



The Barossa Council

MINUTES OF THE MEETING OF THE BAROSSA COUNCIL

held on Tuesday 19 February 2019 commencing at 9.00am in the
Council Chambers, 43-51 Tanunda Road, Nuriootpa

1.1 WELCOME

Mayor Bim Lange declared the meeting open at 9.00am.

1.2 MEMBERS PRESENT

Mayor Michael (Bim) Lange, Deputy Mayor Cr John Angas, Crs Tony Hurn, Cathy Troup, David Haebich, Leonie Boothby, Kathryn Schilling, Russell Johnstone, Richard Miller, Don Barrett and Carla Wiese-Smith

1.3 LEAVE OF ABSENCE

Cr David de Vries

1.4 APOLOGIES FOR ABSENCE

Nil

1.5 MINUTES OF PREVIOUS MEETINGS – FOR CONFIRMATION

MOVED Cr Miller that the Minutes of the Council meeting held on Tuesday 22 January 2019 at 9.00am, as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

Seconded Cr Angas

CARRIED 2018-22/106

1.6 MATTERS ARISING FROM PREVIOUS MINUTES

Nil

1.7 PETITIONS

Nil

1.8 DEPUTATIONS

Mayor Lange welcomed Mrs Elizabeth Weaver and Mr Gavin Goudie to the meeting.

Mrs Weaver and Mr Goudie made a presentation with regard to their opposition to the location of Proposed Dog Park on Penrice Road, Nuriootpa.

Mayor Lange thanked Mrs Weaver and Mr Goudie for their attendance and presentation.

MOVED Cr Angas that the deputation be received and noted and that the Chief Executive Officer assess the matters raised regarding the location of the Nuriootpa dog park and report back to the March meeting of Council.

Seconded Cr Boothby

CARRIED 2018-22/107

1.9 NOTICE OF MOTION

Nil

1.10 QUESTIONS – WITH OR WITHOUT NOTICE

Nil

2. MAYOR**2.1 MAYOR'S REPORT****MOVED** Cr Hurn that the Mayor's report be received.**Seconded** Cr Boothby**CARRIED 2018-22/108****3. COUNCILLOR REPORTS**

Nil

4. CONSENSUS AGENDA**5. ADOPTION OF CONSENSUS AGENDA****5.1 ITEMS FOR EXCLUSION FROM THE CONSENSUS AGENDA**

Nil

5.2 RECEIPT OF CONSENSUS AGENDA**MOVED** Cr Wiese-Smith that the information items contained in the Consensus Agenda be received and that any recommendations contained therein be adopted.**Seconded** Cr Miller**CARRIED 2018-22/109****5.3 DEBATE OF ITEMS EXCLUDED FROM THE CONSENSUS AGENDA****6. VISITORS TO THE MEETING / ADJOURNMENT OF MEETING****6.1 VISITORS TO THE MEETING**

9.30am – Presentation – Tourism Barossa Inc - Chris Pfeiffer, Chair and Cathy Wills, Regional Tourism Manager – refer minute book page 2019/50

9.45am – Presentation – Anne Moroney – Chief Executive officer and director regional Development – Regional Development Australia – Barossa Gawler Light and Adelaide Plains – refer minute book page 2019/50

10.00am – Hon John Dawkins MLC – Premier's Council on Suicide Prevention – refer minute book page 2019/51

6.2 ADJOURNMENT OF COUNCIL MEETING

10.28am – Refer minute book page 2019/51

7. DEBATE AGENDA**7.1 MAYOR - DEBATE****7.1.1****REVIEW OF ORDERS UNDER CONFIDENTIALITY PROVISIONS OF THE LOCAL GOVERNMENT ACT 1999 – RELATED TO PREVIOUS PERFORMANCE REVIEW AND CONDITIONS OF CONTRACT FOR THE CHIEF EXECUTIVE OFFICER (CEO)****B7322**

Pursuant to S120(1) of the Local Government Act 1999, Mr Martin McCarthy, Chief Executive Officer, disclosed a conflict of interest in the matter 7.1.1 Review of Orders

Under Confidentiality Provisions of the Local Government Act 1999 – Related to Previous Performance Review and Conditions of Contract for the Chief Executive Officer (CEO) as the report reviewing orders that performance reviews and contract negotiations are confidential directly relates to his employment conditions and performance.

Mr McCarthy advised Council of the conflict of interest and left the meeting at 9.20am.

MOVED Cr Angas that Council in compliance with Section 90(9)(a) of the Local Government Act (Act) and having reviewed the confidentiality orders of:

- 16 July 2013 – Performance Review of the Chief Executive Officer;
- 24 June 2014 – Performance Review of the Chief Executive Officer;
- 21 July 2015 – Performance Review of the Chief Executive Officer;
- 16 August 2016 – Chief Executive Officer's 2015/16 Performance Review and New Contract Negotiation;
- 18 July 2017 – Chief Executive Officer's 2016/17 Performance Review, and,
- 17 July 2018 – Chief Executive Officer's 2017/18 Performance and Conditions of Contract Review;

made in accordance with Section 90(3)(a) of the Act resolve that the performance documents, agenda reports and minutes shall continue to remain confidential and that Council review the said orders prior to 19 February 2020.

Seconded Cr Johnstone

CARRIED 2018-22/110

PURPOSE

Any order made by Council that operates for a period of more than 12 months must be reviewed at least once in every year – thus, these orders pursuant to Section 91(9) Local Government Act (Act) are due for review.

REPORT

At the Confidential meeting of Council held on 16 July 2013 Council considered the performance review of the Chief Executive Officer and resolved that:

Council having considered this matter in confidence under Section 90(2) and (3) (a) of the Local Government Act 1999 makes an order pursuant to Section 91(7) of the Act that the performance documents, agenda and minutes of the Confidential Council meeting held on 16 July 2013 in relation to confidential item 8.1.1 Performance Review of the Chief Executive Officer, other than the minutes relating to this confidentiality order, be kept confidential and not available for public inspection until the conclusion of the Chief Executive Officer's employment.

This order pursuant to Section 91(9) Local Government Act (Act) was reviewed at Council meetings held on 24 June 2014, 16 June 2015, 17 May 2016, 18 April 2017 and 20 March 2018 where it was resolved that the performance documents, agenda and minutes of the meeting held on 16 July 2013 remain confidential.

At the Confidential meeting of Council held on 24 June 2014 Council considered the performance review of the Chief Executive Officer and resolved that:

Council having considered this matter in confidence under Section 90(2) and (3) (a) (being information the disclosure or which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)) of the Local Government Act 1999 makes an order pursuant to Section 91(7) of the Act that all supporting attachments and performance review documents of the Confidential Council meeting held on 24 June 2014 in relation to confidential item 8.1.1 Performance Review of the Chief Executive Officer and not available for public inspection until the conclusion of the Chief Executive Officer's employment.

This order pursuant to Section 91(9) Local Government Act (Act) was reviewed at the Council meetings on 16 June 2015, 17 May 2016, 18 April 2017 and 20 March 2018 where it was resolved that in the matter of the Performance Review of the Chief Executive Officer the supporting attachments and performance review documents should remain confidential.

At the Confidential meeting of Council held on Tuesday 21 July 2015 Council considered the performance review of the Chief Executive Officer and resolved that:

Council having considered this matter in confidence under Section 90(2) and (3) (a) of the Local Government Act 1999 makes an order pursuant to Section 91(7) of the Act that the performance documents, agenda and minutes of the Confidential Council meeting held on 21 July 2015 in relation to confidential item 8.1.1 Performance Review of the Chief Executive Officer, other than the minutes relating to this confidentiality order, be kept confidential and not available for public inspection until the conclusion of the Chief Executive Officer's employment.

This order pursuant to Section 91(9) Local Government Act (Act) was reviewed at the Council meetings on 17 May 2016, 18 April 2017 and 20 March 2018 where it was resolved that in the matter of the Performance Review of the Chief Executive Officer the supporting attachments and performance review documents should remain confidential.

At the Confidential meeting of Council held on Tuesday 16 August 2016 Council considered the Chief Executive Officer's performance review and new contract negotiation and resolved:

that Council:

Having considered this matter in confidence under Section 90(2) of the Local Government Act 1999 (the Act), makes an order pursuant to Section 91(7), that the report, minutes, documents and attachments other than the minutes relating to this confidentiality order of the Confidential Council Meeting held on 16 August 2016 in relation to item 8.1.1 Chief Executive Officer 2015/16 Performance Review and New Contract Negotiation be kept confidential and not available for public inspection, except information required to be released pursuant to Section 91(8) of the Act, until the conclusion of the Chief Executive Officer's employment and the said order be reviewed by Council annually on the basis it has received and discussed a matter pertaining to the employment and performance review and conditions of employment of the Chief Executive Officer as contemplated by Section 90 (3)(a) of the Act.

This order pursuant to Section 91(9) Local Government Act (Act) was reviewed at the Council meeting on 18 April 2017 and 20 March 2018 where it was resolved that in the matter of the Performance Review of the Chief Executive Officer the supporting attachments and performance review documents should remain confidential.

At the Confidential meeting of Council held on Tuesday 18 July 2017 Council considered the Chief Executive Officer's 2016/17 performance review and resolved that Council:

Having considered this matter in confidence under Section 90(2) of the Local Government Act 1999 (the Act), makes an order pursuant to Section 91(7), that the report, minutes, documents and attachments other than the minutes relating to this confidentiality order of the Confidential Council Meeting held on 18 July 2017 in relation to item 8.1.1 Chief Executive Officer 2016/17 Performance Review be kept confidential and not available for public inspection, except information required to be released pursuant to Section 91(8) of the Act, until the conclusion of the Chief Executive Officer's employment and the said order be reviewed by Council annually on the basis it has received and discussed a matter pertaining to the employment and performance review and conditions of employment of the Chief Executive Officer as contemplated by Section 90 (3)(a) of the Act.

The conditions of this order remain consistent with that considered at the Confidential Council meeting of 18 April 2017 and reviewed on 20 March 2018, that the relevant information pertains to the employment performance of the Chief Executive Officer as contemplated by Section 90(3)(a) and 90(9)(b) of the Act; it is therefore considered appropriate to maintain the order as is.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Corporate Plan

- 6.1 Ensure that the community has access to information regarding the discussions held and decisions made by Elected Members

Legislative Requirements

Local Government Act 1999, S90 and S91

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

No relevant considerations are noted.

COMMUNITY CONSULTATION

No public consultation is required or considered appropriate.

Mr Martin McCarthy returned to the meeting at 9.21 am.

7.2 EXECUTIVE SERVICES – CHIEF EXECUTIVE OFFICER - DEBATE

7.2.1.1

FINAL STRATEGIC RISK REGISTER

B7627 19/8656

MOVED Cr Boothby that Council having reviewed the final Strategic Risk Register endorse it noting oversight of the management of the Strategic Risk Register shall be undertaken through the Audit Committee.

Seconded Cr Miller

CARRIED 2018-22/111

PURPOSE

To table and seek Council endorsement for the finalised strategic risk register.

REPORT

In 2017 the Auditor-General undertook a review of The Barossa Council governance systems. Council also undertook a Risk Review internally as part of the service review project.

The Executive team in the last half of 2018 have now completed the construction of a Strategic Risk Register which aligns with the findings of the two reports mentioned above. As part of that work the management have completely revised the assessment matrix for risk and in line with Council's Risk Policy have better aligned the risk profiles in this policy to applying it in the execution of Council directions.

The Strategic Risk Register has been tabled with the Audit Committee and will be reviewed on a quarterly basis as part of the Executive team meetings to ensure our long term risks are being considered and managed appropriately within the confidence of resourcing availability. Executive staff will present on their actions to the Audit Committee, and the Audit Committee shall oversee the management of the risk register and report this back to Council via its minutes.

The final steps in completing and implementing a full risk system are underway with updates to the risk framework and policy, finalisation of the risk process, and updates to the operational risk register well advanced.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Strategic Risk Register

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

How We Work – Good Governance

Corporate Plan

6.5 Implement compliant and contemporary risk management initiatives.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

There are no additional considerations regarding finance, resourcing and risk they are embedded in current processes, practices and budgets.

COMMUNITY CONSULTATION

There is no community consultation required under the Local Government Act 1999.

7.2.1.2**THE BAROSSA COUNCIL QUARTER 2 – 2018/19 PERFORMANCE & ACTIVITY REPORT**
19/7295

Author: Manager Strategic Projects

MOVED Cr Boothby that Council receives and notes The Barossa Council Quarter 2 – 2018/19 Performance & Activity Report.

