MINUTES OF THE MEETING OF THE BAROSSA COUNCIL

held on Tuesday 20 October 2020 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 Bim Lange, Deputy Mayor, Cr Leonie Boothby, Crs John Angas, Tony Hurn, David de Vries, David Haebich, Don Barrett, Carla Wiese-Smith, Cathy Troup, Richard Miller, Kathryn Schilling and Russell Johnstone.

1.3 LEAVE OF ABSENCE
Nil

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 15 September and Special Council Meeting on 30 September 2020 at 6.02pm, as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

Seconded Cr Hurn

CARRIED 2018-22/256

1.6 MATTERS ARISING FROM PREVIOUS MINUTES
Nil

1.7 PETITIONS
Nil

1.8 DEPUTATIONS
Nil

1.9 NOTICE OF MOTION
Nil

1.10 QUESTIONS – WITH OR WITHOUT NOTICE
1.10.1 COUNCILLOR WIESE-SMITH – SPORTS MARKETING AUSTRALIA
B10845-2

MOVED Cr Wiese-Smith that Council receive and note the response and that the question and response be placed in the minutes.

Seconded Cr Johnstone

PURPOSE
To consider a question on notice provided in accordance with the Local Government Act by Cr Wiese-Smith.

QUESTION AND RESPONSE

Question
Could staff please provide an update on Council’s agreement with Sports Marketing Australia, per the resolution of February 18, 2020?

Response
The approved program is progressing well and budget has been set as per the Council resolution. The following table provides update on activity to date in accordance with the project initiative.

- $20,000 in Budget for event placement expenses
- Capability and Capacity audit completed.
- Definition of Events Project Team to assess event offers in place.
- Development of Pathway Register to record Event Offers.
- Events are usually placed 12 months or so in advance it is therefore going to have some lag before events are on the ground.

<table>
<thead>
<tr>
<th>Reference Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>14</td>
<td>Event Owner - YNCA, Event Name - Australian Skateboarding League Qualifier, Hosting Fee - 6,500.00, SMA Fee - 2,200.00</td>
</tr>
<tr>
<td>13</td>
<td>Event Owner - Adelaide Trail Runners, Event Name - Berossa Trail Run, Hosting Fee - 3,000.00, SMA Fee - 2,200.00</td>
</tr>
<tr>
<td>12</td>
<td>Event Owner - Champions League Basketball, Event Name - CLE3X3 National Series, Hosting Fee - 5,000.00</td>
</tr>
<tr>
<td>11</td>
<td>Event Owner - Lux Media, Event Name - Roads Less Traveled, Hosting Fee - 17,500.00, SMA Fee - 3,300.00</td>
</tr>
<tr>
<td>10</td>
<td>Event Owner - YNCA, Event Name - Skate Park League and Clinic, Hosting Fee - 3,800.00, SMA Fee - 2,200.00</td>
</tr>
<tr>
<td>9</td>
<td>Event Owner - H Squared, Event Name - Good Chef, Bad Chef, Hosting Fee - 25,000.00, SMA Fee - 2,750.00</td>
</tr>
<tr>
<td>8</td>
<td>Event Owner - ROKT Co and Global Sports Media, Event Name - Your Golf Show, Hosting Fee - 17,500.00, SMA Fee - 2,750.00</td>
</tr>
<tr>
<td>7</td>
<td>Event Owner - H Squared Productions, Event Name - Everyday Gourmet, Hosting Fee - 25,000.00, SMA Fee - 2,750.00</td>
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</tbody>
</table>

ATTACHMENT
Nil
1.10.2 QUESTION ON NOTICE – COUNCILLOR SCHILLING – NURIOOTPA POOL B11374

MOVED Cr Schilling that Council receive and note the response and that the question and response be placed in the minutes.

Seconded Cr Angas CARRIED 2018-22/258

PURPOSE
To consider a question on notice provided in accordance with the Local Government Act by Cr Schilling.

QUESTION AND RESPONSE

Question - 1
In the condition facility report dated 25th May 2015, the Executive Summary on page 1 states “if the client undertakes priority one and two, the water losses at the facility will be significantly reduced. The repairs will also improve the structural integrity of the facility and increase the expected lifespan of the pool vessels to be in excess of a further 25 years”.

a) Have these priority works been undertaken and if not, why?

Response Q1a

Officers have regularly sought Council determination on the expenditure to be undertaken on these priority works. The FMG Engineering Condition Assessment Report was presented to Council at a Workshop and then via a formal Council report to the 18 August 2015 Council Meeting. This included a presentation of the short, medium and long term upgrade/expenditure requirements in a proposed “Planning Expenditure/Action Plan” Attachment (refer Attachment J). Council resolved:
In relation to the final part of the above resolution, Elected Members were provided the opportunity in the resolution to designate the priority items they wished to fund and that is how the resolution was concluded.

Since that time, during draft budget preparation processes and where necessary, ad hoc requests to Council, the following further items identified in the Condition Assessment Report have been completed.

1. Empty the pools. Undertake chemical injection of known leak locations in pool walls and floors.
   
   *This was completed as per Appendix A, photo 5 (Missing tiles), Photo 12, (Leak at sealant location, Photo 13 (Expansion joint) of report. (2015)*
Secondary chemical injection activity as reactive effort to respond to leak (2018)

Repair any dislodged or drummy tiles.
Tiles have now all been removed from pool shell (2019)

Conduct a pressure test of pipes and effect any repairs as necessary.
Completed pre-season 2019/20 with repair to identified defects at that point in time, large leak at the western deep end and repair to pipework from balance tank.

Modify the plant room and chemical storage shed to comply with current standards and regulations.
This works has not been prioritised and budget allocated by Council at this point in time.

Waterproof the expansion joints and insert new joint sealant for the 50m lap pool.
This was effectively completed with the short term painting of the pool prior to season 2019/20.

Repair concourse to mitigate trip hazards (i.e. pavement “stepping”).
This works has not been prioritised and budget allocated by Council at this point in time.

2. Re-tile entire 50m lap pool and the children’s wading pool (Supersedes discretionary repair of dislodged tiles).
Tiles were fully removed and short term painting was completed prior to season 2019/20.

Demolish and reconstruct the pool concourse (Supersedes discretionary repair of concourse).
This works has not been prioritised and budget allocated by Council at this point in time.

Response Q1b

b) If the identified priorities have been actioned, how has it been determined that the pool is ‘past its useful life?’

As detailed above, at the determination of successive Councils, not all of the prioritised works have been completed. The feedback to Officers during the last 6 plus years in successive Workshop discussions and through the debate arising from Agenda Reports provided to Council is that the level of expenditure required to bring the pool to a fully operational, contemporary standard has not been supported. Rather, the expressed view has been that the level of investment required offset against the community benefit taking into account the level of use, cost subsidy per visit, its age and location renders the pool unsustainable. This is especially so when compared to other facilities and services of Council such as recreation parks, cultural, history and art assets and services, and the other four pools in the Council area.

Question - 2
What was the cost of the 2015 condition facility report?

**Response**

$5,675

**Question - 3**

Despite 5 years of minimal repairs, we still do not know the current condition of the pool. Why has a current/more recent condition report not been commissioned as part of the information supplied to Elected members?

**Response**

Responses to Question 1 indicate that Council has determined the level of investment and prioritisation of expenditure on the pool based on successive information provided to Elected Members at Workshops and formal Council meetings and through the annual draft budget considerations.

Council’s, collectively, over many years and conversations at Council workshops and meetings, has not requested or budgeted for further updates. The 2015 report is appropriate for asset condition and appraisal of such assets and is consistent with condition and valuation processes for the vast majority of Council assets.

**ATTACHMENT**

Nil

2. **MAYOR**

2.1 **MAYOR’S REPORT**

MOVED Cr Hurn that the Mayor’s report be received.

Seconded Cr Boothby

CARRIED 2018-22/259

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 Johnstone that the information items contained in the Consensus Agenda be received and that any recommendations contained therein be adopted.

Seconded Cr Barrett

CARRIED 2018-22/260

5.3 **DEBATE OF ITEMS EXCLUDED FROM THE CONSENSUS AGENDA**

Nil

6. **VISITORS TO THE MEETING / ADJOURNMENT OF MEETING**
6.1 VISITORS TO THE MEETING
Nil

6.2 ADJOURNMENT OF COUNCIL MEETING
Nil

7. DEBATE AGENDA

7.1 MAYOR – DEBATE
Nil

7.2 EXECUTIVE SERVICES - DEBATE

7.2.1. CHIEF EXECUTIVE OFFICER - DEBATE

7.2.1.1 AUSTRALIA DAY EVENT – COVID-19 CONSIDERATIONS
B11075

Author: Executive and Project Officer

MOVED Cr de Vries that Council undertakes a 2021 Australia Day event based on option 2, described in the body of this report.

Seconded Cr Boothby

CARRIED 2018-22/261

PURPOSE
To review the existing format of the 2021 Australia Day event hosted by The Barossa Council in light of significant restrictions around event numbers, food management and other requirements under current COVID-19 directions.

REPORT

Introduction
As Council are aware the Australia Day event celebrations are looming and as such Officers have commenced advertising for nominations for the various Citizen of the Year awards. The Local Government Association in consultation with SA Health have provided extensive event guidelines, which are provided at the Attachment.

In any case, the completion of the renovations at the Tanunda Show Hall will see the event recommence there as the traditional event venue. Historically, this event normally consists of a complimentary breakfast and awards ceremony for up to 800-1000 people, hosted by The Barossa Council

Discussion
It is essential that there be a decision made on the format of the 2021 Australia Day event at the October Council meeting so that there is time to research and implement the event and communications plan.

It is unknown what COVID-19 pandemic restrictions and directions will be applicable as at 26 January 2021, and therefore therefore there is the requirement to work within the current directions and guidelines. The areas of management and concern are:

1. Food service will require extensive management over and above normal Australia Day event breakfast including:
   a. service by one person per item only;
b. food items must be served individually, not all on one plate

c. no shared cutlery and utensils for services;

d. cleaning of BBQ utensils hourly

e. no communal serving of drinks including coffee and juice;

f. line management to ensure 2 sq metres and 1.5 metre separation to abide by physical distancing directives.

2. Every attendant at the event will require contract tracing via an electronic registration prior to the event and then cross checking of this registration will be required before guests can enter the venue, all while maintaining physical distancing in the line up to enter.

3. Area generally set aside for seating needs to maintain the 2 square metres and 1.5 metre separation therefore the achievement of 800+ people on space allowance cannot occur.

Based on the usable area for the show hall being 1067.50 sq metres a maximum of 533 is allowed in facility all standing or theatre style seating. Utilisation of existing tables and chairs would further limit the capacity as each table being 2.7 metres by 0.9 meters would mean only 3 people can sit on each table based on the 1.5 metre separation requirements with a gap between each table. This would mean a total of 297 people could be seated at tables.

4. Requirement for at least a COVID safe plan and COVID marshal implementation which will require additional staff, security and training to be undertaken.

Due to the inability to comply with physical distancing at the venue for 800+ people, the large undertaking of administration required to manage the contact tracing registrations and verifications, and resourcing of additional staff and security, the following options were explored with the Mayor.

The options are:

1. Proceed with a traditional breakfast model and limit to no more than 300 people – this is not recommended due to the current risks of complying with the guidelines and directions.

