant Resource Centre
• Awarded OAM in 2017 for services to Local Government and the community
• Recipient - LGA John Legoe Encouragement Award

Your consideration and vote to be your next LGASA President to represent the Local Government sector would be appreciated.

Your sincerely,

Erika Vickery OAM
Mayor

Mobile: 0427 622 133
Email: erika.vickery@nlc.sa.gov.au
RE: Nomination for President of Local Government Association SA

I write seeking your support for my nomination for LGA SA President.

Local Government Experience & Knowledge

I have been an elected member of council since 1992 and Mayor since 2006. I was a member of SAROC for 4 years, State Executive for 2 years, Chair of the SHLGA for 4 years and a member of the LGA Board for 6 years.

Mount Barker has been determined to be a major regional growth centre for South Australia. Government policy failed to take due account of the aspirations and needs of our community and infrastructure requirements and good regional planning into consideration. Our council took a strong but constructive decision to ensure our best outcomes for the region. While we did not get everything we desired, we achieved a good outcome for current and future generations. As a result of this process the Government understood that we needed to change the way regional planning decisions were made.

Local Government Policy Views & Interests

As president of the LGA it will be necessary to represent the needs and aspirations of communities when negotiating with Government to determine policy directions. This relationship with Local Government and State Government is crucial and while there will always be creative tension between these two parties every effort must be made to ensure we have constructive outcomes.

Relationships with the Federal Government are also key as they determine how much infrastructure is funded. We need to ensure that we have close working relationships with the local members and ministers in our attempts to influence policy.

The development of policy at a Local Government level must be seen to be professional and consultative and ensuring that what we’re asking for is reasonable, practical and achievable. It is crucial that we’re seen to be an efficient and well-run Government sector. Being closest to the people is both an asset in that we have close association with our community but maybe sometimes difficult to capture the right emphasis.

There is no doubt that climate change will have a considerable impact on how we live and work in our communities. Climate adaptation programs development in each region is crucial to ensure that we address changes as best we can. In addition to our own work in this area we need to ensure that State and Federal Government policies take due account of how they will impact on each of our areas. There will be many challenges that we’ll face but I believe that we have the right structures in place to achieve our outcomes.
**Other information**

I was Chair of the Regional Development Australia Adelaide Hills, Fleurieu and Kangaroo Island Board for 9 years. I have been a member of the Royal Australian Nursing Federation and Nurses Board of South Australia, The Police Credit Union, Mount Barker DSM Hospital and other associations.

I was awarded an OAM in 2014 for service to community and Local Government. These activities cover a wide range of the daily life of our community. I take great pleasure in being a part of these groups and engaging with so many hard-working individuals.

My region is growing at a tremendous pace; by working with all these communities we can ensure that those new comers to our region not only fit in but make a contribution to the development of our community.

Working in Local Government ensures that you get a grass roots view of what happens and what is important. It enables us to speak to other members of the Government with passion and authority. We need to balance this with the professionalism and economic certainty that will ensure the best mix for all of our communities.

Thank you for taking the time to consider me for this important role representing our sector.

Yours faithfully

Ann Ferguson OAM, FAICD, JP

**MAYOR**
16 August 2018

Dear Elected Member

Re: Nomination for role of President of the Local Government Association of South Australia

I am writing to you as a nominee for the position of President of the Local Government Association of South Australia and seek your Council’s support for my nomination.

By way of background, I have been Mayor of Alexandrina Council since November 2014 and a Councillor of the Goolwa-Hindmarsh Island Ward from 2010-2014, motivated to join local government to improve support for our drought-stricken community. Prior to that, I have been a small business owner in both metro and regional settings.

As Mayor of Alexandrina Council, I represent almost 27,000 residents and 1,800 square kilometres of some of the most picturesque and productive land in the State. Being from a regional council with both agricultural and peri-urban characteristics, I also believe I have a strong understanding of the diversity of issues facing SA councils and their communities. I have served on several Boards and Committees in that time, which currently include, the LGA SA Board, SAROC and President of Southern and Hills Local Government Association. I am known for my passion for local government, strong work ethic and very close engagement with my community. I am proud of the achievements of our Council in my time as Mayor such as the joint venture for the Fleurieu Aquatic Centre, the lowest rate increase since amalgamation, and numerous awards for excellence.

I intend to focus on four themes if elected as President of LGA SA. I want South Australian Councils to stand for:

- **Community**
  - ...presence

- **Commitment**
  - ...to innovation

- **Collective**
  - ...leadership

- **Contemporary**
  - ...issues
Dedicating time to a strong community presence
As the closest level of government to the community, I believe it is essential that we, as leaders, are amongst our community continually – observing, listening, analysing and communicating. As LGA President, I would like to dedicate time, in tandem with you, to a presence in each of your communities. I am keen to meet your local elected members, but also tour your suburbs, townships and rural areas, and talk with those who elect all of us. As Mayor of Alexandrina Council, I dedicate much of my time to getting out into my district and hearing from our residents. I want to bring this perspective of leadership to the LGA and strengthen its claim as the ‘voice’ of community.

Fostering a commitment to local government innovation
Being involved in local government for eight years, I have seen much excellence, but also many areas in which we could improve. Sectors that don’t innovate, don’t survive, I want to encourage local government innovation to be easier, more accessible and more accepted by all our stakeholders – elected bodies, administrations and community. If the LGA can work to build innovation across Councils big and small, metro or regional, whether that is at the macro level of policy development, or the micro level of processing a resident enquiry, we all benefit. At Alexandrina Council, I have continually led by example seeking a better way to do what we do and working in partnership with our administration to stretch ourselves to achieve it.

Harnessing the collective energy of all levels of government
Local government can’t work alone. Too often, we focus on why local government isn’t heard. Perhaps we should ask the question – are we listening? Are we attuned to what our nation or our state needs of us as the third tier of government? Are we working towards scenarios that are win-win, rather than criticising that which often becomes our responsibility by default? I have championed the cause of financial assistance grants while Mayor of Alexandrina because I see it as a mechanism for all levels of government to work towards a common good of distributing scarce revenue where it can be most equitable and effective. As President of LGA, I will be asking these questions of all of us and working towards a solution-focused style of representation.

Putting a spotlight on contemporary issues for South Australians
Local government issues aren’t just about local government functions. Our community’s issues are our issues. We all firmly believe in our State. It may not receive the national attention we think it should sometimes, but that shouldn’t hamper us. A State our size, with our characteristics, can be a leader in navigating national issues – such as our ageing population or climate change. Alexandrina Council doesn’t have the largest populations or benefit from large scale industry, but we have just reached a $1 billion economy on the back of small and micro businesses. We know what it is like to punch above our weight and I believe I can represent South Australian Councils to lead on even the most complex of issues.

It would be a privilege to represent you over the next two years and I look forward to your consideration. I welcome the opportunity to address any point that may interest you regarding my nomination, experience, or what the future of LGA SA might hold. I can be contacted at the details below.

Yours sincerely

Keith Parkes
Mayor

Mobile: 0408 818 663
Email: keith.parkes@alexandrina.sa.gov.au
7.2.1 DEBATE AGENDA – CHIEF EXECUTIVE OFFICER

7.2.1.2 OMBUDSMAN REPORTS – CHATEAU TANUNDA LAND SWAP – REVOCATION OF COMMUNITY LAND STATUS OF COUNCIL LAND

B8086

PURPOSE
To table publicly the recent review of the Ombudsman, Mr Wayne Lines into a complaint of Mr Sennef and Ms James into the revocation of community land status for land proposed to be swapped with Chateau Tanunda to facilitate a 5-star accommodation offering.

RECOMMENDATION
That Council receive and note the Ombudsman reports dated 20 August 2018 and 4 September 2018, and that they be published on Council’s web site in the public interest.

REPORT
Following Ministerial approval on 19 April 2018 to give final consideration to the proposal to revoke community land classification over 11 and 12 Basedow Road, Tanunda, in accordance with Section 194(3) of the Local Government Act 1999, Council resolved at its Special Meeting on 26 April 2018:

1. The complainants lodged a request for review under Section 270 of the Local Government Act;
2. This review was undertaken externally which concluded that the process was legally, procedurally and meritoriously correct and the original decision was open to Council and reasonable;
3. Council at its July 2018 meeting received the report and reviewed the original decision and affirmed its original decision;
4. The complainants then lodged a complaint against Council with the State Ombudsman. The Ombudsman on 20 August 2018 concluded in light of the evidence “it does not appear….that the Council has possibly acted in a way that is unlawful, unreasonable or wrong within the meaning of the Ombudsman Act”. The Ombudsman declined to investigate as he determined “it was not necessary or justified in the circumstances” and informed the complainants the file would be closed unless further relevant information was provided or an error in his determination could be identified. See Attachment 1 for the report
5. The complainants responded to the determination as outlined at point 4 above. The Ombudsman responded on 4 September 2018 by again addressing the matters, reaffirmed his decision and declined to investigate further as it was his opinion it was not necessary or justifiable and closed the file. See Attachment 2 for the report.
The Ombudsman has provided authority to publish the reports as in his opinion it is in the public interest.

The matter has now been through all administrative review processes and found to be a sound, robust and transparent process which is legally, procedurally and meritoriously correct. The complainants can certainly take the matter to court if they wish.

Progress on the pre-conditions for the land swap are ongoing with valuation work well advanced, preliminary contract discussions have commenced and the land division has been lodged and is currently under assessment.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

- Attachment 1  Ombudsman Report dated 20 August 2018
- Attachment 2  Ombudsman Report dated 4 September 2018

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

- How We Work – Good Governance

**Corporate Plan**

Community and Culture:

2.3 Support and promote community involvement and networks and provide opportunities for participation in local decision making.

**Legislative Requirements**

Ombudsman Act

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

Section 270 review has cost $8,666.

Responding to the Ombudsman enquiries required minimal resource.

Analysis of the reports and writing this report has also required minimal resource.

**COMMUNITY CONSULTATION**

Community consultation for this entire revocation of community land process has occurred in accordance with Section 194 of the Local Government Act 1999 and Council’s Public Consultation Policy and been further validated by the KellydJones Independent Assessment dated 13 December 2017 and approval to proceed with final consideration by Council received from the Minister’s delegate dated 19 April 2018.
Dear Mr Sennef and Ms James

Your complaint about the Barossa Council (the council)

I refer to your complaint, made to my Office on 24 July 2018. Your complaint raises a large number of issues and sub-issues.

Broadly, your complaint is that you are dissatisfied with the outcome of the section 270 review under the Local Government Act 1999 (the s270 review) which was completed by Ms Felice D'Agostino (the reviewer).¹

Whenever this Office receives a complaint, the matter is assessed as to whether the complaint comes within my jurisdiction, and if so, whether I should exercise my discretion to commence an investigation. I have assessed your complaint and, although it is within my jurisdiction, I have determined that an investigation is not necessary or justified in the circumstances. I explain how I arrived at this decision below.

My enquiries

In my enquiries, my Office:
• assessed the information provided by you
• obtained information from the council
• considered the further submissions provided by you
• considered:
  o the s270 review report
  o the Indenture
  o the council's Consultation Report Pursuant to section 194 of the Local Government Act 1999 (the consultation report)
  o the minutes of the council meeting on 17 July 2018
  o the council's Internal Review of Council Decisions Process (the s270 Process)
• prepared this letter to you.

¹ Ms D'Agostino of Norman Waterhouse Lawyers completed the s270 review on behalf of the council.
My assessment of your complaint

The first issue is that you complain that the s270 review reached the wrong conclusion. I note that the reviewer concluded 'In our view based on all the matters outlined in this report the Decision is the best and/or preferable decision'. You disagree with this conclusion.

I have considered the s270 review report and I am satisfied that each of the points raised by you have been adequately addressed by the reviewer. Based on the information before me, I consider that the conclusion reached by the reviewer was reasonably open.

You also complain about numerous sub-issues which relate to the council's original decision to proceed with revoking the community land status and to proceed with the land swap (to exchange a parcel of council-owned land with a parcel of land owned by Chateau Tanunda). You complain:

- the land swap will be a financial detriment to the council as Chateau Tanunda would have had to purchase the land anyway
- you 'have issues with The Barossa Council Assessment Against Disposal of Land or Other Assets Policy'
- it was inappropriate for the council to seek Expressions of Interest prior to the council decision, and it was inappropriate for council employees to work on the project prior to approval from the Minister
- the council entered into discussions with third parties as far back as 2015
- the council considered Certificates of Title, supplied by Chateau Tanunda, which were outdated.

I advise that I do not intend to assess every historical action the council administration has taken regarding the revocation of the community land status or the land swap. I note that the land swap has yet to be finalised and there are a number of actions which are yet to be taken by both the council administration and by Chateau Tanunda. However I will comment generally that it does not appear to be unreasonable for the council administration to take steps to progress the project, notwithstanding that decisions by both the Minister and the elected body were yet to be made in the future.

You also complain about a number of administrative details regarding the s270 report, such as:

- you allege there is a factual error in the s270 report, as you dispute that you met with the Chief Executive Officer of the council. You wish to have the s270 report reissued with a correction
- both the draft s270 report which was provided to you for your comment, and the final s270 report, contained some typographical errors
- the reviewer only made four substantive changes to the draft report in the final report.

I do not consider that any of these issues warrant investigation by me. It is not clear to me that the reviewer accepts your allegation that you never met with the CEO and has provided information about whom you met with both in November 2017 (the CEO) and who was present at individual council meetings (either the CEO or the Acting CEO) in the final s270 review report. Nevertheless following your request, the reviewer forwarded an Erratum to the council as per your request. It does not appear that you requested the reviewer reissue the final s270 report.

The second issue is that you complain that the s270 Process was not followed. You complain that sub-sections (2)-(6) of Clause 4.6 of the 270 Process were not considered by the reviewer.
It does not appear that you alleged in your request for a s270 review that:
• the council considered matters which were not relevant or failed to consider matters which were relevant
• any of the council members were exercising their power in bad faith, for an improper purpose, or while subject to the duress or influence of another person
• any of the council members had a conflict of interest
and you have not provided any evidence of the above.

In my view the s270 review report addresses:
• whether the council’s decision was based on evidence
• whether the council’s decision was reasonable.

It does not appear to me that the reviewer failed to comply with the s270 Process and I do not consider that further enquiries into this issue are necessary or justifiable.

The third issue is that you complain that the public consultation process undertaken by the council was inadequate and that members of the community were confused about what they were being asked to comment on.

I note that the adequacy of the community consultation process was canvassed in the s270 review report and it was determined that the community consultation had been appropriate and had exceeded the minimum requirements imposed by the council’s Public Consultation Policy, regarding both the timeframe for submissions and the engagement methods employed. It does not appear to me that the council acted in a way that was unlawful, unreasonable or wrong by not also facilitating a public meeting.

You complain that the council did not follow the Council Boundary Change Proposals - Engagement and Consultation Guideline which was released by the Electoral District Boundaries Commission of SA. I advise that this a separate agency constituted under different legislation. The Guideline is not applicable to the council.

You complain:

It is obvious from the submissions received that the community was unsure what they were commenting on. We were informed repeatedly at the 14 November 2017 meeting...that we were not to comment on the Proposed Chateau Tanunda Development even through it was the subject of the formal Consultation Report. We were informed that we could only comment on the Revocation of Community Land classification matter and the Proposed Community Land Swap with Chateau Tanunda.

I accept that the Consultation Report provides background information about the circumstances surrounding the need for community consultation on revoking the Community Land status, and the reasons the revocation is to be considered by the council. The Consultation Report also provides detailed information regarding the proposed use of the land by Chateau Tanunda if the revocation of community land and the land swap were to proceed.

Section 4 of the Consultation Report explains the reason for the community consultation and states:

The Act requires Council to consult with its community over proposals to revoke land from the Community Land classification framework.

The community consultation letter states:

The Barossa Council is consulting its community about the potential removal of the "Community Land" classification over two of its vacant community land parcels near the Tanunda Train Station.
This public consultation was triggered as a result of an application to Council by the proprietor of Chateau Tanunda who seeks to exchange an adjacent parcel of land for these two community land parcels, on a commercial basis, in order to facilitate the development of an international hotel together with a culinary institute, subject to relevant development approvals.

All submissions will be compiled into a report and placed on the public agenda at the next available Council meeting, where Elected Members will consider the merits of revoking the Community Land classification.

Whilst I accept that this process, and the relevance of individual steps in the process, may be confusing for some members of the community, it appears that the council provided sufficient information to clearly convey the matters under consultation.

The fourth issue is that you complain that the elected body considered the s270 review report at the council meeting on 17 July 2018 and did not give due consideration to the item before proceeding to affirm its previous decision. You complain that only one elected member spoke in the meeting regarding this item and there was no other debate. The council has indicated there is no official audio recording of the meeting. I comment that the fact that there was no debate is not sufficient to substantiate a finding that each individual council member failed to have due consideration of the material which was provided to them for consideration. I note that the agenda and supporting documentation is provided to elected members prior to a council meeting.

When considering whether I should investigate an issue, I have regard to certain criteria, including:

- whether the alleged administrative error amounts to a serious failure to meet expected standards of public administration
- whether the circumstances of the complaint are likely to arise again
- whether the complaint relates to matters of public safety and security, the economic well-being of South Australia, the protection of public well-being and/or the rights and freedoms of citizens
- whether the complainant has suffered significant personal loss
- the likelihood of collecting sufficient evidence to support a finding of administrative error.

In this case, I note that the final decision of the council was consistent with the finding of the s270 review report, and note the difficulties in demonstrating that the council members did not turn their minds to a full consideration of the documents and evidence provided to them. In the circumstances, I do not consider that this issue meets my criteria for investigation.

The fifth issue is that you complain that the document 'Additional Information for the Consideration of The Barossa Council' was not formally tabled by the council at the council meeting on 19 December 2017. You complain:

Shelley was asked to provide the Additional Information prior to the Council Meeting which she did. She was required to provide at least 12 copies of the Additional Information, one copy for each Elected Member, and several other copies for staff, which she did.

She was NOT asked to formally table the "Additional Information..." otherwise she would have done so.

I do not consider that this issue warrants enquiry by me. I note you are not alleging that the council failed to provide the copies of the Additional Information to the council members. I do not consider that investigation of this issue could lead to any meaningful outcome for either of the complainants, having regard to the events that have occurred since 19 December 2017.
Outcome of my enquiries

In light of my assessment above and on the basis of the evidence available, it does not appear to me that the council has possibly acted in a way that is unlawful, unreasonable or wrong within the meaning of the Ombudsman Act. Accordingly, I do not consider that further enquiries into your complaint by my office are necessary or justifiable at this time.

I understand that this may not be the outcome you wanted, but on the evidence currently available to me, I do not think further enquiries would achieve a different result.

I intend to end my consideration of your complaint at this time, unless you are able to identify an error in my assessment of the matter. If you think you are able to identify such an error, I ask you to contact my Office by 27 August 2018 with your reasoning. If you do not contact my Office within that time, I will close the file.

The Ombudsman Act imposes certain obligations on my Office and others, including complainants and officers in an agency, to keep information about my assessment confidential.

However, if I consider that disclosure of that information is in the public interest, then I may authorise or require its disclosure.

In my opinion, there is a public interest in disclosure of my decisions under the Ombudsman Act. Therefore, once I have closed the file, I authorise disclosure of this letter by the parties as they see fit.

I have sent a copy of this letter to the council.

Yours sincerely

Wayne Lines
OMBUDSMAN SA

20 August 2018

Cc Mr Martin McCarthy
Chief Executive Officer
The Barossa Council
By email: barossa@barossa.sa.gov.au

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Mr Robbert Sennef and Ms Shelley James  
5 Basedow Road  
TANUNDA SA 5352  

By post and email: tvm@chariot.net.au

Dear Mr Sennef and Ms James

Your complaint about the Barossa Council (the council)

I refer to my letter dated 20 August 2018 and your letter of response dated 31 August 2018. I have considered your response.

Maladministration

In your response you make a number of allegations of maladministration. I wish to clarify that I do not have jurisdiction to investigate complaints about maladministration unless I receive a referral from the Independent Commissioner Against Corruption. If you wish to complain about maladministration, you may wish to contact the Office for Public Integrity.

Query regarding 'my enquiries'

You seek to know what information I have considered. I advise that all of the information I have considered is set out in my letter of 20 August 2018. I confirm that I considered all of the information provided by you, including your original complaint dated 24 July 2018 and your additional submissions and supporting documentation dated 13 August 2018. I have now also considered your response.

Issue 1

I confirm that I have already considered your 'Response to Ms D'Agostino's Draft Report'. I remain of the view that it was reasonably open for Ms D'Agostino to arrive at the conclusions reached in the s270 report.

You have requested that I assess every historical action the council administration has taken regarding the revocation of the community land status and the land swap. I am not persuaded that it would be a reasonable use of my resources to do so and my reasons for not doing so are explained in my letter of 20 August 2018.

I do not consider there is a public interest in my Office expending resources to investigate whether or not you met with the CEO of the council.
Issue 2

You have requested the opportunity to meet with me. I consider you have been given sufficient opportunities to provide any evidence or submissions you wish and you have not provided any evidence that

• the council considered matters which were not relevant or failed to consider matters which were relevant
• any of the council members were exercising their power in bad faith, for an improper purpose, or while subject to the duress or influence of another person
• any of the council members had a conflict of interest.

As you have not provided any further submissions in your response, I remain of the view that it does not appear that Ms D'Agostino failed to comply with the s270 Process.

Issue 3

In your response, you state that it is not reasonable for the council to provide information in its Consultation Report about the proposed Chateau Tanunda development and then dismiss comments from the community on the same issue.

I note that section 7.3.1.1(a) of the s270 report states that the council administration advised Ms D'Agostino that:

All submissions received [from the community during the consultation process] were submitted to the elected body of the Council for its consideration including those which raised issues of planning notwithstanding that the Decision was in relation to the Revocation Matter.

Section 7.3.14(c) of the s270 report states that Ms D'Agostino has concluded:

...there is no information other than the Applicants' assertion that the Council did not take into account all submissions received on the Revocation Matter when before (sic) making the Decision. Indeed when considering the response provided by Council administration and the December Report and attachments it is our view that there is evidence that the Council did take into account all submissions...

I consider that this issue was adequately addressed by Ms D'Agostino. I do not consider you have provided sufficient evidence which would persuade me that the council 'dismissed' comments of the community, or failed to consider the submissions received as part of the community consultation.

Issue 4

In your response, you state that you believe that there are grounds for me to investigate this issue and urge me to consider my criteria for investigation. I do not consider that you have provided any further evidence that would cause me to change my view. Accordingly, I remain of the view that this issue does not meet my criteria for investigation.

Issue 5

You state that this issue alone demonstrates a serious failure to meet expected standards of public administration. While a failure to table a document may potentially be a failure to meet expected standards of public administration, I do not consider that the council's alleged failure to table the Additional Information amounts to a serious failure to meet expected standards of public administration. I remain of the view that an investigation of this issue by me would not result in a meaningful outcome.
Outcome of my assessment

In light of my assessment above and on the basis of the evidence available, I do not consider that further enquiries into your complaint by my Office are necessary or justifiable at this time.

Your file will now be closed.

The Ombudsman Act imposes certain obligations on my Office and others, including complainants and officers in an agency, to keep information about my assessment confidential.

However, if I consider that disclosure of that information is in the public interest, then I may authorise or require its disclosure.

In my opinion, there is a public interest in disclosure of my decisions under the Ombudsman Act. Therefore, once I have closed the file, I authorise disclosure of this letter by the parties as they see fit.

I have sent a copy of this letter to the council.

Yours sincerely

Wayne Lines
OMBUDSMAN SA

4 September 2018

Cc  Mr Martin McCarthy
    Chief Executive Officer
    The Barossa Council
    By email: barossa@barossa.sa.gov.au

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7.2.1 CHIEF EXECUTIVE OFFICER - DEBATE

7.2.1.3 APPLICATION FOR A PERIOD OF ANNUAL LEAVE FOR CHIEF EXECUTIVE OFFICER E1200

PURPOSE
To seek authorisation for annual leave and appointment of an acting Chief Executive Officer.

RECOMMENDATION
That Council approve the application of the Chief Executive Officer for the following annual leave period:

(1) commencing on Friday, 28 September 2018 and concluding on Monday, 8 October 2018 noting his first day back at work shall be Tuesday, 9 October 2018 and that Mr Matthew Elding be appointed to act in the position of Chief Executive Officer during this period; and

(2) that all powers, delegations and duties of the Chief Executive Officer shall be extended to Mr Matthew Elding whilst he is Acting Chief Executive Officer.

REPORT

Introduction
Leave applications for the Chief Executive Officer (CEO) that are more than 5 days are currently required to be submitted to Council for approval. With the period of leave extending greater than this the application is hereby submitted.

Discussion
I hereby request a period of annual leave which shall total a period of 6 days (with 1 public holiday) commencing on Friday, 28 September 2018 and concluding on Monday, 8 October 2018 noting my first day back at work shall be Tuesday, 9 October 2018.

Whilst the Chief Executive Officer is on leave an officer must be authorised to act in the position. Due to movements of the Directors and workloads it is recommended Mr Matthew Elding be appointed for this short period.

Summary and Conclusion
Current annual leave entitlements are 54.15 days a period of leave has been sought by the Chief Executive Officer in accordance with Council policy and industrial arrangements.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Nil
Community Plan

How We Work – Good Governance

Corporate Plan

6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Budgets are set taking into account leave requirements for employees.

COMMUNITY CONSULTATION

Community consultation is not required.
7.2.1 DEBATE AGENDA – CHIEF EXECUTIVE OFFICER

7.2.1.4 QUARTERLY UPDATE TO DELEGATIONS REGISTER

B7510

Author: Governance Advisor

**PURPOSE**

Council is asked to delegate those additional powers to the Chief Executive Officer which are now available under the Road Traffic Act 1961, Road Traffic Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014.

**RECOMMENDATION**

(1) In exercise of the powers contained in Section 44 of the Local Government Act 1999, Council hereby delegates to the person occupying the office of Chief Executive officer of the Council the powers and functions under the Road Traffic Act 1961, Road Traffic Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014, which are specified in an extract contained in Attachment 1 of this report.

(2) Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit and in accordance with the relevant legislation.

(3) That the Instruments of Delegation under these Acts be amended in accordance with this resolution.

**Background**

Council may only exercise those powers and functions which are conferred on it by legislation. The ways in which Council may exercise its powers and functions are:

- when the Elected Body itself exercises the power or function at a formally constituted meeting; and
- when the legislation enables it, a power or function may be delegated pursuant to an Instrument of Delegation and exercised in the name of a delegate.

Used well, delegations greatly assist Council by enabling the Elected Body to progress with the strategic element of local government and leave the day-to-day operations
and administration to the staff who have the relevant expertise and experience to deal with such matters - thus improving effectiveness and efficiency.

Introduction
The Barossa Council’s Delegations Register is reviewed each financial year in accordance with section 44(6) of the Local Government Act 1999, and by way of best practice quarterly, and amended if the Local Government Association’s Quarterly Reviews or urgent updates recommend that amended Instruments of Delegation be immediately adopted.

The review before Council today is a quarterly one, on advice from the LGA which has identified updates to the delegation templates and confirms that new delegations should be in place as soon as possible.

Discussion
Amendments to Sections 17(1), 17(2), 17(3), 17(5), 20(3), 20(4), 20(6), 20(9) and 20A(1) of the Road Traffic Act 1961 concern traffic control devices, roadworks permits and work area/site signs. New delegations have been inserted for the abovementioned sections and the Instrument has been re-numbered to accommodate the insertions. The Amendments are provided by way of track-changes in Attachment 1.

Attachment 2 is the LGA’s Table of Delegations Updates which outlines the required changes to powers and functions of its Instruments of Delegations under the Road Traffic Act 1961, Road Traffic Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014.

Summary and Conclusion
Council is now asked to approve the new and amended powers for delegation to the Chief Executive Officer.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES


Attachment 2: Local Government Association Table of Updates for quarter ending August 2018

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

How We Work – Good Governance

Corporate Plan
How we work – Good Governance:
6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.

Legislation
Road Traffic Act 1961, Sections 17(1), 17(2), 17(3), 17(5), 20(3), 20(4), 20(6), 20(9) and 20A(1)
Local Government Act, Sections 44 and 101

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Financial
There are no financial considerations.