Seconded Cr Wiese-Smith

CARRIED 2018-22/112

PURPOSE

To provide Council's Quarter 2 – 2018/19 Performance & Activity Report on measures adopted within the Barossa Council Corporate Plan 2016/17 to 2019/20.

REPORTBackground

Since November 2016, Council has been presented with Quarterly Performance Reports on measures adopted within the Corporate Plan.

Introduction

The Barossa Council Quarter 2 – 2018/19 Performance & Activity Report provides performance results against Corporate Plan measures as at 31 December 2018. The report also includes a suite of activity measures, providing a snapshot of activity undertaken over the quarter in the delivery of key internal and external Council services under each Community Plan Theme.

Discussion

With the ongoing implementation of Council's holistic enterprise level strategic planning and reporting software (Magiq), officers are continuing to refine counting rules and formulas for the extraction and analysis of data, which may result in the revision of previously reported results where the data has been refined or cleansed. Where this is the case, the report will include a disclaimer regarding the nature of any changes implemented and its impact on the data.

Additionally, where justification exists, performance targets may be amended to reflect a more realistic figure. As above, where this is the case, the report will include an explanation of the nature of and justification for any changes implemented and its impact on the data.

Summary and Conclusion

The Barossa Council Quarter 2 – 2018/19 Performance & Activity Report is presented for Council consideration.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

The Barossa Council Quarter 2 – 2018/19 Performance & Activity Report.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



How We Work – Good Governance

Corporate Plan

A6.3 Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals.

Legislative Requirements

Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Current resources are sufficient to provide ongoing quarterly reporting.

COMMUNITY CONSULTATION

Community consultation is not required under the Act or Council's Public Consultation Policy.

7.2.2 FINANCE - DEBATE

7.2.2.1

MONTHLY FINANCE REPORT (AS AT 31 JANUARY 2019)

B411

Author: Senior Accountant

<p>MOVED Cr Johnstone that the Monthly Finance Report as at 31 January 2019 be received and noted.</p>

Seconded Cr Haebich

CARRIED 2018-22/113

PURPOSE

The Uniform Presentation of Finances report provides information as to the financial position of Council, including notes on material financial trends and transactions.

REPORT

Discussion

The Monthly Finance Report (as at 31 January 2019) is attached. The report has been prepared comparing actuals to the Original adopted budget 2018/19 and incorporating the adopted Revised Budget for September.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Monthly Finance Report 31 January 2019

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.

7.2.2.2

MID – YEAR BUDGET REVIEW (AS AT 31 DECEMBER 2018)

B7181

Author: Senior Accountant

MOVED Cr Schilling that the Mid-year Budget Review for 2018/19 (as at 31 December 2018) be received and the budget variations including reserve transfers contained therein be adopted.

Seconded Cr Hurn

CARRIED 2018-22/114

PURPOSE

The Mid-year Budget Review for 2018/19 (as at 31 December 2018) is attached for Council consideration and adoption of budget variations.

REPORT

Discussion

The report provides information as to the financial position of Council, containing budget update reports which include: Executive Summary, Uniform Presentation of Finances, Key Performance Indicators, Summary of Operating Budget Variance Adjustments, Summary of Capital Budget Variance Adjustments and the Financial Statements.

The proposed variances between the original budget and this budget update are listed on the operating and capital budget adjustment pages. The report also includes details of new initiatives and capital expenditure adjustments.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Mid-year Budget Review 2018/19 (as at 31 December 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.
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- 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 Sect 123 (13)

Local Government (Financial Management) Regulations 2011 Regulation 9(1)(b)

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. This report contains budget adjustments for decisions Council has made since the last review and other adjustments to meet financial changes in capital and/or operational areas. The document contains comments and implications for the Long Term Financial Plan as a result of this review.

COMMUNITY CONSULTATION

Community Consultation was part of the original budget adoption process in June 2018, as per legislation. This report is available on Council's website.

VISITORS TO THE MEETING – 9.32AM

Mayor Lange welcomed Mr Chris Pfeiffer, Chair Tourism Barossa and Ms Cathy Wills, Regional Tourism Manager, to the meeting.

Mr Pfeiffer and Ms Wills gave a presentation updating Council on aspects of Tourism Barossa including marketplace positioning, stakeholders, sponsors, staffing and highlights of some key deliverables including marketing campaigns and upcoming events and festivals.

Mayor Lange invited questions from members before thanking Mr Pfeiffer and Ms Wills for their attendance and presentation.

VISITOR TO THE MEETING – 9.47AM

Mayor Lange welcomed Ms Anne Moroney, Chief Executive Officer and director Regional Development, Regional Development Australia – Barossa Gawler Light and Adelaide Plains (RDA BGLAP) to the meeting.

Ms Moroney provided an update to Council on recent achievements and outlined some of the challenges facing the region along with some of the programs and initiatives RDA BGLAP have developed to combat those challenges and further enhance the region.

Mayor Lange thanked Ms Moroney for her attendance and presentation.

VISITOR TO THE MEETING – 10.05AM

Mayor Lange welcomed the Hon John Dawkins MLC, Premier's Advocate for Suicide Prevention to the meeting.

Mr Dawkins was invited to the meeting to discuss his role on the Premier's Council on Suicide Prevention and provide information on the possibility of setting up a local Suicide Prevention Network in the Council area having had interest from a local service club and church for such a group.

Mayor Lange thanked Mr Dawkins for his presentation and advised he would be in contact in the near future to discuss the matter further.

ADJOURNMENT OF COUNCIL MEETING – 10.28AM

MOVED Cr Angas that the meeting adjourn for a short break.

Seconded Cr Johnstone

CARRIED 2018-22/115

RESUMPTION OF COUNCIL MEETING – 10.42AM

The Council meeting resumed at 10.42am.

7.3.1 DIRECTOR CORPORATE AND COMMUNITY SERVICES - DEBATE**7.3.1.1****THE BIG PROJECT (GENERATIONAL COMMUNITY INFRASTRUCTURE PROJECT) – QUARTERLY UPDATE REPORT – QUARTER 9 – NOVEMBER 2018 TO JANUARY 2019****B5601**

MOVED Cr Boothby that Council receive and note the Quarter 9 Report: November 2018 to January 2019 inclusive, in respect of progress on “The Big Project” – Generational Community Infrastructure Project and incorporating summary of work completed Ref: 19/7163.

Seconded Cr Angas**CARRIED 2018-22/116****PURPOSE**

To provide a progress update to Council following completion of Quarter 9 (November 2018 to January 2019) of the implementation of “The Big Project” – Generational Community Infrastructure Project (the Project).

REPORT**Background**

At its Meeting on the 18 December 2018, Council resolved that:

MOVED Cr de Vries that Council receive and note the Quarter 8 Report: August to October 2018 inclusive, in respect of progress on “The Big Project” – Generational Community Infrastructure Project and incorporating summary of work completed Ref: 18/79160.

Seconded Cr Boothby**CARRIED 2018-22/67****Introduction**

As part of the governance arrangements for The Big Project (as referenced in item 2.4 of the February 2017 Council resolution), a quarterly update to report on progress to Council is required.

Discussion

A report on the progress items actioned during the Quarter 9 report period is provided as Attachment 1.

Summary and Conclusion

The Quarter has seen relatively low levels of activity with resources also allocated to Council Induction and briefing processes; the Christmas break and cover for Chief Executive Officer leave and officer leave commitments.

The focus of direct project activity has been around Angaston Railway Station implementation; the purchase of the Prider Street land at the rear of Nuriootpa Centennial Park for future soccer facilities; the Building Better Region Fund and State Regional Growth Fund grant application processes and associated detailed design development work for the Barossa Culture Hub.

Angaston Railway Station

The contract for the restoration of the railway station building and platform has been let to Gforce construction. Contract Award meeting took place on the 1 February and site establishment will commence during the month.

The outcome of the Expression of Interest process for the potential use of the station building is the subject of a separate Agenda report.

The development of the detailed design for the remainder of the site is being done as a separate package and is at 50% completion and in the process of staged costing. The plans to date will be available for community viewing at a drop in session at the Angaston Town Hall annex on the 13 February.

The recently purchased railway carriage is secured on site.

Grant Funding

Outcome of Building Better Region Fund and State Regional Growth fund applications unknown.

The Office of Recreation and Sport Grassroots Football, Cricket and Netball Facility Program fund closes on the 27 February. Officers are working through options for presentation to Council to determine application priorities.

Barossa Culture Hub detailed design development

To support the grant application and progress development in the event of a successful outcome, detailed design work is continuing to development application stage.

Masterplanning – Stockwell Recreation Park

The draft master plan approved for consultation by the previous Council has now been released for a consultation process following the conclusion of the Caretaker Period and the main holiday season. This will be the subject of separate reports to Council at the conclusion of the consultation period on 1 March 2019.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: The Big Project – Quarterly Update Report – Q9 (November 2018 to January 2019) Ref: 19/7163

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Natural Environment and Built Heritage



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment



How We Work – Good Governance

Corporate Plan

3.3 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.

3.9 Ensure Council facilities and assets are accessible, safe and maintained to an agreed level of service.

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial

No financial impacts; all expenditure is within allocated budget.

Prioritisation of projects for future funding by Elected Members will occur during the February to April 2019 report period. Previous prioritisation of projects to date has been based on specific funding application criteria.

Resource

The Director Community Projects returned to the substantive role of Director, Corporate and Community Services (DCCS) effective 1 July 2018. Big Project work is now being resourced jointly between DCCS (0.4 FTE) and Manager, Community Projects (0.5 FTE).

Risk Management

Ongoing risk assessments continue to be prepared / updated as Officers work as necessary through phases of The Big Project development and project specific implementation.

COMMUNITY CONSULTATION

A Communication plan and Community Consultation plan for the Project have been documented and are reviewed periodically with Communication and Marketing Officers, the Chief Executive Officer and periodically with The Big Project Working Party.

A Consultation plan for each individual component project is also developed and reviewed for approval as part of the Agenda reporting process to Council.

Regular updates are provided to the community via press releases, d'Vine adverts and newsletters, radio interviews, website and social media content.

Community consultation on the Stockwell Recreation Park master plans is underway in accordance with the adopted Consultation Plan and concludes on the 1 March 2019.

A drop in session for the community to view the 50% detailed design of the play and recreational spaces for the Angaston Railway Station has been scheduled for the 13 February 2019 and officers will also be attending one day of the Angaston Show.

7.3.1.2**CUSTOMER SERVICE CHARTER AND CUSTOMER SERVICE POLICY****B8422**

MOVED Cr Angas that Council:

- (1) Adopt the draft Barossa Council Customer Service Charter.
- (2) Approve the release of the draft Customer Service Policy for public consultation commencing 20 February 2019 and concluding 5pm 25 March 2019.
- (3) Approve the draft Consultation Plan ref: 19/8731 - excluding consultation on the Draft Customer Service Charter.
- (4) Require Officers to bring a further report to Council with the outcome of the consultation and recommendations following conclusion of the consultation period.

Seconded Cr Johnstone

CARRIED 2018-22/117

PURPOSE

To seek adoption of The Barossa Council Customer Service Charter and release of the draft Customer Service Policy for public consultation.

REPORTBackground

A cornerstone project of Council's Change Program is the Customer Service Reboot Project. This project aims to build an organisation that values our customers and provides the right people, efficient processes and systems to deliver quality customer experiences.

A key project deliverable is to establish and implement a Customer Service Charter that defines Council's values for customer service/experience and agreed customer service standards. A supporting policy, processes and systems are also being developed to deliver on those standards.

In accordance with requirements set out in the Local Government Act 1999, Council currently has a Request for Service Policy and Complaints Handling Policy that address core elements of our relationship with our customers; however, whilst they meet minimum legislative requirements, it is identified that these documents could be more customer centric and oriented towards delivering on agreed customer service standards.

Through Council's Change Program, the organisation has identified that there is an opportunity to continue to refine and develop our current approach to ensure our customers are at the centre of the things we do, to simplify our approach and communication whilst still ensuring compliance with relevant legislation. Officers are re-examining established ways of doing business to ask "why" we are doing things in a particular way? Whether that best serves the needs of our customers? How we may be able to simplify and improve the experience customers have when they do business with us and apply that consistently across the organisation?