2. Proceed with a Citizen of the Year award event and Citizenship ceremony only and limit to award recipients, citizenship conferees and their guests. This approach is estimated to attract approximately 200 people. At a later date, use the event savings to host a COVID-19 recovery event/s when it is safe to do so and use these events to support the volunteer and sporting groups – recommended as it addresses the majority of the risks whilst acknowledging our award recipients and new citizens.

3. Proceed with a Citizen of the Year award event and Citizenship ceremony with servicing of individual coffee and the like, such as a muffin or other morning tea item, limited to 300 people. Any savings to be quarantined for the Mayor and Council to host a COVID-19 recovery event/s when it is safe to do so and use these events to support the volunteer and sporting groups – also a preferred option if option 2 not supported.

It should also be noted that options for breakfast are provided by volunteers which under normal scenarios is relatively manageable through a constant service process, however the management workload will increase significantly, as will the queue if the traditional or option 1 is preferred by Council.

The benefit of option 3 will be that the awards will be undertaken, community representation still present and a small and safe serving of morning tea able to be more easily managed. However, no matter what event option is chosen, Council will be required to ensure electronic registration, contact tracing before entry and no late walk-ins to the event.

Other Council’s are understood to be following similar scaled down events.
The direction of Council will be woven into the current event and communications plan.

Summary and Conclusion
With the need to put in place the event and communications plan for the 2021 Australia Day celebrations now, Council needs to determine the event it wishes to support in light of the COVID-19 direction that stand and the guidelines of the Australia Day Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
LGA of SA Guidelines and Advice from SA Health

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan
Community and Culture
Health and Wellbeing
How We Work – Good Governance

2.2 Support the development of activities that celebrate the history and culture of the Barossa and its people.
4.2 Create opportunities for people of all ages and abilities to participate in the community.
4.6 Ensure that community members can participate in cultural, recreational, sporting and learning opportunities.
4.7 Ensure food safety, hygiene and appropriate waste management standards are maintained.

Corporate Plan
6.5 Implement compliant and contemporary risk management initiatives.

Legislative Requirements
Emergency Management Act 2004
Directions issued pursuant to the Emergency Declaration under the above Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Unknown at this time until Council can determine its event wishes. It is anticipated that if Council wishes to continue with the full traditional model it will require significant additional funding to manage the crowd, contract tracing requirements and potentially obtain the necessary State approvals.

It is expected that option 1 will require further funding but less than the traditional model.

Options 2 and 3 are expected to produce savings which outlined in the report are suggested to be transferred to support some community event/s when it is safe to do so.

COMMUNITY CONSULTATION
At this time no consultation has been undertaken, it is a matter of Council need to weigh up the risks and benefits of the options and they will then be communicated to the community.
7.2.1.2
OMBUDSMAN REPORT – LAND EXCHANGE WITH CHATEAU TANUNDA
B10682

Author: Governance Advisor

MOVED Cr Boothby that Council receive and note the Ombudsman correspondence dated 24 August 2020, 10 September 2020 and 15 September 2020.

Seconded Cr Johnstone

CARRIED 2018-22/262

PURPOSE
Council is asked to receive and note correspondence from the Ombudsman regarding a complaint made by Mr Robbert Sennef and Ms Shelley James.

REPORT

Background
Following the Council decision in 2018 to revoke the community land status over allotment 11 and 12 Basedow Road, Tanunda, and subsequent decisions regarding the Barossa Culture Hub, there have been a number of internal review applications under section 270 of the Local Government Act made to Council and complaints to the Ombudsman on various decisions relating to this matter, by Ms Shelley James, Mr Robbert Sennef and Ms Helen Szuty. A summary of these applications and complaints was presented to the Elected Body at the July Council meeting, in the Annual Report on the Internal Review of Council Decisions 2019-2020.

Introduction
The Ombudsman received complaints from Ms Shelley James and Mr Robbert Sennef with respect to the land exchange with Chateau Tanunda, via multiple letters between May and July 2020.

Discussion
The Ombudsman’s initial correspondence was received on 24 August 2020 and is attached at Attachment 1. In his initial correspondence, the Ombudsman summarised the events that had led to this complaint, including Council decisions and internal review applications made by the complainants. In his assessment, the Ombudsman concluded that he ‘[did] not consider that an investigation of [the complainants’] complaint by my Office is necessary or justifiable’. The complainants were provided an opportunity to identify any errors of the Ombudsman’s assessment of the matter.

The Chief Executive Officer then received a further letter on 10 September 2020 from the Ombudsman to the complainants (at Attachment 2). In his further correspondence, the Ombudsman noted that, having considered additional correspondence from the complainants following his initial correspondence, he ‘[did] not consider that [the complainants had] identified an error in my assessment of [the] complaint’, and noted his intention to close the file.

A third letter was received by the Chief Executive Officer from the Ombudsman to the complainants’ lawyer, on 15 September 2020 (at Attachment 3). In his letter, the Ombudsman concludes that:

- He ‘[did] not consider that [the complainants’ lawyer had] presented any information that would suggest that the council’s actions or decision concerning compliance with its Disposal of Land and Other Assets Policy that would appear to be unlawful, unreasonable or wrong within the meaning of the Ombudsman Act 1972’;
- He ‘[did] not consider it necessary to further consider whether any particular composition of the council considered materials that were tabled as part of the agenda to an ordinary meeting of the council’; and
The Barossa Council 20/59754              Minutes of Council Meeting held on Tuesday 20 October 2020

- He ‘[did] not consider that [the complainants’ lawyer had] provided additional information that may persuade [him] to alter [his] views as set out in [his] letter of 24 August 2020’.

Accordingly, the Ombudsman closed his file and authorised disclosure of the three letters by the parties as they see fit.

**Summary and Conclusion**
Council is now asked to receive, consider and note the Ombudsman’s correspondence and decisions.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

| Attachment 1 | Ombudsman correspondence – received 24 August 2020 – Ref: 20/55749 |
| Attachment 2 | Ombudsman correspondence – received 10 September 2020 – Ref: 20/555751 |
| Attachment 3 | Ombudsman correspondence – received 15 September 2020 – Ref: 20/55753 |

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

| Community Plan |
| Community and Culture |

| Corporate Plan |
| 2.3 Support and promote community involvement and networks and provide opportunities for participation in local decision making. |

| Legislative Requirements |
| Ombudsman Act 1972 |
| Local Government Act 1999 |

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

As at 30 June 2020, as reported to Council in the Annual Report on the Internal Review of Council Decisions 2019-2020 at Council’s meeting on 21 July 2020, the total cost to Council in dealing with section 270 internal review applications made by the complainants with respect to decisions relating to the Chateau Tanunda Land swap and Barossa Culture Hub was $30,695.21. Responses to queries by the Ombudsman were carried out as part of normal officer duties resulting in further internal resourcing and legal costs which are not included in the above estimates to date.

**COMMUNITY CONSULTATION**

Not required under Legislation and Council’s Public Consultation Policy. However, community consultation on the community land revocation of the Council-owned land subject to the land swap with Chateau Tanunda, and Barossa Culture Hub master plan was carried out respectively in 2017 and 2018. The community consultation process for the community land revocation process in 2017 was

**7.2.2 DEBATE AGENDA – FINANCE**

**7.2.2.1 MONTHLY FINANCE REPORT (AS AT 30 SEPTEMBER 2020)**

**B411**

Author: Senior Accountant

**MOVED** Cr de Vries that the Monthly Finance Report as at 30 September 2020 be received and noted.

**Seconded** Cr Boothby

**CARRIED 2018-22/263**
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 30 September 2020) is attached. The report has been prepared comparing actuals to the Original adopted budget 2020/21.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**
Attachment 1: Monthly Finance Report 30 September 2020

**Policy**
Budget & Business Plan and Review Policy

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

**Corporate Plan**

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/July 2020, as per legislation. This report is advising Council of the monthly finance position compared to that budget.

7.2.2.2
**RATES HARDSHIP POLICY COVID19 – GENERAL RATE REMISSION – APPLICABLE TENANTS B3582**
Author: Manager Financial Services

**MOVED** Cr de Vries that the Council endorse the revised Rates Hardship Policy at Attachment 1 which extends rate relief in the form of General Rate Remissions to applicable tenants, who have experienced financial hardship as a result of COVID-19.
upon application that meet the criteria for the relevant assessment(s) including evidence verified by a financial counsellor, financial advisor and/or accountant.

Seconded Cr Hurn

CARRIED 2018-22/264

**PURPOSE**

To consider and approve an amendment to the Rates Hardship Policy (the policy) for general rate remission (by application) assisting applicable tenants who have experienced financial hardship as a result of COVID-19 and meet the criteria.

**REPORT**

*Background*

At the Special Council meeting on 21 July 2020 Council updated the Policy to provide a General rate remission budget to allow ratepayers impacted by COVID-19 and becoming unemployed, enduring business failure and/or hardship.

Ratepayers and businesses continue to be affected directly by COVID-19 in 2020/21. Some businesses where a tenant pays the Council rates under agreement with the Landlord fall outside the scope of the Policy and are not able to make an application for general rate remission.

*Discussion*

For quite a number of our Commercial properties it is acknowledged that tenants ultimately pay the rates without being the ratepayer. Due to the COVID-19 situation, tenants may be experiencing financial difficulties but in terms of the policy wording cannot apply for general rate remission.

Council has received an enquiry from a Landlord that has an agreement with their tenant(s) for them to pay the council rates for assessments they occupy. And they wish to ensure the tenants as/where required can have the opportunity to access Councils COVID-19 General Rate Remission.

The Policy has now been amended to permit rate remission applications (Attachment 1) from tenants when agreements are in place for them to pay the Council rates. Council staff can then assess the applications for financial hardship criteria for COVID-19 for a general rate remission under sub-delegation on a case by case basis.

Given the above the proposed additions/amendments in *italics* inserting the term “applicable tenant” as required:

**Definitions:**

- **Applicable Tenant**: Occupiers of a business premises paying the council rates under an agreement with their landlord for the relevant assessment(s) and evidence of this arrangement.
- **Landlord**: Owner of a business premises and has an agreement with their tenant(s) to pay the council rates for the relevant assessment(s).

Update to the relevant clauses' to include – “applicable tenant”

4.17 Upon the application of any ratepayer or applicable tenant that has become unemployed, underemployed and is receiving a payment from the Government as a result of COVID-19 they will be provided the option to defer all rates and charges payments for a period concluding on 31 January 2021.

4.18 Upon the application of any ratepayer or applicable tenant where their business has failed or is in hardship as defined in this policy and is receiving a payment from the
Government as a result of COVID-19 they will be provided the option to defer all rates and charges payments for a period concluding on 31 January 2021.

4.19 Upon the application of any ratepayer or applicable tenant who may not qualify for Government assistance and upon provision of reasonable evidence the Chief Executive Officer can provide the option to defer all rates and charges payments for a period concluding on 31 January 2021.

4.22 Upon the application of any ratepayer or applicable tenant (refer definitions) providing the required financial information for the relevant assessment for the COVID-19 period and meets the criteria, Council will provide general rate remission to the ratepayer(s) as listed on the assessment record, at a fixed amount relevant for each Local Government Category (as defined in the Rating Policy). Only one general rate remission applies to an assessment as per the Rating 2020/21 COVID-19 General Rate Remission table.

4.26 Business ratepayer(s) or applicable tenant (must have been operating prior to 1 January 2020) experiencing financial hardship as a result of COVID-19 during the relevant period and experienced a loss of profitability of at least 30% as verified by a financial counsellor, financial advisor and/or accountant.