Resource
Facilitation of these delegations to the Chief Executive Officer will be undertaken according to officer’s existing duties.

Risk
The risk of having ineffective or invalid delegations is minimised as the delegations being considered have been recommended by Norman Waterhouse Lawyers (which prepared the Instruments for the LGA). It is imperative that delegations are validly made as consequences of ineffective or invalid delegations include:

- the exercise of power may fail – ie the decision made may be liable to being overturned by a court
- the cost of a successful challenge to a decision made without lawful delegation will likely be borne by the Council
- where the unlawful exercise of the power has caused loss or damage the Council may be liable for such loss or damage.

COMMUNITY CONSULTATION
There is no legislative requirement to consult the community in this situation, nor, in officers’ opinions, do the particular circumstances require it as the delegations themselves are based on prescribed LGA templates where there is no option for amendment through community feedback.

For transparency, the community has access to the delegations register on Council’s website so is made aware of the powers of the Chief Executive Officer as delegated by the Council, and also the powers of officers as sub-delegated by the Chief Executive Officer.
## NEW Provisions

<table>
<thead>
<tr>
<th>#</th>
<th>Delegation Source</th>
<th>Section</th>
<th>Item Delegated / Authorisation</th>
<th>Conditions and Limitations</th>
<th>Delegate / Authorised Officer</th>
</tr>
</thead>
</table>
| 207373 | Road Traffic Act 1961 | s17(1)  | 1. Installation etc of traffic control devices – general provision  
1.1 The power pursuant to Section 17(1) of the Road Traffic Act 1961 (‘the Act’), to, with the approval of the Minister (or in accordance with a roadworks permit issued under Section 20 of the Act), install, maintain, alter or operate, or cause to be installed, maintained, altered or operated, a traffic control device on, above or near a road. |                                                                         |                              |
| 207374 | Road Traffic Act 1961 | s17(2)  | 1. Installation etc of traffic control devices – general provision  
1.2 The power pursuant to Section 17(2) of the Act, to, with the approval of the Minister (or in accordance with a roadworks permit issued under Section 20 of the Act), remove a traffic control device or cause a traffic control device to be removed. |                                                                         |                              |
| 207375 | Road Traffic Act 1961 | s17(3)  | 1. Installation etc of traffic control devices – general provision  
1.3 The power pursuant to Section 17(3) of the Act, to, with the approval of the Minister (or in accordance with a roadworks permit issued under Section 20 of the Act), install, display, alter, operate or remove traffic control devices:  
1.3.1 in relation to an area where persons are engaged in work or an area affected by works in progress; or  
1.3.2 in relation to a part of a road temporarily closed to traffic under the Act or any other Act; or  
1.3.3 for any temporary purposes. |                                                                         |                              |
| 207376 | Road Traffic Act 1961 | s17(5)  | 1. Installation etc of traffic control devices – general provision  
1.4 The power pursuant to Section 17(5) of the Act to make an application for an approval of the Minister in a manner determined by the Minister (which may differ between applications according to factors determined by the Minister) and to |                                                                         |                              |
accompany the application with the fee fixed by, or calculated in accordance with, the regulations.

| 207377 | Road Traffic Act 1961 | s20(3) | 3. Work areas and work sites  
3.1 The power pursuant to Section 20(3) of the Act to, with a relevant authorisation and in accordance with Part 2 of the Act and any regulations made for the purposes of Part 2 of the Act, place signs on a road for the purpose of indicating a maximum speed to be observed by drivers while driving on, by or towards a work area or work site where workers are engaged, or works are in progress, at the direction of the Council or the Council’s delegate. |

| 207378 | Road Traffic Act 1961 | s20(4) | 3. Work areas and work sites  
3.2 The power pursuant to Section 20(4) of the Act to place speed limit signs on a road:  
3.2.1 if the Council holds a permit issued by the Minister under Section 20 of the Act (a ‘roadworks permit’) and the signs are placed on the road in accordance with the permit; or  
3.2.2 if:  
3.2.2.1 the work is required to be undertaken by the Council as a matter of urgency; and  
3.2.2.2 the signs are placed on the road in accordance with an approval of the Minister under Part 2 of the Act; and  
3.2.2.3 the Minister is notified of the placement of the signs as soon as is practicable (and, in any case, within two hours after the signs are placed on the road); and  
3.2.2.4 the signs are placed on the road for a period not exceeding 24 hours or such longer period as may be determined by the Minister on an application under Section 20(9) of the Act; or  
3.2.3 if:  
3.2.3.1 the signs will not relate to any prescribed roads; and  
3.2.3.2 the signs are placed on the road in accordance with an approval of the Minister under Part 2 of the Act. |

| 207379 | Road Traffic Act 1961 | s20(6) | 3. Work areas and work sites  
3.3 The power pursuant to Section 20(6) of the Act to make an application for a |
roadworks permit in a manner determined by the Minister (which may differ between applications according to factors determined by the Minister) and to accompany the application with the fee fixed by, or calculated in accordance with, the regulations.

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<tr>
<th>207380</th>
<th>Road Traffic Act 1961</th>
<th>s20(9)</th>
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<tbody>
<tr>
<td>3. Work areas and work sites</td>
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<tr>
<td>3.4 The power pursuant to Section 20(9) of the Act to make an application to the Minister for an extension of the 24 hour period referred to in Section 20(4)(b)(v) of the Act:</td>
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<td>3.4.1 by telephone or any other manner prescribed by the regulations; and</td>
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<td>3.4.2 at least three hours before the end of that 24 hour period (unless the Minister is satisfied that there were good reasons for a delay in making the application).</td>
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<tr>
<th>207381</th>
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<tr>
<td>4. Appeal to District Court</td>
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<td>4.1 The power pursuant to Section 20A(1) of the Act, if the Council having applied for an approval of the Minister under Section 17 of the Act or for a roadworks permit under Section 20 of the Act, is dissatisfied with a decision of the Minister in relation to the application, or in relation to an approval or permit granted as a result of the application, to appeal to the District Court against the decision.</td>
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# Local Government Association

## Updates of Delegation Templates on Website

*(Note: Paragraph references below refer to updated version – As at 30 June 2018)*

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- Subdelegations to Chief Executive Officer under the Road Traffic Act 1961
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- Instrument of Delegation under the Safe Drinking Water Act 2011
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- Instrument of Delegation under the South Australian Public Health (Wastewater) Regulations 2013
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7.2.1 CHIEF EXECUTIVE OFFICER - DEBATE

7.2.1.5 PROPOSAL TO CHANGE THE DATE OF THE NOVEMBER 2018 ORDINARY MEETING OF COUNCIL

B7322

PURPOSE
To seek authorisation to amend the date of Council’s ordinary meeting of Council to prior to the Local Government election.

RECOMMENDATION
That Council amend part 1 of resolution 2014-18/6 of 18 November 2014 from:

That for the term of the Council ordinary meetings of The Barossa Council be held on the third Tuesday of the month with the exception of the January ordinary meeting which shall be held on the fourth Tuesday;

To

That for the term of the Council ordinary meetings of The Barossa Council be held on the third Tuesday of the month with the exception of the January ordinary meeting which shall be held on the fourth Tuesday and the final ordinary meeting prior to the 2018 general election which shall be held on the Tuesday prior to polling day.

REPORT

Introduction
The November 2018 ordinary meeting of Council is scheduled for 20 November 2018 which is after polling day of 10 November 2018.

Discussion
Whilst the current Council will remain the Council until the election is finalised, which could be prior to 20 November, equally a complicated count and election may not see the finalisation of the election prior to this date.

To comply with the Local Government Act the Council would then need to meet. This would seem to be at odds with sound governance processes to hold a meeting of the current Council whilst an election and counting process may be in place.

To avoid this situation, as The Barossa Council did in the 2010 election it is recommended that the meeting be brought forward to before polling day being Tuesday, 6 November 2018, thereby Council will meet its statutory obligations of meeting each month should the election not be declared in time for induction and the first meeting of the new Council.
To facilitate this change an amendment to the original motion of November 2014 is required. Pursuant to Regulation 21 (1) of the Local Government (Procedures at Meetings) Regulation 2013 as Chief Executive Officer I can bring this matter forward as a report of motion, to amend a decision, this is simply a procedural matter to facilitate the bringing forward of the Council meeting and does not necessitate a formal notice of motion.

Summary and Conclusion
To ensure sound governance and management of Council business and the election process the November 2018 meeting of Council is recommended to be moved forward and this amendment resolution achieves the necessary legal resolution to do so.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan

Community and Culture

How We Work – Good Governance

2.8 Provide opportunities for the community to participate in local decision-making.

Corporate Plan

6.1 Ensure that the community has access to information regarding the discussions held and decisions made by Elected Members.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Nil

COMMUNITY CONSULTATION
Community consultation is not required, however public notices will be issued in the papers to notify of the change of meeting date if approved.
7.2.1 CHIEF EXECUTIVE OFFICER - DEBATE

7.2.1.6 REQUEST TO SUPPORT REGIONAL DEVELOPMENT AUSTRALIA WITH CHINA READY PROGRAM

PURPOSE
To support Regional Development Australia Barossa, Gawler, Light and Adelaide Plains with China readiness program and additional workload flowing from international approaches for investment opportunities.

RECOMMENDATION
That Council support the China Ready proposal for the 2018/19 year and that the Chief Executive Officer seek from Regional Development Australia Barossa, Gawler, Light and Adelaide Plains an ongoing strategy and proposal for the broader management and engagement of international opportunities including China for consideration in the 2019/20 financial year budget.

REPORT

Introduction
For at least two years Council has been involved through various organisations including the Department of State Development (as it was then) and Regional Development Australia Barossa, Gawler, Light and Adelaide Plains (RDA) in hosting international visits most notably from China. Where possible and reasonable the work has been hosted by RDA through the assistance of a suitably qualified and fluent Chinese speaking employee. The work has included coordination, research and communication including the vetting of approaches and management of the constant requests received. Small amounts of funding have been provided from existing budgets for visits and supporting this officer. However it is an unsustainable model and not funded from core funding of RDA. A request has been received from RDA to assist with funding.

Discussion
As outlined in the request at the Attachment the growth opportunities in tourism and potentially (the right) investment continue and cannot be absorbed by RDA. The service and coordination at present across the two Councils and RDA is invaluable given the expertise and communication skills needed which neither Council possess. Funding for international readiness was provided for in 2017-18 to the amount of $10,000 and only $3,000 was utilised. The remaining $7,000 has been included as a first quarter carry over. Coupled with funding in this year’s budget there are sufficient funds to support the request for 12 months. It is the current view the program should be extended to include an international ready Barossa and during 2018/19 RDA be requested to develop a simple strategy and activities to manage approaches and
the new Council consider the ongoing funding request in the 2019/20 budget preparation work as a new initiative.

Summary and Conclusion
To ensure sound management of international approaches to the Barossa, Council are urged to support this initiative for 12 months and bring the matter forward for further consideration as part of the 2019/20 financial year budget development.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Correspondence from RDA

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan

Business and Employment

5.1 Work closely with State Government, Federal Government and stakeholders to support economic growth, development and job creation.
5.4 Attract investment for new and innovative industries, such as creative industries and cultural tourism.
5.7 Collaborate with industry leaders to ensure informed decision making and Council representation in relation to economic growth, planning and development.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Outlined in the body of the report. Based on the 2017/18 underspend and provisions for the 2018/19 year the requested $13,000 is available and thereby there is no cash impact on the budget.

If management of the requests is not undertaken through a sound management system Council will be approached (as we are regularly) and we do not have the necessary skills, connections and communication ability to adequately vet and coordinate such activity. This will increase Council’s and the community risk profile and result in the need to obtain support and assistance from other sources thereby increasing cost in any case.

COMMUNITY CONSULTATION
Community consultation is not required.

196
China Ready, China Connected – a Barossa Wine Region business priority

Issue: The Barossa Wine Region has an enviable reputation in China as a destination, trade partner and investment proposition. Whilst there is a degree of Chinese investment in the Barossa and much interest, often the pricing and return on investment does not appeal to the astute Chinese Investor. However, the enquiry interest is strong, in part attracted by the Barossa Region Investment Map and the popularity of Barossa Wine in parts of China. China Trade and Tourism is an important priority for Barossa and Light Council areas. China is Australia’s largest wine market and accounts for 92% of growth in Australian exports. Whilst efforts are also being made to develop additional market channels for Barossa wine, the size of the current market in China and potential for Tourism mean this is an important channel to service.

Solution: RDA Barossa Gawler Light Adelaide Plains engaged a Chinese speaking local resident to join the B2B network to provide assistance to local business. However, in addition to this there is considerable demand for industry assistance, the need to translate and maintain a suite of Chinese language tourism materials, support restaurants and cafes and other SMEs, support local government and elected members in interaction and preparation for reception of Chinese delegations and dignitaries, undertake regional wechat account management and posts, work with tourism business on navigating the Chinese tourism market. We would like to also prepare some Chinese “trails” to direct Chinese tourists to those particularly wishing to attract Chinese visitors.

Challenge: RDA is not specifically funded for this additional expense of the onslaught of China and the resources this takes. The onslaught is over and above that which most regions face, and it is a result of the popularity of Barossa wine so it is a good thing for the economy that we are, but a very bad thing for our budget. Nevertheless, we believe that this is important work and sensibly rests with RDA as a coordinating force between business and government in the region. We are able to leverage government resources including Tradestart and Investment Attraction SA because we are so active in this space. In addition to allocation of core staff resources we are spending approx. $40,000 per annum on China business, principally Jade’s services and collateral for this market, most of which has to come from financial reserves as our operational budget has no “fat”

Request: After discussions with the CEOs of The Barossa Council and Light Regional Council about the priority of this work, the efficiency of RDA directing the enquiry to RDA rather than a scatter gun approach to the region, I am seeking contribution to the additional costs of servicing this market, which is concentrated on the Barossa rather than the whole of the RDA region. Given the share of this region between the two councils I am requesting, per annum, $13,000 from The Barossa Council and $7,000 from Light Regional Council commencing FY 2018–19, during the term of current council funding agreements with the RDA and any extension thereof. If the importance of this market to regional tourism and business were to change significantly, the councils may renegotiate this arrangement as the circumstances require. The requested monies will be allocated to Consulting Services (Jade Liu Lu) for regional engagement with China interests, preparing Tourism, Trade and Investment material in Chinese language, assistance to the Visitor Information Centres with Chinese language issues, workshops and mentoring for tourism businesses on welcoming Chinese guests, and development of visitation maps tailored to the Chinese Market. Jade will also use her liaison with the state government to open up channels with other North and East Asian markets relevant to regional opportunities.
7.2.1 DEBATE AGENDA – CHIEF EXECUTIVE OFFICER

7.2.1.7 ELECTION FOR THE POSITIONS OF REPRESENTATIVE MEMBERS OF THE BOARD OF TRUSTEES – LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA

PURPOSE
Nominations to fill two positions on the Board of Trustees – Local Government Finance Authority of South Australia (LGFA) closed on Friday 17 August 2018.

RECOMMENDATION
That Council receives the information with regard to the election for the positions on the Board of Trustees – Local Government Finance Authority of South Australia and authorises Mayor Sloane in the absence of Cr Milne (Council’s delegate to the Local Government Finance Authority) to execute the votes for …………………… and ………………………

REPORT
Members are referred to correspondence from the LGFA of SA which includes candidate information for all candidates along with information on the voting process at attachment 1.

Council must determine (by resolution) which candidates (being not more than two) they wish to elect.

The Council’s representative to the AGM of the LGFA of SA (or in this case Mayor Sloane as the chair of the meeting due to Cr Milne being on Leave of Absence) shall at the Council meeting mark the ballot paper in his own handwriting with an “x” next to the two candidates whom the Council wishes elected.

The ballot paper must be returned to the returning officer by 5.00pm on Friday 12 October 2018.

The nominations are:

<table>
<thead>
<tr>
<th>Nominee</th>
<th>Local Government Position Held</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colin Davies</td>
<td>CEO, The Flinders Ranges Council</td>
</tr>
<tr>
<td>Paul Duka</td>
<td>Deputy CEO/Director Corporate Services Wattle Range Council</td>
</tr>
</tbody>
</table>
Correspondence from Mayor Evans, City of Charles Sturt seeking support for candidate Annette Martin is provided for information at attachment 2.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**
Attachment 1: LGFA Correspondence
Attachment 2: Correspondence - Mayor Evans, City of Charles Sturt

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

- **How We Work – Good Governance**

  6.17 Advocate for The Barossa Council and its community, our region or local government in South Australia through direct action, representation on or collaboration with local, regional or State bodies.

**Legislative Requirements**
Nil

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

No impact

**COMMUNITY CONSULTATION**

Not required under Legislation and Council’s Public Consultation Policy.
TO: CHIEF EXECUTIVE OFFICERS
FROM: CHIEF EXECUTIVE OFFICER & RETURNING OFFICER
RE: ELECTIONS FOR THE POSITIONS OF REPRESENTATIVE MEMBERS OF THE BOARD OF TRUSTEES

Our circular of 3 July 2018 called for nominations to fill the two representative board member positions (provided by Section 7(1)(a) of the Local Government Finance Authority Act 1983) currently held by Ms Annette Martin and Cr John W Frogley.

Nine nominations have been received for the two positions and, as previously indicated in the abovementioned circular, the election will be conducted by postal ballot.

Enclosed please find details supplied by each candidate to assist Councils in determining the candidates for whom they wish to vote. If Councils wish to ascertain further details, they may contact the individual candidates direct.

In order to comply with the Rules of the Authority, the casting of the vote by your Council must be conducted as follows:-

1. The voting must be on the enclosed ballot paper which has all the candidates listed in alphabetical order together with the closing date for the election.
2. The Council must by Resolution determine which candidates (being not more than two) they wish to elect.
3. The Council's representative to the AGM of the Local Government Finance Authority of South Australia (or in his absence the councillor chairing the Council meeting) shall at the Council meeting in his own handwriting mark the ballot paper with an "x" next to the two candidates whom the Council wishes elected. Please do not type in the "x" after the meeting or mark the ballot paper in any other way.
4. (a) The ballot paper should then be inserted in the attached white small envelope addressed to the Returning Officer which is marked "Confidential Ballot Paper".
4. (b) The "Confidential Ballot Paper" envelope should then be placed in the middle sized envelope addressed to the Returning Officer and the Council's name is to be recorded only on this particular envelope. It will be noted that the signature of the appointed AGM delegate should be added (if the delegate is absent the signature of the Chairman of the Council meeting).
4. (c) Finally, the middle sized envelope is to be returned to the Chief Executive Officer, Local Government Finance Authority of South Australia, Suite 1205, 147 Pirie Street, Adelaide, 5000, in the self addressed large envelope which is included for that purpose.

5. All votes must be received by the Returning Officer by 5.00 pm on Friday 12 October 2018.

6. Only use the ballot paper enclosed with the signature of R Hardy on the reverse, and if an error is made, return the spoilt ballot paper to this office and another will be returned to you.

If you have any further queries on the matter, please contact the undersigned, or Robert Hardy at this office.

Kindly arrange for this circular to be included on the Council's next agenda for the information of the elected members.

P $LATER
CHIEF EXECUTIVE OFFICER

R HARDY
RETURNING OFFICER

7 September 2018
Ballot Paper to go into envelope -

Small size

A)  CONFIDENTIAL BALLOT PAPER
The Returning Officer
Local Government Finance Authority of South Australia
Suite 1205, 147 Pirie Street
ADELAIDE SA 5000

then small envelope into middle size envelope

B)  The Returning Officer
Local Government Finance Authority of South Australia
Suite 1205, 147 Pirie Street
ADELAIDE SA 5000

____________________  ______________________
COUNCIL NAME   SIGNATURE AGM REPRESENTATIVE

then POST to LGFA in large envelope provided

C)  Chief Executive Officer
Local Government Finance Authority of South Australia
Suite 1205, 147 Pirie Street
ADELAIDE SA 5000
NAME:  COLIN DAVIES

OCCUPATION:  Chief Executive Officer

QUALIFICATIONS & AWARDS:  Justice of Peace in SA 25540
Fellow Institute of Public Accountants
Fellow Institute of Financial Accountants (UK)
Fellow Local Government Professionals

CURRENT POSITION IN LOCAL GOVERNMENT:  Chief Executive Officer
The Flinders Ranges Council

PERIOD IN LOCAL GOVERNMENT  17 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
  Pichi Richi Railway Preservation Society - Treasurer
  Rotary International District 9500 Inc - District Treasurer
  Many community and sporting committees as Treasurer

Present:
  Regional Development Australia Far North - Deputy Chair
  Local Government Systems Inc - Deputy Chair
  Quorn Men’s Shed - President
  Local Government Professionals - Fellow
  SA Local Government Financial Managers Group - Member
  Institute of Public Administration Australia - Member
  Revenue Professionals SA - Member
  Zone Emergency Management Committee Far North - Member
  Bushfire Management Committee - Yorke, Mid North & Flinders - Member
  Local Government Information Technology SA - Member
  Various Council Committees
NAME: PAUL DUKA

OCCUPATION: Deputy CEO / Director Corporate Services

QUALIFICATIONS & AWARDS: CPA (Certified Practising Accountant) Bachelor of Business (Accounting)

CURRENT POSITION IN LOCAL GOVERNMENT: Deputy CEO/Director Corporate Services Wattle Range Council

PERIOD IN LOCAL GOVERNMENT: 13 Years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:
Past:
   Kangaroo Island Regional Development Board – Board Member

Present:
   SA Local Government Finance Managers Group - Member
NAME: PETER FIELD

OCCUPATION: Elected Member

QUALIFICATIONS & AWARDS: Bachelor of Economics
Masters of Business Administration

CURRENT POSITION IN LOCAL GOVERNMENT: Councillor, Water Gully Ward
City of Tea Tree Gully

PERIOD IN LOCAL GOVERNMENT 1 year, 9 months

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Present:
City of Tea Tree Gully, Councillor
Audit Committee – Presiding Member
Governance and Policy Committee - Member
Transport Management Safety Committee - Member
NAME: KAREN HOCKLEY

OCCUPATION: Management Accountant

QUALIFICATIONS & AWARDS: Masters of Business Administration
Bachelor of Commerce (Accounting)
CPA Australia Professional Program
Associate Diploma in Accounting

CURRENT POSITION IN LOCAL GOVERNMENT: Elected Member, City of Mitcham

PERIOD IN LOCAL GOVERNMENT: 4 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
City of Mitcham
Development Assessment Panel

Eastern Waste Management Authority
Recycling Review Technical Working Committee – Chair
General Manager Recruitment Committee

Present:
City of Mitcham
Audit Committee
Strategic Planning and Development Policy Committee
Murray Darling Basin Authority Member

Eastern Waste Management Authority
Board Member
Audit and Risk Committee
General Manager Performance Review Committee
NAME: TONY LINES

OCCUPATION: General Manager City Services

QUALIFICATIONS & AWARDS: Bachelor of Engineering in Civil Engineering  
Master of Infrastructure Management  
Diploma in Project Management  
Graduate Australian Institute of Company Directors  
Fellow of the Institute of Engineers Australia  
Chartered Professional Engineer Australia

CURRENT POSITION IN LOCAL GOVERNMENT: General Manager City Services  
City of Marion

PERIOD IN LOCAL GOVERNMENT 2.5 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Present: 
Southern Adelaide Zone Emergency Management Committee - Chair  
City of Marion and Kaurna  
Steering Group for the joint management of a Cultural Centre - Chair
NAME: ANNETTE MARTIN

OCCUPATION: Manager Financial Services

QUALIFICATIONS & AWARDS: B.A. Accountancy
Certified Practising Accountant (CPA)
Graduate Australian Institute of Company Directors

Local government excellence awards for leadership in financial management for development of an industry wide internal controls framework and financial modelling for Bowden Urban Village

SALGFMG Life Member

CURRENT POSITION IN LOCAL GOVERNMENT: Manager Financial Services
City of Charles Sturt

PERIOD IN LOCAL GOVERNMENT 18 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Present:
Local Government Finance Authority of South Australia
Board Member
Audit Committee Member

SALGFMG
Executive for 18 years including President from 2010 to 2014
Chair and/or active member of numerous SALGFMG working parties
NAME: STEVE MATHEWSON

OCCUPATION: Director Services

QUALIFICATIONS & AWARDS: Diploma in Accounting

CURRENT POSITION IN LOCAL GOVERNMENT: Director Services City of Adelaide

PERIOD IN LOCAL GOVERNMENT: 20 years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:


City of Onkaparinga (2007 – 2016)
CFO & Director Finance & Commercial

Local Government Financial Management Group

G6 Procurement (Council Solutions)

Present:
LG Professionals
NAME: JOHN SANDERSON

OCCUPATION: Retired Finance Consultant

QUALIFICATIONS & AWARDS: Land Managers Certificate
Banking and Finance - 47 years

CURRENT POSITION IN
LOCAL GOVERNMENT: Councillor, City of Mitcham

PERIOD IN LOCAL GOVERNMENT: 29 Years

OTHER COMMITTEES/ BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
Local Government Finance Authority of South Australia
Board Member and Deputy Trustee - 25 years
Audit Committee Member

Ashford Community Hospital Inc
Deputy Treasurer and Board Member

Local Government Purchasing Co-operative
Board Member

Present:
City of Mitcham
Audit Committee
CEO Performance Review Committee
Strategic Planning and Development Policy Committee
Community Development Grants Committee
NAME: MICHAEL SEDGMAN

OCCUPATION: Chief Executive Officer

QUALIFICATIONS & AWARDS:
- Master of Commercial Law
- Master of Business Administration
- Bachelor of Commerce
- Fellow of CPA Australia
- Fellow of Governance Institute of Australia
- Fellow of Chartered Institute of Secretaries

CURRENT POSITION IN LOCAL GOVERNMENT:
- Chief Executive Officer
- Rural City of Murray Bridge

PERIOD IN LOCAL GOVERNMENT: 20 years

OTHER COMMITTEES/BODIES OF LOCAL GOVERNMENT INVOLVEMENT:

Past:
- Waste Care SA (2010 - 2013)

Present:
- Murray River Lakes & Coorong Tourism Alliance (2016 - Present)

Overview Committees of: (2017 - Present)
- LGA Asset Mutual Fund
- LG Income Protection Fund
Dear Mayors and Councillors

As you will be aware the Local Government Finance Authority of South Australia (LGFA) serves our Councils and other Local Government Bodies (our subsidiaries and the like) with financial services. It manages a sizeable investment portfolio that it leverages to be able to provide us with loan capability at significantly lower rates than retail banks can match. The Authority is constituted under the Local Government Finance Authority 1983.

The LGFA is administered by a Board of Trustees and works for the benefit of Councils. Its board is small but highly skilled. Annette Martin who has been the Finance Manager here at the City of Charles Sturt for almost 18 years is a current LGFA Board and Audit Committee Member and is seeking reappointment.

A short bio of Annette’s is attached for your information; she is a qualified CPA and Company Director.

I strongly endorse her as a practical, professional and passionate supporter of our sector who brings to this board the skills to ensure it continues as a viable and relevant authority, servicing our needs.

When your Council considers who to support for the LGFA board I encourage your Council to consider Annette Martin.

Yours sincerely

Angela Evans
Mayor

Cc: CEO’s

Enclosure
Currently Manager of Financial Services at City of Charles Sturt

- 18 years’ experience as Manager Financial Services at City of Charles Sturt with strong understanding of local government finance from an operational and strategic level
- As a Finance Manager and user of LGFA services understands customer expectations for borrowing and investment
- Current Board member and audit committee member of LGFA
- Has had pivotal roles in improving financial management practices across the local government sector through Executive roles, including President (2010 to 2014) on the South Australian Local Government Financial Management Group (SALGFMG) in developing long term financial plans, key industry ratios for sustainability, harmonization of statutory reporting and development of an industry framework to mitigate financial risk.