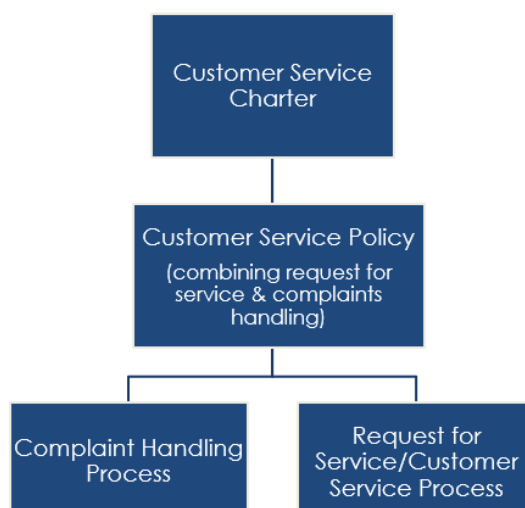
Discussion

The objectives of Council's Customer Service Reboot Project are based on findings and recommendations arising from the various organisational reviews and strategic planning undertaken over the past few years, largely driven by the LKS Service Review.

Having identified an opportunity for the introduction of consistent, organisational wide expectations, processes and systems to improve our customers' experience, the project aims to achieve the following objectives:

- To set, demonstrate and measure Council's Standard of customer service to deliver agreed Service Levels
- To increase the capacity for staff to deliver a consistent, quality response to customers in accordance with agreed Service Levels
- To embed a shared responsibility and understanding of customer service and customer experience management and accountability across the organisation
- To embed a customer service experience that reflects where practicable the individual needs of our customers
- To improve the use of systems to provide quality customer services and experiences
- To develop an understanding of who our customers are and what they need; customer value and demand; and use this information in decision making and to develop customer service/experience improvements
- To ensure that our processes and systems make it easy to do business with us
- To capture additional opportunities and initiatives for inclusion in the broader Change Program as they arise

In order to deliver on these objectives, a new framework has been developed for organisational-wide Customer Service that puts the customer at the centre of everything we do. This customer centric orientation is a core thread carried throughout the framework, with the introduction of a Customer Service Charter, creation of a new Policy approach and development of supporting processes and systems. The following diagram sets out the framework model.



The Customer Service Charter aims to set universal customer service standards that are understood by both officers and customers and delivered consistently across the organisation. The Charter is also an important tool in driving an organisational culture where customer service and support is everyone's responsibility.

The Charter sets out a vision, core values based on our broader organisational values, and sets out our commitment to our customers. It is both an inward facing document to guide officers and an outward facing document to reflect our customers' expectations and guide their interactions with Council.

The introduction of a Customer Service Charter and commitment to the imbedding of a customer centric approach has highlighted the opportunity to review our current policy arrangements, with a view to bringing together multiple customer service related policies into a single policy, simplifying our advice and providing clearer direction on how we will treat Requests for Service, Feedback and Complaints.

As such, Council's existing Request for Service and Complaints Policies have been reviewed and amalgamated into a draft Customer Service Policy. The draft Policy still captures core information required under various Acts; however it is written in plain English and guides customers' entry point for interaction with Council, with further detail embedded in supporting processes.

Following adoption of the Customer Service Charter and Customer Service Policy, administrative processes and systems will be reviewed and updated to ensure delivery of the agreed standards. In support of this work, Officers are currently mapping the existing journey and experience of our customers through a sample of different service requests (eg pothole report, event application etc) to determine how we currently operate; how we can simplify and improve within our available resources; to clarify roles and responsibilities across the organisation for the provision of feedback and communication; and how we facilitate an ongoing dialogue with our customers regarding our performance.

Summary and Conclusion

A key deliverable of the Customer Service Reboot Project under the auspices of the Change Program, is the development of a Customer Service Charter and Customer Service Policy. The Charter is presented for adoption and promotion both internally and externally. The Policy document is presented for approval to release for community consultation for the period 20 February 2019 to 25 March 2019 and supported by the draft Consultation Plan.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: The Barossa Council Customer Service Charter 19/85745
Attachment 2: Draft Customer Service Policy 19/18/85702
Attachment 3: Draft Community Consultation Plan 19/8731

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



How We Work – Good Governance

Corporate Plan

6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.

6.6 Define and deliver on agreed Customer Service Standards for Council service delivery.

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

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial Considerations

The cost of community consultation will be met from the existing Administrative Services Marketing budget line 463-820. The Change Program Project has approved funding to cover the agreed costs of related project development and implementation work and is managed by the Chief Executive Officer.

Resources

The Customer Service Charter and Customer Service Policy will be implemented within existing resources and currently through the approved Change Program Project work.

Risk Management

The Change Program project is a risk management tool to support Council's administrative compliance and the associated reputation of the organisation.

COMMUNITY CONSULTATION

The Customer Service Policy will be released for public consultation from 20 February 2019 to 25 March 2019, in accordance with legislative requirements and Council's Public Consultation Policy.

A draft Community Consultation Plan detailing the proposed approach to the consultation process is provided as Attachment 3.

7.3.2 MANAGER COMMUNITY AND CULTURE - DEBATE**7.3.2.1****SOCIAL INCLUSION SCOPING PROJECT****B6817**

Author: Collaborative Project Officer / Director Corporate and Community Services

MOVED Cr Boothby that Council:

- (1) Receives and approves the report on the Social Inclusion Scoping Project including the Draft Discussion Paper – Social Planning Scoping Project 18/90915 and notes that the Paper will be distributed to community stakeholders.
- (2) Supports the continued transition of Council's social inclusion role from direct service delivery to a leadership, advocacy, partnership and facilitator function as articulated in The Barossa Council Community Plan 2016-36 and the Draft Discussion Paper – Social Planning Scoping Project 18/90915.
- (3) Approves the implementation of the Social Planning Project and the Social Planning Project Scope 18/90958 subject to recommendation (4).
- (4) Approves the continued inclusion of the 14 hours per week associated resource cost of \$38,800 for the implementation of the Social Planning Project in the draft 2019/20 budget.
- (5) Continues to support the delivery of the residual State funded program for people under 65 with disability who are not receiving support through other government programs subject to Council receiving ongoing government funding.

Seconded Cr Johnstone

CARRIED 2018-22/118

PURPOSE

The purpose of this report is to provide Council with an update of the progress of the Social Inclusion Scoping Study and to seek Council's endorsement for the next phase of the work (the proposed 'Social Planning Project') to be included in the 2019/20 draft based budget.

REPORT**Background**

In May 2016, Council decided it would not become a National Disability Insurance Scheme (NDIS) Approved Provider when the NDIS roll out commenced in the region on 1 July 2017. It would instead transition out of direct disability service delivery through implementation of the 'Barossa Leisure Options Transition Project' during 2016/17.

As the Leisure Options program had been in operation for nearly two decades, feedback from the community suggested there was expectation that Council would have an ongoing role, in some capacity, in the social inclusion arena, and particularly in addressing access and inclusion issues for people with disability. Therefore, in July 2017, the Social Inclusion Scoping Project commenced to identify issues and opportunities, and a potential future role for Council in addressing these.

In June 2018, Council approved a report that described the activities undertaken during 2017/18 and those proposed for 2018/19 as part of the Social Inclusion Scoping Project:

MOVED Cr Boothby that Council:

- (1) Receives the report on Social Inclusion activities undertaken during 2017/18 and those proposed for 2018/19;
- (2) Endorses the ongoing coordination of service providers under the Continuity of Support program funded through the Home and Community Care program;
- (3) Requires Officers to provide a further report regarding future State Government funding for the Continuity of Support program;
- (4) Requires Officers to provide a further report outlining the results of the Social Inclusion Scoping Project.

Seconded Cr Harris

CARRIED 2014-18/1433

This report addresses (4) above and summarises the findings from the Scoping Project and sets out a proposed next phase – Social Planning Project.

Social Inclusion Scoping Project

A Chronology of Council's involvement in the Social Inclusion arena is included as Attachment 1.

The Scoping Project is funded by Council and through the sale of the Leisure Options bus, and includes resources for a Project Officer for 14 hours per week from July 2017 to June 2018 and from October 2018 until June 2019. It also included 16 hours per week of Administration support from July 2017 – September 2018.

In addition to undertaking a range of activities to complete the Social Inclusion Scoping Project, the funding has been used to sustain other levels of service, ie:

Project Officer role:

- Finalising the Barossa, Light and Lower North Regional Disability Access and Inclusion Plan (DAIP), including community consultation period (refer Bibliography in Attachment 2).
- Establishing and maintaining the Disability Access and Inclusion Advisory Group (DAIAG) which meets on a monthly basis. The DAIAG was established following Council disbanding the Section 41 Disability Access Review Committee (DARC) in October 2017. (Secretariat and other support by Council staff for the Group continued during August and September 2018 despite there being no Project Officer or Admin resources available.)
- Developing and finalising Council's DAIP Action Plan (refer Bibliography in Attachment 2) including community consultation period.
- Coordinating the 'Under 65 Social Support Program' funded by State Home & Community Care (HACC).

Administration role:

- Organising the hire of the Leisure Options bus by external users.
- Coordinating the extensive maintenance regime of the Leisure Options bus.
- Preparing for the sale of the Leisure Options bus.
- Fielding enquiries from the general public regarding issues regarding disability services.
- Compiling statistics for HACC reports.
- Providing Admin support for the Men's Shed, eg procurement, compiling statistics.
- Minute taking at DAIAG meetings (until May 2018)

- Record keeping, including transferring a large number of old Leisure Options files from G drive to HPE Content Manager.

Project Methodology

For the purpose of the Scoping Project, there was a focus on Disability, Homelessness, Mental Health and Reconciliation.

The Scoping Project methodology included:

- Secondary research
- Identifying and engaging with stakeholders
- Advocacy and participation in social inclusion activities
- Taking a lead role in organising events and activities to promote social inclusion
- Development of the Project Scope for the Social Planning Project

A Discussion Paper - Attachment 2 - describes in detail the activities undertaken as part of the Scoping Project.

Discussion of Key Findings

The research, stakeholder engagement and participation in events and activities over the course of the past 18 months has provided a sound understanding of the prevailing social inclusion issues and opportunities in the Barossa Council area. These are summarised below. More detail is included in the Discussion Paper in Attachment 2.

Definition – What is Social Inclusion?

There is no universally accepted definition of social inclusion; however the Australian Social Inclusion Board defines social inclusion as having “....the resources, opportunities and capabilities to:

- *Learn (participate in education and training);*
- *Work (participate in employment, unpaid or voluntary work including family and carer responsibilities);*
- *Engage (connect with people, use local services and participate in local, cultural, civic and recreational activities); and*
- *Have a voice (influence decisions that affect them)."*

UNESCO's definition is broader and more holistic:

"Inclusive society is defined as a society for all, in which every individual has an active role to play. Such a society is based on fundamental values of equity, equality, social justice, and human rights and freedoms, as well as on the principles of tolerance and embracing diversity."

http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/BPI/EPA/images/media_services/Director-General/ConceptNoteSocialInclusionSocialTransformationsSocialInnovationEN.pdf

Further research highlighted the need for recognition of human dignity as being central to principles of social justice, and that both economic and cultural elements of social injustice need to be addressed.

Social Inclusion Issues and Opportunities

Stakeholder engagement identified a range of issues and opportunities for each of the focus areas of Disability, Homelessness, Mental Health and Reconciliation. These are detailed in the Discussion Paper in Attachment 2.

In summary:

- Each of the focus areas has its own complexity
- Existing services to address local needs are being delivered by competent workers and/or volunteers
- Funding for some services is being delivered by providers outside of the region and the Barossa is not receiving its fair share
- There are opportunities for partnerships and collaboration between service providers and with Council

Community Conversations Project

In July 2018, Lutheran Community Care convened a 'Community Conversation' workshop with selected service providers, organisations and businesses in the local area. The purpose of the initiative was to gather and share information and to create possibilities to address the social

needs of the wider Barossa community. As part of the Social Inclusion Scoping Project, Council staff supported the local initiative through contributing to the planning of the event, providing the venue (Council Chamber) and participating in the workshop.

A range of needs were identified during the workshop, as were a number of gaps in service provision. A Working Group was formed and has met three times since that initial workshop to further explore the gaps and to determine a way forward. To ensure neutrality, the Working Group has affiliated with the Barossa Community Services Network (formerly Barossa SPOKE).