The rate relief and rate remission application processes and forms will also be updated to include “applicable tenant” as appropriate.

Summary

Councils COVID-19 relief, remission and grants program(s) have been established to assist the community through these difficult times as a targeted set of initiatives. To ensure we provide support to those who meet the criteria and need it, the Policy and associated processes are reviewed to achieve the Council support and assistance as intended.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Policy
Attachment 1 - Rates Hardship 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 Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial
The Annual Budget and Business Plan 2020/21 included an amount of $150,000 to provide rate remission on the general rate charges for 2020/21. At this stage Council has approved one application for rate remission for the local government category – Commercial.

### COMMUNITY CONSULTATION

Included as part of the draft Annual Budget and Business Plan 2020/21 consultation and adoption process.

### 7.3.2 DEBATE AGENDA – MANAGER KNOWLEDGE AND TECHNOLOGY SERVICES

#### 7.3.2.1 ICT FINANCE AGREEMENTS – 2020/21 ANNUAL BUDGET AND BUSINESS PLAN

B2463 20/53691

**MOVED** Cr Johnstone that Council authorise the Chief Executive Officer (or his delegate) to enter into relevant finance arrangements through appropriate leases for the replacement of computer and other technology hardware and equipment that fall due for replacement as outlined in the 2020/21 Annual Budget and Business Plan.

**Seconded** Cr Miller

**CARRIED 2018-22/265**

### PURPOSE

A change to Accounting Standard AASB16 as it applies to entering into financial agreements now requires endorsement by Council.

### REPORT

**Introduction**

Due to recent changes in AASB16 Accounting Standards it is now necessary to seek Council approval to enter into any financial arrangements that result in commitments in future years.

**Discussion**

As a result of changes in the accounting standard all rent, finance and operating leases, hire purchase, etc. are all captured by AASB16 for assessment as a Right-of-Use (R-o-U) by a lessee.

As part of the management of Council’s Technology assets, the majority of our equipment is purchased either via an operating lease or a finance lease.

An **Operating lease** is a lease on an asset for a set term in years. There is no formal requirement to buy or residual value to be paid out with an operating lease and at the end of the lease period, the goods are returned and a new agreement and new equipment is provided.

A **Finance lease** is a lease for a set term in years. During the lease, payment is made for all the operating expenses and at the end there is an offer to buy the assets at the residual value, or extend for another period. Equipment can be returned at no further cost or purchased to own.

The types of equipment that will be replaced this year include:

- Multi-Function Printers – As a result of a Barossa Regional Procurement Group (BRPG) Tender process to obtain improved rates, Council will replace these devices on a 60 month Operating lease
- Large Format Printer – 60 month Finance lease
- Assorted PC/Mobile hardware agreements – for replacement of equipment on current agreement or increasing /changing fleet requirements to meet mobility demands. These would be 3 year agreements via a Finance lease

The ICT Operating budget each year will budget for these costs and the future year costs are incorporated in the Long Term Financial Plan (LTFF). All expenditure and purchasing arrangements are already within delegations provided to the Chief Executive Officer and sub-
delegations to staff and the confirmation of Council is a requirement of the interpretation of finance arrangements in the Local Government Act and how that interacts with account standard AASB 16.

Council officers are raising concerns through the Local Government Association’s Financial Managers’ Group (FMG) as the legislative definitions need revision to match modern financial arrangements.

Summary and Conclusion
In order to comply with the changes to Accounting Standards, it is appropriate that Council is informed of these agreements and endorse the approach and future commitment.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan
How We Work – Good Governance

6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements
Section 134 of the Local Government Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Amounts budgeted in operating budget and LTFP.
No impact on resource considerations.
Risk considerations have been addressed via the various procurement processes in accordance with Council Policy and Process requirements.

COMMUNITY CONSULTATION
Not required. Council’s Annual Budget and Business Plan is adopted following legislated Community Consultation processes.

7.3.3 DEBATE AGENDA - MANAGER TOURISM SERVICES

7.3.3.1 TOURISM RECOVERY – BAROSSA SUB-REGIONS AND TOWNSHIPS PROJECT – PARTNERSHIP WITH TOURISM BAROSSA
B10434

MOVED Cr Wiese-Smith that Council:

(1) Approves the Barossa Sub-Regions and Townships Project;
(2) Approves funding for the project of up to $20,000 (excluding GST) dependent on take up of the initiative from the identified sub regions, a budget transfer of $20,000 from the 2019/20 Operating savings to the 2020/21 Operating expenditure budget for this project and subject to the committed funding contribution of $13,000 ex GST from Tourism Barossa.

Seconded Cr de Vries

CARRIED 2018-22/266
PURPOSE
The report seeks Council consideration of the following:
• To support Barossa Sub-regions and Townships Project (the Project) for the purposes of producing printed collateral and digital asset development.
• Approve total funds of $20,000 (excluding GST), subject to applications being received.

REPORT
Background
Council’s Tourism Services team have observed an inconsistent approach in the bundling and promotion of sub-regions, trails and townships across the Barossa region. Some areas have maps/trails but are outdated and provide incorrect information, with variable design and printing quality; some are not inclusive to all tourism related businesses in the area; and some areas have no collateral at all.

With many individual brochures of products and experiences phasing out (both with changing demand and end of production) and a visually busy and full Barossa Regional Map (refer Attachment 1), there is great opportunity for sub-regions, trails and townships to develop simple collateral to help drive visitation and dispersal throughout the Barossa region. For many years, Seppeltsfield Road Business Alliance have been very successful in driving visitation to their “sub regional” area of the Barossa and there is opportunity for other groups to learn from this model and take a similar approach. Preliminary conversations with some groups indicates a strong will and desire across the groups to emulate a similar model across the region.

Introduction
Eight sub-regions/townships in The Barossa Council have been identified as potentially being interested in the Project funding to produce a printed trail/map for distribution.

These include:
• Southern Barossa
• Eden Valley
• Angaston
• Nuriootpa and Light Pass
• Tanunda
• Krondorf Road
• Bethany to Vine Vale Trail
• Mount Pleasant
(NB: refer to Attachment 2 for relevant groups and indicative experiences/product. This is not a complete list and will be reviewed as part of the Project development process with the sub groups)

Council would provide up to $1,300 ex GST per group that could be used towards artwork and print costs.

The primary purposes of each map/trail development is to:
• Drive visitation and dispersal once tourists are in the Barossa region.
• Encourage repeat visitation and overnight/extended stays on return to Barossa.
• Provoke extended length of stay (e.g. maps uploaded to Barossa.com, individual accommodation websites enticing visitors to book for longer and spend multiple days across sub regions).

In addition to this, they will:
• Assist the Visitor Centre (VC) and Visitor Information Outlets (VIO) in providing suggested itineraries and touring routes (particularly as we see a reduction in the production of individual business flyers/brochures)
• Provide content for PR and Marketing campaigns across South Australia and interstate, as well as local digital platforms (Barossa.com, My Barossa, etc.)
• Assist operators and businesses and accommodation places within a sub-region to cross promote to nearby attractions and experiences.
Discussion
The Manager Tourism Services has consulted with Tourism Barossa staff on the concept and it is agreed there is much value in this project. As a result, Tourism Barossa has committed to co-fund the project up to the amount $13,000 ex GST.

This co-funding allocation is made up of:
- Up to $500 ex GST per sub group in the Tourism Barossa Administration region (including outside GI Mount Pleasant, Kapunda)
- $10,500 ex GST investment to Alpaca software to be integrated on Barossa.com
- Facilitation of a joint meeting with all town and trail groups to discuss the joint project and to provide capacity building support to all participants.

The Alpaca component perfectly complements the Project taking the printed collateral to an online format. Alpaca is used by destinations such as New South Wales and is an excellent platform for creating bespoke trails which integrate Australian Tourism Data Warehouse (ATDW) listings and promote self-drive and road trips. This program would be implemented on Barossa.com delivering the trails in an online format.

If the Project is approved, Council’s Tourism Services staff, together with Tourism Barossa, would meet with each of the groups to:
- Introduce the Project
- Discuss the benefits and opportunities of working together
- Outline how groups can access the funding and key criteria that needs to be met.

The benefits to operators:
- Map/trail distribution and promotion from the VC, VIO’s and accommodation operators.
- Promotion on Barossa Visitor Centre digital displays.
- Capacity building within sub-regions.
- Building networking and connections within local sub-region/township
- Online profile/promotion on Barossa.com on the visitor resources section; itineraries section; and through the Alpaca integration.
- Promotion through My Barossa social media and PR channels, additional budget allocated to drive this.

Key Criteria for the town committee/business alliance groups to access the funding:
- There has to be a cohesive group already existing for each sub-region or at a minimum, a demonstrated strong will to form one.
- A key contact representing the group.
- Must meet Barossa Brand guidelines and utilise supplied template/layout.
- A minimum of one sub regional itinerary to be created to feature on Barossa.com (recommend 4 or 5). The criteria for this is a minimum 4 photos, 4 suggested products and text linking them together to be submitted to Tourism Barossa who will upload to Barossa.com.
- Provide Visitor Centre and Visitor Information Outlets with adequate copies of the map.
- Provide accommodation providers within the sub-region with copies of the maps.
- Must consult with The Barossa Council Tourism Services staff and Tourism Barossa, including draft artwork, for feedback/suggestions before printing of the map.
- Must feature Tourism business related product and experiences only (for example no accountants, offices etc) and each of these listings must have an active ATDW listing.
- Must have an active Participation Agreement (this is a free partnership agreement with the Barossa Visitor Centre).

Mandatory inclusions for the Map/Trail:
- The word 'Barossa' must be featured (except Mount Pleasant which is not in the Barossa GI but could make reference to the Barossa if they wish to).
- Maps must show linkages to other neighbouring Barossa townships so there is a sense of direction/location within the Barossa region particularly to inform those from outside of our area.
• Acknowledgement of support of The Barossa Council by way of Council logo or wording 'Supported by The Barossa Council'.
• Map to include key tourism infrastructure, e.g. walking trails/bike trails, heritage landmarks, lookouts etc. relevant to the area.
• Any Visitor Information Centre or Outlet specific to the Sub-Region must be highlighted on the map.
• Call to action to Barossa.com or their own sub regional website.

The funding would be accessed by each of the groups by a simple application form similar to the Council Covid Recovery Grants and will include:
• Amount being applied for
• Quote breakdown of how the money would be spent
• Identification of who will administer the funds

In addition to $1,300 ex GST available to each group, the Project will have a $6,000 ex GST total marketing and promotion component. Council staff will work with Tourism Barossa to develop a digital marketing campaign through social media channels and PR to selected media.

<table>
<thead>
<tr>
<th>Budget Break Down (all ex GST):</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8 groups @ $1,300</td>
<td>$10,400</td>
</tr>
<tr>
<td>Sub regional/townships workshop in partnership with Tourism Barossa</td>
<td>$500</td>
</tr>
<tr>
<td>Contingency</td>
<td>$1,500</td>
</tr>
<tr>
<td>Marketing/PR/map template design</td>
<td>$7,600</td>
</tr>
<tr>
<td>Total</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

Summary and Conclusion
With many businesses suffering significant financial and economic losses as a result of Covid-19 and the subsequent tourism downturn, this Project will assist in driving greater visitation; dispersal throughout the region; and greater length of stay. It will unite sub-regions and townships and provide a platform for them to network, build capacity and cross promote to each other. In addition, the Marketing and PR component will assist in driving much needed visitation.