Formal qualifications:
- B.A. Accountancy,
- Certified Practising Accountant (CPA),
- Graduate of the Australian Institute of Company Directors (GAICD)

Board/Committee Experience:
- Board member of LGFA and audit committee member
- Since 1999 Executive Member of South Australian Local Government Financial Management Group (SALGFMG)
- Chair of SALGFMG internal financial controls working party which led the development of a legislated industry wide financial internal controls framework
- Member of current SALGFMG working parties on fees and charges, financial management and asset management for SALGFMG;
- Life member SALGFMG for services to industry since 2015
- President SALGFMG 2010 - 2014
- Past member as SALGFMG nominee on working parties for Grants Commission 2012/13 and CPA Guide Valuation and Depreciation for public and Not for profit sectors under AASB accounting standards 2015/16

Key Expertise:
- Extensive commercial experience and knowledge of contemporary Human Resources, Asset Management, Treasury and Financial Management practices
- Sound knowledge of internal control, risk management, audit committees and corporate governance
- Thorough knowledge of local government legislation including LGFA Act 1983, accounting standards and importance of transparency and accountability to the community
- Demonstrated ability to think strategically in developing solutions to complex problems
Awards

- 2017 Leadership Excellence award in Strategic Financial Management for Local Government Professionals for development of budget bid and project reporting
- 2017 Digital Transformation initiative from LGITSA for Budget Bid tool
- 2016 Leadership Excellence awards from Local Government Managers Association (LGMA) for development of a financial internal control framework for the local government sector
- 2012 Leadership Excellence awards for LGMA for development of a financial modelling tool to assess strategic projects (Bowden Urban Village)
7.2.2 DEBATE AGENDA – FINANCE

7.2.2.1 MONTHLY FINANCE REPORT (AS AT 31 AUGUST 2018)

B411
Author: Senior Accountant

PURPOSE
The Uniform Presentation of Finances report provides information as to the financial position of Council, including notes on material financial trends and transactions.

RECOMMENDATION
That the Monthly Finance Report as at 31 August 2018 be received and noted.

REPORT
Discussion
The Monthly Finance Report (as at 31 August 2018) is attached. The report has been prepared comparing actuals to the Original adopted budget 2018/9.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: Monthly Finance Report 31 August 2018

Policy
Budget & Business Plan and Review Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Corporate Plan
How We Work – Good Governance

6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.
6.3 Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals.
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.
6.9 Provide access to Council’s plans, policies and processes and communicate with the community in plain English.
6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.

Legislative Requirements
Local Government (Financial Management) Regulations 2011 - Reg 9(1)(b)
LGA Information paper no. 25 – Monitoring Council Budget Performance
FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial
To enable Council to make effective and strategic financial decisions, a regular up to date high level financial report is provided.

COMMUNITY CONSULTATION
Community Consultation was part of the original budget adoption process in June 2018, as per legislation. This report is advising Council of the monthly finance position compared to that budget.
MONTHLY FINANCE REPORT
AS AT 31 AUGUST 2018
FOR YEAR ENDING 30 JUNE 2019

<table>
<thead>
<tr>
<th>% Actual Expenditure to Original Budget</th>
<th>Original Budget (Full-Year)</th>
<th>Actual Result (Year-to-Date)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notes</td>
<td>$’000</td>
<td>$’000</td>
</tr>
</tbody>
</table>

Uniform Presentation of Finances

OPERATING ACTIVITIES:

<table>
<thead>
<tr>
<th>Operating Income</th>
<th>1) 37,188</th>
<th>31,236</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less Operating Expenses</td>
<td>12.40%</td>
<td>37,106</td>
</tr>
<tr>
<td>Operating Surplus / (Deficit) (a)</td>
<td>82</td>
<td>26,634</td>
</tr>
</tbody>
</table>

CAPITAL ACTIVITIES:

Net Outlays on Existing Assets

<table>
<thead>
<tr>
<th>Capital Expenditure on Renewal and Replacement of Existing Assets</th>
<th>2) 4,472</th>
<th>126</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less Depreciation, Amortisation &amp; Impairment</td>
<td>7,362</td>
<td>1,227</td>
</tr>
<tr>
<td>Less Proceeds from Sale of Replaced Assets</td>
<td>346</td>
<td>0</td>
</tr>
<tr>
<td>Net Outlays on Existing Assets (b)</td>
<td>(3,236)</td>
<td>(1,101)</td>
</tr>
</tbody>
</table>

Net Outlays on New and Upgraded Assets

<table>
<thead>
<tr>
<th>Capital Expenditure on New and Upgraded Assets</th>
<th>2) 14,977</th>
<th>571</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less Amounts Received Specifically for New and Upgraded Assets</td>
<td>3,345</td>
<td>8</td>
</tr>
<tr>
<td>Less Proceeds from Sale of Surplus Assets</td>
<td>389</td>
<td>0</td>
</tr>
<tr>
<td>Net Outlays on New and Upgraded Assets (c)</td>
<td>11,243</td>
<td>563</td>
</tr>
</tbody>
</table>

Net Lending/(Borrowing) for the Financial Year (a)-(b)-(c) | (7,925) | 27,172 |

Total % Capital Budget Spent 3.58%

NOTES

1) The first quarter Grants Commission payment $152k and the full year supplementary road funding payment $238k was received in August

2) 2018/19 Capital Expenditure spent to end of August includes:
   - Angaston Hall Chairs $6k
   - Angaston Railway Precinct - The Big Project $26k
   - Budgeting Software $5k
   - CWMS $3k
   - Depot Plant Shed $39k
   - Drainage $77k
   - Footpaths $106k
   - Nuriootpa Office Airconditioning $16k
   - Road Resheeting $20k
   - Sealed Roads $260k
   - The Big Project - Buildings implementation $65k
   - Williamstown Hall Airconditioning $23k
   - Williamstown QVJP Bridge Entrance $11k
7.2.2 DEBATE AGENDA – FINANCE

7.2.2.2
2017/2018 DRAFT ANNUAL FINANCIAL STATEMENTS – COUNCIL CERTIFICATE
B1096
Author: Senior Accountant

PURPOSE
Prior to presentation of the draft financial statements to the External Auditors, Council is required to authorise the Chief Executive Officer and Principal Member (Mayor) to certify the statements.

RECOMMENDATION
That the Mayor and Chief Executive Officer be authorised to sign the Certification of Financial Statements for the 2017/2018 Financial Year.

REPORT

Introduction
Regulation 14 of the Local Government (Financial Management) Regulations 2011 requires that 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 the Council.

Discussion
The certification statement indicates that:
• Council’s Annual Financial Statements have complied 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 Council’s financial position as at 30 June 2018 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; and
• the Financial Statements accurately reflect the Council’s accounting and other records.

The certifiers will be required to sign the certificate prior to the final presentation of the accounts to the External Auditors. Upon completion of the audit and presentation to the Audit Committee in October, final statements will be tabled at Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Other
2018 Model Financial Statements: LGA website and Circular 2018 - 26.4
COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

How We Work – Good Governance

6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.

6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.

Legislative Requirements

Local Government (Financial Management) Regulations 2011 - Reg 14

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

There are no financial, resource or risk management considerations.

COMMUNITY CONSULTATION

Not required for this report. Following the completion of the Council’s Financial Statements a copy will be placed on the Council’s website.
7.2.2 DEBATE AGENDA – FINANCE

7.2.2.3 DISCRETIONARY RATE REBATE – NURIOOTPA FUTURES INC.
B6564

Author: Senior Rates Officer

PURPOSE
To consider the application of a Discretionary Rate Rebate for Nuriootpa Futures Association for the 2016/2017, 2017/2018 and 2018/2019 rating years.

RECOMMENDATION
That Discretionary Rate Rebates for a total of $11,680.70 be granted to Nuriootpa Futures Association for Coulthard House, Certificate of Title Reference Volume 5330 and Folio’s 123 and 124, 66-70 Murray Street, NURIOOTPA SA 5355. Representing 100% of the rates for this property for the 2016/2017, 2017/2018 and 2018/2019 rating years.

REPORT
Coulthard House has been vacant since the Apex Club left in 2012. The Nuriootpa Futures Association (NFA) had been actively pursuing a regular tenant and Council granted 100% rebates for each of the subsequent financial years up to and including 2014/2015 to assist NFA in their endeavours.

In April 2015 NFA advised that they had been unsuccessful in obtaining a permanent tenant and had decided to put the property on the market. It was envisaged that this process would take up to six to nine months to implement so the 100% rebate was extended to include the 2015/2016 rating year.

The property went on the market in February 2016 and Council assisted with marketing and presentation of the building. Some interest was generated but a contract was not signed. During this period approval was granted to postpone the rates with a view to collecting any outstanding balance from the sale proceeds.

NFA have advised in the attached rebate application that the property was removed from sale in 2017 based on the community desire to retain the property as a Community Asset. NFA are now undertaking the lengthy process of obtaining grants to make the necessary upgrades to enable the precinct to once again attract a suitable long term anchor tenant.

A rebate assessment form is attached.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: Application for Discretionary Rebate – Nuriootpa Futures Association
Attachment 2: Rebate assessment form
Policy
Budget & Business Plan and Review Policy
Draft Rebates & Remissions Policy – 4.1 & 4.2 Rate Rebates

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan
  How We Work – Good Governance

6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.

6.3 Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals.

6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

6.9 Provide access to Council’s plans, policies and processes and communicate with the community in plain English.

6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.

Legislative Requirements
Local Government Act 1999 – Section 166

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The 2018/2019 Budget for Rate Rebates includes an allowance of approximately $7,000 for the transfer of Housing SA owned properties to Housing Associations. The rate of transfer has slowed and this allowance is not likely to be required this year.

Discretionary Rebates exceeded the budget estimates by $2,000, therefore the overall budget for Rebates will need to be increased by $5,000 from $601,400 to $606,400 to accommodate this rebate request, if approved this budget adjustment will form part of the first quarter budget update for 2018/19.

Any rebate approved by Council will apply to both General - Rates and Community Wastewater Management Systems - Service Rates as required by Local Government Act 1999 Section 159 (9).

COMMUNITY CONSULTATION
Not Applicable
APPLICATION FORM – RATE REBATE

1. Details of Applicant

Name: NURIROOTPA FUTURES ASSOCIATION Inc.

Address: P.O. Box 313

NURIROOTPA S.A. 5355

Telephone: 0817 862 143

2. Details of Land

Certificate of Title Reference: Volume 5330 Folio 123

Property Address: 66-70 Murray St., NURIROOTPA, S.A. 5355

Owner of land (if not applicant)

Does this application for rate rebate apply to the whole of the land identified above?

YES ☒ NO ☐

If this application is for a portion of the land, it must be separately assessed before any rebate will be applied (i.e. you must receive a separate rate notice for the land).

3. Category of Rebate

Please tick the category of rebate under which you are seeking a rebate –

Discretionary

The Council may, in its discretion, grant a rebate of rates or service charges in any of the following cases. Please indicate which of the following is applicable to your application:

☐ the rebate is desirable for the purpose of securing the proper development of the area (or part of the area);

☐ the rebate is desirable for the purpose of assisting or supporting a business in its area;

43-51 Tanunda Road (PO Box 867) Nurirootpa SA 5355 Phone (08) 8563 8444
Email: barossa@barossa.sa.gov.au www.barossa.sa.gov.au ABN: 47 749 871 215
the rebate will be conducive to the preservation of buildings or places of historic significance;

☐ the land is being used for educational purposes; the land is being used for agricultural, horticultural or floricultural exhibitions;

☐ the land is being used for a hospital or health centre; the land is being used to provide facilities or services for young persons or children;

☐ the land is being used to provide accommodation for the aged or disabled;

☐ the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1987 (Commonwealth) or a day therapy centre;

☐ the land is being used by an organisation which provides a benefit or service to the local community;

☐ the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment;

☐ the rebate is appropriate to provide relief against what would otherwise amount to a substantial change in rates payable by a ratepayer due to a change in the basis of valuation used for the purposes of rating, rapid changes in valuations, or anomalies in valuations.

☐ Other – please specify

4. Amount of Rebate

Please specify the amount of rebate that you are applying for –

........................................................................................................

........................................................................................................

Please specify why you (or your organisation) need financial assistance through a rebate and why the amount of rebate you have applied for is appropriate –

The property was removed from sale...Eg...2017...based on...Community...desire...to retain...the...State...Heritage...listed property...as a...community...asset...Whilst the property is no longer for sale it remains vacant...no...stem...no...income...The...Neighbourhood...Groups and...the...Association...actively...involved...in...the...lengthy...process...of...seeking...grants...to...purchase...the...necessary upgrades...to...enable...the...property...to...attract...a...suitable...owner...tenant...The...Association's...priority...is...to...preserve...this...valuable...community...asset...and...their...grants...reviewed...earlier...this...year...will...be...used...to...only...develop...part...of...the...property...and...a...part...which...doesn't...generate...significant...ongoing...income...streams...To...create...a...long-term...sustainable...plan...for...the...house...the...Association...requires...more...time...and...funds...to...develop...a...plan...to...reach...its...full...potential...for...the...wider...Barossa...Community...Such...a...vision...requires...the...support...of...our...local...Council.

43-51 Tanunda Road (PO Box 867) Nuriootpa SA 5355 Phone (08) 8563 8444
Email: barossa@barossa.sa.gov.au www.barossa.sa.gov.au ABN: 47 749 871 215
5. Additional Information Required

The Council requires you to attach the following additional information to this application:

5.1 evidence that the land is being used for the purpose for which the rebate is being sought;
5.2 information as to whether, and if so to what extent, you (or your organisation) will be providing a service within the Council area;
5.3 whether you have made or intend to make an application to another Council;
5.4 the extent of financial assistance (if any) being provided by Commonwealth and State agencies;
5.5 whether you are in receipt of a community grant;
5.6 any other information that you believe is relevant in support of this application.

6. Application Forms

Application forms and all additional information must be submitted to the Council on or before 30th April for the rebate to apply for the following financial year.

A failure to submit application forms or to provide the additional information required by the Council to assess the application by the due date may result in the Council refusing to consider the application.
IMPORTANT INFORMATION

It is an offence for a person or body to make a false or misleading statement or representation in an application or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act. The maximum penalty for this offence is $5,000.

The Council may grant a rebate of rates or charges on such conditions as the Council thinks fit.

If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases. If a person or body fails to notify the Council that person or body is guilty of an offence and liable to a maximum penalty of $5,000.

The Council may, for proper cause, determine that an entitlement to a rebate of rates under the Act no longer applies.

Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the Council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.

I declare that the information I have provided on and attached to this application form is true.

DATED the 31st day of AUGUST 2018

Signed ............................................................

Full Name .........................................................

Position Held ..................................................

43-51 Tanunda Road (PO Box 867) Nuriootpa SA 5355 Phone (08) 8563 8444
Email: barossa@barossa.sa.gov.au www.barossa.sa.gov.au ABN: 47 749 871 215
Rebate Assessment Form

Name & Address Details: NURIOOTPA FUTURE ASSOCIATION
PO Box 313 NURIOOTPA SA 5355

Assessment No: 2012300

Rebate Type: Sect 166 (1)c

Rebate will conduce to the preservation of buildings or places of historic significance

<table>
<thead>
<tr>
<th>Action</th>
<th>Date</th>
<th>Int</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application completed and signed</td>
<td>31-Aug</td>
<td></td>
</tr>
<tr>
<td>Supporting Documentation received</td>
<td>31-Aug</td>
<td></td>
</tr>
<tr>
<td>Rebate Type confirmed</td>
<td>7-Sep</td>
<td></td>
</tr>
<tr>
<td>Local Government Act: Sect 166 (1)c</td>
<td>5-Sep</td>
<td></td>
</tr>
<tr>
<td>Rebate Amount</td>
<td>$11,680.70</td>
<td>7-Sep</td>
</tr>
<tr>
<td>Journal processed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Letter to applicant</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Recommendation:

Coulthard House is a State Heritage Listed building and the Nuriootpa Futures Association are trying to obtain grants to preserve the property for the community. They require more time and some financial assistance to return the premises to its former glory and secure a long term anchor tenant. I believe by approving the rebate Council will be assisting the Nuriootpa Futures Association to secure the long term future of a significant community asset.

Approved / Declined
7.3.1 DEBATE AGENDA - DIRECTOR

7.3.1.1 CONSIDERATION AND ADOPTION OF COMMITTEE RESOLUTIONS
B7322

PURPOSE
The minutes of recent meetings of the following Section 41 Committees are presented for the consideration and adoption of Council:

- Barossa Regional Gallery Committee:
  - 26 June 2018 (Note: incorrect date in heading showing 24 April 2018)
- Community Assistance Scheme Committee
  - 1 August 2018 - Special Meeting
  - 5 September 2018 – Ordinary Meeting

RECOMMENDATION
That Council, having reviewed the Minutes of:

1. the Barossa Regional Gallery Committee meeting held 26 June 2018;
2. the Community Assistance Scheme Committee meetings held 1 August 2018 (Special Meeting) and 5 September 2018 (Ordinary Meeting).

adopt the Resolutions contained therein.

REPORT
The consideration and adoption of recommendations of Council committees requires assessment by Council to ensure compliance with Council obligations under section 6(a) of the Local Government Act.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: Minutes of the Barossa Regional Gallery Committee meeting held 26 June 2018
Attachment 2: Minutes of the Community Assistance Scheme Committee Special meeting held 1 August 2018
Attachment 3: Minutes of the Community Assistance Scheme Committee Ordinary meeting held 5 September 2018

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

- How We Work – Good Governance

  6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative
requirements.

6.9 Provide access to Council’s plans, policies and processes and communicate with the community in plain English.

Legislative Requirements
Local Government Act 1999

<table>
<thead>
<tr>
<th>FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nil</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMMUNITY CONSULTATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not required under legislation or Council’s Public Consultation Policy.</td>
</tr>
</tbody>
</table>
**MINUTES**

THE MEETING OF THE BAROSSA REGIONAL GALLERY COMMITTEE NO 130

held at the Barossa Regional Gallery, 3 Basedow Road, Tanunda
Tuesday 24th April 2018, commencing at 7.00pm

<table>
<thead>
<tr>
<th>1.0</th>
<th>Welcome by Chairman:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Steve welcomed all present to the meeting.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1.1</th>
<th>Present:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Steve Kaesler, Paul Schluter, Raelene Falland, Elizabeth Henderson, Peter Heukenroeder, Leonie Boothby, Kirsty Hage, David Proeve &amp; Marie Rothe</td>
</tr>
</tbody>
</table>

| 1.2 | Apologies: Sally Goers Fox, Robert Bader |

<table>
<thead>
<tr>
<th>2.0</th>
<th>Previous Minutes:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The Minutes of the meeting held on 26th April 2018 were circulated and were confirmed as a true and correct record of the proceedings of that meeting.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.1</th>
<th>Moved:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moving:</td>
<td>Raelene</td>
</tr>
<tr>
<td>Sec:</td>
<td>Liz</td>
</tr>
<tr>
<td>All in favour</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3.0</th>
<th>Correspondence:</th>
</tr>
</thead>
<tbody>
<tr>
<td>OUT:</td>
<td>Nil</td>
</tr>
<tr>
<td>IN:</td>
<td>Correspondence from Jo Thomas with the feedback to the Culture Hub.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3.1</th>
<th>Business Arising from Correspondence:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nil</td>
</tr>
</tbody>
</table>

| 4.0 | Reports: |

<table>
<thead>
<tr>
<th>4.1</th>
<th>Programming/Exhibitions Committee:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Steve moved a vote of thanks to Sally, who has resigned as chair of this committee, and who has done a magnificent job in bringing this gallery to where it is today. Liz seconded and all were in favour. Kirsty is presently chairperson.</td>
</tr>
<tr>
<td></td>
<td>• Migration Museum Exhibition – Internment 23rd October – 26th November. 8 families are giving their support. Christian Teusner, ‘The Emu Tree’, is also following up stories.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4.2</th>
<th>Strategic Planning &amp; Actions:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Council have applied to the Federal Government for a Grant from the Regional Growth Fund (jobs &amp; GDP). Being fast tracked as it is seen to be a good mix of job and growth in tourism – for which the Barossa is famous. The Big Plan (Cultural Hub) is the best opportunity to succeed getting a Grant. Co-ordinating request with Chateau Tanunda, who have plans for Railway Station land. More design, costings, business plan being fleshed out. We have to have resources – Kirsty and staff working hard.</td>
</tr>
<tr>
<td></td>
<td>• Feedback- there has been a bit of negativity: car parking and uses of Cultural Hub &amp; look of building – being considered – still in design state. The building has to be completed within 4 years.</td>
</tr>
</tbody>
</table>

|     | Kirsty |

|     | Leonie |

Attachment 1
## Minutes of the Barossa Regional Gallery Committee

### Meeting Details
- **Meeting No:** 130
- **Date:** Tuesday 24th April 2018
- **Time:** 7.00pm
- **Location:** Barossa Regional Gallery, 3 Basedow Road, Tanunda

---

### 4.3 Kirsty’s/Dayna’s Corner:
- Kirsty reported that Dayna is back tackling everything very quickly.
- Roller door has been fitted to Gallery Shop entrance. To be used when Volunteer is not within sight of shop, e.g. taking people to see the organ etc. Remote control operation.

### 4.4 Finance:

#### 4.4.1 Cookbook:
- **Sales**
  - May 2018: $0
  - June 2018: $99
- **Deposits**
  - May 2018: $322.50
  - June 2018: $726.00

*Reported by Sandie Hamence*

*Provided by Peter Heuzenroeder*

---

### 4.5 Liedertafel:
- Paul introduced David Proeve, who will be representing the Liedertafel on this committee with or in place of Paul on a regular basis.
- 22nd June – Celebrating Lobethal Choir’s 140th Anniversary at Hahndorf Mill with other German State Choirs – was a very uplifting concert enjoyed by all.
- 15th July Mid-Winter Concert in Gallery Auditorium
- 10th – 12th August – SACCA choirs Festival at Tatachilla Lutheran College – choir attending
- 9th September at German Club to celebrate 160th Anniversary of Adelaide Liedertafel – choir attending

*Reported by Paul Schluter*

### 4.6 RSL:
- Raelene reported that the ANZAC Service in the Hall was the most successful service so far – both with the music provided by Steve and the organ and the numbers attending.
- The Dawn Service – 100th year - was the biggest also. Many young families with children attending and even staying for the breakfast.
- The Vets Day will be held in August.

*Reported by Raelene Falland*

### 4.7 Building Maintenance Report:
- The painting is being done.
- Lights at front of building have been fixed with LED – costly exercise due to height of lights.
- Air conditioning of main auditorium has been deferred until we find out whether the Big Plan is ‘a go ahead’.
- Steve has been going through the storeroom and is gradually clearing out unwanted stuff.
- Steve has done an audit of the building.
- Steve thanked the volunteers for doing little repairs as they are needed at no cost.

*Reported by Steve*
## Organ Report:
- **May 25th – History Month – “Night at the Movies” – organist David Johnston.** The evening was a brilliant success and thoroughly enjoyed by those there. Some dressed in period costume. The movies with the sound effects from the organ went very well.
- **Open Day 16th June** Went very well – even children enjoyed having ‘a go’.
- **Wednesday Organ Tours** are going very well.

<table>
<thead>
<tr>
<th>New Business:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Question was asked about the grand piano. It still has a good sound, although sounding its age. It is a 1928 piano made in Melbourne and is still in its original home. At some stage, it will need to be replaced by a better one for Chamber concerts and the like. Perhaps a good project for the future.</td>
</tr>
</tbody>
</table>

The meeting closed 7.55pm

---

**Date:** 26th June 2018  
**Chairperson:** Steve Kaesler  
**Minutes:** Marie Rothe

**Next Committee Meeting:** Tuesday 28th August 2018 at 7pm
MINUTES OF THE SPECIAL MEETING
OF THE BAROSSA COUNCIL COMMUNITY ASSISTANCE SCHEME COMMITTEE
held in the Elected Members’ Office at The Barossa Council, 43-51 Tanunda Road,
Nuriootpa on Wednesday 1 August 2018 commencing at 4.45pm

WELCOME
In the absence of the Chair, Mayor Sloane welcomed everyone and declared the meeting open at 4.45pm.

1. PRESENT
Mayor Bob Sloane, Cr John Angas, Cr Scotty Milne, Cr Mark Grossman, Rebecca Tappert (CASC Executive Officer), Annette Randall (CASC Administration Officer)

2. APOLOGIES
Cr Bim Lange

MOVED Cr Milne that the Apology for non-attendance from Cr Bim Lange be accepted.
Seconded Cr Grossman
CARRIED

3. CONSSENSUS AGENDA

MOVED Cr Milne that Report 3.1 Update on Community Grant Application – Tanunda Lutheran Home Inc (TLH), be received and noted and a funding decision be deferred until the next meeting, pending TLH advice regarding their funding application to Country Arts SA.
Seconded Cr Grossman
CARRIED

MOVED Cr Milne that Report 3.2 Update on Community Grant Application – South Australian Road Runners Club Inc (SARRC) – Barossa Marathon Festival, be received and noted and a funding decision be deferred until the next meeting, pending receipt of additional information as requested 28 May 2018 ie clarification of event budget, required financial information and quotes.
Seconded Cr Angas
CARRIED

4. DEBATE AGENDA

4.1 COMMUNITY GRANT APPLICATION DEFERRED FROM 6 JUNE 2018 MEETING

4.1.1 SIT DOWN SHUTUP AND WATCH FILM AND NEW MEDIA FESTIVAL
B3342
Ms Randall tabled late information received in relation to the outcome of other funding applications made by Sit Down Shutup and Watch group.

MOVED Cr Angas that the Community Assistance Scheme Committee:
(1) approves a Community Grant of $3,000 (excl. GST) specifically for the Digital Workshops at the Sit Down Shutup and Watch Film and New Media Festival to be held at Angaston on 19-20 October 2018
(2) endorses proposed waiver of the hire fee for Angaston Town Hall for the event.
Seconded Cr Grossman
CARRIED
PURPOSE
To consider a Community Grant Application from Sit Down Shutup and Watch (SDSW) group for $3,000 towards the SDSW Film and New Media Festival to be held at Angaston in October 2018.

REPORT
Introduction
The Community Assistance Scheme Committee (CASC), at its meeting held 6 June 2018, resolved the following:

"MOVED Cr Milne that the Community Assistance Scheme Committee:
(1) supports in principle, the Sit Down Shutup and Watch Film and New Media Festival to be held at Angaston on 19-20 October 2018;
2) defers the funding decision until the 2018/19 financial year."
Seconded Mayor Sloane

Discussion
A copy of the Report to the 6 June 2018 CASC meeting is provided in Attachment 1. Late information was also tabled at that meeting in relation to the budget for the Digital Workshops to be held as part of the SDSW Film and New Media Festival (refer Attachment 2).

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: Report to the 6 June 2018 CASC meeting
Attachment 2: Late information tabled at the 6 June 2018 CASC meeting

Policy
Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

- Community and Culture
- Health and Wellbeing
- Business and Employment
- How We Work – Good Governance

Corporate Plan
2.4 Foster volunteering opportunities that are responsive to the needs of the Community.
2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.
2.8 Offer opportunities for young people to develop leadership skills and have input into decision making that affects them.
2.9 Collaborate, initiate, develop and/or support activities and facilities for youth in our community.
5.4 Participate in initiatives, or advocate for, investment in creative industries and cultural tourism.
6.4 Ensure that decisions regarding expenditure of Council's budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial
The adopted Budget for the Community Grants and Youth Grants for 2018/19 is $25,500 (excl GST).

Minutes of the Community Assistance Scheme Committee Special Meeting held on 1 August 2018
### TOTAL CURRENT FUNDS AVAILABLE

<table>
<thead>
<tr>
<th>August 2018; Requested Community Grants deferred from 6 June 2018</th>
<th>$25,500</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Applications (1 x $3k; 1 x $5k)</td>
<td>$8,000</td>
</tr>
</tbody>
</table>

**Funds Remaining if Applications Granted**

- **$17,500**

### Community Consultation
Community Consultation is not required under legislation or Council Policy.

### 4.2 Timing of Future Meetings

As noted in the Minutes, at the 6 June 2018 CASC meeting, "Members discussed the difficulties of making funding decisions in June, particularly if the Community Grant and Youth Grant Budget is becoming depleted. Often the applications received are for activities being undertaken in the following financial year." Ms Tappert proposed that future meetings be held in the first month of each Quarter rather than in the last month. Members preferred that meetings be held prior to the Council Workshop on the first Wednesday of the month. A report will be presented to the next CASC meeting, following consultation with relevant officers.

### 5. Next Meeting
Ordinary Committee Meeting – 5 September 2018 commencing at 4.30pm.

### 6. Close
Mayor Sloane declared the meeting closed at 5.15pm.

Confirmed at Community Assistance Scheme Committee Meeting held 5 September 2018.