Identified gaps:

- Capacity: existing services are stretched and not meeting all needs and some services have experienced funding cuts
- Funding: for some services, eg homelessness, is held by service providers outside of the Barossa and therefore is routinely inaccessible to local people.
- Demand: needs are increasing at a concerning rate especially drug and alcohol dependency, financial stress, homelessness and mental illness
- Coordination: little or no coordination and collaboration between service providers as they are too busy keeping up with the demand for services.
- Challenge for Clients to Access Services: there is no single point of contact for clients to access services.
- There is a need for case management.
- Transport costs and availability.
- There is a lack of awareness and information about available services and a lack of advocacy for vulnerable people.

In addition to gaps in service delivery, an issue of concern identified through the Community Conversations process and also through other stakeholder engagements was the perception that *"we, in the Barossa, appear to be living in Utopia"*. Consequently amongst the general population there is limited understanding of the causes of social exclusion and a perception that it is simply about the distribution of wealth, and lifestyle choices of individuals. To respect and protect the human dignity of all residents, this misperception needs to be addressed through increasing awareness of the cultural and economic processes that create inequality.

On all four occasions when this group has met, participants have identified Council as a potential source of support in addressing service gaps. The support they are seeking can best be described as 'social planning' and this is described in more detail in part 3 of this report.

Council's Role in Tackling Social Inclusion

Local Government authorities have a key role in providing supportive and accessible environments for their communities and these roles are clearly defined in legislation. A number of councils in South Australia have taken on the role of addressing social exclusion in their communities and have developed policies, plans and programs to address them. Whilst The Barossa Council does not currently have specific Social Inclusion policies and plans, engagement with stakeholders revealed that it is already involved in delivering services, and with a more strategic focus, could potentially achieve significant social inclusion outcomes for residents.

The vision of The Barossa Council's Community Plan is: "A commitment to our community, embracing a culture of mutual respect, inclusion, safety and security."

Health and Wellbeing strategies within the Plan include the following and identify what Council's role will be:

4.2 Create opportunities for people of all ages and abilities to participate in the community (role: lead / advocate / facilitate and partner).

4.5 Advocate for and encourage services and resources that ensure equity and support of disadvantaged, disabled and at risk members of the community (role: lead / advocate / facilitate and partner).

In addition to the Community Plan, Council has other policy frameworks within which social inclusion is intrinsic and which comply with State legislation:

- Barossa, Light and Lower Northern Region Public Health and Wellbeing Plan (South Australian Public Health Act 2011)
- Barossa, Light and Lower North Regional Disability Access and Inclusion Plan and The Barossa Council DAIP Action Plan (Disability Inclusion Act 2018)

Through these Plans both economic and cultural elements of social injustice can be addressed, and the following programs and activities that Council is currently delivering could, with a strategic social inclusion focus, achieve greater outcomes. (More detail is included in Attachment 2: Discussion Paper):

- Barossa & Light Home Assist & Community Transport and State HACC Program
- Barossa Bushgardens
- Collaborative Project
- Public Library
- Sporting Clubs
- The Rex
- Visitor Information Centre and Tourism
- Volunteering Barossa and Light

Proposed Implementation – Social Planning Project

A project scope – 'Social Planning Project' – has been developed for Council's consideration as a means to achieving an accessible and inclusive community underpinned by the recognition of human dignity (refer Attachment 3 – Project Scope).

"Social planning plays a pivotal role in creating liveable communities, vibrant economies, sustainable places, diverse cultural expression and social cohesion. Social planning involves planning for the needs and aspirations of people and communities through strategic policy and action, integrated with urban, regional and other planning activity. Social planning is founded on the principles of social justice (equity, access, participation and rights) and aims to enhance community wellbeing and effectiveness." <https://www.planning.org.au/aboutpia/social-planning>

The Project aims to address the community expectation that Council will have an ongoing leadership, advocacy and facilitation role in the social policy arena, whilst fulfilling the vision of Council's Community Plan: "A commitment to our community, embracing a culture of mutual respect, inclusion, safety and security."

The objectives of the proposed Social Planning Project are to:

1. Establish and maintain collaborative partnerships with service providers and other stakeholders for the purpose of identifying and addressing service delivery gaps in the region for people whose circumstances may lead to social exclusion.
2. Engage with service providers and other stakeholders in the Barossa region to build capacity of the social services sector to respond to the needs of their clients in a coordinated manner.
3. Advocate to relevant Government authorities for appropriate levels of funding for social services in the region.
4. Investigate funding opportunities to support Council's ongoing role in Social Planning.
5. Partner with the Barossa Reconciliation Group in developing and delivering their vision and strategic plan.
6. Support the development of a social inclusion policy for The Barossa Council.
7. Support Council's Disability Access and Inclusion Advisory Group in its role of implementation of the Disability Access and Inclusion Action Plan and in providing information, advice and suggestions to Council on disability issues based on lived experience.
8. Facilitate implementation of Council's Disability Access and Inclusion Action Plan through undertaking relevant actions and ensuring there is a whole of Council approach to delivery of the Plan.
9. Explore opportunities for a regional approach to addressing Social Inclusion.
10. Minimise Council and community exposure to risk. Comply with all legislative, funding body and internal control requirements. Mitigate risks of incidents and ensure sound governance of the Project.

It is proposed that the Social Planning Project be funded by Council for an initial 2 years, during which time it will be evaluated and reviewed. Regular reports will be prepared for Council describing the progress of the Project. A breakdown of tasks is shown in a pie chart in Attachment 4. The proposed governance and relationship structure for the Project is included as Attachment 5.

Conclusion

During the past 18 months, Council has explored its role in the Social Inclusion arena through undertaking stakeholder engagement and participation in a range of activities. It has also fulfilled contractual obligations through continuing to deliver State funded services to a small number of individuals with disability who are not receiving support through the NDIS or other programs. The proposed Social Planning Project addresses community expectation that Council will have a strategic leadership role in creating an inclusive society in the Barossa. It will enable Council to achieve the Community Plan vision of inclusion through continuing the transition from direct service delivery to a leadership, advocacy, partnership and facilitator role whilst at the same time meeting legislative responsibilities through implementation of regional plans.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Chronology of Social Inclusion Involvement by Council – 18/90931
 Attachment 2 Discussion Paper - Social Planning Scoping Project – 18/90915
 Attachment 3 Project Scope: Social Planning Project – 18/90958
 Attachment 4 Pie Chart of Allocation of Project Tasks – 19/8333
 Attachment 5 Governance / Relationships Structure for Social Planning Project – 19/8356
 Attachment 6 Bid Analysis Tool – Social Planning Project - 19/8666

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

The Disability Access and Inclusion Action Plan will have an impact on all themes within the Community Plan as a Whole of Council approach will need to be adopted for it be effective.



Natural Environment and Built Heritage



Community and Culture

2.1; 2.4; 2.6; 2.8; 2.10



Infrastructure

3.5; 3.6; 3.7; 3.8



Health and Wellbeing

4.1; 4.2; 4.5; 4.8; 4.9



Business and Employment

5.3; 5.4; 5.9; 5.13



How We Work – Good Governance

Corporate Plan

2.3 Contribute to creating strong and sustainable community networks
 3.7 Ensure infrastructure meets the needs of people with and provides for all abilities access.
 4.2 Create opportunities for people of all ages and ability to participate in the community.
 4.5 Advocate for and encourage services and resources that ensure equity and support for disadvantaged, disabled and at risk members of the community.

Legislative Requirements

Disability Discrimination Act 1992
 SA Disability Inclusion Act 2018
 Local Government Act 1999
 South Australian Public Health Act 2011

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial and Resource

The social inclusion scoping work has been resourced by allocating an additional 14 hours per week to the role of the Collaborative Projects Officer (CPO). The CPO's core role is funded by the Federal Government for work in respect of Aged Care collaboration at the rate of 24 hours per week. The current Federal Government contract runs until June 2020 and has been extended on 2 previous occasions. There is a network of 12 CPOs across the State. The CPO has the direct skill

set and networks required to continue the implementation of the Social Planning Project and has been integral to the project research and scoping work to date.

To continue the allocation of this resource to the Social Planning Project implementation at the recommended current level of service (14 hours per week) will require the funding of \$38,800 to be continued and it is recommended that this be included in the base salary allocation for the 2019/20 draft budget and for the 2020/21 financial year in the Long Term Financial Plan.

Attachment 4 provides a summary of the allocation of project hours and functions to support the budget allocation.

Risk Management

Although this is a continuing staged component of an existing project, a Level 1 Due Diligence Report has completed and an updated Bid Analysis Tool to reflect the evolving project high level risk considerations is provided as Attachment 6. The Discussion Paper also documents the overarching risk considerations for this project.

COMMUNITY CONSULTATION

Extensive stakeholder engagement has been undertaken during the past 18 months as part of the Social Inclusion Scoping Study.

Ongoing consumer and stakeholder engagement will occur through Council's Disability Access and Inclusion Advisory Group, and through participation in service provider networks.

The proposed Social Planning Project will involve ongoing stakeholder engagement.

7.3.2.2

CONSIDERATION AND ADOPTION OF BAROSSA REGIONAL GALLERY COMMITTEE RESOLUTIONS

B7908

MOVED Cr Boothby that Council, having reviewed the Minutes of the Barossa Regional Gallery Committee meetings held 28 August 2018 and 23 October 2018, adopt the Resolutions contained therein.

Seconded Cr Hurn

CARRIED 2018-22/119

PURPOSE

The minutes of Barossa Regional Gallery Committee meetings held 28 August 2018 and 23 October 2018 are presented for the consideration and adoption by Council.

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 28 August 2018 |
| Attachment 2: | Minutes of the Barossa Regional Gallery Committee meeting held 23 October 2018 |

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

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

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY CONSULTATION

Not required under legislation or Council's Public Consultation Policy.

7.4 WORKS AND ENGINEERING – DEBATE

7.4.1 DIRECTOR WORKS AND ENGINEERING SERVICES - DEBATE

7.4.1.1

PROPOSED ROAD CLOSURE - 2019 ANZAC DAY - TANUNDA B9032 19/7583

Author: Manager Engineering Services

MOVED Cr Johnstone that the Commissioner of Police be advised that The Barossa Council endorses the closure of:

Bridge Street, Tanunda from Murray Street to First Avenue - between 5.45am and 7.15am on Thursday 25 April 2019, and;

Murray Street, Tanunda from 62 Murray Street, Tanunda (Tanunda Post Office) to Basedow Road, and Basedow Road from Murray Street to the railway line, a distance of approximately 170 metres - between 10.30am and 11.15am on Thursday 25 April 2019

for the purpose of the 2019 Tanunda ANZAC Day Service and Parade

Seconded Cr Troup

CARRIED 2018-22/120

PURPOSE

A request has been received from the Tanunda RSL to assist with the traffic management arrangements associated with staging the 2019 Tanunda ANZAC Day events on Thursday 25 April 2019.

REPORT

Discussion

Council staff will implement the closure of Bridge Street, Tanunda, between Murray Street and First Avenue to allow any overflow of the memorial service participants to safely spill out on that portion of road. Additionally, the speed limit along Murray Street will be lowered to 25km/h with a half road closure to accommodate participant overflow as required. This will be monitored by stop/slow devices and contra traffic flow.

This closure has been successfully implemented for the memorial services in the past four years and organisers have requested the same closures be used this year.

The Tanunda ANZAC Day March scheduled to commence at 11.00am will travel between the Tanunda Post Office and the Tanunda Soldiers' Memorial Hall. Council staff will implement the closure of Murray Street and Basedow Road.

Summary and Conclusion

The proposed road closure is pursuant to Section 33 of the Road Traffic Act 1961.

Council officers deem the closures necessary as a risk mitigation strategy to maintain the safety of participants and the general public.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

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

Financial and Resources -

The estimated actual cost of \$700 for Council to facilitate the road closures and speed restrictions would be allocated from 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.

7.5 DEVELOPMENT AND ENVIRONMENTAL SERVICES - DEBATE

7.5.1. DEVELOPMENT SERVICES - DEBATE

7.5.1.1

CONCORDIA GROWTH AREA – PRECINCT PLANNING

B139

Author: Director, Development and Environmental Services

MOVED Cr Johnstone that Council:

- (1) Agree to participate in Precinct Planning investigations;
- (2) Endorse the establishment of a small internal working group, comprising the Mayor, Deputy Mayor, Chief Executive Officer, Director, Development and Environmental Services and Principal Planner to work with officials from the Department of Planning, Transport and Infrastructure and the proponent on the preparation of a Memorandum of Understanding or Deed that outlines the key parameters to which

the Business Case is to be developed, on the basis of supporting a Statutory Corporation as the Precinct Authority; and

- (3) Instruct the Chief Executive Officer to provide regular updates on progress of discussions on at least a quarterly basis, and that subsequent reports be presented to Council to:
- a) Endorse the Memorandum of Understanding or Deed prior to the commencement of the Business Case; and
 - b) Endorse the Business Case prior to its submission to the Minister for Housing and Urban Development pursuant to section 7H of the *Urban Renewal Act* 1995.