This Project is in line with Council’s Covid-19 Recovery Grant program and will assist tourism businesses in their recovery.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1 – Barossa Regional Map
Attachment 2 - Sub regional/Trail Maps – key businesses, experiences and contacts
Attachment 3 – Due Diligence Report

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Business and Employment

5.3 Help build the capacity of the tourism sector and encourage the development of tourist services, including eco and recreational tourism infrastructure.
5.6 Participate in main-street programs that strengthen the retail and hospitality.

Corporate Plan

2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.
5.1 Provide visitor information services through the visitor information centre and associated activities of Council.
5.3 Support Barossa regional branding in our tourism activities and product.
5.4 Participate in initiatives, or advocate for, investment in creative industries and cultural tourism

Legislative Requirements
FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial
The 2019/20 Financial Statements will be reported to Council at the November meeting following balance day audit, Audit Committee meeting and further financial reviews. The Report on Financial Results for 2019/20 with the Financial Statements will contain information for the net operating and capital expenditure cash saving.

The Budget Update as at 30 September 2020 will include the actual closing financial and cash position for 2019/20 and proposed Carried Forwards to 2020/21. This budget update will improve the opening cash position for 2020/21 used to fund this additional expenditure.

For 2019/20, the net operational savings at approximately $300k and the capital works program savings estimated a little over $760k.

Since Budget adoption 2020/21, the net transfers approved by Council: Dog Parks for $21k, Barossa Adventure Station $139k and if this report item is approved for $20k, a total of $180k, will be taken from the 2019/20 net savings.

Financial assessment
A Due Diligence Report (DDR) in accordance with Council’s Budget and Business Plan Policy and Process has been completed (Attachment 3), which results in a Bid Analysis Score (BAT) of 52.

The 2020/21 adopted budget amounts and indicators are used for this report item financial assessment until the Budget Update is approved. This report item is an operating amount of $20,000; the financial assessment includes approved additions year to date.

The DDR notes for this project there is expenditure of $2,000 pa in the years 4 to 6. A contingency amount of $1,500 ex GST has been built into the project.

<table>
<thead>
<tr>
<th>Item for Budget inclusion:</th>
<th>Barossa Sub-Regions and Townships Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net operating costs (incl depreciation)</td>
<td>$20,000</td>
</tr>
<tr>
<td>Total project cost (ex GST)</td>
<td>$0</td>
</tr>
<tr>
<td>Grant Income (ex GST)</td>
<td>$0</td>
</tr>
<tr>
<td>Funding required by Council</td>
<td>$20,000</td>
</tr>
<tr>
<td>DDR provided</td>
<td>Yes</td>
</tr>
<tr>
<td>This projects BAT score – approved by CMT (Cut-off)</td>
<td>52</td>
</tr>
<tr>
<td>CMT reviewed and recommended</td>
<td>Approved and put to Council</td>
</tr>
<tr>
<td>If approved – a BAR or NI will be included in the:</td>
<td>2020/21 Budget Update as at 30 September 2020</td>
</tr>
</tbody>
</table>

Assessment of Key Performance Indicators (KPI) for all changes since the Budget 2020/21*.

<table>
<thead>
<tr>
<th>KPI</th>
<th>Revised forecast</th>
<th>Overall Change since*</th>
</tr>
</thead>
</table>
| Operating Surplus/(Deficit)  
(Target: break even position over a five year period) | $213.84k | Reduced by $20k |
| Operating Surplus Ratio  
(Target: -2% to 10%) | 0.54% | Minor reduction |
| Net Financial Liabilities (NFL) $ | $21193k | Increase in NFL; reduction of cash $180k |
| Net Financial Liabilities Ratio  
(Target: >0 to <100%) | 53.3% | Increase to liabilities ratio 0.4% |
| Asset Funding Renewal Ratio  
(Target: >80% to <110%) | 116% | No change for this project |
Resource
The project will be administered by internal resources with additional support from Tourism Barossa. Council has various structures and processes in place to manage projects. Should the project be supported, an internal project manager will be appointed. The target for completion of the Project is end of October 2021.

Risk Management
Project risks have been assessed and will be managed as part of the detailed project planning and implementation processes.

COMMUNITY CONSULTATION
Should the project be supported, a range of consultation activities will be undertaken with the key sub-regional groups and townships, as well as key stakeholders including Tourism Barossa Inc, Barossa Grape and Wine Association.

7.3.4 DEBATE AGENDA - MANAGER COMMUNITY AND CULTURE

7.3.4.1 BAROSSA YOUTH LEADERSHIP PROGRAM
B10621

Author: Coordinator Youth Services

MOVED Cr Troup that Council:

(1) Supports the transition of services from the Youth Advisory Committee (YAC) approach to the Barossa Youth Leadership Program (BYLP) methodology.

(2) Notes the requirement for an increase in the Youth Services operational draft base budget of $9,783 ex GST will be required (in the 2021/2022 financial year and rolled through the Long Term Financial Plan), to fully fund the services and increase the role of the Coordinator Youth Projects to 1 FTE to support program implementation and ongoing coordination.

(3) Acknowledges the contribution of successive members of the Barossa Youth Advisory Committee and thanks them for their participation on behalf of the community.

(4) Notes that the implementation of the BYLP will be the subject of a future report to Council to review the ongoing outcomes achieved from the Program, with a full review after 2 years of roll out (2021/2022).

Seconded Cr Schilling

CARRIED 2018-22/267

Funding for this project will:

☐ Be transferred from existing budget line:
☐ Be allocated from next years discretionary spend:
✔️ Be allocated from previous years surplus:
✔️ Effect the Council’s end of year results and cash position.

This item is an additional operating expenditure to 2020/21 of $20k.
PURPOSE
To review the sustainability of Council’s Youth Advisory Committee (YAC) and look into other methods of Youth engagement, in particular Youth Leadership Programs (YLPs).

REPORT
Background
Youth Advisory Committees (YACs) are groups of young people aged 12-25 years who work in partnership with local councils to provide advice on decisions that affect them and their communities. YACs also plan activities and projects that encourage young people’s active engagement in their local community.

Some councils are starting to move away from the traditional YAC model in youth engagement to Youth Leadership Programs (YLPs), which provide young people with leadership/professional opportunities. These YLPs help young people develop lifelong skills, habits and confidence to thrive.

Introduction
Despite their differences, all YACs are established by a Local Council or Governing Boards, and approved by the elected membership. They are made up of young people aged 12-25 years that are hosted, guided and supported through their partnership with Local Council (or Governing Boards). YACs plan and deliver programs such as Youth Week, community events and competitions.

Youth Leadership Programs have a similar governance framework but are more structured, focused on leadership development outcomes and concentrated into discreet periods of engagement via learning and development participation. They have a focus on group learning, student-led/informed content and tailored outcome based sessions.

Discussion
Current YAC Model
The Barossa Youth Advisory Committee (YAC) has been in operation for 10 years, and was originally partly funded through the Office for Youth. This funding ceased many years ago, with a smaller amount of funding provided to councils to help fund Youth Week activities after this. The State’s Youth Week funding ended approximately 4 years ago. Since then, The Barossa Council has funded all YAC ventures and initiatives. Even though some initiatives continue to deliver positive outcomes (Youth Week and the Safe Schoolies Bus, along with a Council approved funding initiative with Youth Barossa for the Drive My Future Project), the model has limitations; these include:

- Not representative of the greater youth population (rather has a tendency to attract friendship group/s)
- Narrow focus (predominately event focussed)
- Inconsistent YAC member help, commitment and support at events
- Limited leadership and learning opportunities
- Dwindling membership numbers
- Currently more of a social gathering which provides food and drink rather than a leadership program focussing on skills and projects

Currently there are 6 members on the Barossa YAC. Ordinarily, members meet monthly at the Nuriootpa Council Office to discuss and plan events, projects and initiatives. However, during the Coronavirus pandemic (when employees of Council were working remotely), the monthly YAC meetings were organised via Zoom. Within this period, only 2 short Zoom catch-ups were attended by some of the members. As there weren’t enough members present to make up a quorum, no official meetings were conducted. Engagement from committee members declined substantially during this period.
The Coordinator Youth Projects has had conversations with current YAC members regarding the potential disbandment of the committee and the potential for a new model of Youth Leadership to be considered. It has been discussed with the current YAC members that if this new form of Youth Leadership was to be implemented, that each member would be encouraged to apply for the Barossa YLP to further their leadership opportunities.

Other Councils, such as Tea Tree Gully and Adelaide Hills Council, have moved away from the YAC model and are now embracing the more progressive Youth Leadership model (the Youth Leadership Program).

The limitations experienced with the current YAC model indicate that Council’s Youth Services would benefit from a change in service delivery approach.

**Barossa Youth Leadership Program Proposal**

The proposed Barossa Youth Leadership Program (BYLP) would comprise of structured leadership sessions, training and interactive activities and be loosely based on the successful Tea Tree Gully Council initiative. In addition to developing leadership skills, participants would have the opportunity to be involved in designing, planning and delivering Council youth events. The delivery of events would maintain service delivery to the wider youth population in the Barossa and help promote ongoing interest and engagement amongst future cohorts of potential BYLP applicants/participants.

In the first year of its delivery, the BYLP will comprise of up to eleven members aged between 15 – 22 years. The results from the Tea Tree Gully program reveal that participants within this age bracket are more motivated to develop their leadership skills. This age bracket also captures SACE at secondary school, with components of the program having the potential to contribute towards students’ SACE credits, another drawcard to the program.

The proposed program will:
- Run from January to December each year.
- Culminate in a graduation ceremony at the end of the year.
- Provide the opportunity of graduated participants to become peer mentors in the following year’s program.
- Be free for participants (apart from ticket costs for the graduation celebration).

The benefits of a Youth Leadership Program include:
- Increased confidence, self-esteem, and internal motivation of young people.
- Supports young people to apply their leadership skills in their everyday life, school and or work environment.
- Connects young people with a network of likeminded people (across the State).
- Builds self-awareness, self-acceptance, and self-advocacy skills.
- Teaches how to positively influence and lead others.
- Assists development and delivery of Council events.
- Raises awareness of the role of local government as a vital community connector and potential career pathway.
- Contributes to attainment of SACE.

Council’s Coordinator Youth Projects will manage the program (but will encourage the young leaders to lead and guide the content, within the structure of the allocated themes, over each term). The formal management of the program will involve:
- Organisation of weekly sessions including: printing content/ documents, setting up Council Chamber, engaging and oversight of industry expert presentations.
- Overseeing the involvement from the young leaders including accountability, attendance, involvement, etc.
• Budget oversight, event protocols and administration, including purchasing goods, organising transport, networking, liaising with guest speakers, stakeholders, contractors and industry experts, etc.

The weekly sessions will be delivered during school terms. In the school holidays the young leaders will be involved in an excursion or function (i.e. – hosting a market/fundraiser or attending an empowerment conference) of their choosing. As a result, the Coordinator Youth Projects will spend time (in the school holidays) organising elements of the excursion, fundraiser or function, and supervising these. A few of the Conferences suggested for this program include:

- Halogen Conference – occurs in March of every year and is held in Adelaide. It exists to inspire and influence a generation of young people to lead themselves and others.
- Grip Conference – occurs in October of every year and is held in Adelaide. It is ideal for secondary student leaders of all year levels. Students who attend learn new skills, new perspectives and new ideas for making a positive contribution as a leader in their Community.
- Tea Tree Gully Leadership Conference – occurs in October of every year and comprises of local guest speakers who empower and influence the young leaders. The young leaders of BYLP will have the opportunity to network with the TTG young leaders and meet new people with the same passion and goals.