Date: [Signature]

Chair: [Signature]
MINUTES OF THE MEETING
OF THE BAROSSA COUNCIL COMMUNITY ASSISTANCE SCHEME COMMITTEE
held in the Committee Room at The Barossa Council, 43-51 Tanunda Road, Nuriootpa
on Wednesday 5 September 2018 commencing at 4.30pm

WELCOME
Cr Lange welcomed everyone and declared the meeting open at 4.30pm.

1. PRESENT
Cr Bim Lange, Cr John Angas, Cr Scotty Milne, Cr Mark Grossman, Rebecca Tappert
(CASC Executive Officer), Annette Randall (CASC Administration Officer); Mayor
Sloane (4.47pm)

2. APOLOGIES
Nil

3. CONFIRMATION OF PREVIOUS MINUTES
MOVED Cr Milne that the minutes of the Community Assistance Scheme Committee
meeting held on 6 June 2018 as circulated, be confirmed as a true and correct
record of the proceedings of that meeting.
Seconded Cr Grossman CARRIED

MOVED Cr Grossman that the minutes of the Community Assistance Scheme
Committee Special Meeting held on 1 August 2018 as circulated, be confirmed as a
true and correct record of the proceedings of that meeting.
Seconded Cr Angas CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES
Nil

5. CONSENSUS AGENDA

6.1 ITEMS FOR EXCLUSION FROM THE CONSENSUS AGENDA
Nil

6.2 RECEIPT OF CONSENSUS AGENDA
MOVED Cr Milne that the items contained in the Consensus Agenda be received and
that any recommendations contained therein be adopted.
Seconded Cr Angas CARRIED

7. DEBATE AGENDA

7.1 COMMUNITY GRANTS

7.1.1 APPLICATIONS DEFERRED FROM PREVIOUS MEETING

7.1.1.1 SOUTH AUSTRALIAN ROAD RUNNERS CLUB INC - BAROSSA MARATHON FESTIVAL
B3342
MOVED Cr Milne that the Community Assistance Scheme Committee notes the withdrawal
of the Community Grant Application from the South Australian Road Runners Club Inc
towards its 2018 Barossa Marathon Festival.
Seconded Cr Angas CARRIED
PURPOSE
To advise the withdrawal of the Community Grant Application from the South Australian Road Runners Club Inc (SARRC) towards its 2018 Barossa Marathon Festival.

REPORT
Background
At the 6 June 2018 meeting, CASC considered a Community Grant Application from the SARRC who were seeking $5,000 towards the Barossa Marathon Festival. CASC resolved the following:

"MOVED Cr Milne that the Community Assistance Scheme Committee defer consideration of the Community Grant application from the South Australian Road Runners Club Inc for the Barossa Marathon Festival, until the 2018/19 financial year, pending clarification of the event budget, requested financial information and quotes being received.
Seconded Cr Grossman
CARRIED"

An update report was provided to the Special CASC meeting on 1 August 2018; as at that date, no further information had been received from the SARRC.

CASC resolved the following:

"MOVED Cr Milne that Report 3.2 Update on Community Grant Application – South Australian Road Runners Club Inc (SARRC) – Barossa Marathon Festival, be received and noted and a funding decision be deferred until the next meeting, pending receipt of additional information as requested 28 May 2018 ie clarification of event budget, required financial information and quotes.
Seconded Cr Angas
CARRIED"

Discussion
Officers advised SARRC of CASC’s decision; the following response was received from them on 18 August:

“As time has passed and the event is scheduled for the weekend, we have been unable to A promote or B support the program activating children and the Barossa region for this event. The funding would have supported both these things. We will try again next year.”

Summary and Conclusion
Officers will close the file for this SARRC grant application, as no further action is required.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
 Nil

Policy
Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan

Community and Culture
Health and Wellbeing
Business and Employment
How We Work – Good Governance

Corporate Plan
2.4 Foster volunteering opportunities that are responsive to the needs of the Community.
4.6 Support the growth and sustainability of sporting, recreational and community clubs and organisations through provision of shared infrastructure, grants and opportunities to shape future use and development.

5.5 Contribute to tourism industry capacity building through the facilitation of tourism infrastructure development, including eco and recreational tourism.

6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
There are no financial, resource or risk management considerations.

COMMUNITY CONSULTATION
Community Consultation is not required under legislation or Council Policy.

7.1.1.2
TANUNDA LUTHERAN HOME INC – OUTSIDER ART SALA EXHIBITION 2019 PROJECT
B3342

MOVED Cr Milne that the Community Assistance Scheme Committee notes the following in relation to the Community Grant Application from Tanunda Lutheran Home Inc for its “Outsider Art SALA Exhibition 2019” project:

1. A formal application for a $5,000 Step Up Grant to Country Arts SA has been lodged, seeking funding to engage the services of two Barossa artists and one Art Therapist; the outcome will not be known until late November/early December 2018.

2. TLH has agreed to contribute a cash amount of $750 plus in-kind (should the Step Up Grant be successful)

3. Amount requested from Council reduced to $1,000 (for supply of materials)

Seconded Cr Angas

CARRIED

MOVED Cr Milne that the Community Assistance Scheme Committee approves a Community Grant of $1,000 (excl GST) to Tanunda Lutheran Home (TLH) for its “Outsider Art SALA Exhibition 2019” project, specifically for purchase of materials, subject to the TLH Step Up Grant Application to Country Arts SA being successful.

Seconded Cr Grossman

CARRIED

PURPOSE
To note updated information in relation to the Community Grant Application from Tanunda Lutheran Home Inc (TLH) towards its “Outsider Art SALA Exhibition 2019” project.

REPORT
Background
At the 6 June 2018 meeting, CASC considered a Community Grant Application from TLH which was seeking $3,000 towards its “Outsider Art SALA Exhibition 2019” project. CASC resolved the following:

“MOVED Cr Milne that, in relation to the Community Grant application from Tanunda Lutheran Home Inc for its Outsider Art SALA Exhibition 2019 project, the Community Assistance Scheme Committee defers a funding decision, pending the outcome of investigations by Tanunda Lutheran Home Inc into funding opportunities from Country Arts SA, My Aged Care, National Disability Insurance Scheme or similar sources.

Seconded Mayor Sloane

CARRIED”

An update report was presented to the Special CASC meeting held on 1 August, advising that no funding was available from NDIS or My Aged Care, but that an application was in progress for a “Step Up Grant” from Country Arts SA.
CASC resolved the following:

“MOVED Cr Milne that Report 3.1 Update on Community Grant Application – Tanunda Lutheran Home Inc (TLH), be received and noted and a funding decision be deferred until the next meeting, pending TLH advice regarding their funding application to Country Arts SA.

Seconded Cr Grossman CARRIED”

Discussion
Further information has been received from the TLH Art Therapist (copy attached) advising the following:

1. A formal application for a $5,000 Step Up Grant to Country Arts SA has been lodged, seeking funding to engage the services of two Barossa artists and one Art Therapist; the outcome will not be known until late November/early December 2018.

2. TLH has agreed to contribute a cash amount of $750 plus in-kind (should the Step Up Grant be successful)

3. Amount requested from Council reduced to $1,000 (for supply of materials)

Points 2 and 3 are variations to the original Grant Application.

Summary and Conclusion
CASC to note the updated information received from TLH and variations to the original Community Grant Application.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: Updated information from Tanunda Lutheran Home

Policy
Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan
Community and Culture
Health and Wellbeing
How We Work – Good Governance

Corporate Plan
2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.
4.4 Provide support and advocacy on aged and disability services including ensuring arrangements for Barossa Leisure Options services post NDIS implementation.
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
There are no financial, resource or risk management considerations.

COMMUNITY CONSULTATION
Community Consultation is not required under legislation or Council Policy.
MOVED Cr Angas that the Community Assistance Scheme Committee declines a Community Grant to Mount Pleasant Farmers Market Inc for its “SA Spring Garden Festival 2018” to be held on 22 September 2018, as financial statements provided demonstrate that the event can be funded effectively by the organisation and also in consideration of Clause 3.6 of the Community Grant Guidelines which states that priority will be given to organisations that have not received financial assistance from Council within the past 3 years.

Seconded Cr Milne

PURPOSE
To consider a Community Grant Application from the Mount Pleasant Farmers Market Inc (MPFM), seeking $1,500 towards its “SA Spring Garden Festival 2018” event.

BACKGROUND
MPFM was established in 2011 by the not-for-profit Mount Pleasant Natural Resource Centre Inc. One of the Objectives in its Rules for Incorporation is “to ensure the successful establishment and continued development of the Mount Pleasant Farmers Market (the Market). The Market commenced in 2012 with a loan from The Barossa Council and a group of very willing volunteers. It has been held at Talunga Park every Saturday morning since, from 8am – 12noon, with attendance figures between 500 – 700 each week.

INTRODUCTION
The inaugural SA Spring Garden Festival was held on 17 September 2016, in conjunction with the Market. Stall numbers were 30 and over 1500 patrons were recorded as coming through the gate. In 2017, the numbers swelled to 60 stalls and 3,500 patrons. The Community Assistance Scheme Committee awarded a Community Grant of $1,500 toward the 2017 event. The third Festival is planned for 22 September 2018, for which the MPFM is again seeking a $1,500 Grant.

DISCUSSION
The Community Grant Application and supporting documentation has been reviewed by Officers and comments are provided in the Application Summary Sheet - Attachment 1.

A copy of the Community Grant Application, including supporting documentation, is provided in Attachment 2.

Further comments provided below:

BUDGET AND FUNDING

<table>
<thead>
<tr>
<th>PROJECT INCOME</th>
<th>COMMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group Funds:</td>
<td>$</td>
</tr>
<tr>
<td>Stall Fees</td>
<td>5,000</td>
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<tr>
<td>Gate Takings</td>
<td>16,000</td>
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<tr>
<td>Retained funds set aside for Project Officer</td>
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<tr>
<td>Fundraising</td>
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<td></td>
<td>$27,100</td>
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</table>

<table>
<thead>
<tr>
<th>PROJECT EXPENDITURE</th>
<th>$19,722</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Includes $7,000 seed money for 2019 Festival</td>
</tr>
</tbody>
</table>
Community Grant Policy and Guidelines

Policy – Clause 4.1.5: While Council has a role in supporting groups and individuals providing benefit to the community, groups and individuals should not seek to be maintained or substantially developed through Council funding.

Guidelines - Clause 3.6: Priority will be given to organisations that have not received financial assistance (including in-kind work eg road closures, venue hire, etc) from Council within the past 3 years.

Summary and Conclusion

Officers acknowledge that the Festival is an excellent event; however, it appears that the event can be funded effectively from MPFM funds. Council may wish to support with in-kind promotional assistance.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Community Grant Application Summary Sheet
Attachment 2: Community Grant Application and supporting documentation

Policy

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

- Community and Culture
- Health and Wellbeing
- Business and Employment

Corporate Plan

Community and Culture
2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.

Business and Employment
5.8 Participate in initiatives, or advocate for, investment in creative industries and cultural tourism.

How We Work – Good Governance

6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.

6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

The adopted Budget for the Community Grants and Youth Grants for 2018/19 is $25,500 (excl GST).

<table>
<thead>
<tr>
<th>TOTAL CURRENT FUNDS AVAILABLE</th>
<th>$20,150</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 2018:</td>
<td></td>
</tr>
</tbody>
</table>
Minutes of the Community Assistance Scheme Committee Meeting held on 5 September 2018

Requested Community Grants

<table>
<thead>
<tr>
<th>Applications</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Applications (1 x $3k; 1 x $5k)</td>
<td>$3,500</td>
</tr>
</tbody>
</table>

Funds Remaining if Applications Granted $16,650

**COMMUNITY CONSULTATION**

Community Consultation is not required under legislation or Council Policy.

7.1.2.2

**CARERS AND DISABILITY LINK INC – BAROSSA COMMUNITY DISABILITY EXPO 2018**

B3342

Mayor Sloane entered the meeting at 4.47pm.

**MOVED** Cr Grossman that the Community Assistance Scheme Committee approves a Community Grant of $2,000 (excl GST) to Carers and Disability Link Inc towards its “Barossa Community Disability Expo 2018” to be held on 23 September 2018.

**Seconded** Cr Angas

**CARRIED**

**PURPOSE**

To consider a Community Grant Application from Carers and Disability Link Inc, seeking $2,000 towards its “Barossa Community Disability Expo 2018” event.

**REPORT**

**Background**

Carers and Disability Link Inc (CADL) has been established since 1995. It operates as an inclusive community driven organisation with the aim to advance the welfare, care and support of (but not limited to) Carers and Clients. It provides a range of quality services, support and advocacy for and on behalf of Carers and Clients.

**Introduction**

The Barossa Community Disability Expo is the only Expo of its kind in the Barossa to date. The first Expo was run in 2017 at the Rex with over 45 local and regional disability service providers in attendance with the aim of providing support and information to members of the Barossa disability community and their carers. The event attracted in excess of 350 local visitors, and was named Council’s ‘Community Event of the Year’ in the Australia Day Awards.

**Discussion**

The 2018 Expo is planned for 23 September, for which CADL is seeking a Grant of $2,000 to assist with advertising, promotion and equipment hire.

The Community Grant Application and supporting documentation has been reviewed by Officers and comments are provided in the Application Summary Sheet - Attachment 1.

A copy of the Community Grant Application, including supporting documentation, is provided in Attachment 2.

**Summary and Conclusion**

CADL advise that they do not receive any government funding specifically to run events such as the Expo. Council is supporting the 2018 Expo through officer involvement (Collaborative Project Officer), use of the Rex and use of a PA system.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1: Community Grant Application Summary Sheet
Attachment 2: Community Grant Application and supporting documentation
Community Plan

- Community and Culture
- Health and Wellbeing
- Business and Employment

Corporate Plan

2.4 Foster volunteering opportunities that are responsive to the needs of the Community.
4.4 Provide support and advocacy on aged and disability services including ensuring arrangements for Barossa Leisure Options services post NDIS implementation.
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Nil

Financial, Resource and Risk Management Considerations

Financial

The adopted Budget for the Community Grants and Youth Grants for 2018/19 is $25,500 (excl GST).

<table>
<thead>
<tr>
<th>September 2018: Requested Community Grants</th>
<th>TOTAL CURRENT FUNDS AVAILABLE</th>
<th>$20,150</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Applications (1 x $3k; 1 x $5k)</td>
<td></td>
<td>$3,500</td>
</tr>
<tr>
<td>FUNDS REMAINING IF APPLICATIONS GRANTED</td>
<td></td>
<td>$16,650</td>
</tr>
</tbody>
</table>

Community Consultation

Community Consultation is not required under legislation or Council Policy.

7.1.3 Grant Acquittals

7.1.3.1 Barossa and District Pipe Band - Provision of Tuition B3342

MOVED Cr Milne that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of $2,000 awarded to the Barossa and District Pipe Band toward Provision of Tuition.

Seconded Mayor Sloane

CARRIED

Purpose

To consider the acquittal documentation in relation to the Community Grant awarded to the Barossa and District Pipe Band toward Provision of Tuition.

Report

Background
Not Confirmed

The Community Assistance Scheme Committee (CASC), at its meeting held 1 March 2017, approved a Community Grant of $2,000 to the Barossa and District Pipe Band (the Band) towards the Provision of Tuition. The project was unable to be completed within 12 months; the Band requested an extension of time which was granted by CASC at its 7 March 2018 meeting.

Introduction

The Community Assistance Scheme Policy requires that “a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project”.

Discussion

An assessment of the project and a Grant Acquittal Statement and evidence of expenditure is provided in Attachment 1.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Grant Acquittal Statement, evidence of expenditure and assessment report

Policy

Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

How We Work – Good Governance

Corporate Plan

How We Work – Good Governance

6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.

6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council’s Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

7.1.3.2

BAROSSA COMMUNITY LABYRINTH – SAFE AND SUSTAINABLE SURFACE COMPLETION

B3342

MOVED Mayor Sloane that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of $1,500 awarded to the Barossa Community Labyrinth towards the Barossa Community Labyrinth - Safe and Sustainable Surface Completion project.

Seconded Cr Angas

CARRIED

PURPOSE

Minutes of the Community Assistance Scheme Committee Meeting held on 5 September 2018
To consider the acquittal documentation in relation to the Community Grant awarded to the Barossa Community Labyrinth group towards its Safe and Sustainable Surface Completion project.

**REPORT**

**Background**
The Community Assistance Scheme Committee (CASC), at its meeting held 5 December 2017, approved a Community Grant of $1,500 to the Barossa Community Labyrinth group (auspiced by the Barossa Arts Council) for the Barossa Community Labyrinth - Safe and Sustainable Surface Completion project.

**Introduction**
The Community Assistance Scheme Policy requires that “a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project”.

**Discussion**
A project report and a Grant Acquittal Statement and evidence of expenditure is provided in Attachment 1.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

**Attachments**
Attachment 1: Grant Acquittal Statement, evidence of expenditure and project report

**Policy**
Community Assistance Scheme Policy
Community Grant Guidelines

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

**Community Plan**
How We Work – Good Governance

**Corporate Plan**
How We Work – Good Governance
6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

**Legislative Requirements**
Local Government Act 1999

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**
Adherence to Council’s Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

**COMMUNITY CONSULTATION**
Community Consultation is not required under legislation or Council Policy.

**7.2 HERITAGE GRANTS**
Nil

**8. OTHER BUSINESS**

**8.1 TIMING OF FUTURE COMMUNITY ASSISTANCE SCHEME COMMITTEE (CASC) MEETINGS**
Further to discussions at the 6 June 2018 and 1 August 2018 CASC meetings, Ms Randall briefly discussed two potential options for changed meeting dates.
Members will leave any decisions to the new CASC, following the November 2018 Local Government Elections.

8.2 **PROPOSED BROADENING OF YOUTH GRANT ELIGIBILITY**
Ms Tappert led brief discussion. Members agreed that Youth Grant Guidelines and eligibility remain as is; Clause 3.11 allows for any applications outside of the Guidelines.

9. **NEXT MEETING**
Tuesday 4 December 2018 commencing at 9.00am.

10. **CLOSE**
As Cr Milne is not seeking re-election in the Local Government Elections, Cr Lange thanked him for his past contribution to the CASC over many years.

Cr Lange declared the meeting closed at 5.02 pm.

Confirmed at Community Assistance Scheme Committee Meeting 4 December 2018.

Date:......................................... Chair:......................................
7.3.2 DEBATE AGENDA - MANAGER COMMUNITY PROJECTS

7.3.2.1 STOCKWELL RECREATION PARK - DRAFT MASTER PLAN

PURPOSE
To present the current draft version of the Stockwell Recreation Park Master Plan (the Plan) (refer Attachment 1) for consideration by Council with a view to releasing for public consultation.

RECOMMENDATION
That Council

(1) Receives, notes and endorses the draft Stockwell Recreation Park Master Plan for community consultation in the next Council term; noting that the plan may be subject to future amendment and budget consideration as required.

(2) Endorses the Community Consultation Plan – Stockwell Recreation Park Master Plan to obtain feedback for a minimum 21 day period once the next Council is sworn in during November 2018, with a further report to Council in January 2019.

(3) Thanks the Stockwell Community Association Volunteer Group for its work on the ongoing development of the draft Plan.

REPORT

Background
The Stockwell Recreation Park (the Park) land is approximately 13.4 hectares (5.5 acres) of grazing land that was originally purchased by the District Council of Angaston (the Council) from a local farmer, Mr Nathanael Mickan. The contract for sale (signed November 1974) was subject to the Minister of Local Government’s approval of the proposed development of this land.

The Council commissioned a planning consultant, whose report at the time stated that “for some time a need has been expressed by local sporting organisations for an additional standard-sized oval and improved recreation facilities for cricket and other sports with an existing and potential active following.”

A concept plan was developed, illustrating possible development features, with the oval, landscaping, accommodation for spectators, associated picnic and playground, car parking being implemented. A proposed camp and caravan park has not been developed.

The land was set aside by approval of the Minister of Local Government in September 1977 for establishment of a recreation ground. A notice was placed in the Government Gazette of 3 November 1977 advising of the Council’s resolution that the
land “be declared a parkland for the use and enjoyment of the public as a recreation area”.

A second oval was constructed to facilitate the inclusion of hockey and accommodate the growing Light Pass Cricket Club matches. However it was agreed in 2011 to progress with the Barossa Valley Hockey Association to utilise this space for a regional level artificial turf hockey pitch.

A sub-committee of the Council was appointed to look into the formation of a Committee of Management for the Park. The Stockwell Recreation Park Committee was appointed by the Council and held its first meeting on 20 November 1978. The Committee functioned under the auspice of a Council Committee under successive Local Government Acts. In 2015, under the Redefining Community Committees process, the Stockwell Recreation Park Committee and Stockwell Hall Committee amalgamated and transitioned to a volunteer advisory committee, the Stockwell Community Association Volunteer Group (the Group). The Group intends to incorporate and negotiate additional management responsibility for the Park. The Group, including all Park stakeholders, has actively supported the development of the draft Stockwell Recreation Park Master Plan (the Plan).

Current demographic Census (2016) data shows a 2.1% increase in the population in the Stockwell area in the 5 years since 2011. While the percentage of people in the 18-65 age group has slightly reduced, the under 18 percentage has increased. Overall, the total population has shown slight growth of 2.1%.

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2016</th>
<th>Change 2011 - 16</th>
<th>% change</th>
<th>% population 2011</th>
<th>% population 2016</th>
</tr>
</thead>
<tbody>
<tr>
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<td>156</td>
<td>162</td>
<td>+6</td>
<td>+0.1%</td>
<td>33.77%</td>
<td>34.03%</td>
</tr>
<tr>
<td>18 - 65</td>
<td>289</td>
<td>288</td>
<td>+1</td>
<td>+0.1%</td>
<td>62.55%</td>
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<td>65 +</td>
<td>17</td>
<td>26</td>
<td>+9</td>
<td>+1.9%</td>
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<tr>
<td>Median Age</td>
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<td></td>
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<td></td>
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<td>+14</td>
<td>+2.1%</td>
<td>100</td>
<td>100</td>
</tr>
</tbody>
</table>

**Introduction**

The key vision, principles and objectives for the Park identified at an early stage and reflected in the Plan are:

**Vision**

SPORT AND RECREATION
Our region’s northern home to cricket and our regional level artificial turf hockey pitch. A place for recreational activities for families, youth and visitors.

COMMUNITY
Community spaces for organised and informal gatherings.

**Principles**

CELEBRATE AND ENHANCE
Enhance the existing spaces and facilities to celebrate community and come together for sport and recreation.

**Objectives**
Redevelop a second oval for sport.
Create a fitness trail with outdoor equipment and bike tracks.
Create inclusive change room facilities for all.
Open up entrance way for safe access and egress.
Provide spectator viewing spaces and adequate and safe car parks.

**Discussion**
The Masterplan Working Group identified at an early stage that requirements for the next 20 to 30 year period of the Park to ensure the facilities available to the Light Pass Cricket Club and the Barossa Valley Hockey Association include:

- The reinstatement of the second oval that was removed to allow for the construction of the artificial turf pitch. It is noted the existing resolution of Council from meeting 28 October 2013;

  MOVED Cr Milne that
  
  .....  

  3. By agreeing to develop the artificial turf pitch at the Stockwell Recreation Park Oval Number 2 site, Council also agrees to the reinstatement of Oval Number 2 in a timeframe to be negotiated with users of the oval, but shall not be undertaken until the 2014/15 financial year at the earliest.

  .....  

  Seconded Cr de Vries CARRIED

- Upgrade of clubroom / change room facilities to allow for female friendly spaces and an additional change room to better cater for hockey and the proposal second oval

Other enhancements such as formalised parking, a BMX track and widened entranceway are also proposed.

Identified changes are as follows:

| 1. Vehicle Entrance / Exit for dual access | All users benefit  
|  | Maintain sealed roadway  
|  | Formalise unsealed roadways  
| 2. Second Oval | Increased overflow for sporting clubs  
|  | Allows for additional sports, eg Soccer  
|  | Eliminates the need for cricket to hire external facilities for matches (such as nearby school ovals)  
| 3. New change room facilities with associated amenities | To improve change room and spectator viewing access for hockey and users of second oval  
| 4. Car parking with sufficient lighting | Retain and maintain existing sealed roadways  
|  | Improve and formalise unsealed roadways  
|  | Install lighting for safe vehicular and pedestrian movements  
| 5. Existing clubroom improvements | Incorporate additional change room area for females  
| 6. Spectator viewing | Provide enhanced spectator viewing areas through construction of covered shelter adjoining new change room, and earth mounds for raised viewing  

7. Outdoor fitness stations
   - Installed along a fitness / walking / bike trail

8. BMX track
   - Dirt mounded BMX track (location to be determined)

It is noted that a buffer potentially incorporating soft screening (planting / landscaping treatments) could be considered along Mickan Road to aid separation to the residential area incorporating pedestrian access ways between the Park and residential area.

Due to the upcoming Council election, it is proposed that broader community consultation be scheduled after the election, beginning during November once the new Council is established and for a minimum 3 week period. Officers are keen to keep the masterplan process moving and so are bringing the draft Plan for consideration at this time. The Community Consultation Plan at Attachment 2, outlines the consultation activates proposed.

**Summary and Conclusion**
The draft Plan incorporates a number of improvements to enhance existing usage of the Park and also reflects Council’s resolution to reinstate the second oval.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**
Attachment 1 Draft Stockwell Recreation Park Master Plan Ref: 18/57097
Attachment 2 Draft Community Consultation Plan Ref: 18/57134

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

**Community Plan**
- Natural Environment and Built Heritage
- Community and Culture
- Infrastructure
- Health and Wellbeing
- How We Work – Good Governance

**Corporate Plan**
1.2 work toward developing township, streetscapes, entrances and open spaces that are attractive, welcoming and maintained to an agreed level of service
2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.
3.1 provide regional and local walking and cycling connections between open spaces.
3.2 ensure Council’s parks, gardens and playgrounds are accessible, relevant and safe and maintained to an agreed level of service.
3.3 Ensure Council’s sporting, recreational and leisure grounds and playing areas and associated programs meet the current need of the community to an agreed level of service.
3.9 Ensure Council facilities and assets are accessible, safe and maintained to an agreed level of service.
3.11 advocate for the allocation of State and Federal funding to maintain and invest in infrastructure within our region.
4.1 Deliver and promote health and wellbeing initiatives in line with the Public Health Plan
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life cost, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements
Local Government Act 1999
Development Act 1993

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

**Financial**
The Plan will be prioritised, phased and costed as part of future priorities of “The Big Project” and falls outside of the current Regional Growth Fund application.

**Resource**
The project management work falls within the scope of “The Big Project” with input from the Manager, Community Projects. Consultation and promotion support from the Communications and Marketing Officers.

**Risk Management**
The purpose of bringing this report to Council for the endorsement of the draft Plan at this point is to seek broader input from the Stockwell and wider Barossa community in addition to that achieved via the local Working Group; flag issues and concerns so that they can be addressed within future iterations of the Plan and ensure that the outcome is aligned as far as possible with community expectations.

**COMMUNITY CONSULTATION**

A Community Consultation Plan – Stockwell Recreation Park Ref: 18/57134 (refer Attachment 2) is attached. Dates of consultation to be determined by officers following establishment of the new Council, but to be for a minimum 3 week period, consistent with other masterplan consultation processes.
LEGEND

1. Vehicle Entrance/exit from Duck Ponds Road - increase width for dual access
2. Second oval - ability to hold seasonal sports (winter soccer, summer cricket)
3. New change room facilities with associated amenities
4. Carparking with sufficient lighting
5. Existing clubroom improvements - female changeroom
6. Spectator viewing and open space throughout park
7. Outdoor fitness stations
8. BMX track - Various options for locations to be confirmed

STOCKWELL RECREATION PARK MASTERPLAN

DUCK PONDS ROAD, STOCKWELL, SA
1760- A000- C
16.08.18
VISION:
SPORT AND RECREATION
Our region’s northern home to cricket and our regional level artificial turf hockey pitch. A place for recreational activities for families, youth and visitors.

COMMUNITY
Community spaces for organised and informal gatherings.

PRINCIPLES:
CELEBRATE AND ENHANCE
Enhance the existing spaces and facilities to celebrate community and come together for sport and recreation.

OBJECTIVES:
Redevelop a second oval for sport
Create a fitness trail with outdoor equipment and bike tracks.
Create inclusive change room facilities for all.
Open up entrance way for safe access and egress.
Provide spectator viewing spaces and adequate and safe car parks.