Seconded Cr Haebich

CARRIED 2018-22/121

PURPOSE

To provide follow up on the recent Workshop presentations on Precinct Planning framework for Concordia, and seeking a Council decision to proceed in preparing a Business Case for the establishment of a Precinct Authority pursuant to the Urban Renewal Act 1995.

REPORT

Background

The 30 Year Plan for Greater Adelaide 2017 Update designates areas at Concordia and Kalbeeba as a “future urban growth area – unzoned”, comprising approximately 978ha. Internal assessment shows that a fully developed area could yield approximately 10,500 allotments at 650 m².

Concordia Land Management (CLM) currently has ownership or options on 614 hectares of land within the future urban growth area.

Senior Executives at the Department of Planning, Transport and Infrastructure (DPTI) have requested that Council consider its strategic land use planning, taking into consideration future population growth, township development and the identified future urban growth area at Concordia and Kalbeeba – referred to as the “Concordia Growth Area”.

In March 2016, the previous Council resolved to participate in strategic planning investigations for the Concordia area and endorsed the involvement of Council senior staff to develop a governance framework for the master planning for the Concordia Growth Area.

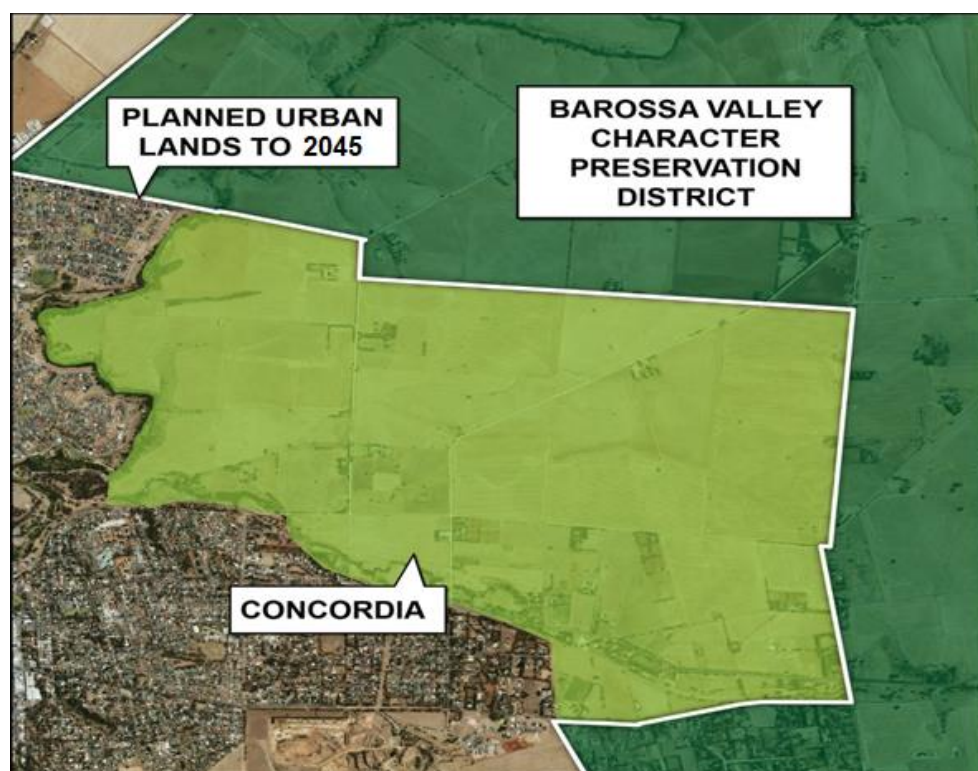


Figure 1 – Concordia Growth Area

CLM have recently presented a proposed governance model to oversee the master planning for the Concordia Growth Area.

At the January and February Workshops, members were provided with an overview of the Precinct Planning Framework and the roles and responsibilities of a Precinct Authority.

Introduction

Historically, a council was the primary Authority for land use planning and development opportunities within its administrative area. This has primarily been as the custodian of a Development Plan for its area.

The South Australian Planning Strategy and Council Development Plans are currently the principal policy documents in the South Australian planning system.

Under the *Development Act 1993*, a council is also required to prepare a Strategic Directions Report (SDR) that seeks to ensure alignment between the policies and targets in the Planning Strategy and the Development Plan. The most recent SDR for the Barossa was adopted in December 2013.

Under the *Planning, Development and Infrastructure Act 2016* there is no longer a requirement for a council to prepare an SDR.

Amendments to a Development Plan are done via a rezoning process under the Development Act. The Development Plan Amendment is somewhat cumbersome and time consuming, and traditionally has not dealt effectively with the provision of infrastructure as part of any greenfield or brownfield rezoning/development.

A Precinct Planning Process was introduced several years ago and promoted as “a powerful tool that offers far more than a traditional rezoning process” where it provides “a coordinated approach that can expedite development, provide sharply focused management, drive innovation and build communities” (Source: Fact Sheet).

The *Urban Renewal Act 1995* (the Act), enables the Minister for Housing and Urban Development (the Minister) to declare a specified area as a ‘Precinct’, and the subsequent master planning for the Precinct that promotes the purpose of the Planning Strategy.

More specifically, the Act establishes a process for the:

- declaration of a Precinct,
- the establishment of the Authority, including the need to establish Panels,
- the development of the Precinct Master Plan and Precinct Implementation Plan,
- the need for consultation, and
- identifying specific roles and inputs from the local Council.

Detail of the process is provided in *Attachment 1*, taken from the *Precinct Planning Guidelines* (November 2015) produced by the Local Government Association of SA.

Discussion

Precinct Authority

A Precinct Authority is appointed by the Minister and pursuant to the Act can be:

1. the Urban Renewal Authority;
2. another statutory corporation constituted pursuant to the Act;
3. a Council; or
4. a Council Subsidiary.

Each of the models present a number of advantages and disadvantages which were explored as part of the workshop presentations.

Role of a Council

Under the Act, councils can have different roles, including:

- a) *Initiate a precinct*
A council can request that the Minister declare an area as a Precinct (requires a council to prepare a Business Case)
- b) *Precinct Authority*
A council or a subsidiary of a council may be the Precinct Authority.
- c) *Participant*
Where the council is not the Precinct Authority, consultation with council is required throughout the Precinct planning process.

During the Precinct planning process, a council is consulted on:

- a) *Business case*
The Minister must consult with and have regard to the views of any council within the area of proposed precinct. A council is provided four weeks minimum to review and comment on a Business Case.
- b) *Panels*
A council representative may attend, but not participate in, any meeting of a Panel established by a Precinct Authority, and have access to papers of the Panel.
- c) *Precinct plans*
The Precinct Authority must consult with the relevant council(s) when preparing a Precinct Master Plan or Implementation Plans
- d) *Powers to impose a rate, levy or charge*
Regulations to grant powers to a Precinct Authority under the Local Government Act to impose or recover a rate, levy or charge cannot be made until after consultation with the relevant council.
- e) *Transfer of property*
The Minister may transfer an asset, right or liability of a Precinct Authority to a council only with the council's agreement.

Precinct Master Plan and Implementation Plan(s)

A Precinct Authority is responsible for preparing and maintaining a Precinct Master Plan and Implementation Plan(s) for the established Precinct.

Precinct Master Plans are high level and outlines the overall plan for development and the community, and should seek to promote the Planning Strategy. The Plan should be:

- Flexible
- Clear and certain
- Contextual
- Participatory
- A catalyst for change

The Authority must have regard to Development Plan and the Strategic Directions Report (subject to PDI Act changes) of any council.

A Precinct Implementation Plan provides a framework for the implementation and delivery of the development and the community. It may include items such as:

- Funding arrangements
- Infrastructure requirements
- Service standards
- Roles and responsibilities for implementation

CONCORDIA LAND MANAGEMENT PROPOSAL FOR A PRECINCT AUTHORITY

Concordia Land Management has proposed a governance model based on the requirements of the Act to:

- Facilitate the coordinated and efficient development of the Concordia Growth Area in accord with *The 30 Year Plan for Greater Adelaide*.
- Facilitate the timely delivery of infrastructure and a provision of a mechanism to fund that infrastructure.

- Provide a governance framework involving multiple stakeholders ensuring their commitment to project delivery.
- Facilitate economic development including jobs.
- Facilitate the development of a sustainable community.

Its' Governance Framework is outlined in Figure 2.

CLM propose that the Authority is a Corporation pursuant to the Act with a bespoke composition.

Membership:

It is proposed that the Authority be established to provide for a three member Board, including a Chairperson, comprising persons with demonstrated skills and experience in the following:

- land/urban development; Local Government; finance; engineering; planning; law; asset management; major projects and property economics.

The Authority is to be appointed by the Governor. It is proposed that the Minister, the proponent and The Barossa Council each provide a short list (no more than three) of nominees with the appropriate expertise for consideration.

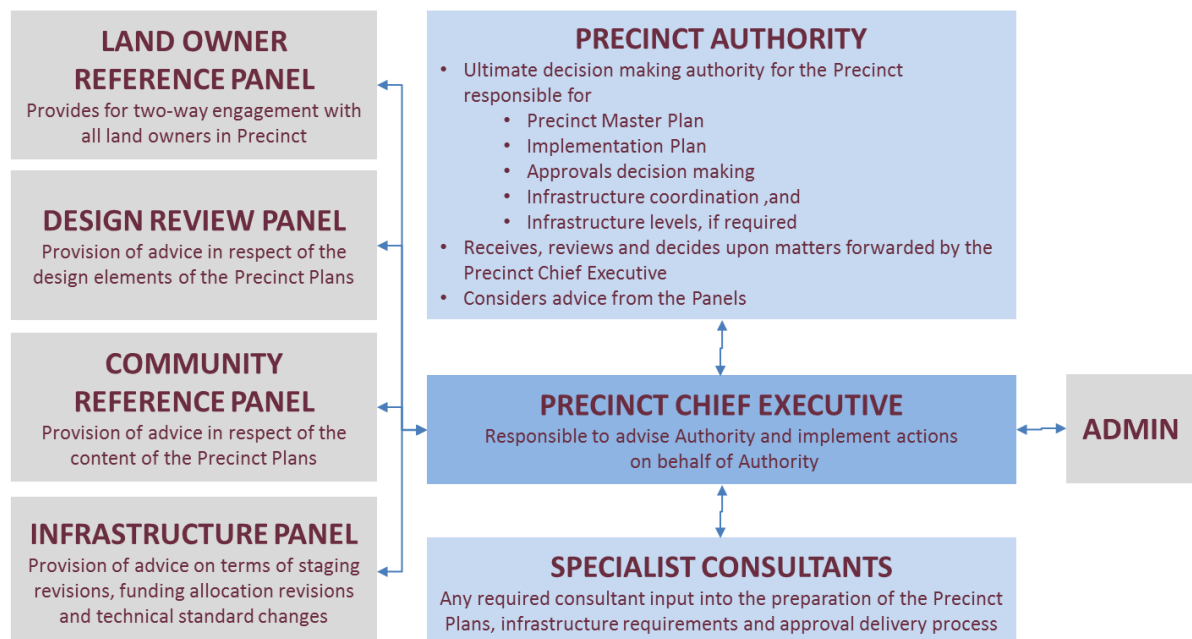


Figure 2 – Concordia Precinct Governance Framework

Panels:

Design Review Panel

Propose that this Panel comprise three members plus a Chairperson with complementary skills in the areas of urban design, planning, landscape architecture and architecture.

Community Reference Panel

Membership of this Panel will comprise either representative community groups, or individuals or a combination of both, with a mix of residents, business interests, community and environmental groups. An Expression of Interest process and selection criteria would be set out for the membership.

While the Act notes that councils can attend as 'observers', CLM propose that The Barossa Council and the Town of Gawler be invited to provide a full member representative.