The program promotes a co-led and co-designed model with the opportunity to increase community awareness, expand networks and gain practical skills to support future opportunities. Weekly sessions will be held either at The Barossa Council, Nuriootpa Office, or other locations within the Barossa linked to the theme of the term (for example at the Barossa Bushgardens).

The program requires a commitment of 2 hours per week every Tuesday for the year (excluding school holidays) and participants who complete the majority of the course will be recognised for their commitments at the Youth Leadership graduation ceremony (held in December).

Each school term will comprise of a specific theme – for example:
1) Term 1 = Environment
2) Term 2 = Giving back
3) Term 3 = Mental health
4) Term 4 = Skill development

Use of videos (Ted talks), guided activities and kit resources will be utilised during the sessions. The sessions will also be comprised of talks and or presentations from guest speakers/industry experts (including interested Elected Members and Senior Executives within Council).

It is proposed that Council employees/Elected Members be asked to present information about their role or area of expertise during some of the weekly sessions throughout the term. This will build a relationship between Council and the emerging leaders to encourage two way communication, further understanding of what Council does and potential interest in career pathways within Council.

Every week the young leaders will be required to record notes in their program notebook. An evaluation will be completed by them at the end of each term, as well as a formal assessment/evaluation occurring at the completion of the program.

A report on the outcomes of each program will be provided to Council either via a direct report or Council’s quarterly performance reporting processes.

The equivalent cost to engage in the year long Barossa Youth Leadership Program (including all conferences and travel to and from these events) has been calculated at approximately $1,120 per participant.

Negotiations are well under way with both Nuriootpa High School and Faith College around SACE accreditation for the Youth Leadership Program, as both schools are within our Council region.
and have registered pupils from across the entire Council area. It is proposed that negotiations with schools outside the Council boundaries in relation to participation and SACE qualification, will be considered, on a case by case basis for interested applicants that may be attending other schools, but live within our Council region.

Participation will be encouraged from all areas of the Barossa (with promotion sent to neighbouring High Schools) and through a number of social media avenues.

Application Process
The prospective young leaders will be required to complete a formal application and will be required to address the following selection criteria:

- **SELECTION CRITERIA 1**: Demonstrated interest in helping to improve the lives of young people in their local community. List any activities/events where they have volunteered their support, long with listing their responsibilities.
- **SELECTION CRITERIA 2**: Demonstrated awareness of local and regional youth or community issues. Outline some issues that they feel they would like to respond to that would improve the lives of young people and explain how that could be achieved.
- **SELECTION CRITERIA 3**: Willingness to learn how to work with other young people in a team environment. Give details of some aspects of their life where they have successfully contributed to a team. List their personal attributes which contribute to teamwork.
- **SELECTION CRITERIA 4**: Ability and commitment to get out and about in their community to carry out consultations and attend the weekly Youth Leader sessions. Explain how they would balance their present and future school, sporting, work, training and social commitments and demonstrate their ability to fulfil the Youth Leaders responsibilities. Explain if there would be any transport barriers for attending.
- **SELECTION CRITERIA 5**: Passion to make a difference. Outline why they would like to be selected as a Youth Leader, what do they hope to learn if appointed?

If they proceed further through the application process, they will then need to complete an interview with the Coordinator Youth Projects, Manager Community and Culture, an appointed Elected Member, and potentially a young employee of Council. They will then be advised on whether or not they have been accepted into the program.

**Budget Considerations**
The Coordinator Youth Projects is currently contracted for 24 hours per week (0.63 FTE) to delivery Youth Events and help guide the YAC (which meets once a month in the evening currently).

**Current Youth Services Budget for reallocation**

<table>
<thead>
<tr>
<th>Detail</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>621. Salaries (Increase in Leave Liabilities)</td>
<td>$ 1,444.00</td>
</tr>
<tr>
<td>627. Salaries – Community Services</td>
<td>$ 69,474.00</td>
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<tr>
<td>654. Contractors - Other Services</td>
<td>$ 3,150.00</td>
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<tr>
<td>722. Direct Purchases - Stationery</td>
<td>$ 260.00</td>
</tr>
<tr>
<td>735. Direct Purchases - Other</td>
<td>$ 1,500.00</td>
</tr>
<tr>
<td>820. Advertising</td>
<td>$ 700.00</td>
</tr>
<tr>
<td>867. Donations - Local Schools initiatives</td>
<td>$ 1,850.00</td>
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<tr>
<td>868. Donations - Sundry</td>
<td>$ 3,000.00</td>
</tr>
<tr>
<td>885. Entertainment Expenses</td>
<td>$ 270.00</td>
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<tr>
<td>654. Contractors - Other Services</td>
<td>$ 2,070.00</td>
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<tr>
<td>735. Direct Purchases - Other</td>
<td>$ 5,250.00</td>
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<tr>
<td>820. Advertising</td>
<td>$ 1,420.00</td>
</tr>
<tr>
<td>824. Staff Training - Seminar/Conference Fees</td>
<td>$ 2,400.00</td>
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<tr>
<td>884. Other Misc. Expenses - Sundry</td>
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<td>654. Contractors - Other Services</td>
<td>$ 1,260.00</td>
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<tr>
<td>735. Direct Purchases - Other</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>884. Other Misc. Expenses - Sundry</td>
<td>$ 200.00</td>
</tr>
</tbody>
</table>
Current Youth Services Budget to remain for external service delivery/events

<table>
<thead>
<tr>
<th>Detail</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steer My Career</td>
<td>$ 10,000.00</td>
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<tr>
<td>Schoolies Bus</td>
<td>$ 2,000.00</td>
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<tr>
<td>654. Contractors Other Services</td>
<td>$ 200.00</td>
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<tr>
<td>Youth Week</td>
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<td>654. Contractors – Other Services (less $300 est. contributions)</td>
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<td>820. Advertising</td>
<td>$ 1,057.00</td>
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<tr>
<td>820. Advertising</td>
<td>$ 600.00</td>
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<tr>
<td>Total</td>
<td>$ 20,927.00</td>
</tr>
</tbody>
</table>

2020 – 2021 Financial Year

There will be no financial impact to the 2020-2021 Youth Services budget to implement this program and increase the FTE level of the Coordinator Youth Projects.

Due to the reduction of service delivery in the first half of the 2020-2021 financial year (as a result of COVID-19), along with only a 6 month service delivery impact for the new BYLP, there will be no impact to the budget bottom line. Re-classification and re-adjustment of budget lines will be required to represent the change in service delivery.

<table>
<thead>
<tr>
<th>Proposed Leadership Budget</th>
<th>January - June 2021</th>
<th>project start</th>
</tr>
</thead>
<tbody>
<tr>
<td>Details</td>
<td>Projected budget</td>
<td>Details/Notes</td>
</tr>
<tr>
<td>Salaries and Liabilities</td>
<td>$ 76,549.44</td>
<td>Proposed FTE 1Currently budgeted at $48226.15 FTE 0.63</td>
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<tr>
<td>Advertising</td>
<td>$ 2,120.00</td>
<td>Initial push for membership</td>
</tr>
<tr>
<td>Meeting Costs</td>
<td>$ 1,100.00</td>
<td>$5 per person per meeting costs @ 10 meetings per term (2 terms)</td>
</tr>
<tr>
<td>Guest Speaker Costs</td>
<td>$ 2,000.00</td>
<td>cost @ $500 a speaker x 2 speakers per term x 2 terms (costs will not apply for all speakers)</td>
</tr>
<tr>
<td>Workshop Costs</td>
<td>$ 1,980.00</td>
<td>$30 per participant for materials at 6 workshop per term (2 terms)</td>
</tr>
<tr>
<td>Stationary (Leadership Kits)</td>
<td>$ -</td>
<td>$15 per participant (once of cost per year) already purchased</td>
</tr>
<tr>
<td>Transport Costs</td>
<td>$ 330.00</td>
<td>$15 per participant x 2 trips in the Semester</td>
</tr>
<tr>
<td>Hologen Conf</td>
<td>$ 770.00</td>
<td>Occurs in March each year @ approx $70 a head incl</td>
</tr>
<tr>
<td>Grip Conf</td>
<td>$ -</td>
<td>Occurs in October each year @ approx $60 a head incl</td>
</tr>
</tbody>
</table>
The Barossa Council 20/59754              Minutes of Council Meeting held on Tuesday 20 October 2020

<table>
<thead>
<tr>
<th>Details</th>
<th>2021-2022 Projected budget</th>
<th>Details/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Liabilities</td>
<td>$ 95,500.66</td>
<td>Proposed FTE 1 projected budget was $60,164.33 FTE 0.63</td>
</tr>
<tr>
<td>Advertising</td>
<td>$ 2,120.00</td>
<td>$5 per person per meeting costs @ 10 meetings per term (4 terms)</td>
</tr>
<tr>
<td>Meeting Costs</td>
<td>$ 2,200.00</td>
<td>cost @ $500 a speaker x 2 speakers per term x 4 terms</td>
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<tr>
<td>Guest Speaker Costs</td>
<td>$ 4,000.00</td>
<td>$30 per participant for materials at 6 workshop per term (4 terms)</td>
</tr>
<tr>
<td>Workshop Costs</td>
<td>$ 3,960.00</td>
<td>$15 per participant (once of cost per year)</td>
</tr>
<tr>
<td>Stationary (Leadership Kits)</td>
<td>$ 165.00</td>
<td>$15 per participant x 2 trips in the Semester</td>
</tr>
<tr>
<td>Transport Costs</td>
<td>$ 660.00</td>
<td>Occurs in March each year @ approx $70 a head incl</td>
</tr>
<tr>
<td>Hologen Conf</td>
<td>$ 770.00</td>
<td></td>
</tr>
<tr>
<td>Activity</td>
<td>Cost</td>
<td>Description</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Grip Conf</td>
<td>$660.00</td>
<td>Occurs in October each year @ approx $60 a head incl</td>
</tr>
<tr>
<td>TTG Youth Leadership Conference Table</td>
<td>$275.00</td>
<td>Occurs in October each year @ approx $25 a head incl</td>
</tr>
<tr>
<td>Occurs in October each year @ approx $25 a head incl</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excursions in School Holidays</td>
<td>$2,970.00</td>
<td>$15 per participant x 2 term celebrations (max 11 participants)</td>
</tr>
<tr>
<td>End of term celebration</td>
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<td>Event or donation costs if applicable to term work</td>
</tr>
<tr>
<td>Event and donation budget</td>
<td>$2,000.00</td>
<td>Occurs in December at the end of the program each year</td>
</tr>
<tr>
<td>End of Year Graduation</td>
<td>$220.00</td>
<td>Ticket sales oncost of $20 per participant</td>
</tr>
<tr>
<td>End of Year Ticket Sales</td>
<td>-$220.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total Budget</strong></td>
<td>$115,940.66</td>
<td>not including ext activities that are continuing</td>
</tr>
<tr>
<td>Current Youth Budget</td>
<td>$106,158.00</td>
<td></td>
</tr>
<tr>
<td>Required</td>
<td>-$9,782.66</td>
<td></td>
</tr>
</tbody>
</table>

**Summary and Conclusion**

The current YAC model is now out of date and less effective in its original quest to build young leaders in our community. The young people of the Barossa region would benefit from a change to a more progressive and effective Youth Leadership model. By implementing this change, young people in the Barossa region will be given opportunities to develop their skills in leadership and professional development. The program takes on a holistic approach and encourages young people to become community champions. With only a small increase in service delivery funds, The Barossa Council can ensure young people are involved in a transformational and progressive youth services model.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1: Due Diligence Report (Level 1) Youth Leadership Program

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

Community Plan

- Community and Culture

Corporate Plan

Community and Culture

2.3 - Support and promote community involvement and networks and provide opportunities for participation in local decision making.