STOCKWELL RECREATION PARK MASTERPLAN
DUCK PONDS ROAD, STOCKWELL, SA
1760- A001- C
16.08.18
**Vision Statement:**
“Enhance the existing spaces and facilities to celebrate community and come together for sport and recreation.”

Consultation period: Further to establishment of the new Council and concluding after a minimum 3 week period.

<table>
<thead>
<tr>
<th>Communication Method</th>
<th>Costs</th>
<th>Target</th>
<th>Who</th>
<th>Outlet</th>
<th>When</th>
</tr>
</thead>
<tbody>
<tr>
<td>Media Release/s</td>
<td>Internal resources</td>
<td>Community</td>
<td>CMOs</td>
<td>Via media distribution list</td>
<td>Launch of consultation period</td>
</tr>
<tr>
<td>Stakeholder direct email</td>
<td>Internal Resource</td>
<td>Recreation/volunteer organisation/community stakeholders</td>
<td>MCP</td>
<td></td>
<td>At key milestones/as required</td>
</tr>
<tr>
<td>Public notice</td>
<td>$500 +GST for each advert</td>
<td>Community</td>
<td>CMOs</td>
<td>Leader Herald</td>
<td>November</td>
</tr>
<tr>
<td>D’Vine (monthly edition)</td>
<td>Absorbed in CMO budget</td>
<td>Community</td>
<td>CMOs</td>
<td>TBC</td>
<td>November</td>
</tr>
<tr>
<td>Council website – news article</td>
<td>Internal resources</td>
<td>Community</td>
<td>CMOs</td>
<td><a href="http://www.barossa.sa.gov.au">www.barossa.sa.gov.au</a></td>
<td>Throughout consultation</td>
</tr>
</tbody>
</table>
| Facebook                      | Free resource                 | Community/residents/user groups             | CMOs  | • Council facebook page
                                     |                               |                               |                               | • Cross promotion through community groups |
| Our Better Barossa            | Internal resource             | Community                                   | CMOs  | www.ourbetterbarossa.com                    | Throughout consultation   |
| Posters/Flyers                | Internal resources            | Community                                   | EAs   | Branch libraries (Angaston, Nuriootpa)      | November                  |
|                               |                               |                                             |       | Stockwell Recreation Park                   |                           |
|                               |                               |                                             |       | Stockwell businesses/community noticeboards|                           |
| Email footer                  | Internal resources            | Community                                   | CMOs  | Internal and external staff emails          | Throughout consultation period |
| Community drop-in session     | Internal resources            | Community                                   | MCP   | Stockwell (venue TBC)                       | Date TBC                  |
| Letter box drop               | Internal resources            | Community                                   | CS    | Precinct letterbox drop                     | Launch of consultation period  |
COUNCIL
CORPORATE AND COMMUNITY SERVICES
MANAGER'S REPORTS
18 SEPTEMBER 2018

7.3.2 DEBATE AGENDA - MANAGER COMMUNITY PROJECTS

7.3.2.2 BAROSSA ARCHERY CLUB - REQUEST FOR IMPROVEMENTS AT ARCHERY ROAD B6015

PURPOSE
The Barossa Archery Club have requested approval to improve their facilities at Archery Road, Tanunda.

RECOMMENDATION
That Council

(1) Support the request from the Barossa Archery Club for improvements of two shipping containers, shelter and all access toilet at Archery Road, Tanunda, subject to all necessary approvals.

(2) Provide advice to the Barossa Archery Club to submit Community Assistance Grant applications to contribute to the funding of a shelter and all access toilets at Archery Road.

(3) Require officers to progress the renewal of a lease agreement for Archery Road, Tanunda and a licence agreement for Heinemann Park, both for a period of 5 years and in accordance with existing delegation.

REPORT
Background
In 2010 Council worked with the Barossa Archery Club (the Club) to locate an appropriate venue for archery activity to increase the visibility of the Club to grow membership and also determine if clubroom improvements were appropriate at their home base at Archery Road. It was determined at the time that the flood prone nature of the land was unsuitable for development of that nature.

The following timeline outlines the assessment at that time:

- April 2009 – request for toilets / clubhouse at Archery Road.
- May 2009 – planning advice that notified location at Archery Road situated within the flood plain.
- July 2009 – Finger directional signage installed (Archery Road)
- October 2009 – Council conducted suitability assessment to review what works were required to mitigate potential flooding on site for it to be suitable for compliant development. The estimated works at that time was around $20,000 before any improvement costs were considered. Assessed flood levels in 1983 were up to 2.5m.
• January 2010 – Internal engineering desktop assessment determined that the risk to any structure developed at the site would be significant in a major flood situation. Approval to install 3 additional targets granted.
• April 2010 – Council funding granted to undertake restorative earthworks to improve safety and purchase 3 additional targets
• March 2011 – Advice received from the Mutual Liability Scheme that the suggestions from the Archery Club to mitigate risk of liability with regard to infrastructure damage and potential bypassing of development requirements and the suggestions not being in accordance with Council’s obligations surrounding Community Land would not be supported by the Scheme and should not be entered into.
• March 2011 – Assistance with search for alternative site, eventually resulting in Heinemann Park and this being seen as a site that would support the expansion and promotion of the Club within the wider region. See minutes of Council meeting 18 October 2011, 21 February 2012, 20 March 2012 and 20 November 2012. All attached.
• November 2012 – The intent of the Club when entering into lease from Heinemann Park, was to relocate from Archery Road; however the Club then requested that it continue to use the Archery Road site for training. This was agreed to for a five year extension.

Since November 2012, the Club have had a lease to occupy Archery Road, Tanunda and a licence for use of Heinemann Park and more recently, the Angas Recreation Park Show Hall, all at varying times.

Introduction
The Club have requested to improve their facilities at Archery Road, Tanunda to provide, in priority order:
1. Increased equipment storage
2. Additional shelter
3. Toilets

See letter at Attachment 1.

Discussion
The Club has grown over recent years to a membership of over 50 people, with a greater proportion of females and children. The committee are dedicated and committed to growing the strength of the Club.

The Club will fund the purchase and placement of two forty foot shipping containers to be placed adjacent the existing shed on an earth mound, providing additional height from potential flood waters. A recent Office of Recreation and Sport Grant application has been successful for the purchase of additional equipment, requiring storage space. The containers will be painted and maintained in a natural colour scheme to complement the surroundings.

The Club will request Council to assist with funding a shelter prior to the next winter season. It is proposed that the shelter will be constructed between the two shipping containers. Officers recommend that the Club complete a Community Assistance Grant application for this purpose (2018/19).

A portable toilet has been purchased by the Club. The next priority for the Club will be to acquire another all access portable toilet and they will also request that Council assist with funding this sometime in 2019/20. Officers also recommend that the Club
submit a Community Assistance Grant application for this purpose during the 2019/20 year.

A high-level assessment of the flood prone nature of the land has been completed and the non-permanent nature of the structures are acceptable. Officers recommend that the Club ensure they have appropriate understanding of their insurance policy for coverage in this situation.

The Club are required to lodge a Development Application for the required approval of the improvements. Discussions with Council’s planning department are already underway.

The Club still intends to hold practice and State tournaments at Heinemann Park.

It is noted that user agreements for Archery Road and Heinemann Park both require renewal. It is recommended that officers progress renewals for a further period of 5 years.

Summary and Conclusion
The Barossa Archery Club membership has grown in recent years and the need for additional facilities is greater. The Club has requested Council approve the installation of two shipping containers for storage purposes. Over the next 12 – 18 months, the Club will request that Council assist with funding a shelter for participants and an additional all access toilet.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: Letter of Request from the Barossa Archery Club Ref: 18/63063

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan

- Natural Environment and Built Heritage
- Community and Culture
- Infrastructure
- Health and Wellbeing
- How We Work – Good Governance

1.11 Ensure the unique character of the rural landscape is appropriately managed.
2.7 Embrace place-making principles when developing community infrastructure and regulate planning and development in public spaces.
3.7 Ensure infrastructure meets the needs of people with and provides for all abilities access.
4.4 Support sporting, recreational and community clubs and organisations to grow and be sustainable.

Legislative Requirements
Local Government Act 1999
Development Act 1993
Lease and Licence Policy
FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The Club intend to fund the purchase and installation of shipping containers. The Club intend to request Council fund the shelter and all access toilet over the next 12-18 months. Organisations are able to apply for Community Assistance Scheme grants for up to $3,000. The CASC budget is endorsed by Council and managed by the Community Assistance Scheme Committee.

It is recommended that the Club ensure understanding of their insurance policy for this situation and note that Council will not be held liable for issues arising from any future flood events. The potential of flooding may impact the placement of the improvements and the Club is cognisant of this and incorporating this into its development planning.

It is also noted that the 2016 rain event referenced by the Club in its submissions to Council represented a flood on a 1 in 20 year scale, not a 1 in 100 year event as legislated under current Development Act requirements.

COMMUNITY CONSULTATION

Exclusive lease agreements of 5 years or less are exempt from community consultation.
Dear Rebecca,

Barossa Archery Club was established in the early 1950’s, we have always maintained a healthy membership, with an age range of 10 to 70 years. We are based in Tanunda, where we have both field and target ranges located at Archery Road and Heinemann Park. We also have an indoor range at the Angaston show hall. We intend to stay at these locations for the foreseeable future.

Currently we have a committed executive, we have been awarded an equipment grant by the State Government, and we are experiencing a large increase in the number of people participating in archery. Our membership is now over 50 – including many children and women. We also have sufficient finances to improve our facilities. This is a rare alignment, and we want to ‘cement in’ this growth of our Club by improving our facilities.

As per the Barossa Council Workshop 5.30 pm on the 5th September, noting the standard Council Development application process needs to be followed, on behalf of the Barossa Archery Club I request Council as land owners to approve the following:

1. Increased Equipment Storage. Approval for the Club to purchase shipping containers for equipment storage at Archery Road. Maximum four 20ft shipping containers, or two 40 ft, or one 40 ft and two 20ft. Located as per map at Enclosure 1
2. Shelter. Council approves sheltered areas, with the largest being a maximum size 12m by 12m. Council notes the Club intends to approach Council to assist funding this largest shelter.
3. Toilets. Council approves the intent to purchase an additional disabled portaloo toilet for Archery Road. Council would be approached to assist funding this toilet.

As we would like the shipping containers in place by December, and noting the November election and approaching shift into caretaker mode, please let me know of any other forms or applications that need to be provided to Council as soon as possible.

Regards

Grant Herrmann OAM CpEng
Barossa Archery Club Secretary
Email: barcherysec@gmail.com
05 September 2018
Archery Road (Google Maps)

Proposed location of containers

Archery Road Layout with Shipping Containers

Possible Layout of Containers and Sheltered Area
COUNCIL
CORPORATE AND COMMUNITY SERVICES
MANAGER’S REPORTS
18 SEPTEMBER 2018

7.3.2 DEBATE AGENDA - MANAGER COMMUNITY PROJECTS

7.3.2.3 SOUTHERN BAROSSA ALLIANCE AND COMMUNITY COMMITTEES STRUCTURE B4008

PURPOSE
Officers have been working with the Southern Barossa Alliance and community committees of Williamstown and Lyndoch to further the transition of structures and relationships subsequent to the Redefining Community Committee project in 2015. The report is presented to Council for endorsement of the proposed structure and funding arrangements for the continuation of volunteer led community services for the Southern Barossa sub-region.

RECOMMENDATION
That Council:

(1) Endorse the Memorandum of Understanding between the Southern Barossa Alliance and The Barossa Council for signature by the Manager Community Projects.

(2) Approve transfer of operating budget lines from cost centres 183, 196, 200 and 192 totalling $13,405 (excl GST) to Southern Barossa Alliance on receipt of an invoice.

(3) Approve the use and transfer of Reserve Funds to the Southern Barossa Alliance on receipt of an invoice, as follows:
   - Williamstown Community Council Reserve Fund of $2,000
   - Williamstown Soldiers Memorial Hall Committee Reserve Fund of $1,500
   - Lyndoch & District Community Committee Reserve Fund of $2,500
   - Lyndoch Hall Committee Reserve Fund of $500
   - Lyndoch Street Party Reserve Fund of $500

(4) Formally records its thanks to the Southern Barossa Volunteer Advisory Groups for their input and feedback on the process and documents required for this transition process.

REPORT
Background
The Redefining Community Committee project (the Project) was delivered by Council in 2015/2016 to review the 19 committees established by Council under Section 41 of the Local Government Act 1999. The Project resulted in the transition of committees from formal Section 41 governance structures to informal advisory groups, ‘friends of’ groups, or more formal incorporated associations. Each of the Williamstown and Lyndoch committees transitioned to Volunteer Advisory Groups (VAGs).
Introduction
Conversations have continued with the Southern Barossa Alliance (SBA) regarding their role within the community as a conduit, advisor and advocate for the southern Barossa community. They have progressed discussions with the VAGs to further transition each of the groups to become sub-committees of SBA. The VAGs have agreed to the proposal through a series of meetings and development of charters for each group.

Discussion

Memorandum of Understanding – Southern Barossa Alliance and The Barossa Council SBA and Officers have drafted a Memorandum of Understanding (MOU) (Attachment 1) to define the relationship between SBA and Council and also how the VAGs will be structured.

The SBA’s objectives with regard to this report are documented in the MOU and also their Constitution (Attachment 7) and include:

1. Auspicing funds (income and expenditure) for events hosted by VAGs
2. Providing advice to Council on matters relating to the local community, events for the region, and local community facilities and infrastructure
3. SBA or VAGs may elect to become volunteer booking officers for community facilities, with all income from hiring to be deposited with Council
4. Managing through volunteer supervision, agreed on-ground project work
5. Inquiring into and reporting to the Council on matters within the ambit of Council’s responsibilities
6. Exercising, performing and discharging functions and duties to achieve agreed outcomes

Policy and Procedure Development
SBA have developed a Financial Management Policy (Attachment 2), and Financial Management Procedures (Attachment 3) to govern management of cash, income and expenditure.

Structure of Southern Barossa Alliance and Volunteer Advisory Groups
Each VAG has reviewed an updated charter document to guide their activities. It is noted that there has also been various name and structure changes of groups since the Redefining Community Committees project:

<table>
<thead>
<tr>
<th>Section 41 Name</th>
<th>Redefining Community Committees Name</th>
<th>New Name</th>
<th>Charter Attachment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamstown Community Council</td>
<td>Williamstown Events and Volunteers Group</td>
<td>Williamstown Action Group</td>
<td>4</td>
</tr>
<tr>
<td>Williamstown Soldiers Memorial Hall Committee</td>
<td>Williamstown Soldiers Memorial Hall Advisory Group</td>
<td>Williamstown Action Group</td>
<td>4</td>
</tr>
<tr>
<td>Lyndoch &amp; Districts Community Committee</td>
<td>Lyndoch and Districts Community Group</td>
<td>Lyndoch Recreation Park Volunteer Advisory Group</td>
<td>5</td>
</tr>
<tr>
<td>Lyndoch Hall Committee</td>
<td>Lyndoch Hall Community Group</td>
<td>Lyndoch Community Committee</td>
<td>6</td>
</tr>
</tbody>
</table>

Key activities of the VAGs under SBA:
- Community Events
- Community Newsletters
- Advocacy and recommendation to SBA and Council
- Fundraising (with funds raised to be held by SBA)
- Small scale infrastructure projects (with written approval from Council and supervision by SBA)
- Working bees (with notification to Council when on community land)

Activities remaining with Council, with continuing input, feedback and support from VAGs
- Facilities Management
- Infrastructure development including all elements of The Big Project. (SBA and VAGs are major stakeholders of the project.)

The following organisation chart shows the relationship of each of the groups. The VAGs will be formal sub-committees of the SBA while the individual volunteers will continue a relationship with Council via the Volunteer Management Policy for when they are engaging in Council related activity, such as working bees and community event management.

**VAG Operating budgets**
The proposal includes the transfer of operating budgets to SBA. SBA will auspice the funds on behalf of Council and the VAGs for the following budget lines:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost Centre</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lyndoch Street Party</td>
<td>183</td>
<td>$2,057</td>
</tr>
<tr>
<td>Lyndoch and Districts Community Committee</td>
<td>196</td>
<td>$4,000 ([$2,000 already contributed for proposed Budburst event, amounting to $6,000])</td>
</tr>
<tr>
<td>Williamstown Community Council</td>
<td>200</td>
<td>$5,348</td>
</tr>
<tr>
<td>Williamstown Soldiers Memorial Hall</td>
<td>192</td>
<td>$2,000 (for events, garage sale)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$13,405</strong></td>
</tr>
</tbody>
</table>

SBA have confirmed that they will continue to account for each budget line separately within their cloud based accounting system and the VAGs have agreed.

**Contribution to Administration Resourcing of Southern Barossa Alliance**
SBA have requested financial assistance to fund administration expenses. The request recommends the use of portions of Reserve Funds as follows, totalling $7,000 for the 2018/19 financial year.
<table>
<thead>
<tr>
<th>Reserve Fund Name</th>
<th>Reserve Fund Balance</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamstown Community Council</td>
<td>$27,775</td>
<td>$2,000</td>
</tr>
<tr>
<td>Williamstown Soldiers Memorial Hall Committee</td>
<td>$20,415</td>
<td>$1,500</td>
</tr>
<tr>
<td>Lyndoch &amp; District Community Committee</td>
<td>$28,182</td>
<td>$2,500</td>
</tr>
<tr>
<td>Lyndoch Hall Committee</td>
<td>$6,849</td>
<td>$500</td>
</tr>
<tr>
<td>Lyndoch Street Party</td>
<td>$5,703</td>
<td>$500</td>
</tr>
<tr>
<td><strong>Total Contribution</strong></td>
<td><strong>$7,000</strong></td>
<td></td>
</tr>
</tbody>
</table>

It is expected that SBA will request this contribution in future years, in which case documentation will need to be incorporated into future draft Budget processes for Council consideration. The amount and funding source from Reserve Funds of $7,000 is equivalent to the support offered Mount Pleasant Progress Association Inc and also consistent with arrangements agreed with Angaston Community and Business Alliance.

**Summary and Conclusion**
The Southern Barossa Alliance has worked with Officers and the southern Barossa community groups to develop a governance and operating structure to allow the increasing independence of volunteer community groups and development of community governance models as envisaged by the Redefining Community Committees project.

Officers support the structures including the policies and procedures that have been developed to guide the operations of the groups.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**
Attachment 1: Memorandum Of Understanding – Southern Barossa Alliance and The Barossa Council 18/7971
Attachment 2: Southern Barossa Alliance Financial Management Policy Ref 18/63319
Attachment 3: Southern Barossa Alliance Financial Management Procedures Ref 18/63321
Attachment 4: Williamstown Action Group Charter Ref 18/63298
Attachment 5: Lyndoch Community Committee Charter Ref 18/63272
Attachment 6: Lyndoch Recreation Park Volunteer Advisory Group Charter Ref: 18/63271
Attachment 7: Southern Barossa Alliance - Constitution 18/63226

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**
Community Plan

- Community and Culture
- How We Work – Good Governance

2.1 Initiate and support activities which encourage participation and pride in the Barossa Council area.
2.3 Contribute to creating strong and sustainable community networks.
2.4 Encourage and support volunteering in the community.
2.6 Support a vibrant and growing arts, cultural, heritage and events sector.
2.8 Provide opportunities for the community to participate in local decision-making.

**Corporate Plan**
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

**Legislative Requirements**
Local Government Act 1999
Volunteer Management Policy
Event Management Policy
Lease and Licence Policy

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**
Financial Considerations have been discussed in the report, outlining the contribution of Operating and Reserve funds to the Southern Barossa Alliance, to further support and develop the community advisory groups of the southern Barossa.

Risk Management considerations have been discussed with the Southern Barossa Alliance and the groups. Policy, process and governance documents have been developed and agreed with the parties. Council’s intent through the Redefining Community Committees process was to encourage and develop broader community governance models and arrangements to replace the traditional Section 41 Committee structure.

**COMMUNITY consultation**
The community has been consulted through the advisory groups. No further formal consultation is considered necessary by Officers or required under legislation.
Memorandum of Understanding

Between

The Barossa Council (Council)

And

Southern Barossa Alliance Incorporated (SBA)

for

Support of

Southern Barossa Community Groups as sub-committees of the Southern Barossa Alliance

- Lyndoch Community Committee
- Lyndoch Recreation Park Volunteer Advisory Group
- Williamstown Action Group
1 Background

Prior to 2015 The Barossa Council (Council) partnered with community volunteers to manage Council properties and facilities, and to deliver activities and events under Section 41 (S41) of the Local Government Act 1999. In 2015 Council undertook the ‘Redefining Community Committees’ project to develop a new model for the management of community committees. The aim of the project was to support the committees valued involvement in delivery of activities and events, and their ongoing involvement with management of community facilities, recognising the increased compliance burden on volunteers and the frustration from both perspectives with regard to achieving compliance and efficiently supporting volunteers to ‘do what they enjoy doing.’

The key outcome of the project was that the S41 Committees transitioned to community groups of varying formality, from Friends Of groups, Volunteer Advisory Groups (VAGs), and as formal incorporated bodies, with the level of governance required by the Associations Incorporated Act 1985. Friends Of groups and VAGs have no financial or management responsibilities and meet as required to provide advice to Council on community matters.

All the S41 Committees in the southern Barossa transitioned to VAGs in 2016.

The Southern Barossa Alliance Inc (SBA) transitioned from a business alliance to a whole of community group in 2015 with the mission of promoting business and community development, country community spirit and prosperity in the Southern Barossa. The SBA has recruited a committee skilled in governance, finance, project and event management.

The SBA is the incorporated body umbrella for Southern Barossa Community Committees (SBCCs). The SBCCs, formerly VAGs, are sub-committees of the SBA. The SBA will assist Council in engaging the local community in the management and development of community assets and the conduct of community events. Activities of the SBA under this Memorandum of Understanding (MOU) may include:

1. Auspicing funds (income and expenditure) for events hosted by SBCCs
2. Providing advice to Council on matters relating to the local community, events for the region, and local community facilities and infrastructure.
3. SBA or SBCCs may elect to become volunteer booking officers for community facilities, with all income from hiring to be deposited with Council.
4. Managing through volunteer supervision, agreed on-ground project work
5. Inquiring into and reporting to the Council on matters within the ambit of Council’s responsibilities;
6. Exercising, performing and discharging functions and duties to achieve agreed outcomes.
2 Vision

The SBA seeks to be a central point for community collaboration with Council and to work with them bringing the southern Barossa community together and promoting the region. The SBA aims to be recognised as the organisation that represents residents, businesses and other community organisations to develop a cohesive, vibrant, resilient, sustainable and safe community. SBA undertaking the governance, strategic planning and financial responsibilities (non-facilities / asset management) on behalf of the SBCCs and will result in the following benefits:

- SBCCs can focus on their core interests;
- SBCCs will have a degree of independence from Council giving them the ability to source capital from many sources, including the private sector and grants;
- Build stronger regional identity and community pride;
- Provide a single point of contact for Council for Southern Barossa matters

3 Purpose of MOU

This MOU is intended to formalise the relationship between the parties by setting out arrangements for the cooperation and coordination of resources. It establishes the basis for sound and mutually beneficial relationship between the parties. It ensures that the partnership operates in accordance with the policies of all parties. It clearly states the roles and responsibilities by which each party agrees to operate in this new collaborative arrangement.

4 Parties to the MOU

SOUTHERN BAROSSA ALLIANCE INCORPORATED (SBA) at the following address: PO Box 339 Lyndoch SA 5351, Lyndoch Library Meeting Room. ABN: 62 930 238 868

&

THE BAROSSA COUNCIL (Council) at the following address: 43-51 Tanunda Road, NURIOOTPA SA 5355, ABN: 47 749 871 215

4.1 Southern Barossa Community Committees

The following list details the names and purpose of the SBCC’s that are sub-committees of the SBA. SBCC’s may cease being sub-committees of the SBA with all funds returned to the Council, on agreement from all parties:

4.1.1 Lyndoch Community Committee

- Continue to ensure the preservation, maintenance, proper use and promotion of the Lyndoch township, facilities, public spaces and its surrounds.
o Host local events
o Publish and distribute a community newsletter.
o Handle the upkeep, bookings, use and preservation of the Lyndoch Town Hall facility.
o May elect a volunteer booking officer to manage hiring of the Lyndoch Hall, with all income to be deposited with Council. Council will continue to manage the lease and licence with advice from the Lyndoch Hall Advisory Group.
o May elect a volunteer to undertake the cleaning requirements of the Hall and that volunteer be paid an honorarium for such duties.
o Organise and carry out the iconic annual Lyndoch Christmas Party assisted by Council contribution (subject to Council adopting an annual budget for this purpose) and other money raised.

4.1.2 Lyndoch Recreation Park Volunteer Advisory Group
o Advise Council on the development, preservation, maintenance, proper use and promotion of the Lyndoch Recreation Park.
o May elect a volunteer booking officer to manage hiring of the Lyndoch Recreation Park, with all income to be deposited with Council. Council will continue to manage the lease and licence with advice from the Lyndoch Recreation Park Advisory Group.

4.1.3 Williamstown Action Group
o Continue to ensure the preservation, proper use and promotion of the Williamstown township, facilities and its surrounds.
o May elect a volunteer booking officer to manage hiring of the Williamstown Hall, with all income to be deposited with Council.
o Council will continue to manage the lease and licence with advice from the Williamstown Action Group.
o Manage the upkeep, bookings, use and preservation of the Williamstown Soldiers Memorial Hall.
o May elect a volunteer to undertake the cleaning requirements of the Hall and that volunteer be paid an honorarium for such duties.
o Publish and distribute a community newsletter.

5 Terms of Agreement
This MOU shall be for a period of three years commencing on 1 July 2018 and concluding on 30 June 2021 unless terminated or extended in accordance with the process described in Clause 8 of this document. A review of this MOU will be undertaken annually.

The parties acknowledge that this MOU does not give rise to legal obligations between parties to the agreement.

This MOU does not preclude the SBA themselves or on behalf of the SBCCs,
applying for grants offered by other government bodies or organisations.

6 Roles and Responsibilities
The parties agree to participate in the following working arrangements.

The Barossa Council will:

- Support a partnership with the SBA to promote community groups conducting community events and developing new initiatives for the benefit of the community.
- Provide a contribution of $7,000, to be funded from SBCC Reserve Funds and reviewed each budget period, which will assist the SBA to cover the operating costs of the SBA.
- Advise the SBA of grant funding opportunities and assist in the preparation of funding application submissions where required and as supported by Council.
- Provide to the SBA funds for the hosting of events to be applied wholly for the benefit of running that event. These funds will be acquitted on an annual basis.
- Continue to support upgrades to community facilities through the New Initiative process.
- Maintain insurance cover on all the facilities and continue to own the assets.

Provide information as required on the operating budgets and balance of reserve funds available for each sub-committee.

The SBA will:

- Apply for funds received pursuant to this MOU for the purposes stated in this clause.
- Employ Council funds for the hosting of events for the member SBCCs wholly for running of those events, as directed by the groups.
- Collect and hold money raised via events, services and grants on behalf of each member SBCC.
- Disburse funds in accordance with SBA’s stated SBCC Disbursement Policy.
- Separately account for the funds collected and applied to each SBCC
- Report to Council any matter that is beyond the authority of the SBA.
- Hold a separate agreement with each member VAG outlining the roles and responsibilities of each. Copies of these agreement’s to be provided as appendices to this MOU between Council and the SBA.
- Hold regular meetings with the SBCCs. Representatives of each SBCC can attend SBA committee meetings.
- Ensure that funds received under this MOU are clearly accounted for and distinguished from all other moneys that may be received by the SBA from any other source.
MOU Southern Barossa Alliance and The Barossa Council

- Assist the SBCCs with governance, administration, financial management and strategic and future planning.

7 Conflict Resolution

While this MOU is not legally binding, it is developed and endorsed by both parties in good faith. Both parties agree that disagreements resulting from the application of this MOU will be negotiated by the parties directly and if need be, by resorting to an independent mediator.

8 Variation

The parties may vary the terms of or terminate this MOU during the year of its operation by agreement in writing of both parties providing one month’s notice and following the convening of a special meeting in accordance with the procedure in Clause 7 (Conflict Resolution).