In addition to the required Panels, CLM has recommended that there be additional Panels:

Infrastructure Panel

Propose a Panel comprising five members:

- Chairperson (skills based engineering, land development, planning)
- Authority representative (Precinct Chief Executive)
- Developer representative (Project Engineer)
- The Barossa Council representative (Engineer/Asset Manager etc.)
- Town of Gawler representative (Engineer/Asset Manager etc.)

Land Owners Reference Panel

With 37 other land owners within the broader growth area, it is proposed that there be a mechanism for these owners to have input to the planning process. This Panel is to be open with no limit on membership/attendance. The Panel is to have an Independent Chairperson and will be advisory only.

Resources:

The Authority will employ a Precinct Chief Executive and support staff and/or specialist consultants.

Funding:

While an Authority has capacity to raise funds, CLM propose to make a loan to the Precinct Authority for the administration of the Authority and preparation of the Precinct Master Plan and Implementation Plan. The loan would be recovered once development commences.

Service Provision Arrangements:

Subject to the provisions of the Implementation Plan and ongoing negotiation with The Barossa Council, it is anticipated that regular services (i.e. waste collection, compliance) will continue to be provided by Council.

It is proposed to seek approval of the Governor to facilitate the Council also setting and collecting a separate rate (levy) on behalf of the Authority. These funds are to be used for the provision and maintenance of infrastructure and the operations of the Authority. It is intended that the administrative cost in collecting the levy will be offset by the Authority, making it cost neutral for Council.

CLM propose that a Memorandum of Understanding be prepared to outline the respective roles, operating arrangements and commitments required between the two parties.

Ongoing Management:

It is envisaged that the Authority will hand over powers and functions in a staged manner over the life of the development.

CONSIDERATIONS FOR COUNCIL

At the February workshop, Members were provided with a number of key considerations that Council would need to factor when deciding on whether to support the Precinct Planning approach:

1. Definition of the Precinct Area
Does Council support the proposed precinct area? What is the capacity to ensure environmental management aspirations?
2. Governance model
Which of the four governance models does Council wish to support? Does it wish to take the lead in preparing a Business Case or allow the proponent to do so?

As noted at the workshops, there are advantages and disadvantages for each of the models available. The preferred model by the proponent and DPTI is the statutory corporation. The CLM proposal would allow for the Business Case to be prepared jointly, ensuring that the interests of Council are incorporated.

The composition and membership of the Panels that might be established (for example representation by the existing community on the community reference Panel might assist with the overall integration of the Precinct and its workers, residents, and land-owners and occupiers into the wider Council)

3. Authority's scope and powers

While the Act determines most of the powers and function of an Authority, there is capacity for Council to help determine the membership and skill base of the Board, and ensuring the independence of the Board Members. Should the Authority have the power to generate levies, make by-laws, and have delegated decision making from other Authorities/bodies?

4. Funding source/Independence of the funding source

Does Council support CLM's proposal to provide a loan to for the administration of the Authority and preparation of the Precinct Master Plan and Implementation Plan? Are there alternative funding arrangements that should be considered? Is there a need for independence for probity reasons or engender community confidence? The proposed working group would work through these as part of the MOU/Deed parameters.

5. Contact points

What guarantees does Council have to provide meaningful/critical input to the development of the Precinct Master Plan and Implementation Plan? What are the expected level of detail and form of the Precinct Plans? Ensuring that areas of investigation include for example investigation into the capacity of and implications for existing services such as schools, child care, health care, Home and Community Care, community bus services, libraries etc. and, the broader implications of any change in demographics

6. Service delivery

How are the arrangements for managing the daily operational role of Council, the new Precinct and community expectations going to be factored?

Summary and Conclusion

Senior Executives from DPTI are encouraging Council to consider its strategic land use planning and the need to factor in the Concordia Growth Area.

While a number of options are available to bring about the rezoning of the land, it has been proposed that the Precinct Planning framework under the Urban Renewal Act will provide a wide-ranging and adaptable approach addressing land use and infrastructure requirements over the life of the development project.

Based on the information presented, it is recommended that Council agree to proceed, working with both DPTI and the proponent, to prepare a Business Case that is suitable for submission to the Minister for Housing and Urban Development for the establishment of a Statutory Corporation as the Precinct Authority.

As a first step, it is recommended that a Memorandum of Understanding or Deed be drafted between the parties to detail the agreed parameters to which a Precinct Authority is to be established. The draft MOU/Deed would be presented to Council for consideration and adoption.

The subsequent Business Case is to be ratified by Council prior to being submitted to the Minister. The requirements of a Business Case under the Act are listed in Attachment 2.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 – Precinct Planning Process

Attachment 2 – Business Case Requirements

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Natural Environment and Built Heritage

Corporate Plan

- 1.1 Facilitate planned and appropriate development of our townships and district to maintain the character of townships and rural landscapes and to preserve properties and sites which have historic significance.

- 1.3 Work with community and State Government to manage township boundaries and growth within them to ensure development is planned and appropriate whilst ensuring opportunities for population growth and tourism development.
- 1.6 Apply development policies to protect places of environmental value and significance.
- 1.10 Ensure development policies are responsive to current trends through an active development policy review/amendment program.
- 1.12 Build and maintain relationships with other levels of government to ensure development strategies are responsive to regional needs and issues.

Legislative Requirements

Development Act

Planning, Development and Infrastructure Act

Urban Renewal Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial Management

As noted in the report, CLM propose to make a loan to the Precinct Authority for the administration of the Authority and preparation of the Precinct Master Plan and Implementation Plan. The loan would be recovered once development commences. It is considered that this approach and other options would be investigated as part of the MOU/Deed discussion.

The initial funding for the Precinct Authority will need to be explored as part of the Memorandum of Understanding or Deed preparation, and finalised as part of the Business Case.

Council will need to factor the development of Concordia and the provision of services as part of the Long Term Financial Plan and annual budgets.

There will be a need to set aside funds and resources to assist in the development of the Memorandum of Understanding or Deed, and Business Case. A budget will be incorporated as part of the Q3 review and the base budget for 2019-20.

The Act states that there is a possible fee (prescribed by Regulation) that must accompany the submission of the Business Case. The current Regulations do not prescribe a fee.

Risk Management

The precinct planning process under the Urban Renewal Act is untested. In effect, Concordia will be a Pilot Case in establishing a Precinct Authority and preparing Precinct Plans.

The Urban Renewal Act was first proclaimed to enable the Urban Renewal Authority (trading as Renewal SA) to facilitate unique development opportunities for the private sector through access to government land holdings, guided by *The 30 Year Plan for Greater Adelaide*.

Amendments to the Act in 2014 enabled the Minister to declare a specified area as a 'precinct; for which a Precinct Authority would have responsibility for preparing Precinct Plans.

The intended application of the Act is primarily for renewal or redevelopment opportunities, particularly brownfield sites (i.e. pre developed, disused or derelict land). The Act is silent on whether it is applicable to greenfield sites (i.e. lacks constraints of prior work, no existing building or infrastructure).

DPTI sought legal advice on the ability to use the Precinct Planning framework for a greenfield development site, such as Concordia. At the time of completing this report, DPTI had not received the advice. The initial verbal advice was that Concordia satisfies the requirements of section 7H(1) of the Urban Renewal Act.

COMMUNITY CONSULTATION

Nil

7.5.2 ENVIRONMENTAL SERVICES – DEBATE

Nil

7.5.3 HEALTH SERVICES – DEBATE

Nil

7.5.4 REGULATORY SERVICES REPORT - DEBATE**7.5.4.1****NOMINATIONS SOUGHT FOR THE DOG AND CAT MANAGEMENT BOARD****B2766**

Author: Manager, Regulatory Services

MOVED Cr Miller that Council receives this report, notes its contents and does not provide a nomination on this occasion.**Seconded** Cr Boothby**CARRIED 2018-22/122****PURPOSE**

The Minister for Environment and Water is seeking Local Government nominations for two member positions on the Dog and Cat Management Board for terms of up to three years.

REPORT

Members are referred to LGA Circular 6.6 dated 7 February 2019 (refer [Attachment 1](#)), providing details of the role of the Dog and Cat Management Board (DCMB) and seeking two member positions on the Dog and Cat Management Board;

LGA nominations on outside bodies will, unless determined otherwise by the LGA Board of Directors, be currently serving Council Members or Council Staff.

Nominations addressing the Selection Criteria Dog and Cat Management Board (refer [Attachment 2](#)) must be forwarded by Council using the application form (refer [attachment 3](#)), by 14 March 2019. A Current CV must also be attached to the application.

The LGA Board of Directors will consider nominations received at its meeting on 21 March 2019.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: LGA Circular 6.6
Attachment 2: Selection Criteria
Attachment 3: Application Form

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:
Dog and Cat Management Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY CONSULTATION

Consultation is not required under policy or legislative requirements.

7.5.5. WASTE SERVICES - DEBATE

7.5.5.1

SCHEME WASTE DISPOSAL - THE FATHERS FARM INC

B8943

Author: Director Development and Environmental Services

MOVED Cr Angas that Council:

- (1) Receive and note the Report; and
- (2) Continue to provide support to The Fathers Farm Inc through the allocation of funds in the 2019-20 budget, and help promote the Scheme Waste Depot.

Seconded Cr Barrett

CARRIED 2018-22/123

PURPOSE

To provide an update and feedback on the Scheme Waste Depot (initial six month trial) operated by The Fathers Farm Inc, and seek to continue support and promote the Scheme Waste Depot.

REPORT

Background

As part of Council's broader Waste Management Strategy, the Development and Environmental Services Directorate has been exploring opportunities to address other key waste streams, such as soft plastics, hard and electronic waste.

In March 2018, Council considered a Report, and resolved to support The Fathers Farm Inc. in establishing a Depot at Nuriootpa as part of the National Television and Computer Recycling Scheme.

Council agreed to provide funds from the Recycling Collection Reserve for the purpose of offsetting the cost of the Scheme Waste Depot to be operated by The Fathers Farm Inc. initially for a six month trial period.

Introduction

As part of the six month trail, The Fathers Farm Inc were to provide Council with statistics on the waste processed through the scheme, and provide a final report to Council (Attachment 1).

Discussion

The charts below detail statistics collected by The Fathers Farm during the trail.

The Depot operates Thursday to Saturday 8:30am to 12:30pm.

Chart 1 provides the actual number of vehicles that deposited e-waste during September to December 2018. Unfortunately, this data was not collected during the initial period of the Trial, but the July-August period recorded a total of 13 vehicles, bring the total number of 182 vehicles from July to December 2018.

The breakdown of visitation by postcode is provided in Chart 2. As expected, the largest portion of visits are from residents within Nuriootpa and surrounds, with Tanunda and Angaston areas being the next highest. A small portion of visitation was from the Light Regional Council area.

This was achieved with very limited promotion during the Trial, with most coming via word of mouth. Should Council continue to support The Fathers Farm with the scheme, greater promotion of the Scheme is proposed.

During the trial, discussions with Light Regional Council commenced with the intent to have them also partner in the Scheme, providing additional financial support.