2.4 - Foster volunteering opportunities that are responsive to the needs of the Community.

2.6 - Provide, promote and support community arts and cultural events, programs, attractions and services.

2.8 - Offer opportunities for young people to develop leadership skills and have input into decision making that affects them.

2.9 - Collaborate, initiate, develop and/or support activities and facilities for youth in our community.
Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial Management
There would be no financial cost for the 2020-2021 financial year, with the costs to implement the program being absorbed by the Youth Services current budget.

An increase of $9,783 in the 2021-2022 financial year (and a commitment to this ongoing) will provide a full-time Coordinator Youth Projects and a positive change in service delivery. With this in mind, an indicative Level 1 Due Diligence report has been provided [refer Attachment 1] but the financial impact on next year's budget will be incorporated into the draft budget assessment processes.

The program will be reviewed at the end of December 2022, after two years of the leadership program being provided.

Risk Management
A generic risk assessment to guide implementation and associated risks will be maintained on a rolling basis. A review period to take account of learnings from each successive program will be undertaken.

As the weekly sessions will be held on Council premises, any risk to participants will be low. The young leaders will need to complete the Council's Volunteer corporate induction upon entering the program as they will be considered volunteers of Council. They will be registered on the Council system and on the Better Impact (volunteer management) database. The young leaders will be required to log all of their volunteering/leadership hours.

Prior to engaging in school holiday excursions/conferences/off-site meetings or workshops, a signed permission form will be required from young leaders under the age of 18. Youth Services has also undertaken a Covid-19 risk assessment and a corresponding Covid-19 safe plan will be utilised within the operation of the program.

Resource Management
- Coordinator Youth Projects as outlined in the report.
- Use of Council buses (for attending excursions, conferences etc) – budgeted for in 2020/2021 budget.
- Use of Council property and facilities (Council chambers, activity room/s, Barossa Bushgardens).

COMMUNITY CONSULTATION
No formal consultation has been conducted; however, the inefficiency of the current youth services model does suggest that a change would be beneficial. The success of the Tea Tree Gully and Adelaide Hills Councils’ programs provides an evidence base for the leadership model and provides Council with a baseline of operation. Discussions with Tea Tree Gully and their participants provides firsthand experience on the benefits of moving to a more progressive model of Youth leadership.
7.4.1 DEBATE AGENDA – DIRECTOR’S REPORT

7.4.1.1 PROPOSED ROAD CLOSURE – 2020 BAROSSA TRIATHLON EVENTS
B9187 20/56359

MOVED Cr Schilling that, the Commissioner of Police be advised that The Barossa Council endorses the closure of the following roads to stage the 2020|2021 Barossa Triathlon Nuriootpa events;

Memorial Avenue, Nuriootpa, between Park Avenue and Lae Road, and Kokoda Road between Memorial Avenue and Penrice Road on Friday 12 February 2021 and Friday 26 March 2021 between 5.30pm and 8.30 pm, and

Memorial Avenue, Nuriootpa, between Park Avenue and Lae Road, and Kokoda Road between Memorial Avenue and Penrice Road on Sunday 6 December 2020 and Sunday 31 January 2021 and Sunday 28 February 2021 and Sunday 14 March 2021 between 10.30am and 1.30 pm, and

the following speed restrictions be implemented on Friday 12 February 2021 and Friday 26 March 2021:

25 km/h zone on Penrice Road between Buna Terrace and Park Avenue,
25 km/h zone on Research Road between Ray Beckwith Boulevard and 300 metres south of Penrice Road, between 5.30pm and 8.30pm, and

the following speed restrictions be implemented on Sunday 6 December 2020 and Sunday 31 January 2021 and Sunday 28 February 2021 and Sunday 14 March 2021:

25 km/h zone on Penrice Road between Buna Terrace and Park Avenue,
25 km/h zone on Research Road between Ray Beckwith Boulevard and 300 metres south of Penrice Road, between 10.30am and 1.30pm.

And the closure of the following roads to stage the 2020|2021 Barossa Triathlon Tanunda events;

Magnolia Road, Tanunda between Menge Road and Neldner Road, and Research Road, Tanunda between Magnolia Road and Vine Vale Road on Friday 20 November 2020 between 5.30pm and 8.30pm, and

Magnolia Road, Tanunda between Menge Road and Neldner Road, and Research Road, Tanunda between Magnolia Road and Vine Vale Road on Sunday 11 April 2021 between 10.30am and 1.30pm.

Seconded Cr Johnstone CARRIED 2018-22/268

PURPOSE
The Barossa Triathlon Club has made application to Council requesting operational support to implement and manage road closures and speed restrictions for eight Barossa Triathlon events,
planned for three Friday evenings and five Sunday mornings between November 2020 and April 2021.

**REPORT**

Organisers made contact in early September for approval to run a single triathlon event based out of The REX in early November, following internal discussion and review of the course map and liaison with SAPOL it was determined that this event would be best run under road closure for the safety of participants and the general public as previous events have been.

Organisers were contacted and requested to resubmit their application to include the entire season to enable approvals to be assessed together. Events that require a road closure are requested to provide 3 months’ notice to allow thorough assessment, presentation to Council for approval and then provision to SAPOL for endorsement before final approval is provided to the applicant.

In 2020|2021 organisers plan to hold eight events in similar format to the previous years to encourage the community to participate in the sport of Triathlon and offer a family friendly sport option to Barossa residents. This season organisers have added two additional events to the Nuriootpa season and two new events to be held in Tanunda based at The REX.

The organisers have requested assistance (refer attached) from The Barossa Council to fund and manage the required road closures and speed restrictions for these events in Nuriootpa and Tanunda. The organisers will provide a number of marshals along the routes to support the closures.

**Summary and Conclusion**

Council has supported the Barossa Triathlon Club in previous years and the total cost to Council to facilitate the proposed eight events is estimated to be $6,000. This cost is inclusive of Council staff costs for the road closures and speed restriction implementation based on 2 crew and one vehicle attending each event, all 8 of which are out of regular work hours.

If Council elects not to support the application for road closure, event organisers would be required to engage a traffic management company at their own expense, as happens with other events of similar nature in the Barossa.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1 – Letter from the Barossa Triathlon Club

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

Community Plan

- 2. Community and Culture
- 4. 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 $6,000 for Council staff to facilitate the road closures and speed restrictions would be allocated from Council’s “Road Closure – Support” budget.

The cost to advertise the events is estimated at $500.

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

COMMUNITY CONSULTATION
The community will be advised of the road closures by public advertisements to be placed on Council’s social media outlets, a Public Notice in The Leader and also via placement of the SAPOL Section 33 Notice on Council’s website.

7.4.1.2
BRIDGES RENEWAL PROGRAM – ROUND 5
B10829

MOVED Cr Haebich that Council

1) Note the successful grant funding of $418,696 under Round 5 of the Australian Government’s Bridges Renewal Program;

2) Proceed with the project noting the reduction of grant revenue of 50% of the value of the project and approve a budget variation to reduce the grant funds to $418,696 (a reduction of $394,304) and an addition of $24,395 for a total capital expenditure of $837,395, to the 2020/21 Budget for the Stockwell Road Bridge upgrade project, all amounts Ex GST.

Seconded Cr Hurn

CARRIED 2018-22/269

PURPOSE
To inform Council that $418,696 has been granted from the Bridges Renewal Program - Round 5 funding for the $837,395 Stockwell Road Bridge upgrade project. Council now needs to consider proceeding on the basis of a 50% grant and not the targeted 100% grant and therefore a reduction of expected grant revenue.

REPORT
Background
On 29 September 2020, the Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, the Hon Michael McCormack MP, announced funding for 205 projects, submitted for funding under Round Five of the Bridges Renewal Program in accordance with the National Land Transport Act 2014.

The Barossa Council have been granted $418,696, 50% of estimated project costs, in Round 5 funding for the Stockwell Road Bridge upgrade project. The total project cost budget is $837,395 including contingency and escalation.

Introduction
The Stockwell Road bridge upgrade project was also submitted for consideration under the Australian Government’s Local Roads and Community Infrastructure Program (LRCI) and as such the adopted FY2020/21 base budget includes a capital expenditure amount of $837,395 for this
The Stockwell Road bridge upgrade will increase compliant access for larger, heavier vehicles, from PBS Level 2A (26m B-double) to Level 3A (36m Double road train). The bridge is a key component of the gazetted Barossa Freight Route, linking to the Sturt Highway and interstate plus greatly improves last mile logistics for larger freight vehicles to access nearby key industries, even more critical now that the Stockwell Road and Penrice Road intersection is also being upgraded.

Level 3A vehicles are currently restricted from using Stockwell Road Bridge due to the current bridge safety constraints – lane width below required standards and substandard road safety barriers.

The project has been fully designed and is ready to commence construction. The 50% co-contribution can be funded from savings from the FY2019/20 capital budget program.

**Summary and Conclusion**
The upgrade of the bridge carriageway and safety barriers will improve road safety for all community users and allow industry to have compliant access for larger and heavier PBS Level 3A vehicles.
The expenditure for the bridge works is now increased to $837,395 an additional $24,395. The grant income for this project was budgeted at 100% of $813,000 with a successful application at $418,696 that is a shortfall in funding at $394,304.

For the purposes of this financial assessment an additional capital renewal amount is required $24,395, a shortfall in grant income of $394,304 and a reduction to the 2020/21 cash position by $418,699.

The 2020/21 adopted budget amounts and indicators are used for this report item financial assessment until the Budget Update is approved. This report item is a net capital amount required at $419k, the financial assessment includes approved additions year to date.

<table>
<thead>
<tr>
<th>Item for Budget inclusion:</th>
<th>Stockwell Road Bridge upgrade project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net operating costs (incl depreciation)</td>
<td>$0</td>
</tr>
<tr>
<td>Additional project cost (ex GST)</td>
<td>$24,395</td>
</tr>
<tr>
<td>Grant income reduced (ex GST)</td>
<td>-$394,304</td>
</tr>
<tr>
<td>Funding required by Council</td>
<td>$418,699</td>
</tr>
<tr>
<td>DDR provided</td>
<td>N/A</td>
</tr>
<tr>
<td>This projects BAT score – approved by CMT (Cut-off)</td>
<td>N/A</td>
</tr>
<tr>
<td>CMT reviewed and recommended</td>
<td>Approved and put to Council</td>
</tr>
</tbody>
</table>

If approved – a BAR or NI will be included in the: 2020/21 Budget Update as at 30 September 2020

Assessment of Key Performance Indicators (KPI) for all changes since the Budget 2020/21*. This item was listed in the budget as Capital expenditure & income at $813k, so the net change only to KPIs

<table>
<thead>
<tr>
<th>KPI</th>
<th>Revised forecast</th>
<th>Overall Change since*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Surplus /(Deficit)  (Target: break even position over a five year period)</td>
<td>$213,84k</td>
<td>Reduced by $20k</td>
</tr>
<tr>
<td>Operating Surplus Ratio  (Target: -2% to 10%)</td>
<td>0.54%</td>
<td>Minor reduction</td>
</tr>
<tr>
<td>Net Financial Liabilities (NFL) $</td>
<td>$21612k</td>
<td>Increase in NFL; reduction of cash $599k</td>
</tr>
<tr>
<td>Net Financial Liabilities Ratio  (Target: &gt;0 to &lt;100%)</td>
<td>54.4%</td>
<td>Increase to liabilities ratio 1.5%</td>
</tr>
<tr>
<td>Asset Funding Renewal Ratio  (Target: &gt;80% to &lt;110%)</td>
<td>117%</td>
<td>An additional $24k; minor improvement to the ratio</td>
</tr>
</tbody>
</table>

Noting that after the addition of this and previously approved projects for 2020/21 - all KPI’s are within the target range set by Council.