9 Evaluation and Review

A comprehensive evaluation of the MOU will be conducted jointly by Council and SBA representatives every three years.

10 Reporting

An annual report including financial statements and highlighting the achievements of SBA and SBCCs will be provided to Council by 30 September each year.

Signatures:

Southern Barossa Alliance Inc. The Barossa Council
Name: Name:
Date:
## Southern Barossa Alliance Inc

### Financial Management Policy

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INTRODUCTION

The Southern Barossa Alliance (SBA) is entrusted to manage its own funds as well as funds on behalf of community groups with which it has signed a Sub Committee Agreement. It is critical that this is undertaken with transparency employing sound financial processes with appropriate checks and balances. By undertaking this role, the SBA will make access to funds easier for member groups and remove administration burden from The Barossa Council (TBC).

PURPOSE

All financial transactions undertaken by SBA must comply with this policy and follow the procedures in this document.

SCOPE

This policy applies to all SBA Committee members, staff and volunteers, and any other personnel who may be doing work for SBA.

DEFINITIONS

‘Petty Cash’ is held by a member organization and used for transactions of less than $55 (incl GST).

‘Member Group’ is a community organization which has signed Sub Committee Agreement with SBA.

‘SBA Approved Person’ is the SBA Treasurer, or an approved SBA Committee Member.

POLICIES

1. The SBA Approved Person, will maintain a financial management system which clearly identifies which member group owns all relevant funds managed by the SBA.
2. Funds may only be used by the member group which owns them.
3. The SBA may recoup fees and charges incurred in related transactions from the member groups.
4. Allocation of interest earned or charges to member groups will be based on the % of total funds held by SBA for the group at 1 July of the current year or another method mutually agreed by all parties. An example of where this could be required is for insurance policies taken out to cover all member groups.
5. At least 2 signatures required for all financial transactions. All financial transactions must be documented and approved/signed by at least one, pre-approved, member/s of the member group before being accepted and approved by SBA Approved Person, and then processed through the accounts held by SBA.
6. Subject to the appropriate authorization/s from the member groups SBA Approved Person, may provide the member groups with funds of up to $250 to employ as petty cash subject to the following limitations:
   6.1. The maximum value of a single petty cash transaction is $55 (incl GST);
   6.2. A receipt for the petty cash purchases by the member groups must be written and a copy forwarded to the SBA treasurer; and
   6.3. Larger transactions may not be split to form several transactions each below the petty cash limit.
7. A financial report shall be given to each member group at intervals agreed in the MOUs but not exceeding 12 months
8. Audited accounts for the SBA and all member groups will be presented at the SBA AGM.

**ROLES & RESPONSIBILITIES**

The Treasurer, or an approved SBA Committee Member, is responsible for:

- Maintaining the SBA Financial management system and keep transaction records compliant with this policy;
- Recommending the appointment of an independent auditor at the AGM to audit the accounts for presentation at the SBA AGM;
- Providing a financial statement for each member group at all SBA Executive meetings and at member group meetings at intervals compliant with this policy;
- Promptly depositing all monies received by the SBA;
- Issuing petty cash as requested to member groups compliant with this policy
- Maintaining the list of parties authorised to undertake financial transactions for all member groups

All SBA members, and staff, are responsible for:

- Promptly forwarding all monies received to the SBA Approved Person.
BUDGET PLANNING PROCEDURE

Responsibilities

The Committee of the Southern Barossa Alliance (SBA) has ultimate responsibility for overseeing the budget of the organisation and for ensuring that the organisation operates within a responsible, sustainable financial framework.

It is the responsibility of the Treasurer to prepare all budgets and review budgets in consultation with the Finance Committee.

The Finance Committee consists of:

- The Chairperson;
- The Deputy Chair;
- The Treasurer; and
- The Secretary.
Processes / General Requirements

Preparation of the Budget

In January/February each year, the Deputy Chair & the Treasurer start preparing the budget estimates as part of the Business Plan for the next financial year. The process includes:

- considering all operational costs; and
- estimating income.

The initial budget estimates are based on the current expenditure projections to end of year, plus adjustments for known operating costs. The Finance Committee shall be provided with information about how cost increases will be absorbed or will lead to increases in service charges (e.g. membership fees).

The Deputy Chair & Treasurer will present the draft budget for discussion at a Finance Committee meeting. The Finance Committee may accept the estimates as presented or may request variations, within the context of the Business Plan. A detailed report denoting reasons for decisions should be attached to the draft budget for discussion.

The Deputy Chair & Treasurer will then revise the draft and present the amended draft budget at a subsequent SBA Committee meeting, but not later than June. Once adopted by the SBA Committee, this becomes the official operating budget for the SBA for the following financial year, and all SBA Committee members must work within the financial limits stated or implied by this document.

Monitoring and Reviewing the Budget

The Deputy Chair & Treasurer are responsible for monitoring the organisation’s expenditure, reviewing the actual and budgeted expenditures, and reporting on the progress of such expenditure.

Financial reports will be prepared for each SBA Committee meeting showing the year-to-date expenditure and its variation from the budget estimates, and indicating any increases or decreases in funding. A detailed commentary should be attached to SBA Committee reports detailing reasons for variations and recommendations for corrective action should that be required.

The Deputy Chair will indicate what effect any variations will have on the budget projections and provide this information to the Treasurer and the SBA Committee. The Deputy Chair & Treasurer will also report on any other financial matters that may be related to the Business Plan.

Once adopted by the SBA Committee, the Amended Budget will become the new operating budget for the remainder of that financial year.
AUTHORITY TO SIGN PROCEDURES

Responsibilities
It is the responsibility of the SBA Committee to ensure that:

- All SBA Committee members are aware of this policy; and
- Any breaches of this policy coming to the attention of the SBA Committee are dealt with appropriately.

It is the responsibility of the SBA Committee members and, on occasions, volunteers to ensure that their access to financial transactions conforms to this policy.

Processes
All payments must contain two eligible signatures. Eligible signatories are SBA Committee members who have been previously nominated and endorsed by the SBA Committee. Where payments for any sub groups are involved one of the signatories will be the approved nominee for that group.
Any two of the above have the authority to authorise payments.

REIMBURSEMENT PROCEDURE

Responsibilities
It is the responsibility of the SBA Committee to ensure that:

- SBA Committee members and volunteers are aware of this policy; and
- Any breaches of this policy coming to the attention of the SBA Committee are dealt with appropriately.

It is the responsibility of all SBA members and volunteers to ensure that their applications for reimbursement conform to this policy.

Prohibited reimbursements
Southern Barossa Alliance will not reimburse members or volunteers for:

- Unauthorised expenses;
- Expenses claimed as a tax deduction;
- Expenses normally recoverable from a third party;
- Expenses that are not incurred for organisational purposes; and
- Parking, traffic, or other fines and penalties.
PETTY CASH

Responsibilities

It shall be the responsibility of the SBA Committee to consider any request for a petty cash float. If approved, it is the responsibility of the SBA Committee to determine who will be responsible for the float. It shall be the responsibility of nominated person to manage the amount of the float and to ensure that the procedures specified in this policy are implemented appropriately.

Petty Cash Limit

The amount of the petty cash float shall be as determined by the SBA Committee from time to time, but in general should not exceed $250. Any amount in the petty cash float over $250 shall be returned to the Treasurer to either be banked back into general funds or processed for payment in the usual manner.

Petty Cash Use

The responsible person shall ensure that petty cash is used to cover only those expense reimbursements for which it is not feasible, or for which it is unreasonably inconvenient, to use normal purchasing/payment methods. Any expense that is predictable and regular should be dealt with through normal accounting procedures.

The limit of $250 shall not be evaded through splitting of items into smaller amounts.

The responsible person shall require all expenses incurred using petty cash funds to be substantiated by acceptable supporting documentation such as receipts and tax invoices etc., and the documentation relating to each item shall be sufficient to establish the nature of the expenditure.

The responsible person shall retain acceptable supporting documentation of payments from the Petty Cash float and shall submit these with their accounts to the Treasurer as soon as possible.

The responsible person shall report the loss of any Petty Cash funds to the Treasurer as soon as the loss is discovered.

A tax invoice must be obtained for all purchases exceeding $55:00 (GST inclusive).

Petty cash should be kept in a secure location and held securely.

The responsible person cannot delegate control of the float to other persons. If the responsible person is unavailable, payment cannot be made by that means.

Petty Cash Replenishment

The responsible person can draw on replenishments as required and approved by the Treasurer up to the $250 amount.

If there is a need for additional finance, or if it is desired to increase the amount of the float, a special request must be made to the SBA Committee.

Replenishments should be sought while there are still sufficient funds in the float to allow time for the reimbursement process.
FRAUD RISK MANAGEMENT PROCEDURE

Responsibilities
The SBA Committee has ultimate responsibility for the prevention and detection of fraud and is responsible for ensuring that appropriate and effective controls are in place.

The Chair is responsible for dealing with and investigating instances of fraud reported to the SBA Committee.

The SBA Committee members should be alert to the various types of improprieties that might occur and be alert to any indications of such conduct.

All volunteers/contractors share in the responsibility for the prevention and detection of fraud.

REPORTING

All volunteers/contractors have the responsibility to report suspected fraud.

Any member, volunteer or contractor who suspects fraudulent activity must immediately notify an SBA Committee member about the concern.

In situations where the member, volunteer or contractor notifies an SBA Committee member that member must then notify the Chair of the SBA Committee (or the Secretary of the SBA Committee in circumstances where the suspected fraud involves the Chair or other office holders of the SBA Committee).

Step-by-step guide: Responding to suspected fraud

1. Upon notification of an allegation pertaining to fraud, the Chair of the SBA Committee will promptly arrange to carry out an initial review into the allegation.

2. After an initial review and a determination that the suspected fraud warrants additional investigation, the Chair of the SBA Committee shall coordinate the investigation with the appropriate law enforcement officials or external investigator as deemed appropriate. Internal or external legal representatives may be involved in the process, as deemed appropriate.

3. Once a suspected fraud is reported, immediate action will be taken to prevent the theft, alteration or destruction of relevant records. Such actions include, but are not necessarily limited to, removing relevant records/information and placing them in a secure location, limiting access to the location where the records/information currently exists, and preventing the individual suspected of committing the fraud from having access to the records/information.

4. If an allegation of fraud is substantiated by the investigation, disciplinary action (or termination of an individual's right to work as a contractor or volunteer), shall be taken by the SBA Committee.

5. The organisation will also pursue every reasonable effort, including court ordered restitution, to obtain recovery of any losses from the offender.

   Where a prima facie case of fraud has been established, the matter shall be referred to the relevant authorities. If an allegation is made in good faith, but it is not substantiated by the investigation, no action will be taken against the complainant.

   The organization will make every effort to keep the investigation confidential; however members of the SBA Committee may need to be consulted to assist with a review/investigation.
Williamstown Action Group Charter

1. Establishment

The Barossa Council supports the informal establishment and operation of the Williamstown Action Group as a volunteer group and sub-committee of the Southern Barossa Alliance, with individual members registered as volunteers of The Barossa Council (the Council) when performing Council activity. The community group is established to run community events, publish community newsletters and provide advice on the management and maintenance of community facilities in Williamstown and surrounding districts.

The Group may be wound up at any time by agreement of the Group and notification to the Southern Barossa Alliance and Council.

This Charter was adopted by the Group as an outcome of the Redefining Community Committees strategic project.

2. Objectives

Our key objectives:

The Group is a volunteer group established to fulfill the following functions in partnership with Council:

1). To advise on the management and maintenance of public space and facilities in Williamstown;

2). To advise on the management and maintenance of the Hall;

3). To provide input into planning for future development and upgrading of Williamstown and its facilities for the benefit of all members of the community, including input on the preparation of an annual maintenance plan to be adopted by the Council as part of the annual budget process;

4). To contribute recommendations for the future development of Williamstown and facilities for the benefit of the community;

5). To promote a positive community spirit in the district towards Williamstown and facilities;

6). To contribute to the management of groups and persons occupying the Hall in accordance with Council’s Lease and Licence policy;

7). To provide volunteer support for minor maintenance in liaison with Council;
8). To manage bookings, key collection and cleaning through the Hall Volunteer Booking Officer and caretaker subject to Council’s Event Management policy.

9). May choose to hold community and fundraising events in accordance with Council’s Event Management Policy;

10). To provide volunteer support for activities and events in Williamstown in liaison with Council.

3. **Membership**

The Group will consist of independent community members as well as members representing local interest groups. Membership is until a member resigns or is otherwise incapable of continuing as a member. The Group may determine a Chairperson as the primary point of contact and two additional members of the Group as supplementary contacts and notify the Southern Barossa Alliance and the Council. In addition to appointing a Chairperson, the Group may determine if there will be a Deputy Chairperson and, if so, will make the appointment.

Members of the Group must be registered as a volunteer of Council by completing Council’s *Volunteer Registration Form*.

4. **Peak Advisory Groups**

One community group member (or one proxy member) may be nominated to attend the Community and Economic Development Advisory Forum of Council to communicate matters relating to Williamstown and surrounding districts.

5. **Budgets and Financial Management**

The Group will not have any delegated power for the expenditure of approved budgeted funds or to receive fee income or donations, only to provide recommendations on use of the budget.

The Group will be provided an opportunity to review The Barossa Council’s draft annual budget for Williamstown and surrounding districts, and provide recommendations on new Initiatives form as part of TBC budgetary submission process.

6. **Chairperson**

The Chairperson will be the primary contact point between the Southern Barossa Alliance, the Council and the Group and be responsible for the proper observance of the Charter. The Chairperson will ensure all members have an opportunity to participate in discussions in an open, respectful and encouraging manner.
7. Governance

Recommendations by the Group to amend the rules of operation must be made by majority of all members.

8. Meetings

Ordinary meetings of the group will be determined by the Group. The day, time and place for such meetings will be determined each year at the first meeting. All decisions of the Group will be made on the basis of the majority of the members are present.

8.1 Absent Chairperson

If the Chairperson of the group is absent from a meeting, the Deputy Chairperson position will preside at that meeting. If there is no Deputy Chairperson, or both the Chairperson and the Deputy Chairperson of the community group are absent from a meeting of the Group, then a member of the group chosen from those present will preside at that meeting until the Chairperson (or Deputy Chairperson, as appropriate) is present.

8.2 Record of Recommendations to Council

The Group may record:

a) names of members present;
b) submissions from interest groups;
c) each recommendation made to Council;
d) record final decisions made from Council; and
e) forward a copy of the recommendations to members and the Manager, Community Projects via Barossa@barossa.sa.gov.au

The Manager Community Projects will:

f) Ensure registration into Council’s Electronic Document Record Management System (TRIM); and
g) Facilitate works required, and/or provide recommendations to Council as required.

Signed .............................. Dated ........................................

Debbie Boehm, Chair – Williamstown Action Group
Lyndoch Community Committee Charter

1. Establishment

The Barossa Council supports the informal establishment and operation of the Lyndoch Community Committee as a volunteer group and sub-committee of the Southern Barossa Alliance, with individual members registered as volunteers of The Barossa Council (the Council) when performing Council activity. The community group is established to provide advice on the management and maintenance of community facilities in Lyndoch and surrounding districts.

The Group may be wound up at any time by agreement of the Group and notification to the Southern Barossa Alliance and Council.

This Charter was adopted by the Group as an outcome of the Redefining Community Committees strategic project.

2. Objectives

The Group is established to fulfill the following functions in partnership with Council.

2.1 To advise on the management and maintenance of community facilities and provision of services for Lyndoch and surrounding districts;

2.2 To contribute recommendations for the future development of Lyndoch and districts for the benefit of the community;

2.3 To promote a positive community spirit towards Lyndoch and districts and to promote active community engagement;

2.5 To contribute to the management of groups and persons using community facilities in accordance with Council policy;

2.6 To hold events for the benefit of the local community, volunteer engagement and the prosperity of the region; and

2.7 Fundraising initiatives as endorsed by Council.

3. Membership

The Group will consist of independent community members as well as members representing local interest groups. Membership is until a member resigns or is otherwise incapable of continuing as a member. The Group may determine a Chairperson as the primary point of contact and two additional members of the Group as supplementary contacts and notify the Manager of Administrative Services. In addition to appointing a Chairperson, the Group may determine if there will be a Deputy Chairperson and, if so, will make the appointment.
Members of the Group must be registered as a volunteer of Council by completing Council’s Volunteer Registration Form.

4. Peak Advisory Groups

One community group member (or one proxy member) may be nominated to attend the Community and Economic Development Advisory Forum of Council to communicate matters relating to Lyndoch and surrounding districts.

5. Budgets and Financial Management

The Group will not have any delegated power for the expenditure of approved budgeted funds or to receive fee income or donations, only to provide recommendations on use of the budget.

The Group will be provided an opportunity to review The Barossa Council’s draft annual budget for Lyndoch and surrounding districts, and provide recommendations on new Initiatives form as part of TBC budgetary submission process.

6. Chairperson

The Chairperson will be the primary contact point between the Southern Barossa Alliance, the Council and the Group and be responsible for the proper observance of the Charter. The Chairperson will ensure all members have an opportunity to participate in discussions in an open, respectful and encouraging manner.

7. Governance

Recommendations by the Group to amend the rules of operation must be made by majority of all members.

8. Meetings

Ordinary meetings of the group will be determined by the Group. The day, time and place for such meetings will be determined each year at the first meeting. All decisions of the Group will be made on the basis of the majority of the members are present.

8.1 Absent Chairperson

If the Chairperson of the group is absent from a meeting, the Deputy Chairperson position will preside at that meeting. If there is no Deputy Chairperson, or both the Chairperson and the Deputy Chairperson of the community group are absent from a meeting of the Group, then a member of
the group chosen from those present will preside at that meeting until the Chairperson (or Deputy Chairperson, as appropriate) is present.

8.2 Record of Recommendations to Council

The Group may record:

a) names of members present;

b) submissions from interest groups;

c) each recommendation made to Council;

d) record final decisions made from Council; and

e) forward a copy of the recommendations to members and the Manager, Community Projects via Barossa@barossa.sa.gov.au

The Manager Community Projects will:

f) Ensure registration into Council’s Electronic Document Record Management System (TRIM); and

g) Facilitate works required, and/or provide recommendations to Council as required.

Signed ........................................... Dated ...........................................

Steve Balch, Chair – Lyndoch Community Committee
Lyndoch Recreation Park Volunteer Advisory Group Charter

1 ESTABLISHMENT

The Barossa Council supports the informal establishment and operation of the Lyndoch Recreation Park Advisory Group as a volunteer group and sub-committee of the Southern Barossa Alliance, with individual members registered as volunteers of The Barossa Council (the Council) when performing Council activity. The Group is established to provide advice on the management and maintenance of the Lyndoch Recreation Park.

The Group may be wound up at any time by agreement of the Group and notification to the Southern Barossa Alliance and the Council.

This Charter was adopted by the Group as an outcome of the Redefining Community Committees strategic project.

2 OBJECTIVES

The Group is established to fulfill the following functions in partnership with Council:

2.1 To advise on the management and maintenance of the Lyndoch Recreation Park;

2.2 To contribute recommendations for the future development of the Park for the benefit of the whole community;

2.3 To recognise the synergistic benefits of user groups working collaboratively to obtain a consensus on operations and development of the community’s multi-use facility;

2.4 To promote a positive community spirit in the district towards the Park and to promote active community engagement;

2.5 To advise on the management of groups and persons occupying the Park in accordance with Council’s Lease and Licence policy;

2.6 To hold fundraising events;

2.7 To review The Barossa Council’s draft annual budget for Lyndoch Recreation Park and provide recommendation on priority of maintenance and new initiatives for the Park;

2.8 To provide volunteer support for Park activities; and

2.9 To provide volunteer liaison with Park bookings.

3 MEMBERSHIP

The Group will consist of at least one representative nominated from each user group of Lyndoch Recreation Park and any community members interested in park use and upgrades. Membership is until a member resigns or is otherwise incapable of continuing
as a member. Each user group will appoint a member to fill the vacancy who will need to register as a volunteer of Council.

The Group may determine a Chairperson as the primary point of contact and 2 additional members of the Group as supplementary contacts and notify the Council. In addition to appointing a Chairperson, the Group may determine if there will be a Deputy Chairperson and, if so, will make the appointment.

Members of the Group must be registered as a volunteer of Council by completing Council’s Volunteer Registration Form.

4 SPORT AND RECREATION PEAK ADVISORY FORUM

One member (or one proxy member) will be nominated to attend the Sport and Recreation Peak Advisory Forum of Council to communicate matters relating to Lyndoch Recreation Park. It is noted that a member from every sporting code played at Council facilities and community group Park users will also be nominated to attend.

5 BUDGETS

The Group will not have any delegated power for the expenditure of approved budgeted funds or to receive fee income or donations, only to provide recommendations on use of the budget.

The Group will be provided an opportunity to review The Barossa Council’s draft annual budget for Lyndoch Recreation Park and provide recommendation on priority of maintenance and new initiatives for the Park. The group can propose upgrades to the Park by submission of a TBC Proposal for New Initiative form as part of TBC budgetary submission process.

6 CHAIRPERSON

The Chairperson will be the primary contact point between the Southern Barossa Alliance, the Council and the Group and be responsible for the proper observance of the Charter. The Chairperson will ensure all members have an opportunity to participate in discussions in an open, respectful and encouraging manner.

7 GOVERNANCE

Recommendations by the Group to amend the rules of operation must be made by majority of all members.

8 MEETINGS

Ordinary meetings of the group will be determined by the Group. The day, time and place for such meetings will be determined each year at the first meeting. All decisions of the Group will be made on the basis of the majority of the members are present.

8.1 Absent Chairperson

If the Chairperson of the group is absent from a meeting, the Deputy Chairperson (if such position exists) will preside at that meeting. If there is no Deputy Chairperson, or both the Chairperson and the Deputy Chairperson of the community group are absent from a meeting of the Group, then a member of the group chosen from
those present will preside at that meeting until the Chairperson (or Deputy Chairperson, as appropriate) is present.

8.2 Record of Recommendations to Council

The Group may record:

a) names of members present;
b) correspondence reviewed at any meeting, including the review of Groundskeeper Reports and recommended actions based on the detail contained in that report;
c) each recommendation made to Council;
d) record final decisions made from Council;
e) forward a copy of the recommendations to members and the Manager Community Projects via Barossa@barossa.sa.gov.au

The Manager Community Projects will:

f) Ensure registration into Council’s Electronic Document Record Management System (TRIM)
g) Facilitate works required, and/or provide recommendations to Council as required.

Signed ...........................................  Dated ........................................
Chair – Lyndoch Recreation Park Volunteer Advisory Group
# SOUTHERN BAROSSA ALLIANCE INCORPORATED

## CONSTITUTION

18 October 2015

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1 NAME AND FORMATION

1.1 The name of the Incorporated Association shall be the Southern Barossa Alliance (hereinafter called the Alliance or SBA).

2 DEFINITIONS

‘alliance’ mean the Southern Barossa Alliance being an Association defined under the Associations Incorporations Act 1985 and registered with the Office of Consumer and Business Affairs

‘committee’ means the committee of management of the Alliance

‘general meeting’ means a general meeting of members of the Alliance convened in accordance with these rules

‘member’ means a member of the Alliance which includes individuals, businesses and community based “Not For Profit” organisations.

‘the Act’ means the Association Incorporations Act 1985

‘special resolution’ means a special resolution defined in the Act

‘month’ shall mean a calendar month

‘written’ or ‘writing’ shall mean a hard copy or an electronic submission
3 VISION AND MISSION

3.1 The VISION of the Alliance is:

We will work towards residents, businesses, and other organisations in the Southern Barossa coalescing to form a cohesive and vibrant community promoting communication, lifestyle, wellbeing, heritage, opportunities and prosperity. We aim to achieve the evolution of a sustainable physical, business and social environment in the Southern Barossa which is safe, pleasant and attractive to current and future business and community members and visitors.

3.2 The MISSION of the Alliance is:

3.2.1 We campaign on behalf of the people and businesses of the Southern Barossa to protect and enhance the assets and viability of our Community.

3.2.2 We work together in areas including commerce, tourism, social, education, wellbeing and sporting activities for the promotion and benefit of the Southern Barossa Community and member groups.

3.2.3 We support and promote the local economy, local industry, services, volunteers and volunteer organisations, tourism, agriculture, sport, sustainable energy, art, craft, music and local food projects in the Southern Barossa.

3.2.4 We provide a forum for discussion, project development and advocacy for local Business and Community organisations and individuals for matters relating to:

a. Regional and Town planning and development.
b. Community Health and Wellbeing with focus on Youth, Family, Aged and Disabled groups.
c. Beautification, Town and Region Improvement.
d. Community Infrastructure, Sport and Recreation Facilities.
e. Community Assistance.
f. Business Development/Opportunities.
g. Tourism.
h. Heritage.
i. Community and Cultural Services/Activities.
j. Environment.
k. Grants and Funding Assistance.
l. Public Health and Safety.
m. Education Services.
n. Matters of Community grievance, concern or opportunity within the Southern Barossa.
3.2.5 We provide leadership on the Southern Barossa’s interests through public consultation and debate on any matters affecting Southern Barossa or its immediate region. Immediate region is the catchment of membership.

3.2.6 We receive and facilitate feedback from members of Southern Barossa and to encourage community wide communication and constructive criticism enabling evaluation and improvements.

3.2.7 We enhance the sustainability of businesses in Southern Barossa and to welcome new businesses and to encourage members to support businesses in the immediate region.

3.2.8 We promote and support any program or event to enhance and promote Southern Barossa and which contributes to the lifestyle of the Barossa while retaining the identity of the current townships.

3.2.9 We promote hospitality, service and friendship to all who live near and/or visit the Southern Barossa and to work together for the good of the Southern Barossa as a whole for present and future generations.

3.2.10 We source, apply for and hold any grants to attain the above objectives.

3.2.11 We hold/manage major fundraising activities and events, manage significant Community initiatives/projects and hold and safeguard funds raised by member Community organisations.

3.2.12 We do all such other things as are incidental and conducive to the attainment of the above objects and purposes of the Association or anything that may contribute to the welfare of Southern Barossa

3.2.13 We liaise with Government or semi Government bodies and any other Associations to promote and develop Southern Barossa and the Barossa Region and to attain support to achieve the above objects and purposes.

3.2.14 We have recognisable branding for the Southern Barossa that complements the Barossa Brand.

3.2.15 We are an official body that is recognised for the preservation and promotion of natural, cultural and commercial resources of the Southern Barossa.
4 POWERS OF ALLIANCE

In addition to any of the powers granted by Section 25 of the *Association Incorporated Act 1985* the powers of the Alliance (the Association) are as follows and are limited to the extent that they can only be exercised to further the objects and purposes of the Alliance:

4.1 To seek or receive membership fees, donations, gifts and property of any kind.

4.2 To hold funds for projects, events, member not for profit organisations or promotional activities.

4.3 To publish periodicals, reports and other documents.

4.4 To provide education or training relating to the Alliance and its objects and purposes.

4.5 To join with or co-operate with any other body in order to further any object or purpose of the Alliance.

4.6 To contribute to or support any entity with purposes of a social, educational, benevolent, patriotic or charitable nature within the Southern Barossa or its immediate regions.

4.7 To set up endowments, scholarships, bursaries and educational grants.

4.8 To arrange, provide or support recreation, sport and other activities for the good of the Southern Barossa and immediate regions.

4.9 To deal with property of all kinds and in any manner.

4.10 To enter into any agreement.

4.11 To invest any property to the Association in any manner.

4.12 To borrow money on any terms, operate bank accounts and give any security.

4.13 To carry on any business or legal proceedings.

4.14 To pay any expenses.

4.15 To engage or dismiss any employees or volunteers.

4.16 To administer any property or funds held in trust.

4.17 To do such other acts and things to further the purposes of the Alliance as the Alliance or its Committee thinks fit.
5 PROPERTY OF THE ASSOCIATION

5.1 The Committee has the management and control of the funds and property of the Alliance.

5.2 All income and property of the Alliance may only be applied for the purposes of the Alliance, except that funds held for member “not for profit” organisations are for the use of these organisations.

5.3 No funds or property of the Alliance may be paid or transferred directly or indirectly to the members or relatives of members.