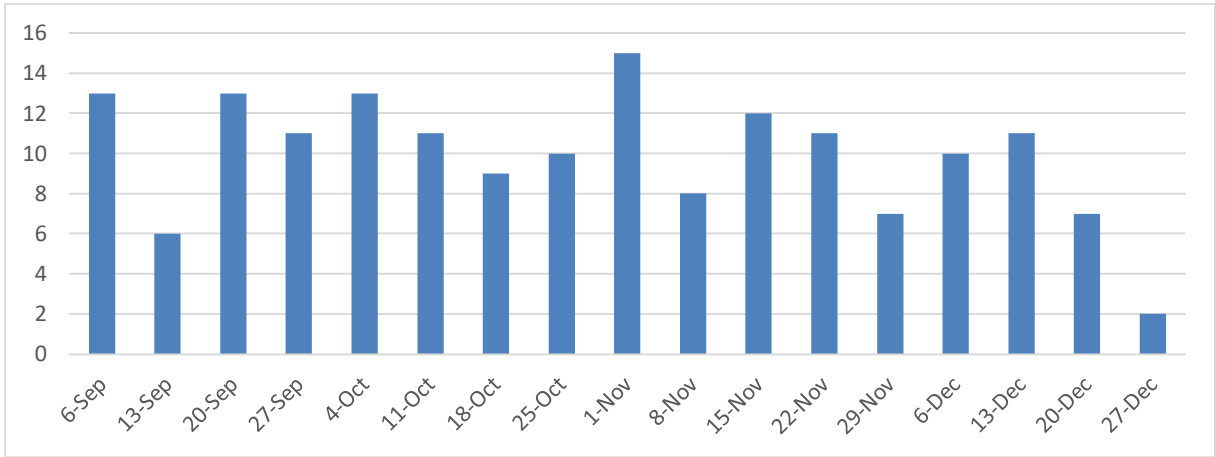


Chart 1 - Number of visitors

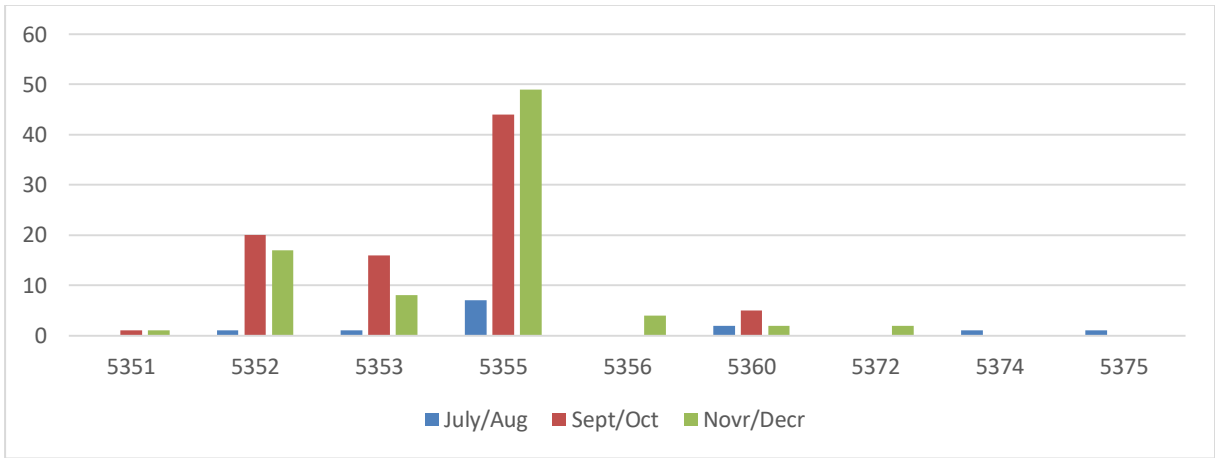


Chart 2 - Waste Source by Postcode

Chart 3 is a breakdown of the tonnages that were disposed either at Electronic Recycling Australia or Sims Metals. In total, 17.429 tons was collected and processed by Electronic Recycling Australia, and 6.02 tons was processed at Sims Metals.

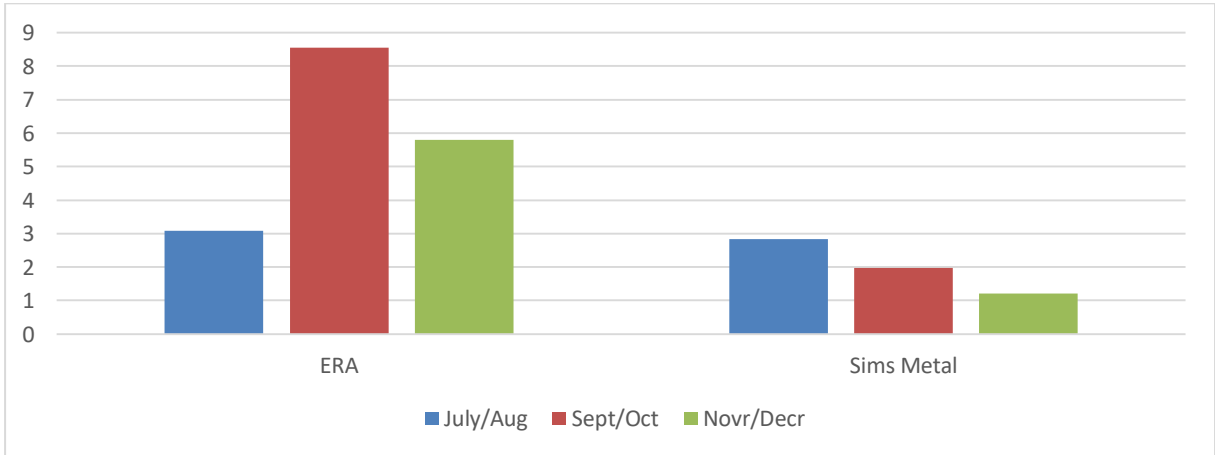


Chart 3 – Total Tonnage disposal

What Next?

During the course of the Trial, The Fathers Farm lodged a Development Application with the Light Regional Council to enable the site to receive and process additional sources of waste. It is

anticipated that a decision is to be made within the next two months, and is subject to the concurrence of the State Planning Commission.

In recent months, discussions have unfolded to have the Soft Plastics Pilot Scheme co-located at the Depot, after negotiations for another site failed. This Scheme will see an Agreement between YCA Recycling, The Fathers Farm, Light Regional Council and The Barossa Council. This Pilot Scheme commences 11 February 2019.

With the pending development approval for the site, The Fathers Farm will be in a position to further expand their capacity to receive waste streams. Hence, they are keen for Council to continue to provide financial support.

Summary and Conclusion

The Fathers Farm have reported that the e-Waste Pilot Scheme a success from their perspective, noting that the funds provided by Council has maintained the operations of the Depot, thus supporting the youth programs provided by The Fathers Farm.

The Fathers Farm is seeking to maintain the relationship with both The Barossa Council and Light Regional Council.

Should Council agree to continue support for the Scheme Waste Depot, it is anticipated that it will be jointly supported and promoted by Light Regional Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 – Trial Report dated 2 February 2019

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Natural Environment and Built Heritage

Corporate Plan

- 1.9 Participate in initiatives, or advocate for, improvement to recycling, re-use, and minimisation education initiatives to reduce waste disposed to landfill.
- 4.10 Facilitate access to hard and green waste facilities and associated recycling opportunities that reduce waste disposed to landfill and support the environment.

Legislative Requirements

Local Government Act 1999
Environment Protection Act 1993
Green Industries SA Act 2004

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial Management

Council provided \$15,000 towards the scheme, supplying funds to operate the Depot. During the Trial, \$1,817.48 (ex GST) was paid by The Barossa Council for transportation costs by Electronic Recycling Australia to their facilities, with Light Regional Council covering \$363.64 (ex GST) of the transportation costs. The total cost during the Trial was \$2,181.84 (ex GST), equating to approximately \$93 per ton.

While the Trial provided a 'free' drop off for residents, as a means of determining the level of community interest for the service, the parties have discussed the potential to introduce a service charge to assist in the long term operation of the Depot.

Risk Management

The site is located within the Industry (Barossa Valley Region) Zone of the Light Regional Council. The Fathers Farm have lodged a Development Application for the purposes of the Development Act. Light Regional Council are currently assessing the Application, which will be subject to the concurrence of the State Planning Commission. Operations of the Depot may be restricted if the application does not obtain approval.

COMMUNITY CONSULTATION

Should Council agreed to continue its support for the scheme, the parties will undertake greater promotion of the service that is available at the Depot.

7.5.5.2**TURNING THE TIDE ON SINGLE-USE PLASTIC PRODUCTS - DISCUSSION PAPER****B9236**

Author: Director Development and Environmental Services

Pursuant to S73 of the Local Government Act 1999 Cr Don Barrett disclosed a conflict of interest in the matter 7.5.5.2 – *Turning the Tide on Single-Use Plastic Products – Discussion Paper* as he is currently the Secretary and Public Officer of the Mount Pleasant Men's Shed Inc. The Mt. Pleasant Men's Shed Inc. is currently in receipt of a grant from Green Industries SA. The grant money has been expended however the acquittal documentation is yet to be returned to Green Industries SA.

Cr Barrett advised Council of the conflict of interest and left the meeting at 11.19am.

MOVED Cr Haebich that Council:

- (1) Endorse the Submission on the Discussion Paper attached to the Report with the following revisions:
 - (a) Inclusion of statements indicating that a sustainable funding model should be provided for by the State so as to not cost shift further burden on Local Government;
 - (b) That any ban of products is both economically, socially and environmentally sustainable; and
- (2) Authorise the Chief Executive Officer, or his delegate, to submit the Submission to the Green Industries SA by the closing date.

Seconded Cr Miller

CARRIED 2018-22/124

PURPOSE

To seek Council's endorsement of the Submission to Green Industries SA on the Discussion Paper titled *Turning the Tide on Single-Use Plastic Products*.

REPORTBackground

In recent years there has been significant local, national and international interest in the management and recycling of single-use plastics such as plastic bags, straws, coffee stirrers, soda and water bottles and most food packaging and polystyrene.

Programs such as 'War on Waste' have challenged Governments to address issues associated with single-use plastics.

Introduction

The State Government released a Discussion Paper (Attachment 1) on single-use plastics on 13 January 2019.

The Discussion Paper provides an opportunity to commence a conversation with the South Australian community around a range of single-use plastic products that are impacting our environment.

Discussion

The Discussion Paper has been prepared by Green Industries SA (formerly Zero Waste SA), which operates under the *Green Industries SA Act 2004*. The primary objectives of Green Industries SA, pursuant to section 5 of the Act are:

- a) to promote waste management practices that, as far as possible, eliminate waste or its consignment to landfill.
- b) to promote innovation and business activity in the waste management, resource recovery and green industry sectors, recognising that these areas present a valuable opportunity to contribute to the State's economic growth.

South Australia has led the Nation when it comes to waste management and recycling, being the first State to implement a ban on light-weight plastic shopping bags at check-outs in 2009 with the introduction of the *Plastic Shopping Bags (Waste Avoidance) Act 2008*, and having Container Deposit Legislation for the past 40 years.

The Discussion Paper seeks views on what the community consider are the problems associated with plastic products, alternatives and if there is a need for Government intervention. It suggests a ban on single-use plastic products could be implemented the same way single-use plastic bags were banned.

To assist with feedback, the Paper has proposed a number of questions to consider.

The draft Submission ([Attachment 2](#)) seeks to address these questions.

Summary and Conclusion

The State Government is seeking feedback on the Discussion Paper 'Turning the Tide on Single-Use Plastic Products'.

Submissions on the paper close 22 February 2019.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 - Turning the Tide on Single-Use Plastic Products - Discussion Paper
Attachment 2 - Draft Submission

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Natural Environment and Built Heritage

Corporate Plan

- 1.9 Participate in initiatives, or advocate for, improvement to recycling, re-use, and minimisation education initiatives to reduce waste disposed to landfill.

Legislative Requirements

Environment Protection Act 1993, Part 8, Division 2 - Beverage containers
Environment Protection Regulations 2009, Part 4 - Beverage containers
Green Industries SA Act 2004
Plastic Shopping Bags (Waste Avoidance) Act 2008

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial Management

Nil

Risk Management

Nil

COMMUNITY CONSULTATION

Nil

Cr Barrett returned to the meeting at 11.22am.

7.5.5.3**REVIEW OF SA'S CONTAINER DEPOSIT SCHEME**

B9236

Author: Director Development and Environmental Services

MOVED Cr Boothby that Council:

- (1) Endorse the Submission on the Scoping Paper to review SA's Container Deposit Scheme attached to the Report; and
- (2) Authorise the Chief Executive Officer, or his delegate, to submit the Submission to the Environment Protection Authority by the closing date.

Seconded Cr Johnstone

LOST

MOVED Cr Johnstone that Council:

- (1) Endorse the Submission on the Scoping Paper to review SA's Container Deposit Scheme attached to the Report with amendment to part 4 of the submission where the inclusion of wine bottles in a Container Deposit Scheme is only investigated to ensure environmental and economic sustainability and;
- (2) Authorise the Chief Executive Officer, or his delegate, to submit the Submission to the Environment Protection Authority by the closing date.

Seconded Cr Wiese-Smith

CARRIED 2018-22/125

PURPOSE

To seek Council's endorsement of the Submission to the Environment Protection Authority (EPA) on the Scoping Paper to review SA's Container Deposit Scheme.

REPORTBackground

South Australia has led the Nation in litter reduction and resource recovery since 1977 with the introduction of the Container Deposit Scheme (CDS). The Scheme continues to be a highly successful environmental program aimed at litter reduction and resource recovery.

The State Government has reported that almost 603 million containers were recovered in 2017-18 by Collection Depots for recycling, representing a return rate of almost 77% and diverting about 42,913 tonnes from landfill or litter in that year.