Funding for this project will:

☑ Be transferred from existing budget line:
☐ Be allocated from next years discretionary spend:
☑ Be allocated from previous years surplus:
☑ Effect the Council’s end of year results and cash position.

This item is an additional net capital expenditure to 2020/21 of $419k.

COMMUNITY CONSULTATION

No formal community consultation is required, the project has been already been announced. Traffic movements will be maintained during the construction period.
7.5.1 DEBATE AGENDA – DEVELOPMENT SERVICES REPORT

7.5.1.1 APPOINTMENT - BUILDING FIRE SAFETY COMMITTEE
B11173

MOVED Cr Boothby that Council:

(1) Appoint the following person to The Barossa Council Building Fire Safety Committee pursuant to Section 71(19)(a) of the Development Act, 1993:

- Mr Julian Aggiss (Delegate)
- Mr Colin Paton (Proxy)
- Mr Darren Chapman (Proxy)
- Mr Peter Xerri, Senior Assessment Officer – Building

The appointments operate from 1 July 2020 until 30 June 2021.

Seconded Cr Miller

CARRIED 2018-22/270

PURPOSE
To endorse the South Australian Country Fire Service (CFS) Delegate and Proxies to The Barossa Council Building Fire Safety Committee, as required under the Development Act, 1993.

REPORT

Background

The Development Act 1993 designates the Council as the Appropriate Authority for investigating whether commercial building owners are maintaining a proper level of building fire safety for the protection of all occupants of their buildings.

Introduction

Section 71(19), of the Development Act sets out the membership requirements for an Appropriate Authority. The Appropriate Authority for this area is The Barossa Council Building Fire Safety Committee. This Committee contains the required membership of persons with prescribed qualifications, a member of the Metropolitan and Country Fire Service, and other persons with expertise in the area of fire safety.

Discussion

Correspondence has been received from the South Australian Country Fire Service, advising of subsequent appointments of CFS Delegate and Proxies to The Barossa Council Building Fire Safety Committee (refer attached).

The appointment of Peter Xerri (Council’s Senior Assessment Officer) remains unchanged.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment One: Advice from South Australian Country Fire Service

LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN

Community Plan
Infrastructure

Health and Wellbeing

How We Work – Good Governance

Corporate Plan

3.9 Ensure Council facilities and assets are accessible, safe and maintained to an agreed level of service.
4.12 Enforce safe and healthy housing/commercial premises conditions that are within Council control or elevate to the State when required.
4.13 Ensure that Council services and facilities are fit for purpose including safety and access and these considerations are integrated into urban, asset and community planning.
6.5 Implement compliant and contemporary risk management initiatives.

Legislative Requirements

Section 71 of the Development Act, 1993

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The Building Fire Safety Committee operates within an ongoing allocated budget.

COMMUNITY CONSULTATION

The appointment of Delegates and Proxies does not require consultation under the Development Act or by Council’s Public Consultation Policy.

7.5.2.1 NOMINATIONS SOUGHT FOR THE NATIVE VEGETATION COUNCIL

B303

MOVED Cr de Vries that Council receives this report, notes its contents and does not provide a nomination on this occasion.

Seconded Cr Hurn CARRIED 2018-22/271

PURPOSE

To determine interest from Elected or Staff Member, for nomination for consideration as a representative on the Native Vegetation Council (NVC).

REPORT

Background and consideration

The LGA is seeking nominations for one (1) Local Government representative and one (1) deputy on the Native Vegetation Council for terms commencing on 1 March 2021.

Discussion

Members are referred to LGA Circular dated 1 October 2020 (Attachment 1) providing details of the role of the Native Vegetation Council, and seeking one Local Government representative and one deputy on the Native Vegetation Council I. Appointments to the Native Vegetation Council are for a period of two years commencing February/March 2021.
The LGA is currently represented by Cr John Neal, of the Regional Council of Goyder. Cr Neal’s term expires on 28 February 2021, and he is eligible for re-appointment. There is currently no deputy Local Government representative.

LGA nominations on outside bodies will, unless determined otherwise by the LGA Board of Directors, be currently serving council members or employees of a council or other Local Government entity.

Nominations addressing the Selection Criteria for the Native Vegetation Council (refer Attachment 2) must be forwarded by Council using the application form along with an up-to-date CV/Resume, by COB 23 November 2020 (refer attachment 3).

<table>
<thead>
<tr>
<th>ATTACHMENTS OR OTHER SUPPORTING REFERENCES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attachment 1: LGA Circular</td>
</tr>
<tr>
<td>Attachment 2: Selection Criteria</td>
</tr>
<tr>
<td>Attachment 3: Nomination Form</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Plan</td>
</tr>
</tbody>
</table>

Natural Environment and Built Heritage

1.1 Collaborate with relevant authorities to ensure a regional and holistic approach in the management of natural resources.

1.2 Support native eco systems through a planned management approach.

1.3 Ensure environmental and agricultural sustainability and historic significance of the region is retained.

<table>
<thead>
<tr>
<th>Corporate Plan</th>
</tr>
</thead>
</table>

1.5 Maintain and seek to expand Council initiated native conservation and land management initiatives.

1.6 Apply development policies to protect places of environmental value and significance.

<table>
<thead>
<tr>
<th>Legislative Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Act</td>
</tr>
<tr>
<td>Landscapes South Australia Act 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nil.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMMUNITY CONSULTATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not required.</td>
</tr>
</tbody>
</table>

7.5.2. DEBATE AGENDA – ENVIRONMENTAL SERVICES REPORT

7.5.2.2 BAROSSA BUSHGARDENS URBAN DESIGN FRAMEWORK – DRAFT 2020 UPDATE
MOVED Cr Schilling that Council

(1) Endorse the Barossa Bushgardens Urban Design Framework - Draft 2020 Update for a period of public consultation in accordance with Council’s Public Consultation Policy.

(2) Adopt the Barossa Bushgardens Urban Design Framework - Draft 2020 Update at the immediate conclusion of the public consultation period, in the absence of any written submission being received, otherwise a report to be brought back to Council on the submissions received.

Seconded Cr Troup

CARRIED 2018-22/272

PURPOSE

To present the Barossa Bushgardens Urban Design Framework draft 2020 update, and seek Council endorsements of the framework for undertaking community consultation.

REPORT

Introduction

In the time since the initial Urban Design Framework for the Barossa Bushgardens was completed in 2011, much of the on ground development that has occurred is inconsistent with key element of the framework due to a number of factors.

Discussion

The Barossa Bushgardens S41 Committee identified the importance of revising the framework to align with what is on the ground, and identify what new opportunities could be planned for.

Accordingly, the Committee made several attempts in submitting New Initiatives to Council for budget allocation to undertake a review of the framework.

Figure 1 – Volunteer Centre - 2011 Framework

Figure 2 - Volunteer Centre/Nurseries
Without success for funding, the Committee decided that it would undertake a review of the framework within its own resources. Hence over the past year the Committee has undertaken a comprehensive review of the Urban Design Framework.

At its meeting in February 2020, a near complete version of the update was presented to the Committee for adoption, in order for it to be presented to Council.

13.2 Barossa Bushgardens Urban Design Framework 2020 Update

Recommendation

That the Committee:
1. Adopt the Barossa Bushgardens Urban Design Framework 2020 Update, subject to minor amendments and costings being finalised.
2. Seek Council endorsement of the Urban design Framework.

Decision

Moved: B Lillecrapp  Seconded: L Mason
That the recommendation be adopted.
CARRIED

A final draft of the Urban Design Framework Update is now presented to Council for endorsement for community consultation (Attachment 1).
Following consideration by the Committee, some final edits have been made to the document to address relationship with Council’s various strategic plans, community land management plan and branding.

Summary and Conclusion

The Barossa Bushgardens S41 Committee has prepared a draft updated of the Urban Design Framework to reflect the recent developments that have occurred, and identify new opportunities for further improvements to the site.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 – Barossa Bushgardens Urban Design Framework Draft 2020 Update

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Infrastructure

Corporate Plan

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 Management

The Urban Design Framework provides indicative costs for the improvements that have been identified. These provide an opportunity to seek funding either through the new initiative process or external grant funding.

Risk Management

The S41 Committee has highlighted the necessity to have an updated Urban Design Framework to reduce the tendency to allow for opportunistic/ad hoc development to occur.

A more rigorous planning approach to future development of the site will ensure that the Barossa Bushgardens is maintained as a notable focal point for the community and tourists.

COMMUNITY CONSULTATION

Section 197 of the Local Government Act requires that Council undertake public consultation when adopting, amending or revoking a Management Plan.

While the Urban Design Framework is not intended as a Management Plan, but as an aid to the Community Land Management Plan for the site it is still proposed that consultation be undertaken pursuant to Council’s Consultation Policy. All possible stakeholders will be provided the opportunity to engage in the consultation and to provide comment to Council.

A public notice in the newspaper will be issued and use of the website and social media inviting interested persons to make submissions within the designated period (at least 21 days). In addition, Council will write to key stakeholders, including Crown Lands.

7.5.4 DEBATE AGENDA – REGULATORY SERVICES REPORT

7.5.4.1 NOMINATIONS SOUGHT FOR THE DOG AND CAT MANAGEMENT BOARD

B10425

MOVED Cr Hurn that Council receives this report, notes its contents and does not provide a nomination on this occasion.

Seconded Cr de Vries CARRIED 2018-22/273

PURPOSE

The LGA is seeking nominations for a local government representative on the Dog and Cat Management Board for a term commencing immediately upon appointment by the minister to three years.

REPORT

Members are referred to LGA Circular dated 3 September 2020 (refer Attachment 1), providing details of the role of the Dog and Cat Management Board (DCMB) and seeking nominations to fill a vacancy left after the resignation of one of the four nominated member positions on the Dog and Cat Management Board.

In accordance with the LGA Appointments and Nominations to Outside Bodies Policy, the Nominations Committee of the LGA Board of Directors may undertake preliminary consideration of nominees and make recommendations to the LGA Board of Directors; this may include the Nominations Committee undertaking interviews and/or requesting details of referees. Only nominations following a resolution of Council will be considered.
LGA nominations should be from suitably qualified council members, or employees of a council, or other local government entity.

Nominations addressing the Selection Criteria Dog and Cat Management Board (refer Attachment 2) must be forwarded by Council using the Nominations Form (refer attachment 3), by 5 April 2018. A Current CV must also be attached to the application.

The nominee and Council are required to complete the Nominations Form and forward to the LGA by 5pm Friday 30 October 2020.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1: LGA Circular  
Attachment 2: Selection Criteria  
Attachment 3: Nomination Form

**COMMUNITY PLAN /CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**

[Image: 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.

### 7.5.4.2 OUTDOOR DINING AND COMMERCIAL USE OF FOOTPATH FEES B6097

Author: Manager, Regulatory Services

**MOVED** Cr Wiese-Smith that Council:

1. Having considered the contents of the report, endorse the fees detailed in option one for the commercial use of footpaths to commence from the 2020/2021 financial year, which will be incorporated into Council’s Fees and Charges register.

2. Endorses the approach to issuing permits for the commercial use of footpaths, as detailed in the report, for the 2020/2021 financial year.

3. Instructs the Chief Executive Officer, or his delegate, to develop a Policy in relation to the use of its footpaths for commercial purposes, to be presented to Council at a subsequent meeting.

**Seconded** Cr Johnstone
Amendment

MOVED Cr de Vries that Council:

(1) Having considered the contents of the report, endorse the fees detailed in option one and two for the commercial use of footpaths to commence from the 2020/2021 financial year, which will be incorporated into Council’s Fees and Charges register.

(2) Endorses the approach to issuing permits for the commercial use of footpaths, as detailed in the report, for the 2020/2021 financial year.

(3) Instructs the Chief Executive Officer, or his delegate, to develop a Policy in relation to the use of its footpaths for commercial purposes, to be presented to Council at a subsequent meeting.

Seconded Cr Hurn

CARRIED 2018-22/274

The Amendment was carried and became the Motion.

The Motion was put and was

CARRIED 2018-22/275

PURPOSE

To review and consider Council fees and charges for outdoor dining and commercial uses of Council footpath permits.

REPORT

Introduction

At the Council workshop held 4 September 2019, a presentation was made to Members on the Outdoor Dining and Commercial Use of Footpath permits. It was agreed that a report be presented for Council’s consideration.

Discussion

Since late 2007, Council has held and endorsed the fee structure detailed below in relation to commercial use of footpaths. These fees and charges are included and approved annually, as part of the annual budget review process.

The framework provides a user-pays system with fees dependant on the number of chairs and tables that can be placed on the footpath. It is considered the most reasonable method of calculating annual permit fees.

Prior to 1 July 2017, the Fees and Charges Register also included a fee of $65.00 per chair for an outdoor dining area licenced to serve alcohol. This separate fee was removed.

Given the recent impacts of Covid-19 and the recently introduced Mobile Food Vendor’s Policy, it is appropriate that these fees be reviewed.

Whilst it is the discretion of Council to determine any fees it considers appropriate, Officers believe that the current permit processes and user-pays system provides some level of ownership and responsibility over the space, as well as a regulatory tool for officers if needed.
The current fees, as well as two alternate options are provided for Council’s consideration.

<table>
<thead>
<tr>
<th>Current endorsed fee structure – Annual permits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per Table</td>
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<td>$10.00</td>
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</tbody>
</table>

**Example:** Annual Renewal Fee based on 2 Tables and 6 Chairs is $350.00

Estimated Annual Revenue: $10,000.00

<table>
<thead>
<tr>
<th>Option 1 – Annual permit – With reduced annual fees</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

**Example:** Annual Renewal Fee based on 2 Tables and 6 Chairs is $200.00

Estimated Annual Revenue: $6,500.00

<table>
<thead>
<tr>
<th>Option 2 – Biennial permit system</th>
</tr>
</thead>
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<tr>
<td>Per Table</td>
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</table>

**Example:** Equivalent Annual Renewal Fee based on 2 Tables and 6 Chairs is $175.00

Estimated Annual Revenue: $5,000.00

The assessment process determines the size of the area available for commercial use, as well as the number of tables and chairs (and also their arrangement) that can be safely positioned on the footpath without unreasonably restricting access for pedestrians. The size of the frontage and width of the footpath has a direct relationship with the size of the area available for use.

A fee structure that provides for one set fee for outdoor dining permits has not been recommended as an option. This approach may provide an imbalance between businesses with larger frontages and wider footpaths (and therefore capacity for more tables and chairs) and those with smaller frontages and narrower footpaths.

Some caution should be applied when considering to remove fees. Removing fees completely may have an adverse impact, resulting in excessive use of footpaths thereby providing greater onus for regulatory staff to monitor and managing these spaces.

**Summary and Conclusion**

This report recommends that Council adopt a biennial approach to outdoor dining and street trader permits, effectively reducing annual permit fees by 50%, as a means of supporting local businesses.
COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

- Community and Culture
  2.12 Contribute to a Safer Community

- Infrastructure
  3.7 Ensure infrastructure meets the needs of people with and provides for all abilities access.
  5.6 Participate in main-street programs that strengthen the retail and hospitality sector.

- Business and Employment
  5.8 Ensure advice and support for small business is available.

Corporate Plan

- Infrastructure
  3.8 Ensure Council owned roads, bridges, footpaths, tracks and car parking are accessible, safe and maintained to an agreed level of service.

- How We Work – Good Governance
  6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.

Legislative Requirements
Section 222, Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Risk Management
Risk management considerations are incorporated into the permit application, assessment and approval processes.

The permit system requires applicants to provide confirmation of adequate public liability insurance, risk assessments and comply with various conditions of approval. This provides indemnification and some risk mitigation for the use of footpaths by businesses. Ensuring public liability insurance is maintained will be important if Council decides to adopt a biennial approach.

Council needs to ensure that its footpaths provide clear access for all pedestrians. The pedestrian access zone adjacent the building alignment assists pedestrians with vision impairments.

Supporting reference for the framework for outdoor dining permits are based on Figure 1.
Figure 1

**Pedestrian Access Zone**
Minimum of 1.8 metres from the building or property alignment must be kept clear to allow access for all pedestrians of all abilities.

**Permit Area**
Maximum of 1800mm to provide balance between pedestrian use and commercial use. The width of the permit area is ultimately determined by the width of the footpath area.

**Safety Zone**
Minimum of 400mm set back from the kerb face to allow for doors opening of parked vehicles, and to provide a separation from the step for customers using the outdoor dining area.

Currently 22 permits are active and officers will soon commence an audit across all townships.

**Financial Considerations**
Total income received for the 2019/2020 financial year was $9,940.00. An estimate of annual income is contained in the body of the report, based on the two scenarios provided.

Whilst Council may resolve to reduce, increase or remove fees as it deems appropriate, removing permit fees has not been recommended.

A uniform expiry date of 30 September for all permits is used, so as to not coincide with other high workload periods. New applications received part-way through the permit period (regardless of whether Council decides to provide annual or biennial permits) will be charged on a pro-rata basis based on the number of whole months remaining in the permit period.

**Resource Considerations**
Resourcing the existing arrangement with the current conciliated approach is already time consuming and requires regular input from regulatory officers. Encouraging a greater use of footpath areas for outdoor dining and street trading is likely to result in more time and resourcing from officers.

Should Council resolve to reduce fees to encourage greater use of public footpaths by businesses, a sterner approach to non-compliances should also be implemented.

COMMUNITY CONSULTATION
Community consultation is not required.

8.1 CONFIDENTIAL AGENDA – MANAGER COMMUNITY PROJECTS

8.1.1 SANTOS TOUR DOWN UNDER 2021 - 9.43AM

The matter of the agenda item being a Report regarding Council’s potential Expression of Interest to host an event or events in the 2021 Santos Tour Down Under and pursuant to Section 90(3)(d)(i) of the Local Government Act 1999 (“the Act”) being commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party, and (ii) would on balance, be contrary to the public interest.

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 reason that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest is that the information has been provided to Council as commercial in confidence. The matter has been requested to be kept confidential until such dates any embargo on the announcement regarding venues for the 2021 Santos Tour Down Under is lifted by Events South Australia.

On balance, the above reason which supports the need for confidentiality pursuant to Section 90(2) of the Act outweighs the factors in favour of the public interest of open decision-making.

MOVED Cr Hurn that Council:

(1) Under the provisions of Section 90(2) of the Local Government Act 1999, make an order that the public be excluded from the meeting with the exception of the Chief Executive Officer, Acting Director Corporate and Community Services, Director Development and Environmental Services, Director Works and Engineering, Communications and Marketing Officer, ICT System Administrator 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 agenda item 8.1.1 Santos Tour Down Under 2021 being information that must be considered in confidence in order to ensure that Council does not disclose commercial
(1) Confidential resolution
(2) Confidential resolution
(3) Confidential resolution
(4) Having considered this matter in confidence under Section 90(2) of the Local Government Act (the Act) pursuant to Section 90(3)(b)(i) and (ii) of the Act being information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct business, or to prejudice the commercial position of the council, makes an order pursuant to Section 91(7) of the Local Government Act 1999, that the minutes, report and attachments other than the minutes relating to the confidentiality order of the Confidential Council Meeting held on 20 October 2020 in relation to Confidential Item Number 8.1.1 and titled Santos Tour Down Under 2021, be kept confidential and not available for public inspection until such date as any embargo on the announcement regarding venues for the 2021 Santos Tour Down Under is lifted.

Seconded Cr de Vries CARRIED CO2018-22/31

8.1 CONFIDENTIAL AGENDA – MANAGER COMMUNITY PROJECTS

8.1.2 TENDER - CARAVAN PARK MANAGEMENT SERVICES – T126-2020 – 9.52AM
The matter of the agenda item being a tender for the provision of Caravan Park Management Services and 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 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 reason that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that:

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

On balance, the above reason which supports the need for confidentiality pursuant to Section 90(2) of the Act outweighs the factors in favour of the public interest of open decision-making.

MOVED Cr Johnstone that Council:

(1) Under the provisions of Section 90(2) of the Local Government Act 1999, make an order that the public be excluded from the meeting with the exception of the Chief Executive Officer, Acting Director Corporate and Community Services, Director Development and Environmental Services, Director Works and Engineering, Communications and Marketing Officer, ICT System Administrator 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 agenda item 8.1.2 Tender - Caravan Park Management Services – T126-2020, 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 Troup CARRIED 2018-22/277

RESUMPTION OF OPEN COUNCIL MEETING – 10.04AM

The open meeting of Council resumed at 10.04am
In the matter 8.1.2 Tender - Caravan Park Management Services – T126-2020

MOVED Cr Boothby that Council;

(1) Confidential resolution
(2) Confidential resolution
(3) Confidential resolution
(4) Confidential resolution

(5) Having considered this matter in confidence under Section 90(2) of the Local Government Act (the Act) pursuant to Section 90(3)(k) of 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, makes an order pursuant to Section 91(7) of the Local Government Act 1999, that the minutes, report and attachments other than the minutes relating to the confidentiality order of the Confidential Council Meeting held on 20 October 2020 in relation to Confidential Item Number 8.1.2 and titled “Tender – Caravan Park Management Services – T126-2020”, and the Minutes relating to the identity of the successful tenderer (Item 3) and this confidentiality order, be kept confidential and not available for public inspection until the end of the contract and that the Chief Executive Officer be delegated the power to review and revoke this order.

(6) Authorise the Chief Executive Officer to release information relating to the Tender in accordance with Section 91(8)(b) and 91(8)(ba) of the Local Government Act.

Seconded Cr de Vries CARRIED CO2018-22/32

9. URGENT OTHER BUSINESS

9.1 REQUEST – LEAVE OF ABSENCE

Nil

10. NEXT MEETING

Tuesday 17 November 2020 at 9.00am.

11. CLOSURE OF MEETING

Mayor Lange declared the meeting closed at 10.04am.

Confirmed at Council Meeting on Tuesday 17 November 2020

Date:........................................ Mayor:...................................