However, this does not restrict the payment in good faith to an officer, member or relative of a member of the Alliance for:

I. Reasonable remuneration for services rendered provided either a workplace agreement or tax invoice for services rendered is supplied and approved by the Committee,

II. Reasonable rental for property let or hired to the Alliance by that person, or,

III. Any payment incidental to the Alliances’s activities provided it is consistent with the Alliances’s purpose.

6 THE COMMITTEE

6.1 The Committee consists of the Chair, Vice Chair, Secretary, Treasurer, Public Officer and a minimum of three or maximum of seven other Committee members.

6.2 Committee members will be elected at an Annual General Meeting or a Special Meeting of the Association. The Chair, Vice Chair, Treasurer, Secretary and Committee members will be elected for two year terms.

6.3 The Committee has the power and right to co-opt additional Committee members as per clause 6.1.

6.4 Subject to this Constitution elected Committee members hold office until their term expires.

6.5 A Committee member may stand for re-election at the Annual General Meeting when his/her term expires.

6.6 Financial members may nominate in writing or by email for election to the Committee Secretary three (3) days prior to the relevant election.

6.7 A person may nominate for election to more than one position on the Committee but cannot be elected to more than one position.

6.8 If there is only one nominee for a position on the Committee, that person will be declared elected. Otherwise, there will be a closed ballot for the position. The person with the most votes is elected to the position. However, if there is an equality of votes, successive ballots will be taken until the deadlock is broken or a decision by the Chair to defer the vote until the next meeting to account for absent voting members.
7 COMMITTEE MEETINGS

7.1 The Committee will meet as and when they deem it necessary. If two Committee members call a meeting, the Committee must meet as soon as practicable.

7.2 Notice of a Committee meeting may be given at a previous meeting or by email, fax, telephone or other personal notification. A minimum notice of Twenty Four hours is required.

7.3 A Committee meeting is convened for any period when a quorum of Committee members can communicate with each other in person, by telephone, email or video conference facility. Likewise, a Committee member is deemed present at a Committee meeting if he or she takes part in the meeting via a telephone call, email or video conference facility.

7.4 A quorum of the Committee consists of half of the elected committee members plus one.

7.4.1 A meeting will commence as soon after the time specified in the notice of meeting as a quorum is present.

7.4.2 Lack of Quorum

I. If, prior to the commencement of the meeting, the number of apologies received by the Chair (or their delegate) indicates that a quorum will not be present at that meeting, or

If at the expiration of 30 minutes from the time specified in the notice of meeting as the time of commencement a quorum is not present.

The Chair (or their delegate) may adjourn the meeting to a specified day and time or continue the meeting without any motions being formally resolved.

II. If the meeting is adjourned for want of a quorum, the Chair (or their delegate) will record in the minutes the reason for the adjournment, the names of any members present and the date and time to which the meeting is adjourned.

7.5 Each Committee member, including the Chair has one vote on any motion or matter. In the case of an equality of votes, the Chair does not have the casting vote and the motion must be declared lost.

7.6 Any motion set out in a document signed by all Committee members is deemed to have been passed at a duly convened meeting. Such a document may be signed in counterparts (i.e. separate copies).

7.7 A Committee member must disclose any financial interest in any matter with the Alliance.

7.8 No Committee member may vote in any matter in which they may be deemed to have a conflict of interests.
7.9 A Committee member is required to attend meetings. Failure to attend 3 consecutive meetings without just cause may result in removal from the Committee.

8 COMMITTEE BUSINESS

8.1 The Committee is responsible for the administration and management of the Alliance. It must also carry out any decisions of a General Meeting. The Committee may exercise all the Alliances’ powers which are not required by law or this Constitution to be exercised by the Alliance at a General Meeting.

8.2 The Committee may delegate any of its functions to any particular Committee member or members.

8.3 It may appoint sub-committees to carry out any of its function. Any person (including a non-member) may be a member of a sub-committee. However, at least one Committee member must be a member of any sub-committee.

9 CHAIRPERSON

9.1 The Chairperson is the Chair of all meetings of the Alliance and the Committee.

9.2 In the absence of the Chair, the Vice Chair will chair the meeting.

9.3 In the absence of both the Chair and Vice Chair, those present may elect one other Committee member to be the Chair of that meeting.

9.4 The Chair’s ruling on any matter of meeting procedure is final and binding on the meeting in accordance with the Association Incorporation Act 1985 and Regulations 2008.

9.5 The Chair is responsible for the proper observance of the rules of the Constitution in the contact of meetings and affairs of the Association.

9.6 Ensure all Committee members have an opportunity to participate in discussions in an open, respectful and encouraging manner.

9.7 Call the meeting to order and ask for the debate to be finalised if no new information is being presented to allow a motion to be put to the Committee.

10 SECRETARY

10.1 The Secretary, who will be the Public Officer must: (Can be two separate roles)

I. carry out all secretarial functions for the Alliance,

II. give all notices that may be required under the Constitution,

III. generally carry into effect the directions of the Committee.
10.2 Minutes of the Meeting:

The Secretary must keep accurate minutes of the meetings and decisions of the Alliance including:

I. names of members present,
II. each motion carried,
III. any disclosure of interest made by a member.

10.2.1 To ensure the accuracy of the minutes—
(a) the minutes of each general meeting must be signed by the chairperson of the meeting, or the chairperson of the next general meeting, verifying their accuracy; and
(b) the minutes of each annual general meeting must be signed by the chairperson of the meeting, or the chairperson of the next meeting of the SBA that is a general meeting or annual general meeting, verifying their accuracy.

10.2.2 If asked by a member of the association, the secretary must, within 28 days after the request is made—
(a) make the minute book for a particular general meeting available for inspection by the member at a mutually agreed time and place; and
(b) give the member copies of the minutes of the meeting.

10.2.3 The SBA may require the member to pay the reasonable costs of providing copies of the minutes.

11 TREASURER

11.1 The Treasurer must:

Control all funds of the Alliance, subject to any directions of the Committee and subject always to the overriding authority of the Committee,

I. Pay all funds received into an Alliance bank account as soon as practicable after receiving them,
II. Pay the Alliances’ debts as they become due, subject to Committee approval. Approval must be attained from 2 Committee members. Approvals may be attained in person, by phone, facsimile or email.

11.2 The Treasurer must keep accurate records of all financial affairs, money matters and fund raising activities of the Alliance, including separate line items for funds in hold for Member Non For Profit Organisations.

11.3 All Alliance cheques or electronic payment transactions must be signed by the Treasurer and one other approved Committee member nominated for that purpose by the Committee.
11.4 The Treasurer must submit to the Committee regular statements of the financial position of the Alliance.

11.5 The Treasurer must present the Alliances’s annual financial statements at the Annual General Meeting.

12 MEMBERS

12.1 The initial members will be those declared as members at the special meeting of the Association.

12.2 Subsequently any existing member can nominate someone to become a member. That person becomes a member if the Committee accepts him or her as a member.

12.3 A business/not for profit organisation may be a member but it must nominate a natural person/s to be its representative, subject to Committee approval. Only two nominees may represent any single business/not for profit organisation. Such nominees are treated as if a member in his or her own right for voting and Committee appointment purposes.

12.4 A schedule of membership fees will be set annually by the Committee.

12.5 A member may resign at any time by notice in writing to the Secretary.

12.6 The Committee may:

   I. Reprimand a member,
   II. Suspend the membership of a member, or,
   III. Cancel the membership of a member.

   However, the Committee must give the member at least 10 days’ notice of its intention of its intention to do so. This correspondence must outline reasons why it proposes to take this course of action. The Committee must give the member a reasonable opportunity to make submissions to the Committee before it votes on such a motion. All matters relative to this clause will remain confidential between both the Committee and the member.

12.7 Membership does not give any right or interest in any property or asset of the Alliance.

12.8 No member is liable to contribute to any liabilities of the Alliance or any costs of winding up.

12.9 A member does not become a member until such time as they are financial. A member’s membership will become null and void if a member does not pay the membership fee as set by the Committee with 90 days of notice of fees.

12.10 The Secretary must keep a register of all current members.
13  FINANCIAL YEAR / ANNUAL GENERAL MEETING

13.1 The financial year of the Association shall be the twelve month period commencing on the first day of July each year until the 30th of June in the following year.

13.2 The Annual General Meeting will be held once each year at a time and place fixed by the Committee but no later than October in each year.

13.3 Each Annual General Meeting may only deal with the following matters:
   (a) To receive apologies,
   (b) To confirm the minutes of the previous Annual General Meeting and any intervening General Meeting,
   (c) To receive the Chair’s report,
   (d) To receive, and if decided, accept the Association’s financial statements,
   (e) To elect Committee members for the following year,
   (f) To deal with any matter notified in the notice of the meeting.

14  SPECIAL GENERAL MEETING

14.1 A Special General Meeting of members must be called by the Secretary following:
   (a) A resolution to that effect of the Committee or an Annual General Meeting, or,
   (b) Receipt of a written request signed by at least 20% of the financial members (providing the request states the matters to be dealt with at the meeting), or,
   (c) The passing of any resolution requires a two thirds majority.

14.2 Within 14 days of any of the above events, the Secretary must give notice of the Special General Meeting.

14.3 The notice must state the matters to be dealt with.

14.4 A quorum of 4 members is required to make the meeting valid.

14.5 A special general meeting must be held within 6 weeks after the secretary is directed to call the meeting by the management committee.

14.6 If the secretary is unable or unwilling to call the special meeting, the president must call the meeting.
15 NOTICE OF GENERAL MEETING

15.1 The secretary or chairperson may call a general meeting of the Alliance.

15.2 The secretary or chairperson is required to call a general meeting if one half of the ordinary membership signs a written request that is submitted to the secretary or chairperson.

15.3 Subject to 15.2, the secretary or chairperson must call the meeting within 1 month of written notification and the general meeting must be held within 2 months of notification.

15.4 Notice of any General Meeting may be given to members:
   I. In any Alliance newsletter,
   II. By individual written notice posted to each member,
   III. By notice put up in any premises used or occupied by the Alliance,
   IV. By advertising in the local papers, or,
   V. In any other matter fixed by the Committee.

15.5 The secretary, or in their absence, the Chairperson, must give at least 14 days’ notice of the meeting to each member of the Alliance.

15.6 However, notice of the following meetings must be given in writing—
   (a) a meeting called to hear and decide the appeal of a person against the management committee’s decision—
      (i) to reject the person’s application for membership of the Alliance; or
      (ii) to terminate the person’s membership of the Alliance;
   (b) a meeting called to hear and decide a proposed special resolution of the Alliance.

15.7 A notice of a general meeting must state the business to be conducted at the meeting.

16 GENERAL MEETING PROCEDURE

16.1 Subject to the next sub-clause, the quorum for a General Meeting is not less than 4 members or one third of the committee members whichever is the lesser.

16.2 If a quorum is not present at any meeting within 30 minutes of the commencement time, the Chair must adjourn the meeting for not less than 7 days. Those financial members present at the adjourned meeting time constitute a quorum.

16.3 Voting at General Meetings will be by show of hands; however, if the Chair or 3 members require it, the vote will be by poll.
16.4 At a general meeting, each question, matter or resolution, other than a special resolution, must be decided by a majority of votes of the members present.

16.5 Each member, including the Chair, has one vote on any motion or matter for decision. In the case of an equality of votes, the Chair does not have the casting vote and the motion must be declared lost.

16.6 A member shall be entitled to appoint in writing a natural person who is also a financial member of the Association to be their proxy, and attend and vote at any general meeting of the Association.

16.7 A member is not entitled to vote at a general meeting if the member's annual membership subscription is in arrears at the date of the meeting.

16.8 The method of voting is to be decided by the management committee. However, if at least 20% of the members present demand a secret ballot, voting must be by secret ballot.

16.9 If a secret ballot is held, the chairperson must appoint 2 members to conduct the secret ballot in the way the chairperson decides.

16.10 The result of a secret ballot as declared by the chairperson is taken to be a resolution of the meeting at which the ballot was held.

17 AUDITORS

17.1 The Committee may appoint (and remove) auditors to audit the Alliance’s annual financial statements or for any other purpose. However, if required by law, auditors must be appointed.

17.2 The auditors have the power to call for any and all Alliance books or records at any time.

18 RULES

18.1 The Committee may make, alter or rescind rules relating to the Alliance and its matters.

18.2 No such rule may be inconsistent with this Constitution.

18.3 A rule has a like force as if it was part of this Constitution.

19 ALTERING THIS CONSTITUTION

19.1 This Constitution may be altered or rescinded at any time by a Special General Meeting.

19.2 The alteration shall be registered with the relevant government authority and within the timeframe required by Section 24 of the Associations Incorporation Act 1985.
20 DISSOLUTION, WINDING UP OR AMALGAMATION

20.1 The members may, by resolution passed by a majority of four fifths of the members, present at any annual general meeting or special general meeting called for that purpose resolve to dissolve the Alliance or to amalgamate it with any other association.

20.2 In the event of dissolution, any Barossa Council Reserve funds distributed to and remaining to the credit of the Alliance shall be paid returned to The Barossa Council.

20.3 Any operational funds remaining after payment of all debts and liabilities may made available to another incorporated community organisation for the specific purpose of expenditure on matters that meet the objectives within the constitution of the organisation that originally held the funds.

20.4 Provided nevertheless that the Alliance shall not be dissolved whilst any four (4) members desire its continuation.

20.5 The Alliance may be wound up in the manner provided for the act and any surplus assets as defined in the act shall be paid as specified in the rule 17.2 herein.

21 INDEMNITY

Each Committee member is indemnified by the Alliance against all loss, damages and expenses paid or incurred by him or her as a Committee member in the proper exercise of his or her duties.

22 NO LIABILITY

No member or Committee member is liable for:

(a) The errors or defaults of any other member or Committee member,

(b) Any defect of title to any property acquired by or on behalf of the Alliance,

(c) Any loss or damage arising from the insolvency or tortuous act of any person controlling any property of the Alliance,

(d) Any default by a member or Committee member when properly exercising his or her duties.

23 INTERPRETATION

“Ordinary Resolution” of the Alliance is a resolution passed by a simple majority at a general meeting.

“Special Resolution” as defined by the Associations Incorporation Act means a resolution passed at a duly convened meeting of the members of the Alliance if –
(a) At least 14 days written notice specifying the intention to propose the resolution as a specified resolution has been given to all members of the association; and

(b) It is passed at a meeting referred to in this paragraph by a majority of not less than two thirds of such members of the Alliance as being entitled to do so, vote in person or by proxies at that meeting.

24 PROXIES

24.1 An instrument appointing a proxy must be in writing and be in the following or similar form—

[Name of association]:

I, [NAME] of [ADDRESS], being a member of the SBA, appoint [NAME] of [ADDRESS] as my proxy to vote for me on my behalf at the (annual) general meeting of the association, to be held on the day of

20

and at any adjournment of the meeting.

Signed this day of 20 [ ]

Signature

24.2 The instrument appointing a proxy must—

(a) if the appointer is an individual—be signed by the appointer or the appointer’s attorney properly authorised in writing; or

(b) if the appointer is a corporation—

(i) be under seal; or

(ii) be signed by a properly authorised officer or attorney of the corporation.

24.3 A proxy must be a member of the SBA.

24.4 The instrument appointing a proxy is taken to confer authority to demand or join in demanding a secret ballot.

24.5 Each instrument appointing a proxy must be given to the secretary before the start of the meeting or adjourned meeting at which the person named in the instrument proposes to vote.

24.6 Unless otherwise instructed by the appointer, the proxy may vote as the proxy considers appropriate.
24.7 If a member wants a proxy to vote for or against a resolution, the instrument appointing the proxy must be in the following or similar form—

[Name of association]:

I, [NAME] of [ADDRESS], being a member of the SBA, appoint [NAME] of [ADDRESS] as my proxy to vote for me on my behalf at the (annual) general meeting of the SBA, to be held on the day of

20

and at any adjournment of the meeting.

Signed this day of 20[ ]

Signature

This form is to be used *in favour of/*against [strike out whichever is not wanted] the following resolutions—

[List relevant resolutions]

25 BY-LAWS

25.1 The management committee may make, amend or repeal by-laws, not inconsistent with these rules, for the internal management of the Alliance.

25.2 A by-law may be set aside by a vote of members at a general meeting of the Alliance.

26 COMMON SEAL

26.1 The management committee must ensure the association has a common seal.

26.2 The common seal must be—

(a) kept securely by the management committee; and

(b) used only under the authority of the management committee.

26.3 Each instrument to which the seal is attached must be signed by a member of the management committee and countersigned by—

(a) the secretary; or

(b) another member of the management committee; or
27 FUNDS AND ACCOUNTS

27.1 The funds of the SBA must be kept in an account in the name of the association in a financial institution decided by the management committee.

27.2 Records and accounts must be kept accurately and with full description of all the financial affairs of SBA.

27.3 All amounts must be deposited in the financial institution account as soon as practicable after receipt.

27.4 A payment by the association of $100 or more must be made by cheque or electronic funds transfer.

27.5 If a payment of $100 or more is made by cheque, the cheque must be signed by any 2 of the following—

(a) the president;

(b) the secretary;

(c) the treasurer;

(d) any 1 of 3 other members of the SBA who have been authorised by the management committee to sign cheques issued by the SBA.
7.4.1 DEBATE AGENDA – DIRECTOR WORKS AND ENGINEERING SERVICES

7.4.1.1 ROAD RE-SHEETING – CHANGE TO PROGRAM
B7907 18/53725

PURPOSE
A revised road re-sheet program is proposed following a final evaluation of the gravel sheeted road network.

RECOMMENDATION
That Council receives, considers and approves the revised road re-sheet program which is provided as Table 1 in this report.

REPORT

Background
Council adopted a $953,439 road re-sheet maintenance program as part of the Annual Budget and Business Plan process. The roads put forward and adopted in the budget were selected based on initial site investigations, customer request data and feedback from our grader operators.

Introduction
Following adoption of the Annual Budget and Business Plan a drilling program was undertaken across the gravel sheeted road network to quantify the depth of existing gravel material on the road.

Discussion
A revised re-sheeting program is proposed following a drilling evaluation of our sheeted road network to determine residual material depths. Consideration has been given to the level of service for each road and the condition as inspected together with the drilling data. The 2018/2019 road re-sheeting program has been amended as per Table 1 following;
### Table 1 - Revised Re-Sheet Program

<table>
<thead>
<tr>
<th>Road</th>
<th>District</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rocky Valley Road</td>
<td>Angaston</td>
<td>Stockwell Rd to End</td>
</tr>
<tr>
<td>Pipeline Road - Moculta</td>
<td>Moculta</td>
<td>Rosenzweig Rd to Council Boundary</td>
</tr>
<tr>
<td>Duck Ponds Road</td>
<td>Stockwell</td>
<td>600m W of seal from Stockwell</td>
</tr>
<tr>
<td>Duck Ponds Road</td>
<td>Stockwell</td>
<td>350m W of Jaegers Rd to Fallands Rd</td>
</tr>
<tr>
<td>Duck Ponds Road</td>
<td>Moculta</td>
<td>H#544 to Bastion Hill Rd</td>
</tr>
<tr>
<td>Duck Ponds Road</td>
<td>Moculta</td>
<td>Lindsay Park Rd to H#791</td>
</tr>
<tr>
<td>Allendale Road</td>
<td>Goldfields</td>
<td>Para Wirra Rd to H#678</td>
</tr>
<tr>
<td>Allendale Road</td>
<td>Kalbeeba</td>
<td>550m north of H#660</td>
</tr>
<tr>
<td>Ken Hicks Road</td>
<td>Mount Pleasant</td>
<td>Tungkillo Rd to Seagers Rd</td>
</tr>
<tr>
<td>Ken Hicks Road</td>
<td>Mount Pleasant</td>
<td>600m SW from Seagers Rd</td>
</tr>
<tr>
<td>Hamiltons Road</td>
<td>Mount Pleasant</td>
<td>O Herbig Rd to Koop Creek Rd</td>
</tr>
<tr>
<td>Craneford Rd</td>
<td>Springfield</td>
<td>Eden Valley Rd to A Forrests Rd</td>
</tr>
<tr>
<td>Craneford Rd</td>
<td>Craneford</td>
<td>High Eden Rd to Basil Roeslers Rd</td>
</tr>
<tr>
<td>Craneford Rd</td>
<td>Craneford</td>
<td>600m N from C Rogers Rd</td>
</tr>
<tr>
<td>Roads deleted from the 18/19 program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pipeline Road - Moculta</td>
<td>Moculta</td>
<td>Rosenzweig Rd to Council Boundary</td>
</tr>
<tr>
<td>Gruenberg Road</td>
<td>Moculta</td>
<td>Lindsay Park Rd to 1.17km W of Lindsay Park Rd</td>
</tr>
<tr>
<td>Old Mill Road</td>
<td>Nuriootpa</td>
<td>Falkenberg Rd + 520m</td>
</tr>
</tbody>
</table>

Risks retained from approved 18/19 program

<table>
<thead>
<tr>
<th>Road</th>
<th>District</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roads added to the 18/19 program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nitschke Rd</td>
<td>Krondorf</td>
<td>150m north of Koch Rd</td>
</tr>
<tr>
<td>Nitschke Rd</td>
<td>Krondorf</td>
<td>From Koch Rd</td>
</tr>
<tr>
<td>Nitschke Rd</td>
<td>Krondorf</td>
<td>Up to H#189</td>
</tr>
<tr>
<td>Koch Rd</td>
<td>Krondorf</td>
<td>Between Nitschke Rd &amp; Nitschke Rd</td>
</tr>
<tr>
<td>Koch Rd</td>
<td>Krondorf</td>
<td>Nitschke Rd to Surface Change</td>
</tr>
<tr>
<td>Rifle Range Rd</td>
<td>Krondorf</td>
<td>Biscay Rd to Grocke Rd</td>
</tr>
<tr>
<td>Rifle Range Rd</td>
<td>Krondorf</td>
<td>Grocke Rd to Seal B4 railway track</td>
</tr>
<tr>
<td>Rifle Range Rd</td>
<td>Krondorf</td>
<td>Lily Farm Rd seal to Lookout</td>
</tr>
<tr>
<td>Rifle Range Rd</td>
<td>Krondorf</td>
<td>LH Bend East of Lookout to Little Kaiserstuhl Rd</td>
</tr>
<tr>
<td>Rifle Range Rd</td>
<td>Krondorf</td>
<td>Little Kaiserstuhl Rd to end</td>
</tr>
<tr>
<td>Concordia Road</td>
<td>Concordia</td>
<td>Harris Rd to Bergen Rd</td>
</tr>
<tr>
<td>Concordia Road</td>
<td>Concordia</td>
<td>Fennescey Rd to Teusner Rd</td>
</tr>
<tr>
<td>Fennescey Rd</td>
<td>Concordia</td>
<td>Segment Limit to End</td>
</tr>
<tr>
<td>Teusner Rd</td>
<td>Concordia</td>
<td>Concordia Rd to Fennescey Rd</td>
</tr>
<tr>
<td>Rosedale Scenic Rd</td>
<td>Rosedale</td>
<td>Surface change-Sheeted to Scenic Rd</td>
</tr>
<tr>
<td>Coppermine Road</td>
<td>Williamstown</td>
<td>Rosenzweig Rd to End</td>
</tr>
<tr>
<td>Wild St</td>
<td>Williamstown</td>
<td>150m from South Rd to Rosenzweig Rd</td>
</tr>
<tr>
<td>Cookes Hill Rd</td>
<td>Springfield</td>
<td>Church Rd to Cookes Hill Rd</td>
</tr>
<tr>
<td>Cookes Hill Rd</td>
<td>Springfield</td>
<td>H#700 to Groths Rd</td>
</tr>
<tr>
<td>Hearts Rd</td>
<td>Eden Valley</td>
<td>Burkes Hill Rd to Peggy Hill Rd</td>
</tr>
<tr>
<td>Humbles Rd</td>
<td>Mount Pleasant</td>
<td>Angas Valley Rd to H#131</td>
</tr>
<tr>
<td>Church Rd</td>
<td>Springfield</td>
<td>RH Bend east past creek to 50m past H#115</td>
</tr>
<tr>
<td>Shearers Rd</td>
<td>Springfield</td>
<td>125m East of H#34 to C Kuchels Rd</td>
</tr>
</tbody>
</table>

Risks deleted from the 18/19 program
Summary and Conclusion
The revised program has been developed based on depthing data from the drilling investigations - this has provided a more accurate condition assessment than has been available previously. Officers have a high level of confidence that we are intervening at the optimal point to maximise Council’s spend. The drilling program is continuing and will form the basis for updating Council’s Asset Management System and developing the 3 – 10 year forward work program.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Nil.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan
Identify Theme/s (utilising the icons)

- Infrastructure

3.1 Develop and implement sound asset management which delivers sustainable services.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
There is no variance to the approved budget, the additions and deletions have been managed to fit within the existing approved budgets. A budget adjustment will be submitted for quarter 1 to formalise the revised program.

COMMUNITY CONSULTATION
The initial road re-sheet program was released for community consultation as part of the Annual Budget and Business planning process with a qualifying statement that the program may be subject to change. The amended program will be updated on Council’s website and shared across our social media platforms.
INTRODUCTION
A request was been received on behalf of Triathlon South Australia, for the closure of several roads in and around Tanunda on Sunday 30 September 2018 to stage the 2018 Barossa Duathlon.

RECOMMENDATION:
That the Commissioner of Police be advised that Council endorses the road closure of:

- Magnolia Road, Tanunda between Menge Road and Light Pass Road, and
- Research Road, Tanunda between Magnolia Road and Vine Vale Road, and
- Neldner Road, Tanunda between Magnolia Road and Basedow Road.

between 7.30 am and 1.30pm on Sunday 30 September 2018 to accommodate the running of the 2018 Barossa Duathlon.

REPORT
Background
This event incorporates the South Australian Duathlon Championships and Race 1 of the Triathlon SA State Series.

Summary and Conclusion
The event will require the closure of several roads within Tanunda between 7.30 am and 1.30pm on Sunday 30 September 2018 to accommodate the running of the 2018 Barossa Duathlon, namely:

- Magnolia Road, Tanunda between Menge Road and Light Pass Road, and
- Research Road, Tanunda between Magnolia Road and Vine Vale Road, and
- Neldner Road, Tanunda between Magnolia Road and Basedow Road.

Event organisers have engaged CSA Group – Traffic Control to prepare and implement the required Traffic Management Plan (TMP). The Manager Engineering Services

Author: Manager Engineering Services
Services has approved the closure and the Traffic Management Plan provided for assessment which is to be implemented by CSA Group to appropriate standards.

The proposed road closure is pursuant to Section 33 of the Road Traffic Act 1961.

Access to The REX will be restricted and managed by traffic marshals via Magnolia Road.

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

**Community Plan**

- Community and Culture
- Health and Wellbeing
- Business and Employment

2.1 Initiate and support activities which encourage participation and pride in the Barossa Council area.

2.6 Support a vibrant and growing arts, cultural, heritage and events sector.

4.2 Create opportunities for people of all ages and abilities to participate in the community.

5.13 Support economic development through events.

**Legislative Requirements**

Local Government Act 1999

Road Traffic Act 1961

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

The implementation and the cost of the road closure is to be met by the event organisers. There are no foreseeable financial and risk management considerations.

CSA Group will closely monitor the road closure and reopen the road/s as soon as practical after the conclusion of the event.

**COMMUNITY CONSULTATION**

Triathlon South Australia will liaise directly with management of The Rex, Faith Lutheran College, Tanunda Primary School, Artisans of Barossa and Barossa Arts and Convention Centre regarding the event. The closure will be advertised in local newspapers.
7.4.1 DEBATE AGENDA – DIRECTOR’S REPORT

7.4.1.3
PROPOSED ROAD CLOSURE – 2018 ANGASTON CHRISTMAS PARADE
B7475 18/58686

Author: Manager Engineering Services

INTRODUCTION
A request has been received from Caroline Langford on behalf of the organisers of the 2018 Angaston Christmas Parade to assist with the traffic management arrangements associated with staging the 2018 Angaston Christmas Parade on Friday 30 November 2018.

RECOMMENDATION:
That the Commissioner of Police be advised that Council endorses the road closure of;

Murray Street, Angaston between Tyne Street and 87 Murray Street, Angaston – a distance of approximately 300 metres, and
 Penrice Road, Angaston between Murray Street and 9 Penrice Road, a distance of approximately 120 metres, and
 Tyne Street, Angaston between Newcastle Street and Murray Street, and
 South Terrace, Angaston between Murray Street and Kent Street, and
 Kent Street, Angaston between West Terrace and Sturt Street

Between 5.00pm and 9.00pm on Friday 30 November 2018 for the purpose of the 2018 Angaston Christmas Parade.

REPORT
Discussion
Application has been received from Caroline Langford on behalf of the organisers of the 2018 Angaston Christmas Celebration who wish to host a free celebration of fun and family between 5.00pm and 9.00pm at Memorial Park on Friday 30 November 2018.

The parade component of the event will require parade participants to assemble in Tyne Street and travel along Murray Street to South Terrace and return to the Kent Street car park for dispersal.
The proposal also requests parking restrictions be placed along the Parade route between 4.30pm and 9.00pm.

**Summary and Conclusion**
The proposed road closure is pursuant to Section 33 of the Road Traffic Act 1961.

Council officers deem the closure necessary as a risk mitigation strategy to maintain the safety of participants and the general public.

### COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

#### Community Plan

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community and Culture</td>
<td></td>
</tr>
<tr>
<td>Health and Wellbeing</td>
<td></td>
</tr>
<tr>
<td>Business and Employment</td>
<td></td>
</tr>
</tbody>
</table>

2.1 Initiate and support activities which encourage participation and pride in the Barossa Council area.

2.6 Support a vibrant and growing arts, cultural, heritage and events sector.

4.2 Create opportunities for people of all ages and abilities to participate in the community.

5.13 Support economic development through events.

#### Legislative Requirements

- Local Government Act 1999
- Road Traffic Act 1961

### FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

#### Financial and Resources

The in-kind cost and implementation of the road closure is to be met by Council via Council’s Road Closure – Support budget.

#### Risk management

Council officers deem the closure necessary as a risk mitigation strategy to maintain the safety of participants and the general public.

Council staff will closely monitor the road closure and reopen the road/s as soon as practical after the conclusion of the event.

### COMMUNITY CONSULTATION

The community will be advised of the proposal by public advertisements to be placed in The Herald and Leader and also via placement of the SAPOL notice on Council’s website.
COUNCIL

WORKS AND ENGINEERING SERVICES

DIRECTOR’S REPORT

18 SEPTEMBER 2018

7.4.1 DEBATE AGENDA – DIRECTOR WORKS AND ENGINEERING SERVICES

7.4.1.4

OVAL DRAINAGE UPGRADE – ANGASTON – LYNDOCH – WILLIAMSTOWN

B7394 18/61657

PURPOSE

Council approval is sought to undertake Budget Adjustments to transfer savings from the Stockwell Road/Carrara Hill Road Intersection Upgrade project to the Oval Drainage Upgrade projects.

RECOMMENDATION

That Council approve a budget increase of $179,582 for the Williamstown, Angaston and Lyndoch Oval Drainage Upgrade projects to be funded via savings from the Stockwell Road/Carrara Hill road intersection project plus additional expenditure from 2017/2018 recreational assets budget carry overs.

REPORT

Background

Council have allocated funding to Angaston, Lyndoch and Williamstown Ovals to commence a program of oval drainage upgrade following recommendations from the Barossa Council Sports Ground Assessments report undertaken by LDS Turf Partners in November 2015.

Introduction

Design consultant Hydroplan were commissioned by Works and Engineering staff to prepare oval drainage upgrade design plans last financial year.

Quotes were sought in July 2018 for the drainage upgrade works at Angaston, Lyndoch and Williamstown ovals from Barossa Regional Procurement Group (BRPG) Landscaping Panel contractors. Council received two quotes for the upgrade works with both quotes well in excess of budget allocations.

Works and Engineering staff undertook a value engineering exercise and reduced the scope of the oval drainage works in consultation with designer, Hydroplan.

Works and Engineering staff formally approached the same BRPG Landscaping Panel contractors in August 2018 and sought revised quotes for the reduced scope. One quote for the reduced scope of works was received, which still exceeds the original 2018-19 budgets allocated:
Angaston Oval - $101,603 (ex GST)
Lyndoch Oval -  $ 81,805 (ex GST)
Williamstown Oval -  $ 97,058 (ex GST)

A total of $280,466 (or $308,512 with 10% contingency) against a budget of $128,929

Discussion
2017-18 carryover funding, from other recreational asset lines, totalling $71,035 is proposed to be allocated equally to the three oval drainage projects, resulting in the following revised 2018-19 budget allocations:

Angaston Oval -  $64,092
Lyndoch Oval -  $67,394 ($10k also allocated for irrigation pump upgrade)
Williamstown Oval -  $68,478

Thus, additional funding to enable delivery of the reduced oval drainage scope at all three ovals (including 10% contingency) is required as follows:

Angaston Oval -  $ 47,671
Lyndoch Oval -  $ 22,591
Williamstown Oval -  $ 38,285

TOTAL  $108,547

The current budget allocation for the Stockwell Road/Carrara Hill Road Intersection Upgrade is $440,000 (306715-870-969). Works and Engineering have recently received tenders for the construction of the Stockwell Road/Carrara Hill Road Intersection Upgrade and cost estimates from BRPG’s Road Surfacing contractor Downer for the asphalt surfacing of the intersection.

Based on the recent market pricing received, Works and Engineering staff are currently forecasting a budget surplus of $140,000.

In addition, Council have recently received advice from the Federal Government that the Stockwell Road/ Carrara Hill Road Intersection Upgrade has been successful in receiving up to $250,000 in Federal Heavy Vehicle Safety & Productivity Program grant funding, based on a 50-50 cost share of final actual project cost.

Summary and Conclusion
It is recommended that the following Q1 2018-19 Budget Adjustments of $108,587 are approved by Council:

- $47,671 from Stockwell Road/Carrara Hill Road Intersection Upgrade (306715-870-969) to Angaston Oval Drainage Upgrade (601272-859-969) project;
- $22,591 from Stockwell Road/Carrara Hill Road Intersection Upgrade (306715-870-969) to Lyndoch Oval Drainage Upgrade (601271-859-969) project;
- $38,285 from Stockwell Road/Carrara Hill Road Intersection Upgrade (306715-870-969) to Williamstown Oval Drainage Upgrade (601490-859-969) project.

The following Q1 budget carry overs of $71,035 from the 2017/2018 budget will be undertaken through normal budget review processes;
$1,275 from Upgrade Lyndoch Oval (601271)
$1,275 from Upgrade Angaston Oval (601272)
$5,158 from Tanunda Rec Park Oval Renewal (601378)
$4,709 from Skate Parks 15-16 (601431)
$4,524 from WQVJP Oval Renewal (601484)
$5,105 from Sandy Creek Rec Park Oval Renewal (601486)
$15,000 from Eden Valley Oval Renewal (601487)
$15,000 from Springton Oval Renewal (601488)
$15,000 from Moculta Oval renewal (601489)
$1,100 from Williamstown QVJP Oval Upgrade (601490)
$2,889 from Talunga Park Oval Upgrade (601491)

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Nil.

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

**Community Plan**
Identify Theme/s (utilising the icons)

- Infrastructure
- Health and Wellbeing
- Business and Employment
- How We Work – Good Governance

3.1 Develop and implement sound asset management which delivers sustainable services.

3.6 Invest in, and advocate for, community facilities that support cultural and community participation.

4.6 Ensure that community members can participate in cultural, recreational, sporting and learning opportunities.

**Corporate Plan**

3.2 Ensure Council’s parks, gardens and playgrounds are accessible, relevant, and safe and maintained to an agreed level of service.

3.4 Ensure Council’s sporting, recreational and leisure grounds and playing arena and associated programs meet the current need of the community to an agreed level of service.

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

There are no financial implications for Council as funds are proposed to be transferred within the 2018-19 Capital Works program.
COMMUNITY CONSULTATION

Consultation with relevant cricket clubs and Barossa & Light Cricket Association regarding scope and timing of the oval drainage upgrade works has occurred during the design phase and will continue during the construction phase of the projects.

They are supportive of the upgrade works proposed and the expected longer term oval surface benefits that are expected to result from the works.
7.4.1 DEBATE AGENDA – DIRECTOR’S REPORT

7.4.1.5 PROPOSED ROAD CLOSURE – 2018 BAROSSA BEER AND CIDER FESTIVAL 
B7475 18/61740

Author: Manager Engineering Services

INTRODUCTION
A request has been received from Henry Carter, event coordinator, for the closure of Hannay Crescent, Angaston on Sunday 4 November 2018 to stage the 2018 Barossa Beer and Cider Festival.

RECOMMENDATION:
Subject to Council Officers being satisfied that all event application requirements are met, that the Commissioner of Police be advised that Council endorses the road closure of:

Hannay Crescent, Angaston

between 11.00 am and 5.00pm on Sunday 4 November 2018 to stage the 2018 Barossa Beer and Cider Festival.

REPORT

Background
Mr. Carter, as event coordinator, is proposing that the Angaston Village Green and Hannay Crescent will be used to host a ticketed event catering for approximately 1500 people and will include stall sites, seating and standing. The event is planned to be a beer festival with food and entertainment.

Discussion
Council officers assessing the event application are currently seeking a response from the organiser to ensure that the event can proceed safely with minimal disruption to the surrounding community.

Council officers have also provided event details to SAPOL for review, at the time of writing this report a response is pending.
Summary and Conclusion
The event will require the closure of Hannay Crescent, Angaston in its entirety between 11.00 am and 5.00pm on Sunday 4 November 2018 to accommodate the running of the 2018 Barossa Beer and Cider Festival.

Event organisers have engaged PRIME Traffic Solutions to prepare the required Traffic Management Plan (TMP) attached. The Manager Engineering Services has approved the closure and the Traffic Management Plan provided which will be implemented by PRIME Traffic Solutions to appropriate standards.

The proposed road closure is pursuant to Section 33 of the Road Traffic Act 1961. Access to properties on Hannay Crescent will be restricted and managed by traffic marshals.

<table>
<thead>
<tr>
<th>COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Plan</td>
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<tr>
<td></td>
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<tr>
<td>Community and Culture</td>
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<td></td>
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<tr>
<td>Health and Wellbeing</td>
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<td></td>
</tr>
<tr>
<td>Business and Employment</td>
</tr>
</tbody>
</table>

2.1 Initiate and support activities which encourage participation and pride in the Barossa Council area.

2.6 Support a vibrant and growing arts, cultural, heritage and events sector.

4.2 Create opportunities for people of all ages and abilities to participate in the community.

5.13 Support economic development through events.

Legislative Requirements
Local Government Act 1999
Road Traffic Act 1961

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
The implementation and the cost of the road closure is to be met by the event organisers.

The Hannay Crescent public toilets will only be available to event participants. Alternative public toilets will be available at the Children’s Reserve and additional toilet cleaning may be required post event.

Attendance by the Operations Team may be required pre and post event for review of the site.
Parking options are being investigated by Mr. Carter.

Risk management associated with the event is being assessed by Risk Services.

**COMMUNITY CONSULTATION**

Henry Carter will be directed to liaise directly with local residents and property owners regarding the event as a condition of event approval through Corporate and Community Services. The closure will be advertised in local newspapers.
Plan Title:
Barossa Beer & Cider Festival

DPTI/COUNCIL:
DPTI/Barossa District Council

Date Start: 04-11-18
Time Start: 9:00am
Date Finish: 04-11-18
Time Finish: 5:00pm

Client Logo: [Barossa Beer & Cider Festival Logo]

Drawing No.: BCF-DWG-0101
Rev No: 0
Rev Date: 29-05-18
Drawn By: MA
Location: Murray St, Angaston

NOTES:
1. TRAFFIC CONTROL DEVICES MIGHT BE REQUIRED FOR ROAD WORKS IN ACCORDANCE WITH SAFETY REQUIREMENTS.
2. INSTALLATION IS SUBJECT TO CHANGES IN SPECIFICATIONS. IF ANY INSTALLATION IS REQUIRED TO BE CHANGED, THE INSTALLER MUST NOTIFY THE DESIGNER OF THE REQUIREMENT.
3. TIAG IS NOT RESPONSIBLE FOR INSTALLATION OR ENSURING THE INSTALLATION IS COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS.
4. THE DESIGNER WILL NOT ACCEPT RESPONSIBILITY FOR THE INSTALLATION OF THE SYSTEMS.

DRAWN BY:
MA

DATE FINISH:
29-05-18

DATE START:
29-05-18

TIME FINISH:
5:00pm

TIME START:
9:00am

COUNCIL:
DPTI/Barossa District Council

LOCATIONS:
Murray St, Angaston

NOTE:
This plan is subject to changes in specifications. If any installation is required to be changed, the installer must notify the designer of the requirement. The designer will not accept responsibility for the installation of the systems.
7.5.2 DEBATE AGENDA – ENVIRONMENTAL SERVICES REPORT

7.5.2.1

CONSIDERATION AND ADOPTION OF COMMITTEE RESOLUTIONS

B5476

Author: Director, Development and Environmental Services

PURPOSE

The Minutes of Council Section 41 Committees are presented for consideration and adoption of Council.

RECOMMENDATION

That Council having reviewed the Minutes of Barossa Bushgardens S41 Committee Meeting held 15 August 2018, that the Minutes be received and noted.

REPORT

The consideration and adoption of recommendations of Council Committees to Council requires assessment by Council to ensure compliance with Council obligations under section 6(a) of the Local Government Act. The relevant Minutes received in the past month are hereby presented for Council adoption.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Minutes - Barossa Bushgardens S41 Committee Meeting held 15 August 2018

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Natural Environment and Built Heritage

Corporate Plan

Natural Environment and Built Heritage

1.1 Collaborate with relevant authorities to ensure a regional and holistic approach in the management of natural resources.

1.2 Support native eco systems that support native flora and fauna.

1.3 Ensure environmental and agricultural sustainability and historic significance of the region is retained.
Legislative Requirements
Local Government Act and Regulations
Development Act and Regulations

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Identified within the body of the Minutes, and is included within the endorsed Council Budget.

COMMUNITY CONSULTATION
Not required by Council.
1. WELCOME

The Chair welcomed everyone, and opened the meeting at 1.03pm and welcomed guest speaker Kate Graham from NRM Gawler to the meeting.

Kate Jenkins welcomed guest speaker Kate Graham from NRM Gawler to speak about supporting the bushgardens from a NRM perspective, developing the bushgardens and using local plants, informing the staff from an outside perspective in supporting the bushgardens.

2. PRESENT

K Jenkins, T Waldhuter, D Armstrong, E Morgan, T Hurn (arrived 1.11pm)

Staff: G Mavrinac, N Rea, P Payne, M Thom (Minute Secretary)

3. APOLOGIES

B Lillecrapp, L Mason and R Duance

4. GUESTS

Kate Graham – Regional Ecologist from NRM Gawler.

Kate Graham spoke to the committee to help the Bushgardens in sustaining plants and to create a new habitat to be functional, self-sustaining and resilient for the future.

5. DECLARATION OF INTEREST BY MEMBERS

Nil.

6. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

Moved T Waldhuter Seconded D Armstrong

That the minutes of the Barossa Bushgardens S41 Committee meeting held on 13 June 2018 be received and confirmed.

CARRIED
7. BUSINESS ARISING FROM PREVIOUS MINUTES (ACTION LIST)

Nil.

7.1 ACTION LIST

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Resolution/Action</th>
<th>Status – updated 9 August 2018</th>
<th>Actioning Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 June 2017</td>
<td>Council to formulate Procedures, and Terms and Conditions of Use for key activities held at the Barossa Bushgardens, and circulate to the Committee for feedback.</td>
<td>Key Register reviewed; key holders using new security system and code; individual pin no’s in progress.</td>
<td>N Rea Mavrinac</td>
</tr>
<tr>
<td>9 August 2017</td>
<td>Committee to examine grant funding opportunities for Reconciliation Day and related activities.</td>
<td>Barossa Reconciliation Committee are currently in discussions with Mayor Sloane</td>
<td></td>
</tr>
<tr>
<td>14 June 2017</td>
<td>Budget Adjustment Request to be submitted to reflect reduction in service requirements (revenue and expenditure) for the Carers and Disability Link Dementia Program.</td>
<td>Completed</td>
<td>G Mavrinac</td>
</tr>
<tr>
<td>18 October 2017</td>
<td>Committee notes advice of the opportunity for involvement in the 20 Million Trees Project, and request investigation in relation to potentially submitting an Expression of Interest.</td>
<td>Project scoped as too large for BBG at this time. Status completed</td>
<td>N Rea</td>
</tr>
<tr>
<td>18 October 2017</td>
<td>That Council’s Depot be approached for assistance with the provision of loan equipment for use by BBG volunteers, until replacement tools and equipment sourced.</td>
<td>Completed</td>
<td>N Rea</td>
</tr>
<tr>
<td>18 October 2017</td>
<td>Council’s Risk team has suggested the construction of a fence around the Bio-Cycle system.</td>
<td>Completed: water tank around Bio-Cycle + orange cones. Risk Officer advised bollards needed. Fold-down bollards being priced</td>
<td>N Rea</td>
</tr>
<tr>
<td>Meeting Date</td>
<td>Resolution/Action</td>
<td>Status – updated 9 August 2018</td>
<td>Actioning Officer</td>
</tr>
<tr>
<td>--------------</td>
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<td>--------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>17 January 2018</td>
<td>Seed Collection Site - contact owner for further information.</td>
<td>Pending</td>
<td>R Johnstone</td>
</tr>
<tr>
<td>Audit to be undertaken to determine the requirements for disability access to the Bushgardens and Natural Resource Centre.</td>
<td>Draft audit complete; need 2-3 car parks adjacent gardens and resolve path surfaces for wheel-chair access around central area.</td>
<td>N Rea</td>
<td></td>
</tr>
<tr>
<td>11 April 2018</td>
<td>Audit to be undertaken to determine the requirements for disability access to the Bushgardens and Natural Resource Centre.</td>
<td>Funds spent.</td>
<td>N Rea</td>
</tr>
<tr>
<td>13 June 2018</td>
<td>Replace the Quad Bike with a like for like, or with a Gator vehicle.</td>
<td>Pending</td>
<td>N Rea</td>
</tr>
<tr>
<td>11 April 2018</td>
<td>Examine budget to ascertain if any Co-Op money remains unspent.</td>
<td>Funds spent.</td>
<td>N Rea</td>
</tr>
<tr>
<td>14 Feb 2018</td>
<td>Staff to investigate opportunity to expand seed collection from many isolated reserves in the region, instead of having reliance on the same Bushgardens for stock each year.</td>
<td>Completed</td>
<td>N Rea</td>
</tr>
<tr>
<td>13 June 2018</td>
<td>Allocate remaining $180 of unspent funds from fence metalwork to upgrade of fence between gateway and road.</td>
<td>Completed</td>
<td>N Rea</td>
</tr>
<tr>
<td>13 June 2018</td>
<td>Check Tax Deductibility of donations to Council or Incorporated Body.</td>
<td>TBA</td>
<td>N Rea</td>
</tr>
<tr>
<td>13 June 2018</td>
<td>The Committee note the need for operations of the Wholesale Nursery to be reviewed, and recommendations re irrigation in report by T Bateman be considered for implementation.</td>
<td></td>
<td>P Payne</td>
</tr>
</tbody>
</table>
Recommendation

That the Committee receive and note progress of decisions from previous meetings.

Decision

Moved T Waldhuter Seconded D Armstrong
That the recommendation be adopted. CARRIED

8. CORRESPONDENCE

Recommendation

That the Committee receive and note incoming and outgoing correspondence.

Decision

Moved R Johnson Seconded E Morgan
That the recommendation be adopted. CARRIED

9. RISK MANAGEMENT

9.1 Work Health and Safety

That the Committee receive and note the report.

Decision

Moved T Hurn Seconded D Armstrong
That the recommendation be adopted. CARRIED

10. REPORTS

10.1 Management Committee

Recommendation

That the Committee:

(1) Receive and note the report.
(2) Note that the Caretaker Policy is to commence from the close of nominations for the General Election on 18 September 2018 and cease at the conclusion of the General Election, and that the Committee cannot make any “significant decisions” during the caretaker period.

**Decision**

Moved T Waldhuter Seconded E Morgan
That the recommendation be adopted.  

**CARRIED**

10.2 Finance

**Recommendation**

That the report be received and noted

**Decision**

Moved R Johnson Seconded D Armstrong
That the recommendation be adopted.  

**CARRIED**

10.3 Nursery

**Recommendation**

That the report be received and noted

**Decision**

Moved T Waldhuter Seconded D Armstrong
That the recommendation be adopted.  

**CARRIED**

10.4 Natural Resource Centre

T Hurn retired from the meeting at 2.34 pm.

**Recommendation**

That the report be received and noted
Decision
Moved R Johnson Seconded E Morgan
That the recommendation be adopted.
CARRIED

10.5 Site Management

Recommendation
That the report be received and noted.

Decision
Moved T Waldhuter Seconded R Johnson
That the recommendation be adopted.
CARRIED

Moved D Armstrong Seconded K Jenkins
That the Site Committee and the Barossa Bushgardens Committee formally thank Trevor Waldhuter in his role as ambassador to the Barossa Bushgardens and also thank the volunteers of the Bushgardens.
CARRIED

10.8 Open Space Grant

Recommendation
That the Committee:

(1) Receive and note the report.

(2) Recommend to Council that:

(a) A directional sign (on a poll to direct people to the labyrinth, community centre and other points of interest) be installed near the old gum tree.
(b) A ‘upcoming’ events board (approximately 3600mm in width and 2600mm in height which fits multiple banners (3000mm x 1200mm) be installed on the corner of Penrice and Research road.
(c) A sign be installed at Tolley Reserve on Tanunda Rd as a means of promoting ‘things to do’ at Barossa Bushgardens for families that visit the reserve.
(d) A finger board sign located on the corner of Railway Tce.

subject to final costings and any approvals required from relevant authorities.
Decision

Moved D Armstrong  Seconded T Waldhuter
That the recommendation be adopted.  

CARRIED

D Armstrong retired from the meeting at 2.47 pm.

The meeting was adjourned at 2.48 pm.

The meeting resumed at 2.57 pm.

10.6 Tours

Due to there being a loss of quorum for the Committee, all remaining agenda items are to be as noted.

10.7 Partner Projects

E Morgan advised the Committee regarding progress of the Dementia Friendly Community Group in association with Carers Disability and Link in the area.

11. GENERAL BUSINESS

Garden Bed Signs

P Payne presented signs for the garden beds to the committee which shall be put onto each garden bed. These signs would have a catch phrase included on them and to be open for further interpretation and comments from the Committee and especially E Morgan from her Community groups point of view.

Pam left the meeting at 3.20 pm

Natural Resource Reforms

R Johnson spoke to the Committee regarding the Natural Resource Management Reforms have your say.
12. **NEXT MEETING**

Wednesday 10 October 2018 commencing at 12.30pm.

13. **CLOSURE OF MEETING**

The Chair declared the meeting closed at 3.26pm.

Confirmed

Date:  

Chairman:
7.5.3. DEBATE AGENDA – HEALTH SERVICES REPORT

7.5.3.1

REGIONAL PUBLIC HEALTH AND WELLBEING PLAN

B2316

Author: Manager Health Services

**PURPOSE**

To seek approval to delegate authority to the Chief Executive Officer to endorse the report on the implementation of the Regional Public Health and Wellbeing Plan and subsequent submission to SA Health, as required by Section 52 of the *South Australian Public Health Act 2011*, on behalf of Council.

**RECOMMENDATION**

That Council delegates authority to the Chief Executive Officer in accordance with Section 44 of the *Local Government Act 1999* to endorse the biannual Public Health and Wellbeing Report and in association with the regional partners submits the final report to the Chief Public Health Officer as required.

**REPORT**

*Background*

The Barossa Council adopted its first Regional Public Health and Wellbeing Plan (the Plan) in 2016 in collaboration with Light Regional Council, Adelaide Plains Council and the Town of Gawler. This first Plan was adopted by the Barossa Council at its meeting of 16 August 2016.

*Introduction*

Section 52 of the Act requires councils to report on Regional Public Health Plans. The report must contain a comprehensive assessment of the extent to which, during the reporting period, a council has progressed implementing its Plan. The reporting cycle is on a two yearly basis ending on 30 June this year. The report is for the period 1 July 2016 - 30 June 2018.

The report must be provided to the Chief Public Health Officer (CPHO) prior to 30 September.

*Discussion*

Unfortunately, in this instance, meeting the timeline of 30 September has proven to be a greater challenge than anticipated due to a number of factors, including staff absences due to annual leave and the difficulties of producing a synergy of the four councils as a result of workloads, unforeseen commitments and competing priorities across the region. SA Health has granted an extension of time till 12 October to submit the Report.
Council’s next Ordinary Meeting is not until 16 October and, as such, formal Council adoption of the Plan will not correspond with the extended deadline.

In order to facilitate progress of the report it was resolved by the Working Group to enlist the services of Healthy Environments Pty Ltd to merge responses from the four participant Councils into the final report. This is currently being undertaken and it is envisaged that the final report will be made available to SA Health by 12 October.

In order to comply with the extended deadline it is felt necessary to delegate to the Chief Executive Officer the power to sign off the report prior to the meeting.

The report will then be presented to Council at its Ordinary Meeting of 16 October as part of the consensus agenda.

**Summary and Conclusion**

The extended deadline has generously been granted by SA Health and it is felt by the Regional Public Health Plan Working Group that this is achievable. In order to continue the good working relationship Council has with SA Health it is further felt that every effort should be made to meet this requirement.

The delegation of this authority will ensure Councils’ respect for legislative timelines.

### ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil.

### COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

#### Community Plan

- Community and Culture
- Health and Wellbeing
- How We Work – Good Governance

#### Corporate Plan

Community and Culture

2.12 Contribute to a safer community

Health and Wellbeing

4.1 Deliver and promote health and wellbeing initiatives in line with the Public Health Plan
4.14 Plan for public health and security risks associated with climatic changes

How We Work – Good Governance

6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.

#### Legislative Requirements

Section 52, South Australian Public Health Act 2011.
FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Nil.

COMMUNITY CONSULTATION
Internal communication has occurred with relevant Council officers representing all the directorates.

The Project Working Group has conducted external consultation with relevant staff across all regional councils.
8.1 WORKS AND ENGINEERING SERVICES - CONFIDENTIAL

8.1.1
ROYALTY PAYMENTS FOR EML 6230 (SPRNGTON QUARRY)
B8532 18/63827

The matter of the agenda item being negotiations with the Crown regarding royalty payments for Extractive Minerals Lease (EML) 6230 and the receipt of relevant legal advice triggers various confidential interests pursuant to Section 90(3)(h) and 90(3)(i) of the Local Government Act 1999 (“the Act”) being:

1. the receiving of Legal advice from Councils solicitor in this matter Whatson Legal that must be considered in confidence.
2. information relating to actual litigation, or litigation that the Council or Council committee believes on reasonable grounds will take place, involving the Council or an employee of Council due to the possibility that negotiations with the Crown may fail which may result in the Crown seeking to take action against Council

There is strong public interest in enabling members of the public to observe Council’s transparent and informed decision-making. This helps to ensure accountability, maintain transparency of public expenditure, facilitate participation, assist public awareness and allow for the scrutiny of information. Attendance at a Council meeting is one means of satisfying this interest. The public will only be excluded from a Council meeting when the need for confidentiality pursuant to Section 90(2) of the Act outweighs the public interest of open decision making.
On balance, the above reasons which support the need for confidentiality pursuant to Section 90(2) of the Act outweigh the factors in favour of the public interest of open decision making.

**RECOMMENDATION**

That Council:

(1) Under the provisions of Section 90(2) of the Local Government Act 1999 make an order to exclude the public from the meeting with the exception of the Chief Executive Officer, Directors of Works and Engineering Services, Development and Environmental Services and Corporate and Community Services and the Minute Secretary, in order to consider in confidence a report relating to Section 90(3)(h) and 90(3)(i) of the Local Government Act 1999 ("the Act") relating to agenda item 8.1.1 Royalty Payments for EML 6230 (Springton Quarry) being information that must be considered in confidence as it pertains to legal advice and information relating to actual litigation, or litigation that Council or Council committee believes on reasonable grounds will take place, involving the Council or an employee of Council; and

(2) Accordingly, on this basis, Council is satisfied that public interest in conducting meetings in a place open to the public has been outweighed by the need to keep the information and discussion confidential.