At its height the CDS return rate was 81% in 2011-2012 and has since dropped to 76.9%.

Introduction

The State Government has commenced a conversation on how South Australia can build on the success and improve the Container Deposit Scheme and increase litter reduction and resource recovery.

A preliminary Scoping Paper (Attachment 1) has been released for comment.

Discussion

The EPA is seeking feedback to help inform the scope of the issues to be considered in the review and the research required to inform the review. These initial discussions will inform a Discussion Paper for stakeholder and community consultation in mid-2019.

The Scoping Paper has proposed a number of Questions to assist in determining the scope of issues.

The draft submission (Attachment 2) seeks to address these questions.

Exempted containers

The Environment Protection Act exempts certain beverages and their containers; such as plain milk, wine and spirituous liquor in glass bottles, fruit juice in containers of one litre or more, flavoured milk in containers of one litre or more, and any beverages in containers greater than three litres.

The rationale is that these types of containers are not generally consumed as take-away products and therefore do not usually contribute to litter, and consumers can dispose of them through council kerbside collection system or drop-off centres.

The following classes of containers are currently exempt from the application of Part 8 Division 2 of the Act:

- a) containers used for the purpose of containing milk or milk substitute (other than flavoured milk or flavoured milk substitute);
- b) containers used for the purpose of containing 1 litre or more of flavoured milk or flavoured milk substitute;
- c) containers used for the purpose of containing 1 litre or more of pure juice (comprising at least 90% fruit juice or vegetable juice or a mixture of fruit and vegetable juices);
- d) containers used for the purpose of containing more than 3 litres of beverage;
- e) containers constructed of cardboard and plastic, cardboard and foil, or cardboard, plastic and foil (commonly known as casks or aseptic packs) used for the purpose of containing 1 litre or more of wine, wine-based beverage or water (including mineral or spring water);
- f) containers constructed of plastic or foil or plastic and foil (commonly known as sachets) used for the purpose of containing 250 millilitres or more of wine.

Summary and Conclusion

The State Government is seeking feedback on the Scoping Paper to review SA's Container Deposit Scheme.

Submissions on the Scoping Paper close 22 February 2019.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 - A Scoping Paper to review SA's Container Deposit Scheme

Attachment 2 – Draft Submission

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTSCommunity Plan

Natural Environment and Built Heritage

Corporate Plan

- 1.9 Participate in initiatives, or advocate for, improvement to recycling, re-use, and minimisation education initiatives to reduce waste disposed to landfill.

Legislative Requirements

Environment Protection Act 1993, Part 8, Division 2 - Beverage containers

Environment Protection Regulations 2009, Part 4 - Beverage containers

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONSFinancial Management

Nil

Risk Management

Nil

COMMUNITY CONSULTATION

Nil

8. CONFIDENTIAL MATTERS

8.1 WORKS AND ENGINEERING SERVICES – CONFIDENTIAL MATTER – 11.36AM

Pursuant to S73 of the Local Government Act 1999, Mayor Lange disclosed a conflict of interest in the matter 8.1.1 – *Barossa Regional Procurement Group – Tender – Provision of New Surfacing Works and Resurfacing of Sealed Roads – BRPG 006/2018* as he holds shares in one of the companies tendering for these works.

Mayor Lange advised Council of the conflict of interest and left the meeting at 11.36am.

Deputy Mayor, Cr John Angas assumed the Chair at 11.36am.

8.1.1**BAROSSA REGIONAL PROCUREMENT GROUP – TENDER - PROVISION OF NEW SURFACING WORKS AND RESURFACING OF SEALED ROADS – BRPG 006/2018****B8128 18/86728**

The matter of the agenda item being a tender to carry out works pursuant to Section 90(3)(k) of the Local Government Act 1999 ("the Act") being information that must be considered in confidence in order to ensure that commercial in confidence information is not divulged and Council does not disclose information which may prejudice the outcome of the tender or future tenders.

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.

In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contract to the public interest are that:-

- The disclosure would unreasonably expose commercial in confidence information provided by tenderers through the tender process and the Council report, attachments, and associated document; and
- The disclosure would give an unfair advantage to a person with whom Council proposes to do business.

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.

MOVED Cr Miller that Council:

- (1) Under the provisions of Section 90(2) of the Local Government Act 1999 an order be made that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director Development and Environmental Services, Director Works and Engineering Services, Director Corporate and Community Services and the Minute Secretary, in order to consider in confidence a report relating to Section 90(3)(k) of the Local Government Act 1999 relating to the receiving, reviewing and assessing of tenders for the provision of new surfacing works and resurfacing of sealed roads, being information that must be considered in confidence in order to ensure that Council does not disclose information relating to tenders for the supply of goods, the provision of services or the carrying out of works; 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 to prevent the unreasonable exposure of commercial in confidence information provided by tenderers through the tender process and the Council report, attachments and associated documents and to prevent an unfair advantage to a person with whom Council proposes to do business.

Seconded Cr Wiese-Smith

CARRIED 2018-22/126

RESUMPTION OF OPEN COUNCIL MEETING – 11.42AM

The open meeting of Council resumed at 11.42am.

In the matter 8.1.1 – *Barossa Regional Procurement Group – Tender – Provision of New Surfacing Works and Resurfacing of Sealed Roads – BRPG 006/2018:*

MOVED Cr Boothby that Council:

- (1) Confidential resolution
- (2) Having considered this matter in confidence under Section 90(3)(k) of the Local Government Act 1999 makes an order pursuant to Section 91 (7) of the Local Government Act 1999, that the minutes, report, attachments and associated documents in relation to Confidential Item 8.1.1 of the Council Meeting held 19 February 2019 and titled Barossa Regional Procurement Group – Tender - Provision of New Surfacing Works and Resurfacing of Sealed Roads – BRPG 006-2018, other than the minutes relating to this confidentiality order (part 2 and 3), be kept confidential and not available for public inspection, until the end of the New Surfacing Works and Resurfacing of Sealed roads Contract and that the Chief Executive Officer be delegated the power to review and revoke this order
- (3) Pursuant to Section 91 (8) (b) and (ba) of the Local Government Act 1999, Council notes that the minutes will be released to ensure that Council discloses the successful tender, value of the contract and reason for awarding the contract when the provision of new surfacing works and resurfacing of sealed roads Contract is executed by all relevant parties.

Seconded Cr Wiese-Smith

CARRIED CO2018/22-5

Mayor Lange returned to the meeting and resumed the Chair at 11.42am

8.2 CORPORATE AND COMMUNITY SERVICES – CONFIDENTIAL MATTER – 11.43AM

8.2.1

ANGASTON RAILWAY STATION BUILDING – EXPRESSION OF INTEREST

The matter of the agenda item being commercial information of a confidential nature pursuant to Section 90(3)(d) of the Local Government Act 1999 ("the Act") being information that must be considered in confidence in order to ensure that commercial in confidence information does not prejudice the commercial position of the person who supplied the information.

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.

In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contract to the public interest are that:-

- The disclosure would unreasonably expose commercial in confidence information provided by registrants through the expression of interest process and the Council report, attachments, and associated documents; and
- The disclosure could prejudice the commercial position of a person with whom Council proposes to do business.

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.

MOVED Cr Angas that Council:

- (1) Under the provisions of Section 90(2) of the Local Government Act 1999 an order be made that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director Corporate and Community Services, Director Development and Environmental Services, Director Works and Engineering Services, Manager Community Projects and the Minute Secretary, in order to consider in confidence a report relating to Section 90(3)(d) of the Local Government Act 1999 relating to the receiving, reviewing and assessing of *Angaston Railway Station Building – Expression of Interest* being information that must be considered in confidence in order to ensure that commercial in confidence information does not prejudice the commercial position of the person who supplied the information; 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 to prevent the unreasonable exposure of commercial in confidence information provided by registrants through the expression of interest process and the Council report, attachments and associated documents and to prevent prejudicing the commercial position of a person with whom Council proposes to do business.

Seconded Cr Miller

CARRIED 2018-22/127

RESUMPTION OF OPEN COUNCIL MEETING – 11.50AM

The open meeting of Council resumed at 11.50am.

In the matter 8.2.1 – *Angaston Railway station Building – Expression of Interest*;

MOVED Cr Wiese-Smith that Council;

- (1) Confidential resolution
- (2) Confidential resolution
- (3) Having considered this matter in confidence under Section 90(3)(d) of the Local Government Act 1999, makes an order pursuant to Section 91(7), that the Minutes in relation to Confidential item 8.2.1 and titled "*Angaston Railway Station Building – Expression of Interest*", other than the Minutes relating to this confidentiality order, be kept confidential and not available for public inspection until 22 February 2019.
- (4) Having considered this matter in confidence under Section 90(3)(d) of the Local Government Act 1999, makes an order pursuant to Section 91(7), that the Report and associated documents in relation to Confidential item 8.2.1 and titled

"Angaston Railway Station Building – Expression of Interest", be kept confidential and not available for public inspection until the expiration of the lease.

- (5) In accordance with (3) and (4) above and Section 91(9)(c) of the Local Government Act 1999, authorise the Chief Executive Officer to review and revoke this order.
- (6) Authorise the Chief Executive Officer to release the necessary information on the identity of the successful registrant and the reason for the awarding of the lease.

Seconded Cr Boothby

CARRIED CO2018/22-6

9. URGENT OTHER BUSINESS

Nil

10. NEXT MEETING

Tuesday 19 March 2019 at 9.00am.

11. CLOSURE OF MEETING

Mayor Lange declared the meeting closed at 11.50am.

Confirmed at Council Meeting on 19 March 2019

Date:.....

Mayor:.....

CONFIDENTIAL

**CONFIDENTIAL MINUTES
OF THE MEETING OF THE BAROSSA COUNCIL
held pursuant to the provisions of Section 90(2) of the Local Government
Act 1999 on
Tuesday 19 February 2019 commencing at 11.43am**

MEMBERS PRESENT

Mayor Michael (Bim) Lange, Deputy Mayor, Cr John Angas, Crs Tony Hurn, Don Barrett, David Haebich, Kathryn Schilling, Leonie Boothby, Richard Miller, Carla Wiese-Smith, Cathy Troup and Russell Johnstone

OFFICERS PRESENT

Mr Martin McCarthy, Chief Executive Officer, Mr Matt Elding, Director Works and Engineering Services, Mr Louis Monteduro, Acting Director Development and Environmental Services, Mrs Joanne Thomas, Director Corporate and Community Services, Mrs Rebecca Tappert, Manager Community Projects and Ms Lorraine Walsh, Executive Assistant

LEAVE OF ABSENCE

Cr David de Vries

APOLOGIES

Nil

8.2 MANAGER COMMUNITY PROJECTS - CONFIDENTIAL**8.2.1****ANGASTON RAILWAY STATION BUILDING – EXPRESSION OF INTEREST
B6403**

MOVED Cr Wiese-Smith that Council

- (1) Note and endorse the proposal from Ms Janina Bouquey for the establishment of a providore, cellar door and coffee shop at the conclusion of the restoration works of the Angaston Railway Station Building and subject to agreement of an appropriate lease arrangement for an initial 12 month period to include right of renewal for a further 1 year period.
- (2) Inform unsuccessful registrants of the outcome.
- (3) Having considered this matter in confidence under Section 90(3)(d) of the Local Government Act 1999, makes an order pursuant to Section 91(7), that the Minutes in relation to Confidential item 8.2.1 and titled “Angaston Railway Station Building – Expression of Interest”, other than the Minutes relating to this confidentiality order, be kept confidential and not available for public inspection until 22 February 2019.
- (4) Having considered this matter in confidence under Section 90(3)(d) of the Local Government Act 1999, makes an order pursuant to Section 91(7),

that the Report and associated documents in relation to Confidential item 8.2.1 and titled "*Angaston Railway Station Building – Expression of Interest*", be kept confidential and not available for public inspection until the expiration of the lease.

- (5) In accordance with (3) and (4) above and Section 91(9)(c) of the Local Government Act 1999, authorise the Chief Executive Officer to review and revoke this order.
- (6) Authorise the Chief Executive Officer to release the necessary information on the identity of the successful registrant and the reason for the awarding of the lease.

Seconded Cr Boothby

CARRIED CO2018/22-6

CLOSURE OF CONFIDENTIAL MEETING

There being no further business the confidential meeting closed at 11.50am.

Confirmed at Council meeting Tuesday 19 March 2019

Date:

Mayor: