NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of Council will be held on Tuesday 16 March 2021 in the Council Chambers, 43 – 51 Tanunda Road, Nuriootpa, commencing at 9.00am. The meeting will be live streamed and recorded and posted onto Council’s website by Friday 19 March 2021.

Martin McCarthy
CHIEF EXECUTIVE OFFICER
THE BAROSSA COUNCIL

A G E N D A

1. THE BAROSSA COUNCIL

1.1 Welcome by Mayor Lange - meeting declared open
1.2 Present
1.3 Leave of Absence –
Cr Weise-Smith, Cr Johnstone
1.4 Apologies for Absence
1.5 Minutes of previous meetings - for confirmation:
Council meeting held on 16 February 2021 at 9.00am
1.6 Matters arising from previous minutes -
Amendment of Motion 2018-22/38 – Community Transport
Eligibility / Full Cost Recovery Model
1.7 Petitions -
Request to seal Goldfields Road Cockatoo Valley
1.8 Deputations
Nil
1.9 Notice of Motion
Nil
1.10 Questions with or without Notice
Nil
2. **MAYOR**

2.1 Mayor’s report – attached

3. **COUNCILLORS’ REPORTS**

Nil

4. **CONSENSUS AGENDA**

4.1 **MAYOR**

Nil

4.2 **EXECUTIVE SERVICES**

4.2.1 Quarter Performance Report

4.2.2 Communication and Engagement - Quarterly Report

4.3 **CORPORATE & COMMUNITY SERVICES**

4.3.1 Minutes Community Assistance Scheme Committee Meeting

4.4 **WORKS AND ENGINEERING SERVICES**

Nil

4.5 **DEVELOPMENT & ENVIRONMENTAL SERVICES**

4.5.2 ENVIRONMENTAL SERVICES

4.5.2.1 Gawler River Floodplain Management Authority

4.5.2.2 Trees for Life - Bush for Life Report

4.5.2.3 South Para Biodiversity Project Inc

4.5.2.4 Revitalising Private Conservation in South Australia – Heritage Agreement Small Grants

4.5.2.5 Williamstown, Lyndoch Landcare Group Inc

4.5.2.6 Northern and Yorke Landscape Board District Reports - Lower Mid North and Valleys and Plains

4.5.3 HEALTH SERVICES

4.5.3.1 Food Recalls

4.5.3.2 Food Premises Inspections

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5.1 ITEMS FOR EXCLUSION FROM CONSENSUS AGENDA

5.2 RECEIPT OF CONSENSUS AGENDA

5.3 DEBATE OF ITEMS EXCLUDED FROM CONSENSUS AGENDA
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6.1 VISITORS TO THE MEETING
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9. URGENT OTHER BUSINESS

9.1 Request for Leave of Absence – Cr Troup from 14 April to 8 May 2021 inclusive

10. NEXT MEETING

20 April 2021 at 9.00am

11. CLOSURE
The Chief Executive Officer has been alerted that Council Resolution No. 2018-22/38 – Community Transport Eligibility/Full Cost Recovery Model, in particular, point 2.1, reflected in the Minutes of the Council Meeting held on 18 February 2020 (Item 7.3.3.1), stated the wrong financial year.

Council, at its 18 February 2020 meeting, resolved the following:

"MOVED Cr de Vries that Council:

(1) Determines in relation to The Barossa Council Community Transport Car Service – that:
   1.1 a full cost recovery option is not made available to non-eligible service users for the Community Transport Car Service;
   1.2 requests for service from clients who are not eligible for Council services under the prevailing funding criteria, continue to be referred to the responsible organisation and that these cases are recorded and monitored;
   1.3 Council brings attention to gaps, concerns and issues with community transport within service systems with the relevant bodies in an advocacy capacity.

(2) Determines in relation to The Barossa Council Community Transport Wheelchair accessible vehicle (Flashcab) hire that:
   2.1 a plan is developed for a 12 month trial period during the 2021-22 financial year for opening up Flashcab hire to all community members requiring the use of a wheelchair accessible vehicle and prioritising those residing within the Barossa & Light region during the trial period;
   2.2 that service is provided on a full cost recovery model.

(3) Requires Officers to provide a further report at the end of the 12 month trial period detailing the data collected in regard to demand, finances and client feedback, with recommendations for ongoing service provision.

(4) Approves that until the trial begins, Flashcab hire is accessible to all on request at the current rate only as an interim measure.

(5) Approves that Flashcab hire remains available to clients who are eligible under the relevant funding contracts at the prevailing subsidised rate.

Seconded Cr Troup  CARRIED 2018-22/38”

The intention of the 12 month trial period referred to in part 2.1 of the Resolution and the Council Report, was to commence the trial in July 2020 ie 2020-21 financial year. Data has been collected since July 2020. A report will be presented to the July 2021 Council Meeting regarding demand, finances and client feedback, with recommendations for ongoing service.
RECOMMENDATION:

That Council approve the amended Minutes of the Council Meeting held 18 February 2020, in particular Resolution No. 2018-22/38, to read:

2.1 a plan is developed for a 12 month trial period during the 2020-21 financial year for opening up Flashcab hire to all community members requiring the use of a wheel chair accessible vehicle and prioritising those residing within the Barossa & Light region during the trial period.
1.7 PETITION – DIRECTOR WORKS AND ENGINEERING SERVICES

PETITION – REQUEST TO SEAL – GOLDFIELDS ROAD
B10730 – 21/19518

Author: Manager Engineering Services

PURPOSE
A petition containing 25 signatories has been received requesting Goldfields Road, Cockatoo Valley be sealed between Balmoral Road and Green Gully Road. Refer to petition attached.

RECOMMENDATION
That:

(1) The petition be received and the Director – Works and Engineering Services provide an appropriate response to the author of the petition.

(2) Council staff include the sealing of Goldfields Road, Cockatoo Valley between Balmoral Road and Green Gully Road for consideration by the New Initiative process in the Financial Year 2021-22 Annual Budget and Business Plan Process.

REPORT

Background
The received petition, received 10 February 2021, requests Council seal Goldfields Road, Cockatoo Valley, between Balmoral Road and Green Gully Road (refer attached).

A previous petition requesting the sealing of Goldfields Road was considered by the Elected Members at the 19 June 2012 meeting of Council where it was resolved that “The sealing of Goldfields Road, Cockatoo Valley, be considered for capital upgrade in future budgets taking into account priority works identified in the Asset Management Plans.” Refer attached Council Minutes.

Discussion
The section of Goldfields Road outlined for consideration in the current petition is located entirely within a Rural Living Zone. The road connects a number regional activity nodes, including the Barossa Goldfields recreational tourist precincts and Para Wirra Conservation Park further on.
The Council’s Infrastructure Asset Management Plan (IAMP) has Goldfields Road, from surface change near Balmoral Road to Green Gully Road, as a Rural Unsealed road and is classified as a Class 4: Local Collector road with medium/high Social Importance, medium/high Tourist Importance and no Commercial Vehicle use.

The total length of road segment is approximately 1.25 kilometres. The first 235 metre segment of Goldfields Road is already sealed and is not included in the above length. Refer to General Locality Plan attached.

An upgrade of Goldfields Road to a sealed surface will require the reshaping and formation of the existing road surface, improved underground stormwater cross drains, safety guardrail, signage and line marking. This work will increase the allocated Level of Service for the road from a Rural Unsealed road to a Rural Sealed Road (bitumen spray seal), typical of some Rural Living residential precincts in the Barossa Council region.

Council does not have a Council approved road upgrade plan for increasing the Level of Service of existing unsealed road assets to a higher level of service. However, a draft road upgrade priority listing presented to the Council Workshop on 4 September 2019 showed the conjectural sealing upgrade of Goldfields Road, from existing end of seal near Balmoral Road to Green Gully Road, as a notional priority 5 to 6 relative to other unsealed roads in the Barossa region.

In accordance with Council’s IAMP, Goldfields road is a Class 4 Local Collector road connecting activity nodes, with 4 grades planned per year to maintain the allocated Level of Service. The actual grading interventions required to maintain the road surface were 5 full grades plus 2 local area grades in 2019 and 5 full grades plus 2 local area grades in the past twelve month period.

Traffic Counts on Goldfields Road, recorded in February 2020, show a weekly average daily traffic count of 259 vehicles per day south of Balmoral Road. This is considered a moderate number of vehicles per day for an unsealed road. The traffic counts diminish further along Goldfields Road, with 118 vehicles per day south of Green Gully Road and 72 vehicles per day near Woodlands Road.

There have been 4 recorded vehicle crashes on Goldfields Road between Balmoral Road and Green Gully Road in the past 10 years, all with property damage only (greater than $3,000) with no recorded injury or medical admissions. The crashes were recorded as 2 roll overs, one rear end and one right angle collision. This is considered a moderate number of crashes for an unsealed road with the traffic counts experienced, with a high risk of injury considering the range crash types.

**Summary and Conclusion**

An upgrade of the Goldfields Road Level of Service between Balmoral Road and Green Gully Road has merit in terms of its central location within a Rural Living residential precinct, its connectivity to tourist activity nodes, the traffic numbers experienced on the section of road and the road maintenance interventions required to maintain the road.

Any proposal to upgrade Goldfields Road would need to be considered by the New Initiative process in the Financial Year 2021-22 Annual Budget and Business Plan Process.
ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1 – Petition, dated 10 February 2021
Attachment 2 – Minutes of Council Meeting held 19 June 2012
Attachment 3 – Goldfields Road, Cockatoo Valley - General locality Plan

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan

Infrastructure
3.1 Develop and implement sound asset management which delivers sustainable services.
3.7 Ensure infrastructure meets the needs of people and provides for all abilities access.

Legislative Requirements
Nil.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Financial
The budget cost estimate for the design and construction for the proposed road upgrade is expected to be in the order of $500,000.

Any future construction work funding is required to be considered as part of the Financial Year 2021-22 Annual Budget New Initiative process and Business Plan.

COMMUNITY CONSULTATION
Nil.
1st SUPPLEMENT TO PREVIOUS SUBMISSION
(Response Reference No 104402)

SUBJECT: SEALING GOLDFIELDS Rd
Cockatoo Valley

TO: 1) COUNCIL CEO
2) WORKS ENGINEERING DEPARTMENT

COPYED TO: 1) MAYOR
2) Cn Carla Weise-Smith.

ENCLOSED

1) Image of Goldfields Rd: Typical winter condition between resheetings.

2) A preliminary (but incomplete) opinion sample of Goldfields Rd users.

Notes:
1) This survey commenced in January 2020 but was curtailed due to coronavirus social distancing protocols.

2) An on-site discussion took place between the Mayor, the Director of Works Engineering and myself on 17 April 2020.

3) On 4 to 6 May 2020 the northern section of the road was resheeted.
4) Submission of the survey to date was postponed after resheeting.

5) After resheeting, the road was first graded on 14 November.

6) This grading operation precipitated immediate deterioration of the road surface. Deep corrugations were established within the first two weeks and remained until the loose dust and grit was distributed to the edges of the road.

**Conclusion:**

The current road surface is inconsistent with the current traffic type and volume. Can you please allocate high priority to sealing this road, at least as a staged process, beginning at the northern end and extending to the Greengully Road intersection.

Regards,
Peter Fietz
72 Goldfields Rd.
Goldfields Rd, Cootamundra Valley.
Typical winter condition between resheetings.
GOLDFIELDS ROAD – URGENT NEED FOR SEALING

For years Goldfields Road at Cockatoo Valley has been in a deplorable loose surfaced, corrugated and potholed condition, especially the northern section. Sealing the road, initially to the Green Gully Road junction, is long overdue and needs to be an urgent Council priority.

Please indicate below if you agree, and that Council needs to be lobbied on the issue.

Justification for sealing would include:

1) The road, especially the northern section is continuously loose surfaced, severely corrugated and potholed.

2) The condition is aggravated by the increasing traffic volume with an increasing proportion of heavier 4-wheel drives.

3) Grading only aggravates the problem. The surface layers are fine grit and dust with no binding components. Grading only distributes this in a loose layer over the road surface. In dry conditions corrugations appear within a day and are fully developed within 2 to 3 days. Corrugations persist until all loose grit and dust has been redistributed off the road – leaving a firm surface with only potholes to be avoided. Ironically this is frequently preferred to a newly graded loose surface.

4) Traffic has often been encountered in the middle or the wrong side of the road attempting to minimise the effect of corrugations and potholes.

5) Re-sheeting has only ever been of limited value. The benefits last less than a year and there have always been many years between re-sheeting operations.

6) In dry weather each vehicle pass produces a cloud of fine particulate dust which frequently drifts for hundreds of metres. The health effects if this are now well documented.

7) In summary: the road is a disgrace and needs urgent sealing.

[Peter Fietz 72 Goldfields Rd]

NAME & SIGNATURE | ADDRESS | CONTACT DETAILS & COMMENTS
--- | --- | ---
PETER FIEtZ | 72 Goldfield Rd | 
TREVOR MORGAN | 175 Goldfield Rd | 

LESLIE

13/3/2023

Carla Wiseman

S.E.
GOLDFIELDS ROAD – URGENT NEED FOR SEALING

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5) Re-sheeting has only ever been of limited value. The benefits last less than a year and there have always been many years between re-sheeting operations.

6) In dry weather each vehicle pass produces a cloud of fine particulate dust which frequently drifts for hundreds of metres. The health effects if this is now well documented.  

7) In summary: the road is a disgrace and needs urgent sealing.

8) Tourism – we have a couple of B+B’s along Goldfields. We have the Barossa Goldfields walk in Para Wirra Conservation Park. We often have overseas tourists looking for kangaroos and other wild life and also the whiskey wall.
For years Goldfields Road at Cockatoo Valley has been in a deplorable loose surfaced, corrugated and potholed condition, especially in the northern section. Sealing the road, initially to the Green Gully Road section is long overdue and needs to be an urgent Council priority.

Please indicate below if you agree, and that Council needs to be lobbied on the issue.

Justification for sealing is listed on first page.

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<th>NAME &amp; SIGNATURE</th>
<th>ADDRESS</th>
<th>CONTACT DETAILS &amp; COMMENTS</th>
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<tbody>
<tr>
<td>Cathy Morgan</td>
<td>175 Goldfields Rd, Cockatoo Valley</td>
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<tr>
<td>Rhonda Field</td>
<td>72 Goldfields Rd, Cockatoo Valley</td>
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<tr>
<td>Leslee Carle</td>
<td>40 Sims Rush Lane, Cockatoo Valley</td>
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<tr>
<td>Lynton Carle</td>
<td>49 Sim's Rush Lane, Cockatoo Valley</td>
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<tr>
<td>Gloria White</td>
<td>244 Goldfields Rd, Cockatoo Valley</td>
<td></td>
</tr>
<tr>
<td>Anthony Jaensch</td>
<td>381 Goldfield Rd, Cockatoo Valley Barossa Goldfields</td>
<td></td>
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<tr>
<td>Joe Ziliotto / Jenny Ziliotto</td>
<td>267 Goldfields Rd Barossa Goldfields</td>
<td></td>
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<tr>
<td>Jasmine &amp; Darren Williams</td>
<td>30 Wallace Drive Craigmore</td>
<td></td>
</tr>
<tr>
<td>Tom &amp; Rose Hissey</td>
<td>352 Goldfields Road Barossa Goldfields</td>
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GOLDFIELDS ROAD – URGENT NEED FOR SEALING (continued)

For years Goldfields Road at Cockatoo Valley has been in a deplorable loose surfaced, corrugated and potholed condition, especially in the northern section. Sealing the road, initially to the Green Gully Road section is long overdue and needs to be an urgent Council priority.

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<tbody>
<tr>
<td>Kaylene Jaensch</td>
<td>381 Goldfields Rd Barossa Goldfields 5351</td>
<td></td>
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<tr>
<td></td>
<td>Street Innova</td>
<td></td>
</tr>
<tr>
<td></td>
<td>315 Melton St Cheltenham Goldfields Ltd</td>
<td></td>
</tr>
<tr>
<td>Kath Swarbrick</td>
<td>48 Sims Rush Lane Cockatoo Valley</td>
<td></td>
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<tr>
<td>Bob Swarbrick</td>
<td></td>
<td></td>
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<tr>
<td>Teg Honsen</td>
<td>241 Goldfields Rd Cockatoo Valley</td>
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<td>Scott Honan</td>
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<td>Leonie Holms</td>
<td>49 Sims Rush Lane Cockatoo Valley 5351</td>
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<td>H.KR&quot;UGER</td>
<td>40 Austin Cr, Cockatoo Valley</td>
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<tr>
<td>J. WOODFIELD</td>
<td>ADAMS Rd WILLIAMSTOWN</td>
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GOLDFIELDS ROAD – URGENT NEED FOR SEALING (continued)

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</tr>
</thead>
<tbody>
<tr>
<td>Judy Kyn Kist</td>
<td>6789 Adelaide Rd Barossa Goldfields</td>
<td>Please seal - Dangerous.</td>
</tr>
</tbody>
</table>
INTRODUCTION
Documentation has been received from Prot Adelaide Conveyancers requesting a Grant of Easement for drainage purposes over land located at 5-7 Sauvignon Street, Nuriootpa, marked A/B and B/E, as shown on the plan which was distributed with the agenda for this meeting.

COMMENT
The creation of the easements pertain to new Community Wastewater Management Scheme (CWMS) reticulation infrastructure associated with the Torrens Title land division located at 5-7 Sauvignon Street, Nuriootpa. The new CWMS infrastructure has been transferred to Council ownership and the easement allows Council access to service the new asset.

LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN
COUNCIL STRATEGIC PLAN:
3.4 Infrastructure

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Nil.

COMMUNITY CONSULTATION
Nil.

DA/OP/R2
PETITION – REQUEST FOR SEALING OF GOLDFIELDS ROAD – COCKATOO VALLEY (B1121 12/18480)

MOVED Cr Sloane that:
(1) The petition be received.
(2) The sealing of Goldfields Road – Cockatoo Valley be considered for capital upgrade in future budgets taking into account priority works identified in the Asset Management Plans.
(3) An appropriate reply be forwarded to the first signatory of the petition.

Seconded Cr Seager
CARRIED

INTRODUCTION
A petition has been received signed by 79 persons requesting the sealing of Goldfields Road – Cockatoo Valley.

LEGISLATION/POLICY/COUNCIL STRATEGIC PLAN
COUNCIL STRATEGIC PLAN:
3.4 Infrastructure

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
The sealing of Goldfields Road will create a new asset, and will need to be considered in future Capital Works projects as identified in Council’s Asset Management Plan.

COMMUNITY CONSULTATION
Nil.

DA/OP/R3
TANUNDA TO GAWLER SHARED BICYCLE WALKING PATH (B1930)

MOVED Cr de Vries that the report be received.
Seconded Cr Harris
CARRIED

INTRODUCTION
The following report is for Members information regarding the Tanunda to Gawler Shared Bicycle Walking Path project.
Goldfields Road, Cockatoo Valley
General Locality Plan

Extent of petitioned road upgrade

Disclaimer
This map is a representation of the information currently held by The Barossa Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions. Any feedback on omissions or errors would be appreciated.
Mayor’s Report to Council – March Meeting 2021

February

10/02/2021 Meeting Tony Pasin, Member for Barker, Martin McCarthy & Jo Thomas
Grant funding soccer photo promotion – Tony Pasin & Soccer Club Representatives

11/02/2021 GRFMA meeting – Light Regional Council
Kangaroo Island Farmers’ Pinery Tour Dinner

12/02/2021 Citizenship Ceremony – Council Office

15/02/2021 Adelaide Cycling Trail consultant’s site visit

16/02/2021 Meeting with Concordia development representatives & Martin McCarthy

17/02/2021 Adelaide Wine Capital Cycle Trail – Workshop Adelaide
Flow FM Radio Interview – Barossa Update

18/02/2021 Meeting with John Gebber – Chateau Tanunda
Presentation to Year 7’s - Faith Lutheran College Tanunda

19/02/2021 Discussions on site - Community Land Query - Nuriootpa Dump
Meeting Para Woodlands Land

21/02/2021 Blessing of Vintage – Tanunda

22/02/2021 Northern and Yorke Landscape Board Welcome - Council Office

23/02/2021 Kindhearted kitchen photo promotion - Tanunda Show Hall

24/02/2021 Meeting with Stephan Knoll, Member for Schubert & and Frank Rocca
Meeting with Ashton Hurn - Candidate for the seat of Schubert and Martin McCarthy
Meeting with Paul Paulenas re: BBBFM Road Signage Locations
Fine Acres Estate B&B - Official Opening

25/02/2021 Soft launch of the new Retirement Living units in Tanunda and Nuriootpa

26/02/2021 Two Advertiser Paper interviews - Oscar planning proposal & Barossa attractions

March

1/03/2021 Stephan Knoll media promotion - Altona Land Care & Representatives
Planning and Development Code Briefing – Teams Meeting

3/03/2021 Meeting with Tony Thiele - re: Father’s Farm

4/03/2021 Meeting to discuss Rotary Conference 2022
Township promotion video - Barossa Tourism

5/03/2021 Auswan Creek New Diplomat Series Pre-release Promotion
4.2.1 CONSENSUS AGENDA – CHIEF EXECUTIVE OFFICER

4.2.1.1 QUARTERLY PERFORMANCE REPORT
B3865 21/21265

Council recently implemented upgrades to key configuration within our corporate application Pathway, which manages a large component of our day to day work. As can occur with complex technology and its interfaces with other downstream systems (in this case our reporting system), the upgrades have caused problems with the extraction of our data. The systems issues are currently being rectified, however it is primarily a manual task impacting on the timeframe to resolve. As a result, we have not been able to produce the quarter 1 and 2 performance report. It is anticipated that the quarter 3 report will be back online by June 2021.

RECOMMENDATION:
That Report 4.2.1.1 be received and noted.
4.2.2 CONSENSUS AGENDA – COMMUNICATIONS AND ENGAGEMENT OFFICERS

4.2.2.1 COMMUNICATION AND ENGAGEMENT – QUARTERLY REPORT

This report provides a quarterly snapshot of C&EO activity for Elected Member information:

- Grant support
  - Office Recreation, Sport & Racing Grassroots round 3 – Barossa Rugby development
  - Office Recreation, Sport & Racing Grassroots round 3 – Tanunda Recreation Park Staged Redevelopment – second junior oval, cricket nets and civil works
  - Building Better Regions Fund – Barossa Creative Industries Centre
  - Attorney General’s Department Places for People – Tanunda Recreation Inclusive Playground
  - Local Government Infrastructure Partnership Program – Talunga Park Caravan Park and Tourism Facility upgrade
- $1M funding announcement - Local Roads and Community Infrastructure Program – Barossa United Football Club
- Website implementation and reporting framework
- Community consultation
  - Infrastructure Asset Management Plans
  - Draft Enforcement Policy
- Community engagement/messaging
  - Australia Day Awards
  - Launch of Barossa Youth Leadership Program
  - Mandatory green organics rollout
  - Love Your Library community survey
  - New website
- Internal refresh of branding and design

Please note community feedback received during community consultation is captured as part of quarterly reporting to Council.

RECOMMENDATION
That Report 4.2.2.1 be received
4.3.2 CONSENSUS AGENDA – MANAGER COMMUNITY PROJECTS

4.3.2.1 MINUTES COMMUNITY ASSISTANCE SCHEME COMMITTEE
The Community Assistance Scheme Committee is established to assess Heritage Grant Applications and Community Grant applications in accordance with Council’s Community Assistance Scheme Policy and Guidelines. The Minutes of the Community Assistance Scheme Committee Meeting held 16 February 2021 are presented for information (copy attached).

RECOMMENDATION:
That Report 4.3.2.1 be received.
WELCOME
As Cr Boothby’s term as Deputy Mayor has expired and therefore her membership of the Community Assistance Scheme Committee, Mayor Bim Lange assumed the Chair. He declared the meeting open at 8.15am and welcomed all in attendance.

1. PRESENT
Mayor Bim Lange, Cr Kathryn Schilling, Cr Cathy Troup, Cr Don Barrett, Rebecca Tappert (CASC Executive Officer), Gary Mavrinac (Director Development and Environmental Services), Annette Randall (CASC Administration Officer).

2. APOLOGIES
Cr Russell Johnstone (Deputy Mayor), Cr Carla Wiese-Smith

3. APPOINTMENT OF CHAIRPERSON

**MOVED**  Cr Troup that the Community Assistance Scheme Committee appoints Cr Russell Johnstone (Deputy Mayor) as its Chairperson until otherwise determined by the Committee.  
**Seconded**  Cr Barrett  
**CARRIED**

PURPOSE
To appoint a new Chairperson for the Community Assistance Scheme Committee (CASC), as Cr Leonie Boothby’s term as Deputy Mayor has expired.

REPORT
At the 19 November 2019 Council Meeting, Cr Leonie Boothby was appointed as Deputy Mayor, giving automatic membership to the CASC. CASC, at its meeting held 5 February 2020, appointed Cr Boothby as its Chairperson.

Clause 3. of the CASC Terms of Reference states that membership of the Committee is for the current term of Council with exception of:
“3.4.3 the Deputy Mayor, whose term expires when his/her Deputy Mayoral appointment expires, unless he/she has been appointed to the Committee in his/her own right”.

Council appoints a new Deputy Mayor annually. Cr Russell Johnstone was appointed Deputy Mayor at the 17 November 2020 Council Meeting, and so replaces Cr Boothby on the CASC.

The Terms of Reference states that the Chairperson of the Committee shall be either the Mayor or Deputy Mayor.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Nil

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.

Legislative Requirements
Local Government Act 1999
FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
There are no financial, resource or risk management considerations.

COMMUNITY CONSULTATION
Consultation is not required under legislation or Council policy.

As Cr Johnstone was not present at this meeting, Mayor Lange continued in the Chair.

4. CONFLICT OF INTEREST DECLARATIONS
Cr Kathryn Schilling - Refer to Agenda item 8.1.3

5. CONFIRMATION OF PREVIOUS MINUTES

MOVED Cr Schilling that the Minutes of the Community Assistance Scheme Committee meeting held on 3 November 2020 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.
Seconded Cr Barrett
CARRIED

6. BUSINESS ARISING FROM PREVIOUS MINUTES
Nil

7. CONSENSUS AGENDA

7.1.1 ITEMS FOR EXCLUSION FROM THE CONSENSUS AGENDA
Nil

7.1.2 RECEIPT OF CONSENSUS AGENDA

MOVED Cr Barrett that the items contained in the Consensus Agenda be received and that any recommendations contained therein be adopted.
Seconded Cr Troup
CARRIED

8. DEBATE AGENDA

8.1 COMMUNITY GRANTS

8.1.1 APPLICATION - KOONUNGA AGRICULTURAL BUREAU – FIRST AID FOR FARMERS
B3342

MOVED Cr Troup that the Community Assistance Scheme Committee approves a Community Grant to subsidise the costs for Koonunga Agricultural Bureau members who reside in The Barossa Council, to attend a St John’s Provide First Aid 1 Day course, to the value of $50 (incl GST) per member, on presentation of course attendance details.
Seconded Cr Barrett
CARRIED

PURPOSE
To consider a Community Grant Application from the Koonunga Agricultural Bureau seeking $3,000 (ex GST) towards their project “First Aid for Farmers”.

REPORT
Background
Koonunga Agricultural Bureau (the Group) is a not-for-profit community organisation run by farmers for farmers. Membership is for anyone associated with or interested in farming agricultural development and education. The Group is one of 65 agricultural bureau branches across the State,
which sit under the Agricultural Bureau of South Australia Inc. The Group holds its meetings at Ebenezer (Light Regional Council). It currently has 60 members, 36 of whom reside within The Barossa Council.

**Introduction**

A key rural health priority identified by the Group is having appropriate first aid skills within the community. A first aid course was held 3 years ago and members are requesting a 'refresher course' to ensure their first aid skills are up to date. A one-day course, “St Johns Provide First Aid 1 Day”, has been proposed.

**Discussion**

The grant application states that “farms are risky workplaces (according to Safe Work Australia the most dangerous industry in Australia is agriculture)”. The Group is seeking $3,000 to subsidise costs of the one-day First Aid course. The course fee is $189 per person and grant funding would provide $75 per person (for up to 40 members). The Group will contribute $25 per person and attendees will need to pay the remainder of the cost ($89 each).

The Group has been unable to access any other funding as the Agricultural Bureau of SA do not have funding opportunities available and Light Regional Council currently has a ‘hold’ on its grants.

The Community Grant Guidelines state that Council will “consider requests for financial assistance from non-profit groups, clubs and organisations whose interest or purpose is towards projects and activities which contribute to the development of the community within the Council area in line with Council’s Community Plan”. The Group considers that the proposed First Aid course will directly benefit those in The Barossa Council area “through building community capacity in first aid and basic emergency responses. This project will directly benefit 40 local farmers who do the course, including their immediate families through the skills gained”.

Council’s Risk Management team suggested that costs could be lowered if the Group held 2 to 3 full-day group bookings. This information was provided to the Group who have subsequently advised that, upon their own enquiries with St Johns, they will hold 2 full day sessions of 18 participants at a total cost of $4,200. The Group also clarified that 25 of the Bureau members who intend participating, are residents of The Barossa Council.

**Summary and Conclusion**

Various Council Officers have provided comment on the Application ([Attachment 1](#)).

Officers recommend that Council subsidise costs of the First Aid course to Group members who reside in The Barossa Council upon presentation of confirmed attendees and invoice from St Johns.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1: Community Grant Application Summary Sheet
Attachment 2: Community Grant Application and supporting documentation

**Policy**

Community Assistance Scheme Policy
Community Grant Guidelines

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

**Health and Wellbeing**

**Corporate Plan**

2.10 Collaborate with key emergency management stakeholders and provide support for community safety initiatives.

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

**Legislative Requirements**

Local Government Act 1999
Financial

The adopted Budget for the Community Grants and Youth Grants for 2020/21 is $25,500 (excl GST).

<table>
<thead>
<tr>
<th></th>
<th>BUDGET 2019-2020</th>
<th>GRANTS APPROVED TO DATE</th>
<th>FUNDS REMAINING</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$25,500</td>
<td>$8,980</td>
<td>$16,520</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Youth Grants</th>
<th>Community Grant - requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd</td>
<td>No Applications</td>
<td>1 Application</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$3,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2nd Quarter Total</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$3,000</td>
</tr>
</tbody>
</table>

Funds remaining if 3rd Quarter application granted $13,520

Community Grant application – Decision Pending

Eden Valley Tourism & Promotional Group Inc

$6,000

Risk Management

Adherence to Council’s Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

Various Officers have reviewed the Grant Application and proposal.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

8.1.2 GRANT ACQUITTAL – BAROSSA PEDAL PRIX INC

B3342

MOVED Cr Schilling that the Community Assistance Scheme Committee:

1. note that, after several requests, Barossa Pedal Prix Inc has not submitted acquittal information for the Community Grant received 7 August 2019;

2. consider that information in a newspaper article and in Council’s records indicate that Barossa Pedal Prix (the Group) has expended the Community Grant of $500 appropriately and acknowledged Council as a funding source for their project and that no further requests for acquittal information from the group is required;

3. direct that the non-submission of acquittal information be noted in any future requests for funding from the group.

Seconded Cr Troup

CARRIED

PURPOSE

To consider the acquittal of the Community Grant awarded to Barossa Pedal Prix Inc towards the “Barossa Pedal Prix – Up and Running” project.

REPORT

Background

The Community Assistance Scheme Committee (CASC) approved a Community Grant of $500 to Barossa Pedal Prix (the group) at its 7 August 2019 meeting towards the “Barossa Pedal Prix – Up and Running” project, specifically for preparation of bikes to racing standard. The BPP, a newly incorporated group, was rebuilding the successful program that the Nuriootpa High School formerly
ran. The group had three bikes available for riding and wanted to upgrade parts for them to remain competitive. CASC approved the grant, requiring the group to appropriately acknowledge The Barossa Council as a funding source for the project through social media, signage, website and promotional material.

Introduction
The Community Assistance Scheme Policy requires that “a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project….. Should an acquittal not be received within 12 months of the Grant being awarded (or within the approved extended time), future applications for funding will not be accepted from the applicant”.

Discussion
In January 2020, officers emailed the group, requesting acquittal information for the grant, or explanation if unable to submit; also again in March as no response was received. Officers emailed again in July, assuming that the group may have disbanded or postponed normal operations due to COVID-19 restrictions. In October 2020, phone contact was made with one of the members who advised he hadn’t looked at Pedal Prix matters for several months; however, he said he would endeavour to complete the acquittal requirements. No acquittal information has been received to date.

Officers noted a newspaper article in October 2019 regarding the group’s re-establishment and participation in racing competitions (Attachment 1). The article stated that the group had been supported by The Barossa Council with the $500 grant and Council records show that the group had contacted Communication Officers to obtain the Council logo for creation of stickers for the racing bikes.

Summary and Conclusion
CASC to consider if the supporting evidence as noted above is sufficient to acquit the grant in Council’s records and no further followup with the group is required. This action will be noted should any future requests for funding be received from the group.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: Newspaper article – Barossa Pedal Prix

Policy
Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
 Community Plan 2020 – 2040

   Community and Culture

   Health and Wellbeing

Corporate Plan
How We Work – Good Governance
6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements
Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Adherence to Council’s Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.
8.1.3 GRANT ACQUITTAL – NURIOOTPA FUTURES ASSOCIATION INC

B3342

Pursuant to S75 of the Local Government Act 1999 Cr Schilling disclosed a perceived conflict of interest in the matter 8.1.3 – Grant Acquittal – Nuriootpa Futures Association Inc, as she is on the Board of Management of the Nuriootpa Futures Association Inc.

Cr Schilling advised the Committee of the perceived conflict of interest and remained in the meeting.

MOVED Cr Troup that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grants totalling $8,000 (ex GST) awarded to Nuriootpa Futures Association Inc towards their Coulthard House ‘The Peoples Place’ Stage 1 Downstairs project.
Seconded Cr Barrett

CARRIED

PURPOSE

To consider the acquittal documentation in relation to the Community Grants awarded to Nuriootpa Futures Association Inc towards their Coulthard House ‘The Peoples Place’ Stage 1 Downstairs project.

REPORT

Background

Council, at its 19 June 2018 meeting, approved a Community Grant of $6,000 (ex GST) to the Nuriootpa Futures Association Inc (NFA) for their Coulthard House ‘The Peoples Place’ Stage 1 Downstairs project. In May 2020, NFA advised that it had been unable to complete the project, as additional funds were required due to an increase in the painting cost. A further Community Grant of $2,000 (ex GST) was approved by Council at its 19 May 2020 meeting. A copy of the Minutes is provided at Attachment 1.

Introduction

The Community Assistance Scheme Policy requires that “a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project”.

Discussion

NFA advised in their acquittal email, that “the purpose of the grant was to cover the cost of painting the timber work on the upstairs external façade of the building; however, we have now completed all paintable surfaces on both floors. This includes all timberwork and all previously coated masonry”. Their Acquittal Statement is provided in Attachment 2, together with photos of the completed project.

NFA’s original grant application stated that the project, for which $6,000 was approved (19 June 2018), was to “clean, paint, prepare downstairs area for use by NFA Committee, Nuriootpa High School, community groups”. The estimated expenses were:

<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surveillance</td>
<td>$449</td>
</tr>
<tr>
<td>Painting – labour, paint, materials</td>
<td>$7,720</td>
</tr>
<tr>
<td>Painting – Volunteers</td>
<td>In-kind</td>
</tr>
<tr>
<td>Installation of small Kitchenette</td>
<td>In-kind</td>
</tr>
<tr>
<td>Re-carpet 4 rooms</td>
<td>$3,960</td>
</tr>
</tbody>
</table>

In August 2019, NFA advised that they had not been able to complete work on Coulthard House as the contractor was not available and unsuitable weather for outside painting work. An extension of time was approved by CASC. In November 2019, a further extension of time was granted as there
had been a query regarding the lead based paint previously used on the house which required different handling, and therefore a requote on works. In January 2020, quotes were still being sourced. In April 2020, quotes received were higher than budgeted for and so a further Community Grant application was submitted for $2,000 to complete the project.

Council, at its 19 May 2020 meeting, resolved the following:

"MOVED Cr Wiese-Smith that Council:

(1) Approves Nuriootpa Futures Association’s request for a further Community Grant of $2,000 (ex GST) in order to complete the Coulthard House ‘The Peoples Place’ Stage 1 Downstairs project, specifically painting. 
(2) Notes that the project was awarded a $6,000 (ex GST) Community Grant in June 2018 which has not yet been expended due to unforeseen delays in dealing with the lead based paint previously used on the House.

Seconded Cr Boothby CARRIED"

Summary and Conclusion
CASC to approve the acquittal information provided by Nuriootpa Futures Association for two Community Grants, totalling $8,000 (ex GST), were provided for the Coulthard House ‘The Peoples Place’ Stage 1 Downstairs project.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

<table>
<thead>
<tr>
<th>Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attachment 1: Excerpt from Council Meeting Minutes – 19 May 2020</td>
</tr>
<tr>
<td>Attachment 2: Acquittal Statement, invoice and photographs</td>
</tr>
</tbody>
</table>

Policy
Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 – 2040

Community and Culture

Natural Environment and Built Heritage

Corporate Plan

How We Work – Good Governance

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

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

Legislative Requirements
Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council’s Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

8.1.4 GRANT ACQUITTAL – SOUTHERN BAROSSA MEN’S SHED
B3342
MOVED Cr Barrett that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of $5,000 (ex GST) awarded to Southern Barossa Men’s Shed Inc towards materials required for the establishment of a new Men’s Shed at 16 Queen Street, Williamstown.

Seconded Cr Troup CARRIED

PURPOSE
To consider the acquittal documentation in relation to the Community Grant awarded to Southern Barossa Men’s Shed Inc towards materials required for the establishment of a new Men’s Shed at Williamstown.

REPORT
Background
Council, at its meeting held 19 May 2020, approved a Community Grant of $5,000 (ex GST) to Southern Barossa Men’s Shed Inc towards materials required for establishment of a new Men’s Shed at 16 Queen Street, Williamstown. (The meeting scheduled for the Community Assistance Scheme Committee on 6 May 2020 was cancelled in response to COVID-19 restrictions. The Business Continuity Management Group determined that the items for consideration be presented to full Council to avoid additional meetings during this time.)

Discussion
The Community Assistance Scheme Policy requires that “a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project”.

A brief email, Grant Acquittal Statement, copies of invoices and report are provided in Attachment 1 for CASC approval.

Officers have also provided newspaper articles in Attachment 2.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachments
Attachment 1: Grant Acquittal Statement, Invoices and Report
Attachment 2: Newspaper articles

Policy
Community Assistance Scheme Policy
Community Grant Guidelines

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan 2020 – 2040

- Community and Culture
- Health and Wellbeing

Corporate Plan
How We Work – Good Governance
6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements
Local Government Act 1999
FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council’s Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

8.1.5

GRANT ACQUITTAL – ANGASTON AND PENRICE HISTORICAL SOCIETY INC

B3342

MOVED Cr Schilling that the Community Assistance Scheme Committee receives and approves the Acquittal documentation in relation to the Community Grant of $3,000 (ex GST) awarded to Angaston and Penrice Historical Society Inc towards its “Creation of ‘Angaston Heritage’ Brand and Cultural Heritage Experiences” project.

Seconded Cr Barrett

CARRIED

PURPOSE

To consider the acquittal documentation in relation to the Community Grant awarded to Angaston and Penrice Historical Society Inc towards its “Creation of ‘Angaston Heritage’ Brand and Cultural Heritage Experiences” project.

REPORT

Introduction

The Community Assistance Scheme Committee (CASC), at its 1 May 2019 meeting, approved a Community Grant of $3,000 (ex GST) to Angaston and Penrice Historical Society Inc (APHS) towards its “Creation of ‘Angaston Heritage’ Brand and Cultural Heritage Experiences” project. A copy of the Minutes is provided at Attachment 1. An extension of time to complete the project was granted by CASC at its 5 August 2020 meeting.

Discussion

The Community Assistance Scheme Policy requires that “a written assessment of the project, including a financial statement (Acquittal Statement) is required from the Grant recipient on completion of the project”.

An Acquittal Statement, copies of invoices, a report and photographs have been received from APHS (Attachment 2). They also provided a summary of the estimated expenses (used in original grant application) compared to the actual expenses:

<table>
<thead>
<tr>
<th>Item</th>
<th>Grant Amount</th>
<th>Total Inc GST</th>
<th>Remaining</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brand Identity</td>
<td>$650.00</td>
<td>$650.00</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Banners x2</td>
<td>$577.00</td>
<td>$577.00</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>A-frame signs x2</td>
<td>$350.00</td>
<td>$350.00</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Printing allowance</td>
<td>$1,400.00</td>
<td>$639.50</td>
<td>$760.50</td>
<td>DL fly, rev letter template, business cards 35S.8+154.7+139</td>
</tr>
<tr>
<td>External signage</td>
<td>$1,400.00</td>
<td>$2,063.40</td>
<td>$663.40</td>
<td>2400 blacksmith &amp; HC, $384.40 for icon, 35 for open, 440 for plagues</td>
</tr>
<tr>
<td>Videos &amp; Photos allowance</td>
<td>$2,000.00</td>
<td>$2,230.00</td>
<td>$230.00</td>
<td>720 - Sam Kneepkens, 1600 George Guest</td>
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<tr>
<td>Total</td>
<td>$5,727.00</td>
<td>$6,063.90</td>
<td>$338.90</td>
<td></td>
</tr>
</tbody>
</table>

Summary and Conclusion

CASC to approve the acquittal information provided by Angaston and Penrice Historical Society Inc.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachments

Attachment 1: Excerpt from CASC Minutes 1 May 2019
Attachment 2: Acquittal documentation

Policy

Community Assistance Scheme Policy
Community Grant Guidelines
COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan 2020 – 2040

Community and Culture

Health and Wellbeing

Corporate Plan

How We Work – Good Governance

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

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

Legislative Requirements

Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Adherence to Council’s Community Assistance Scheme Policy and Community Grant Guidelines is a risk management tool.

COMMUNITY CONSULTATION

Community Consultation is not required under legislation or Council Policy.

8.2 HERITAGE GRANTS

Nil

8.3 COMMUNITY ASSISTANCE SCHEME 2021/22 BUDGET

B7384

MOVED Cr Troup that the Community Assistance Scheme Committee submits a budget request for consideration in the 2021/22 Budget for the Community Assistance Scheme as follows:

- Community Grants/Youth Grants $50,000 (ex GST)
- Heritage Grants $50,000 (ex GST)
- Advertising $300 (ex GST)

Seconded Cr Schilling

CARRIED

PURPOSE

To formulate a Community Assistance Scheme Budget request for the 2021/22 financial year for inclusion in Council’s 2021/22 budget considerations.

REPORT

Introduction

Clause 2.4 of the Community Assistance Scheme Committee Terms of Reference requires the CASC to prepare an annual submission to Council for the allocation of funds towards the Community Assistance Scheme.

Discussion

Budget requests for the 2021/22 financial year are required to be submitted to Finance in February 2021.

For Members’ information, below is a summary of the funding which has been approved over recent years:

<table>
<thead>
<tr>
<th></th>
<th>Youth Grants</th>
<th>Community Grants</th>
<th>Heritage Grants</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014/15</td>
<td>$6,450 (30)</td>
<td>$12,350 (8)</td>
<td>$9,300 (5)</td>
<td>$28,100</td>
</tr>
</tbody>
</table>
## 2020/21 Approved to date (2 Rounds):

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
<td>$8,980</td>
<td>$10,100</td>
</tr>
</tbody>
</table>

Since the inception of Heritage Grant funding almost twenty years ago, Heritage Grant funding has remained around $10,000.

CASC, at its meeting held 5 November 2019, briefly discussed this matter and resolved the following:

"**MOVED** Mayor Lange that the Community Assistance Scheme Committee seeks additional funding from Council in the 2020/21 Budget for the Community Assistance Scheme as follows:
- Community Grants/Youth Grants $50,000 (excl GST)
- Heritage Grants $50,000 (excl GST)
- Advertising $300 (excl GST)

Seconded Cr Wiese-Smith CARRIED"

However, due to the onset of COVID-19 in early 2020, resulting in no New Initiatives being considered, the budget for 2020/21 was not increased.

At its meeting held 3 November 2020, when the year’s Heritage Grant applications were considered, Members again discussed the difficulty in distributing the $10,100 (ex GST) budget between 12 grant applications (a total of $60,000 in funding requests) and also Council’s role in preserving the region’s built heritage. CASC approved grant funding for their ‘top 4’ of the 12 applications. They directed officers to include an agenda item at a future Council Workshop regarding Heritage Grants, the budget amount and Council’s role in heritage conservation. This has yet to be arranged, as the Manager Development Services and Council’s Heritage Advisor are currently on leave.

Over recent years, there has been an average of nine applications received; a $10,100 amount is insufficient for effective distribution by the CASC. The projects within funding applications often cost tens of thousands of dollars, but the CASC is only able to distribute a maximum of one or two thousand per application.

It is suggested a more meaningful amount of $50,000 be allocated by Council for Heritage funding to assist with preservation of local historic character.

Previously, similar discussions have taken place regarding Community Grants and the similarity in intended purpose to New Initiative (NI) ‘grants’. A key difference is that NI’s are generally applied to Council owned assets, events or programs. It is noted that the due diligence required of CASC applicants is far more rigorous than New Initiative applicants. There is an opportunity to align the two funding streams and combine discretionary budget to streamline the process/es through one process. Should this approach be supported for consideration, analysis on process; including application, assessment and allocation of funding and Council Case Officers should be resourced.
Corporate Plan
1.4 Facilitate innovative and sustainable preservation and use of built heritage.
2.6 Provide, promote and support community arts and cultural events, programs, attractions and services.
2.9 Collaborate, initiate, develop and/or support activities and facilities for youth in our community.
5.4 Participate in initiatives, or advocate for, investment in creative industries and cultural tourism.
6.4 Ensure that decisions regarding expenditure of Council’s budget are based on an assessment of whole of life costs, risks associated with the activity and advice contained within supporting plans.

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial
The adopted Budget for the Community Grants and Youth Grants for 2020/21 was $25,500 (excl GST) and $10,100 for Heritage Grants.

Community Assistance Scheme Budget for 2021/22 to be considered by the CASC and a request submitted to Finance for inclusion in the 2021/22 Draft Budget.

COMMUNITY CONSULTATION
Community Consultation will be part of the budget adoption process in June 2021, as per legislation.

9. OTHER BUSINESS

9.1 REQUEST FOR FUNDING - ANGASTON CFS BRIGADE 80TH BIRTHDAY
Members noted the letter received from the Angaston CFS Management Committee Chairman, requesting a grant of $4,000 for the Angaston CFS 80th Birthday celebrations. The Mayor informed members that a volunteer recognition event for all volunteers of The Barossa Council region is in the early stages of planning and may be an opportunity to acknowledge the 80th birthday of the Angaston CFS as part of that event. As the request is over CASC’s delegation of $3,000 (ex GST), members agreed that the matter be deferred to Council. Officers to inform the Chairman in writing of the future planned volunteer events and that a formal Community Grant application is required with all supporting documentation (as per standard policy for any requests for funding), to facilitate a report to Council.

10. NEXT MEETING
Wednesday 5 May 2021 commencing at 5.30pm.

11. CLOSE
Mayor Lange declared the meeting closed at 8.46am

Confirmed at Community Assistance Scheme Committee Meeting 5 May 2021

Date:......................................... Chair:......................................
4.5.2  CONSENSUS AGENDA – ENVIRONMENTAL SERVICES REPORT

4.5.2.1  GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
B11628, 21/16629

Draft Minutes and Key Outcome Summary of the Gawler River Floodplain Management Authority meeting held 11 February 2021 are attached for information.

RECOMMENDATION:
That report items 4.5.2.1 be received.
MINUTES
GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
BOARD
9:45am Thursday 11 February 2021
Light Regional Council – 93 Main Street, Kapunda SA 5373

1. Meeting of the Board

1.1 Welcome by the GRFMA Chairperson

Mr Ian Baldwin formally welcomed Board Members, Deputy Board Members, Observers and the Executive Officer and opened the 123rd meeting of the Board.

1.2 Present

- Mr Ian Baldwin, Independent Board Member, Chair
- Cr Terry-Anne Keen, Adelaide Plains Council, Board Member
- Mr James Miller, Adelaide Plains Council, Board Member
- Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
- Mr Ashley Curtis, Adelaide Hills Council, Board Member
- Mayor Bim Lange, The Barossa Council, Board Member
- Mr Gary Mavrinac, The Barossa Council, Board Member
- Cr Paul Koch, Town of Gawler, Board Member
- Mr Sam Dilena, Town of Gawler, Board Member
- Mr Greg Pattinson, City of Playford, Board Member
- Mr Andrew Philpott, Light Regional Council, Deputy Board Member
- Mr David Hitchcock, Executive Officer

1.3 Apologies

- Cr William Close, Light Regional Council, Board Member
- Mr Brian Carr, Light Regional Council, Board member
- Cr Peter Rentoulis, City of Playford, Board Member
- Cr Clint Marsh, City of Playford, Deputy Board Member

1.4 Appointment of Observers

GRB 21/01 Observers
Moved: Cr T Keen
Seconded: Mr A Philpott

That Cr John Lush, Adelaide Plains Council, Deputy Board Member be appointed as Observer.

CARRIED UNANIMOUSLY
1.5 Declarations of Interest

Nil

2. Confirmation of Minutes

2.1 GRFMA Ordinary Meeting Minutes

GB21/02 GRFMA Ordinary Meeting Minutes
Moved: Mr G Mavrinac
Seconded: Mr J Miller

*That the minutes of the Gawler River Floodplain Management Authority Board meeting held 10/12/2020 be confirmed as a true and accurate record of that meeting.*

CARRIED UNANIMOUSLY

It was noted that item 20/85 be amended to indicate the year of the GRFMA Schedule of Meetings is for 2021 rather than 2020.

2.2 GRFMA Ordinary Meeting Confidential Minutes

GB21/03 GRFMA Ordinary Meeting Confidential Minutes
Moved: Mr J Miller
Seconded: Cr T Keen

*That the Confidential Minutes of the Gawler River Floodplain Management Authority Board Confidential meeting held 10/12/2020 be confirmed as a true and accurate record of that meeting.*

CARRIED UNANIMOUSLY

2.3 Actions on Previous Resolutions

- 18/07 – It was noted that outcomes had not yet been achieved with this item. It was agreed that the matter would be raised at the next Gawler River Flood Mitigation Project Group meeting as an option to progress desired actions.

- 19/63 – Explanation was provided regarding options for facilitating suitable storage of GRFMA records.

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

Nil
6. Audit Committee

The February 2021 GRFMA Audit Committee meeting has been deferred to March 2021 to coordinate consideration of the GRFMA 2021/2022 Draft Budget prior to the proposed GRFMA Special Meeting (Budget considerations).

7. Technical Assessment Panel

Nil meetings.

8. Reports

8.1 Strategic Management Plan

GB21/04 Strategic Management Plan
Moved: Mr J Miller
Seconded: Cr M Herrmann

That the Executive Officer seeks quotations from interested consultants for offer of service to provide a body of work to facilitate establishment of a five-year GRFMA Strategic Management Plan (2026).

CARRIED UNANIMOUSLY

During discussion of the report members agreed to the following alterations to the Request for Quotation document for the GRFMA Strategic Management Plan:

- Insert further detail to identify that consultancy payment schedules will be based on progressive results, eg provision of a progress report mid-term, provision of the draft report, completion and approval of the final document/plan.
- Amendment of Table 1 (Page11) to more specifically identify that consultation will be targeted to key stakeholders such as landholders, industry groups (Aus Veg, HORTEX), rather than general public wide consultation.

8.2 Charter Review 2

GB21/05 Charter Review 2
Moved: Mr G Pattinson
Seconded: Mr A Philpott

That the GRFMA notes progress of work being undertaken regarding cost sharing principles and data collation for the proposed funding model.

CARRIED UNANIMOUSLY

8.3 Stormwater Management Plan

GB21/06 Stormwater Management Plan
Moved: Mr S Dilena
Seconded: Cr T Keen

That the GRFMA:
1. Notes the report; and
2. Requests the GRFMA Chair to determine a suitable future date to call a special meeting to consider SMP tender submissions received and consideration of submission of application to the SMA for supporting funding.

CARRIED UNANIMOUSLY
Further Special Meeting Agenda items subsequently identified at GB21/09 and GB 21/10.

8.4 Gawler River Flood Mitigation

GB21/07 Gawler River Flood Mitigation
Moved: Cr M Herrmann
Seconded: Mr S Dilena

That the GRFMA receives the report.

CARRIED UNANIMOUSLY

GB21/08 Adelaide Plains Council
Moved: Mr J Miller
Seconded: Cr T Keen

That the GRFMA receives the Adelaide Plains Council minute extract 2021/047, as tabled, determining the Council’s view on the Gawler River Floodplain Management projects.

CARRIED UNANIMOUSLY

10:54am – the meeting adjourned at for a short break.

11:09am – the meeting reconvened.

8.5 Financial Report

GB21/09 Financial Report
Moved: Mr A Philpott
Seconded: Mr G Pattinson

That the GRFMA:
1. Receive the financial report as at 31 January 2021 showing a balance of $216,828.48 total funds available; and
2. Endorse the Special Meeting agenda, to be scheduled in March 2021, to also include:
   • Budget Review 2 (BR2)
   • GRFMA Business Plan 2021/2022 and Draft 2021/22 Budget

CARRIED UNANIMOUSLY

8.6 Bruce Eastick North Para Flood Mitigation Dam - Repairs

GB21/10 Bruce Eastick North Para Flood Mitigation Dam - Repairs
Moved: Mr A Curtis
Seconded: Cr P Koch

That the GRFMA:
1. Accepts the offer of services from LGA Procurement, at cost $4,000 ex GST, to undertake full management of the Tender and Contract management process for Bruce Eastick North Para Flood Mitigation Dam – Repairs;
2. Requests the Tender scope to:
   a. separately identify which items of repair will be undertaken by the GRFMA and what other repairs might be undertaken with available resources.
b. advise that the GRFMA will consider merits of any alternate designs for facilitating repairs.
3. Notes LGA Procurement will facilitate subsequent Tender Evaluation & Recommendation report/s for GRFMA consideration; and
4. Considers likely repair costs, should a successful tender be determined, in the 2021/2022 GRFMA budget estimates considerations.

CARRIED UNANIMOUSLY

8.7 Bruce Eastick North Para Flood Mitigation Dam – Safety Emergency Plan

GB21/11  Bruce Eastick North Para Flood Mitigation Dam – Safety Emergency Plan
Moved:  Cr M Herrmann
Seconded:  Mr J Miller

That the GRFMA receives the report.

CARRIED UNANIMOUSLY

8.8 Inquiry into the Stormwater Management Authority

GB21/12  Inquiry into the Stormwater Management Authority
Moved:  Cr M Herrmann
Seconded:  Mr G Pattinson

That the GRFMA endorses the 7/01/2021 submission provided to the Statutory Authorities Review Committee regarding the inquiry into the Stormwater Management Authority.

CARRIED UNANIMOUSLY

Members noted the current restrictive framework governing Stormwater Management and a need for broader reform to facilitate strategic flood analysis and mitigation initiatives.

9. Correspondence

Nil

10. Confidential

11:35am – the Executive Officer left the meeting.

10.1 Executive Officer Review

GB21/13  Executive Officer Review
Moved:  Cr M Herrmann
Seconded:  Cr T Keen

That:
1. Pursuant to Section 90(2) of the Local Government Act 1999, an Order is made that the public be excluded from attendance at the meeting, with the exception of:
   • Observers
In order to consider in confidence agenda item 10.1 Executive Officer Review pursuant to Section 90(3)(a)(e) of the Local Government Act 1999 on the basis that:

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

(e) matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person;

This matter is confidential because the information herein provides information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of the Executive Officer.

2. On the basis of this information, the principle that meetings of the GRFMA Board should be conducted in a place open to the public has been outweighed in this instance: the Board consider it necessary to consider this matter in confidence.

CARRIED UNANIMOUSLY

11:35am – the confidential session commenced.

10.1 Executive Officer Review

GB21/14 Executive Officer Review
Moved: Mr A Philpott
Seconded: Mr S Dilena

That the GRFMA:
1. Acknowledges the continuing effective and efficient services provided by the Executive Officer in compliance with the current Consultancy Agreement (Contract No: 1/20); and
2. Requests the Chairman to convey the above acknowledgment to the Executive Officer by letter on the Board’s behalf for the purpose of this Interim Review.

CARRIED UNANIMOUSLY

10.1 Executive Officer Review

GB21/15 Executive Officer Review
Moved: Mr S Dilena
Seconded: Cr M Herrmann

That:
1. Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the GRFMA orders that the following aspects of item 10.1 Executive Officer Interim Review be kept confidential in accordance with the GRFMA Boards reasons to deal with this item in confidence pursuant to section 90(3)(a)(e) of the Local Government Act 1999:
   • Report for Item 10.1.
   • Attachment for item 10.1.
2. This order shall operate until reviewed and determined as part of the annual review by the Authority.

CARRIED UNANIMOUSLY

11:40am – the confidential session concluded.

11:40am – the Executive Officer returned to the meeting.
11. Urgent Matters Without Notice
   Nil

12. Next Meeting
   Date and Time: Thursday 15 April 2021 at 9:45am
   Host: Adelaide Hills Council – venue to be Gumeracha

13. Closure
   The Chairperson thanked the members for their attendance and contributions and closed the meeting at 11:42am.

Chair ____________________ Date ___________
KEY OUTCOMES SUMMARY
GRFMA Board Meeting 11 February 2021

GRFMA Strategic Management Plan
The meeting requested the Executive Officer to seek quotations from interested consultants to facilitate establishment of a five-year GRFMA Strategic Management Plan (2026).

GRFMA Special Meeting - March
A GRFMA Special Meeting is to be held mid March 2021 to consider:
- Storm Water Management Plan tender submissions.
- Budget Review 2 (BR2); and
- GRFMA Business Plan 2021/2022 and Draft 2021/2022 Budget

Financial Report
The financial report as at 31 January 2021 showing a balance of $216,828.48 total funds available was received.

Bruce Eastick North Para Flood Mitigation Dam – Repairs
The meeting accepted the offer of services from LGA Procurement, to undertake full management of the Tender and Contract Management process for Bruce Eastick North Para Flood Mitigation Dam Repairs.

Inquiry into the Stormwater Management Authority
The meeting endorsed the 7/01/2021 submission provided to the Statutory Authorities Review Committee regarding the inquiry into the Stormwater Management Authority. The GRFMA Chair Mr Ian Baldwin and Executive Officer, Mr David Hitchcock will be attending on the Statutory Authorities Review Committee to speak to the submission.

Executive Officer Review
Following completion of the Executive Officer Review (Interim) the meeting acknowledged the continuing effective and efficient services provided by the Executive Officer in compliance with the current Consultancy Agreement.

Next Ordinary Board Meeting
The next Ordinary Board Meeting will be held at 9:45am on Thursday 15 April 2021 at Gumeracha.
4.5.2 CONSENSUS AGENDA – ENVIRONMENTAL SERVICES REPORT

4.5.2.2 TREES FOR LIFE – BUSH FOR LIFE REPORT

B1727

Trees for Life (TFL) has forwarded a copy of the ‘Bush for Life Quarterly Report (October to December 2020)’ which is attached for information.

During the quarter, significant work was undertaken at four Bush for Life sites which are located on Council land.

RECOMMENDATION:
That report items 4.5.2.2 be received.
Site Owner: The Barossa Council
BFL Coordinator: Dave Ellis
Email/Phone: davide@treesforlife.org.au / 0417 814 760

Profile

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Number of BFL sites owned</td>
<td>6</td>
</tr>
<tr>
<td>Number of site carer allocations (at end of quarter)</td>
<td>7</td>
</tr>
<tr>
<td>Staff on-ground work hours this quarter</td>
<td>14.75</td>
</tr>
<tr>
<td>Volunteer on-ground work hours this quarter</td>
<td>14 (group activities) + estimated 63 (unsupervised)</td>
</tr>
<tr>
<td>Carer movements this quarter</td>
<td>0 new carers and 1 retirement</td>
</tr>
</tbody>
</table>

BR006 Altmann Road remnant vegetation
Dog Rose at BR006 Altmann Road
Calytrix in flower at BR006 Altmann Road
Brunonia in flower at BR006 Altmann Rd
Comments:
During October, our Regional Coordinator for the Barossa Council region met with one of the passionate volunteers at the BR007 Magnolia Road Bush for Life site in Tanunda. Targets for the day were Freesias, Scabious, Perennial Veldt Grass and a Flinders Ranges Wattle. The volunteer showed her intimate knowledge of the locations of various plants on the site and was able to locate a number of spider orchids hidden beneath dense annual and perennial weedy grass species. This highlighted the value of local knowledge and also the importance of completing thorough searches of vegetation that may appear to just be a pile of weeds before completing on-ground works.

In November, the Regional Coordinator treated Salvation Jane, Dog Rose, Gorse and Plantain at the BR006 Altmann Road Bush for Life site near Cromer. This site is in the best ecological condition of all of the Barossa Bush for Life sites and appears to be holding its own against most weed species. At the time of the site visit, large numbers of Monadenia had already set seed. Monadenia will become one of the priority weeds to be managed in the winter and spring of 2021.

Monadenia was also found to be prevalent at the BR009 Gottwald Road Bush for Life site near Williamstown. However, the main focuses of the Mini-Bush Action Team (mini-BAT) day at Gottwald Road were small Olives, Boneseed and Dog Rose. During 2021, it is anticipated that a dedicated event will be organised to treat the larger Olives and Buckthorn that remain deep within the site.

Just before the end of the year, our Regional Coordinator organised a mini-BAT at the BR008 Mount Road Bush for Life site near Mount Crawford and was pleased to be able to meet both of the site carers and have additional support from volunteers who ventured out from the city. Dog Rose was the main target with all individuals that were visible being cut and swabbed. Although BR008 Mount Road is a small site, there are some good patches of Kangaroo Grass that appear to be increasing in size.

We look forward to again working closely with the Barossa Council, our dedicated site carers and our volunteers in 2021 to improve the condition of the important remaining remnant vegetation in the region.

<table>
<thead>
<tr>
<th>Date</th>
<th>Sitecode</th>
<th>Site Name</th>
<th>Activity</th>
<th>OGW time (hrs)</th>
<th>Number of volunteers</th>
<th>Total hours (staff + vols)</th>
<th>Main weeds/tasks</th>
</tr>
</thead>
<tbody>
<tr>
<td>20/10/2020</td>
<td>BR007</td>
<td>MAGNOLIA RD RESERVE</td>
<td>MiniBAT</td>
<td>3</td>
<td>1</td>
<td>6</td>
<td>Freesia, Scabious, annual grasses, Flinders Ranges Wattle</td>
</tr>
<tr>
<td>26/11/2020</td>
<td>BR006</td>
<td>ALTMANN RD</td>
<td>MiniBAT</td>
<td>4</td>
<td>0</td>
<td>4</td>
<td>Hazard assessment, Dog Rose, Gorse, Plantain, Salvation Jane</td>
</tr>
<tr>
<td>10/12/2020</td>
<td>BR009</td>
<td>GOTTWALD RD</td>
<td>MiniBAT</td>
<td>4</td>
<td>0</td>
<td>4</td>
<td>Site hazard assessment, Olive, Plantain, Boneseed, Buckthorn, Dog Rose,</td>
</tr>
<tr>
<td>17/12/2020</td>
<td>BR008</td>
<td>MOUNT RD</td>
<td>MiniBAT</td>
<td>3.75</td>
<td>3</td>
<td>15</td>
<td>Site hazard assessment, Dog Rose, Blackberry, St John's Wort, Pentaschistis, Plantain</td>
</tr>
</tbody>
</table>

On-ground Works Summary

<p>| | | | | | | | |</p>
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<tbody>
<tr>
<td># BATs</td>
<td>0</td>
<td># Support visits</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># MiniBATs</td>
<td>4</td>
<td>Total hours OGW</td>
<td>91.75</td>
<td></td>
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</table>
COUNCIL

DEVELOPMENT AND ENVIRONMENTAL SERVICES

ENVIRONMENTAL SERVICES REPORT

16 MARCH 2021

4.5.2  CONSENSUS AGENDA – ENVIRONMENTAL SERVICES REPORT

4.5.2.3 SOUTH PARA BIODIVERSITY PROJECT INC.

B9070

Minutes of the South Para Biodiversity Project Inc. Committee Meeting held 12 February 2021 is attached for information.

RECOMMENDATION:
That report items 4.5.2.3 be received.
**Meeting Time and Date:** 12 February 2021. 9:30am  
**Meeting Venue:** FSA Office Warren Road, Mt Crawford  
**Attendees:** Steven Brooks, Jackie Crampton, Jo Park, Will Hannaford, Monica Seiler, Tammy Leggett, Brooke Kerin  
**Apologies:** Kim Thompson, Veronica Clayton, Kevin Lintern, Tom Brookman, Dragos Moise, Stephen Clayton, Helen Rapp Bourne, Phil Gillett, Amanda Pearce, Patsy Johnson, Steve Taylor, Aislinn McAleer, Bruce Gotch, Hamish Jack, Damian Stam.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Welcome and introductions</strong></td>
<td>Will Hannaford &amp; Monica Seiler</td>
</tr>
<tr>
<td><strong>1.1</strong></td>
<td><strong>Confirmation of previous meeting minutes</strong> - Accepted</td>
</tr>
</tbody>
</table>

### ACTIONS ARISING:

<table>
<thead>
<tr>
<th>Action Brief</th>
<th>Meeting</th>
<th>Responsible</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Send through to members of the South Para Community group the survey to be sent out to collate community member feedback H&amp;F planning.</td>
<td></td>
<td>Tom B</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Group members to communicate Ornithogalum concerns to Susan Ivory and relevant Landscape officers.</td>
<td>Nov</td>
<td>All</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Newspaper article to inform public of group and invite new members to the group.</td>
<td>Nov</td>
<td>Patsy</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Send survey re CAP plan</td>
<td>Nov</td>
<td>Steve B</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Invite The Department of Infrastructure and Transport (DIT) member Catherine Gray – To discuss plans of roadside control in the area. Good opportunity to introduce herself and inform group.</td>
<td>Nov</td>
<td>Steve T</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Invite Matt Land – state trails officer to a future meeting.</td>
<td>Dec</td>
<td>Aislinn</td>
<td>Ongoing</td>
</tr>
<tr>
<td>CNG fact sheet from Monica Seiler to circulate to group</td>
<td>Dec</td>
<td>Jo</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Circulate - Celebrating Red Gums information.</td>
<td>Dec</td>
<td>Steve T</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Circulate previous criteria for grass roots grants</td>
<td></td>
<td>Will H</td>
<td>Complete</td>
</tr>
<tr>
<td>(SB) to circulate CAP summary document to group members.</td>
<td></td>
<td></td>
<td>Complete</td>
</tr>
<tr>
<td>Task Description</td>
<td>Status</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>(BK) Minutes to be sent to relevant GA and HF Landscape officers being Monica and Will and will have a link to the group and address any issues and provide feedback by written summary to the group members.</td>
<td>Complete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(BK) to add Steve Clayton to the mailing list - invite to the next meeting</td>
<td>Complete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(ST) to invite Amanda Pearce to the next meeting.</td>
<td>Complete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(TB) to generate SPBP Inc. Map of Council / LSA boundary layers to circulate to members.</td>
<td>Complete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>All – project ideas and bring to next meeting on Dec 11</td>
<td>Complete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(BK) Add agenda item - project ideas to be discussed at next meeting</td>
<td>Complete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(JC) to provide map to group – reservoir SA web site</td>
<td>Complete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(BK) to invite Liz Ninnes to present on N&amp;Y Landscape Board CAP process.</td>
<td>Complete</td>
<td></td>
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</table>

1.3 **Chairpersons Report:**
The Chair attended CAP planning and will circulate information when available for public comment.

- The data from the workshops will be used to feedback into the Northern and Yorke Regional Plan
- It is envisaged that the Lower Mid North CAP will be finalised once the Regional Plan is completed

1.4 **Treasurer’s Report:**
- No change

2 **Green Adelaide and Hills & Fleurieu**

**Green Adelaide presentation** – Monica Seiler

- Only officer for the whole of GA region. Discussions regarding securing more landscape officers in the future, but this is unknown at present. Additional GA staff - NRM Education and coastal team.
- Assisting with GA 5 Year plan. 7 priorities feeding into this plan. Has an urban focus.
- Need to highlight still lots of biodiversity and regional landscapes in GA and pest and weeds/compliance issues not fully understood.
- Monica – assigned as contact officer for Dry Creek Grass roots grant project.
- New board, new staff to deliver business with work force /project planning underway.
**Hills & Fleurieu Landscape presentation:** – Will Hannaford

**Plant & Animal Control**

- 20/21 Roadside weed control - Cash contributions from Adelaide Hills Council
- FSA joint Cape tulip control with NRM previously – FSA has funded all this year.
- H&F applying for grant money for pest plant control which may be channelled towards roadsides weed programs in the future. Through avenues such as the priority landscape fund, economic development grant, drought assistance funds.
- Will spending majority of his time on rabbit issues at present.

H&F Board priorities now set – Biodiversity, water, land, community & climate change. Encouraged by the direction of the Board.

- Land Management Program – grass root grants the new funding scheme and weighted towards Groups not individual landholders.
- Grass roots grants – no projects in AHC this round. Kersbrook stone reserve did put in an application (now a conservation reserve) council reserve an old quarry.
- Competitive therefore applications need to target threatened species/associations/lots of stake holders and community

**Projects in the H&F area**

- wildlife for wine
- Regen AG project – sustainability into grazing properties and links to climate change.
- Bush fire areas – Grant for fire Zone.
- Water Affecting Activities
- Clustering as part of the criteria around Parks. No formal groups as such more individual landholder clusters

<table>
<thead>
<tr>
<th>3</th>
<th><strong>Project Endorsement</strong> - Private land manager awards</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Committee to investigate</td>
</tr>
</tbody>
</table>

| 4 | **Project Planning** - Discussion on endorsed projects and assign responsible committee member to commence works – incomplete |
|   | Committee discussed their future role and the value of information sharing amongst community groups (LSA, NPW, FSA SAW, LGA & NGO’s). Group discussed ownership of community projects and applying for grants. |
|   | Contractor issue/impacted by LSA – maybe get other local contractors to be involved in the group supporting contractors to apply for grants. |
|   | Work on roadside plan for the grass roots grants to raise committee profile |
• Need to define role of the group going forward – what is the purpose of committee
• Possible projects
  o Council reserves with bush for life sites and Kersbrook Landcare groups
  o Biodiversity hotspots.
  o Corporate funding opportunities eg NAB

Note:
City of Playford mindful of working on council public land, LGA not in a position to engage with individual landholders however they can support applications.

• Can funds be used by groups to fund a project officer for on ground works?

Grass roots grants
The committee needs to identify key aspects to focus on with each member to take ownership and feed in how it relates - private property or public lands.

• Group to develop grant proposal for next round of funding
• Prioritise on council parcels
  • Buffering properties on private lands to write up a collaborative large scale project – as a council justification.
• Relate to AHC – biodiversity strategy
• Roadside and council reserves
• Potential grass root grant release around May 2021
• Committee members can educate and raise awareness

Note:
Committee needs to drive the process to submit grant applications

5. Committee Update

City of Playford

Jo Parks
• Roadside control 3-6 months Monadenia (*Disa bracteata*) control on Karwin and Bassnet Rd.
• RMS #20 grass cutting and rice millet control. Fire scar areas. ENV weed control. Glenburnie Rd.
• ID roadside woody weed control along Barker Roads and surrounds.

Monica Seiler
• Olive control along Gawler – OTH Road. Feb – March control to take place last of major stands.
• Community representative raised concerns re Olive infestations on private property in the South Para area. Could coordinate a community awareness program while roadside olive control being done.
• Monica could send letters to adjacent landholders along Gawler /OTH roads about pest Olive control
while South Para group could put article in One Tree Hill Grapevine. This could be supported with GA good news story about success of roadside olive control to give space for the gum trees.

- Option for committee to apply for a grant project – Olives on private property and NPWS Glenburnie Rd property.

**Action:**
Steve Taylor to collate a media article regarding above issues. Publish free articles for community groups eg the grapevine

**Adelaide Hills Council**

Biodiversity advisory group member tenure expired– advertised application. Criteria knowledge of Biodiversity, live or work in AHC area.

- Sarah Gordon new land care officer.
- Post fire near Scott creek RMS sites affected. Funds available to support these sites.
- Sec 221 – application for modification of road reserve – request through FSA Cudlee Creek– in planning/civil dep at council. Car parking arrangement at croft RD (mountain bike area) widening fire breaks post fire for two way access application with NVC.

**FSA**

Grazing pressure management

- Goat control was a success this week (Cudlee Creek - 108 goats)
- Volunteer - feral deer control program w NPW Mike Young
- Kangaroo contractor, Paul Perry – 4 months working at FSA - 200 kangaroos in that time. Restricted to areas w less public access. Initially works adjacent to private properties the contractor has worked on previously.

Pest plants

- FSA ongoing work along Warren Rd – DIT funding administered through N&Y Landscape Board Warren & Cricks Mill Road control.
- Urbrae Tafe use FSA sites for physical weed control for HORT/CLM students. Could undertake control along Mount Road (Barossa Council) NPW (Tammy) Para Wirra always has weed control
- Students will undertake 3 or 4 days this year to learn different treatment methods for weed control

**NPWS**

Fire program

- Controlled burn planning - large burn in Para Wirra (PW) Pest plants
- Funds available to undertake weed control.

**Works**
Cromer – Crown land – pulling fences

Staff

New Park Ranger – Farrin Miller, based at PW.

Grazing pressure management

- Approved shooting of deer in PW – Wednesday nights throughout year minus school holidays and park is shut these nights. Focus on misery farm/goldfield/ Mack creek /Glenburnie.
- Kangaroo grazing program to start in March shoot for a week each month for a few months at PW, Kaiserstuhl and Cromer.
- Sandy Creek issue as no management plan in place.

FSA letters were sent to landholders regarding felling – landholders have asked about burning of crown land at Cromer conservation park. Tammy uncertain about any plans.

Community Representatives

- Olive Issue in the South Para Valley particularly between Para Wirra and Gawler.
- The change from low fuel grassland to highly flammable olive foliage is creating a hazard which will take CFS and the public by surprise on a bad fire day, not to mention the ecological disaster that comes with dense olive infestation.

Note:
Questions for Green Adelaide and Landscape Boards - Have you as an agency recognised this hazard, what strategies have you got to deal with this landscape scale threat, are you talking with Councils and CFS to plan for mitigation and for dealing with elevated fire threat? How are you planning to inform and involve the public?

Green Adelaide provided response to questions above – Targeted letters to landholders, potential media awareness and roadside weed control undertaken.

6. Other Business

Next Meeting: Friday 23 April
Para Wirra Conservation Park Resource Centre 443 humbug scrub road, Yattalunga at 10:00am.

Meeting Close: 11:40pm
At its meeting held 16 June 2020, Council resolved to write to local State and Federal Members of Parliament, expressing Council’s support for State and Federal Government investment in jobs-rich conservation and land management stimulus package as part of the economic response to COVID-19.

Advice was received from the Hon Steven Marshall MP, outlining available Heritage Agreement Grant Funding opportunities for properties covered by a Native Vegetation Heritage Agreement, and subsequent applications were lodged for three Council owned properties (Altona CSR Landcare Reserve, Tanunda Woodlands and the Jutland Water Reserve).

Council’s Senior Environmental Officer (SEO) has received confirmation of the successful application ‘Reducing threats in Altona CSR Landcare Reserve’ (the confirmation letter is included as Attachment One). Unfortunately, the other two applications were unsuccessful.

The Grant funds will be used to control weeds, update spatial data of weeds and threatened plants which will be included in the Management Plan. In addition, Council will undertake feral animal control.

Council’s in-kind commitment will be drawn from the annual budget contribution for the management of the Altona CSR Landcare Reserve, overseen by the Williamstown, Lyndoch Landcare Group, and time for Council’s Senior Environmental Officer to contribute to the updating of the Plan.

**RECOMMENDATION:**
That report items 4.5.2.4 be received.
Dear Mrs Thompson

Thank you for your application for a Small Grant as part of the Revitalising Private Conservation in South Australia Program.

In November 2019, the Marshall Liberal government announced its multi-million-dollar commitment to expanding funding for holders of native vegetation Heritage Agreements. These agreements support the back-to-basics approach of this government’s reform of natural resources management, which will deliver improved environmental and economic outcomes in partnership with local communities.

I was pleased to learn that the program has been extremely popular, and that we received an overwhelming number of applications. This goes to show how many people there are that are dedicated to protecting South Australia’s bushland, now and for the future.

I am pleased to advise that your application for ‘Reducing threats in Altona CSR Landcare Reserve’ has been approved, to the value of $7,500 (GST exclusive). The grant is to fund the activities detailed in your application, in conjunction with the in-kind contributions documented in your application. A Grant Agreement formally offering you the grant funds will be sent to you shortly by email. Please note that if you need to amend any of the activities since submitting your application, please contact the Nature Foundation immediately by telephone: 0436 431 660 or email: rcsa@nfra.org.au.

I trust that this funding will assist you with management and conservation of South Australia’s bushland, and I look forward to learning of the positive outcomes of your project.

Yours sincerely

DAVID SPEIRS MP
Minister for Environment and Water

Date: 10|02|2021

cc: rcsa@nfra.org.au
4.5.2 CONSENSUS AGENDA – ENVIRONMENTAL SERVICES REPORT

4.5.2.5 WILLIAMSTOWN, LYNDOCH LANDCARE GROUP INC.
B2791, 20/20980
Minutes of the Williamstown, Lyndoch Landcare Group Inc. meeting held 24 February 2021, are attached for information.

RECOMMENDATION:
That report items 4.5.2.5 be received.
Purpose  General Meeting
Prepared by  Tina Woods  Phone No.  0421 616 444
Location  244 Altona Road, Altona, SA  Date/Time  24 February 2021, 7.45pm – 8.40 pm
(Late minute change due to keys to Council Rooms unavailable on the night)
Attendees  Elke Wiese (Chair)  Joerg Wiese
Don Wegner  Tina Woods
Shirley Wegner  Tracy Sinclair
Mick Kobryn  Terry Peacock
Distribution  All current & life members and Chris Kruger (Executive Assistant, Development and Environmental Services, The Barossa Council)
File  20210224_GeneralMeetingMinutes.docx

<table>
<thead>
<tr>
<th>Item</th>
<th>Action by</th>
<th>Date Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Meeting Opened 7.45pm.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Apologies – Brian and Margaret Teskey, Angus Atkinson</td>
<td></td>
</tr>
</tbody>
</table>
| 3  | Minutes of previous Meeting held 24 November 2020 – Accepted  
Moved by Terry Peacock, seconded by Tracy Sinclair – Carried. | |
| 4  | Business Arising last meeting:  
Actions now closed:  
No actions had been closed from previous minutes. | |
|  | Actions still open: | |
|  | ACTION: Follow up with Friends of Para Wirra Conservation Park for possible joint Working Bee. Tracy Sinclair and Angus Atkinson to visit Friends of Para Wirra Conservation Park.  
T. Sinclair/ A Atkinson May 21 | |
|  | ACTION: Seed Collection List- Brian Green to prepare a list of target plants for seed collection and the appropriate time of year for collection so this can be incorporated into the relevant working bees.  
B Green Mar 21 | |
|  | Update: Tina Woods to follow up with Brian Green regarding closing out this action | |
|  | ACTION: Social Campout at the Science Camp in Brookfield Conservation Park.  
Update: Terry Peacock advised that early May was not a suitable time to visit due to sporting shooters and a couple of other science groups already visiting the park. Terry will see if the long weekend in June (Sat 12 – Mon 14 June) is available otherwise the weekend after.  
T Peacock Mar 21 | |
|  | ACTION: Birds SA Recent Bird Survey – Obtain a copy of the bird list arising from the recent BirdsSA field visit (can be downloaded from the Website).  
T Sinclair Mar 21 | |
**ACTION:** Photos from Photo Points – Recomence the taking of regular photos from the photo points. Suggest alternative points if needed.

**Update:** Tracy Sinclair /Tina Woods will re-establish the taking of the photos from the Photo Points, as Diana Dancer has not reached out to close out this action. In a Thursday working bee in March, a walk around will be conducted to locate all points, re-establish them if need be and determine if new ones are required.

<table>
<thead>
<tr>
<th>ACTION: Yearly Council Tour</th>
<th>Angus to follow up with Council.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Update:</td>
<td>This is probably best left until Autumn/Winter when weather not so hot.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ACTION: Saturday Working Bees</th>
<th>Advertise the agreed dates of Saturday 1st May, 26 June and 24 July 2021 in the next edition of The Grapevine.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Update:</td>
<td>Tracy Sinclair to check with Diana Dancer what action, if any, has been undertaken.</td>
</tr>
</tbody>
</table>

**New Actions from Business Arising this meeting:**

<table>
<thead>
<tr>
<th>ACTION: Council Rooms Notice Board</th>
<th>Check if notice board now available in Council rooms so that Landcare content can be displayed.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>ACTION: Replacement of Stolen Signage</th>
<th>Obtain a quote from original supplier for replacement of the signage stolen.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>ACTION: Media Event 1 March</th>
<th>Email to all members advising of media event at the Reserve to encourage as many members as possible to attend.</th>
</tr>
</thead>
</table>

It was noted during meeting that Jorge, Elke, Terry, Don, Shirley and Mick would be attending

<table>
<thead>
<tr>
<th>ACTION: Annual Inspection Report</th>
<th>Follow up with Kim Thompson re outcome of annual inspection received in February</th>
</tr>
</thead>
</table>

**Correspondence:**

In:

- **23 Feb 21, Barossa Council, Kim Thompson** – Stephan Knoll visit to Altona Reserve on 1 March 2021
- **15 Feb 21, Barossa Council, Kim Thompson** – Annual Inspection report. Key items noted:
  - Reserve is looking great, Well done to all volunteers for their invaluable contributions to this special place.
  - Regular checks of the boundary fence required
  - An additional warning sign should be installed on the fence adjacent the cliff face on Loop 1 track (north of the seat) looking back towards the track
  - Several Olives growing on the fence line which may impact the boundary fence if left
  - Potential erosion by boundary fence on Loop 3 suggested possible installation of structures to channel the water
  - Questions raised re:
    - Classifying (grading) trails to Australian Walking Track Grading System
    - Any communications with Roclas regarding the weeds on the North Para
• Disabled/Wheelchair and/or pram access via the gate

- 15 Dec 21, Barossa Council, Kim Thompson – Advice “Reducing threats in Altona CSR Landcare Reserve” Heritage Agreement grant was successful
- 16 Dec 20 - Northern and Yorke Landscape Board, Liz Ninnes – Advice on Bite Size Grants now open
- 1 Dec 20 / 14 Dec 20 Barossa Council, Callie Cockshell – Update on COVID-19 restrictions, attaching a new COVID Safe Plan for the Lyndoch Library Meeting Room (attached) – QR Codes will now be displayed
- 20 Dec 20 – Environmental Weed Control & Revegetation, Amanda Pearce – Reporting / Monitoring Report
- Dec 20 – Christmas Card, Judy & Kim Knight with seasonal greetings to the group.
- Various – Friends of Parks SA – Weekly Newsletters, AGM, other misc correspondence
- Various – Landscape SA Northern and Yorke Yakka News – Monthly Newsletter for November, December

Out:

- 10 Dec 20 – Barossa Council, Kim Thompson Advising signage vandalism, and asking advice re appropriate channel to make Police Report (NB. Still awaiting on advice)

NOTE: For those members that wish to be forwarded the newsletters/information from Friends of Parks SA or the Yakka News please inform the Secretary, Tina Woods.

7 Chair Report:

• Nothing to report

8 Treasurers Report – as presented by Joerg Wiese:

Moved by Tracy Sinclair, seconded by Don Wegner – Carried.

- Monthly Income & Expenditure – since last General Meeting

<table>
<thead>
<tr>
<th></th>
<th>NOV 20</th>
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<tbody>
<tr>
<td>Balance Brought Forward</td>
<td>$11,606.91</td>
<td></td>
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<tr>
<td>Income</td>
<td>$0.47</td>
<td></td>
</tr>
<tr>
<td>Expenses</td>
<td>nil</td>
<td></td>
</tr>
<tr>
<td>End Month Balance</td>
<td>$11,607.38</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th></th>
<th>DEC 20</th>
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</thead>
<tbody>
<tr>
<td>Balance Brought Forward</td>
<td>$11,607.38</td>
<td></td>
</tr>
<tr>
<td>Income</td>
<td>$30.50</td>
<td></td>
</tr>
<tr>
<td>Expenses</td>
<td>$4,420.35</td>
<td></td>
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</tbody>
</table>
### Account Balances – since last General Meeting

<table>
<thead>
<tr>
<th>Date</th>
<th>Administration</th>
<th>Credit Union Share</th>
<th>Project No.2 (Altona)</th>
<th>Total End Month Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NOV 20</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>$1,621.08</td>
<td>Credit Union Share</td>
<td>$2.00</td>
<td>Project No.2 (Altona)</td>
</tr>
<tr>
<td><strong>DEC 20</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>$1,651.58</td>
<td>Credit Union Share</td>
<td>$2.00</td>
<td>Project No.2 (Altona)</td>
</tr>
<tr>
<td><strong>JAN 21</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>$1,652.00</td>
<td>Credit Union Share</td>
<td>$2.00</td>
<td>Project No.2 (Altona)</td>
</tr>
</tbody>
</table>

Shirley advised that there was $264.65 in Petty cash with most arising from donations in the collection tin at the container.

**Publicity:**

- **2021 Reminders:**
  - Publish the Saturday Working Bees on Saturday 1st May, 26 June and 24 July 2021 in The Grapevine and Facebook closer to the time.
  - Find a newsworthy article about an event or happening in 2021 for The Leader and/or The Bunyip.
• **Lyndoch Grapevine** – Tribute article regarding Eric Walton’s passing

### General Business:

• **New Signage & vandalism.** It was noted that there appeared to be signs of other vandalism i.e. broken branches up along the entrance road (photos provided by Maria during walk in Dec)

### Things of Note for Future Meetings:

• **New Year Dinner** – It was decided for 2021 to wait until mid-year to have a social Dinner or possibly lunch when Angus would be available to attended – suggested timing June/July.

### Next Meeting

- **Wednesday 31 March 2021, 7.30pm Council Rooms, 29 Barossa Valley Way, Lyndoch, SA.** NOTE this is 1 week later than normal due to unavailability of committee members. Decided if members wanted to meet at the Lyndoch Hotel at 6pm for dinner before meeting.

### Meeting Closed

- 8.30pm.
4.5.2 CONSENSUS AGENDA – ENVIRONMENTAL SERVICES REPORT

4.5.2.6 NORTHERN AND YORKE LANDSCAPE BOARD DISTRICT REPORTS – LOWER MID NORTH AND VALLEYS AND PLAINS

B11623

Correspondence has been received from the Northern and Yorke Landscape Board, providing a report detailing landscape levy funded work conducted by Northern and Yorke Landscape Board staff in The Barossa Council area.

The Northern and Yorke Landscapes Board Regional Operations Report for Quarter Two (1 October – 31 December 2020) is attached for information.

RECOMMENDATION:
That the report items 4.5.2.6 be received.
Dear Councillors, Mayors and Chief Executives

RE: NORTHERN AND YORKE LANDSCAPE BOARD DISTRICT REPORTS  
Lower Mid North and Valleys and Plains

I am pleased to be able to present to you the progress report for the quarter ending December 2020.

This report is aimed at providing the Barossa Council with a better understanding as to the range of landscape levy funded work that is being carried out by staff from the Northern and Yorke Landscape Board in your local government area on behalf of your ratepayers.

As you can see this work runs across a number of important programs including pest animal and plant control, water management, community engagement and sustainable agriculture. This report also contains work that is being conducted as a result of federally funded projects as well as through the parks system, all of which are important in applying a landscape scale approach to managing environmental issues.

Importantly the report also captures the significant amount of work we do in partnership with local landholders and the community as well as collaborative work with many stakeholder groups.

If you require further information regarding the works undertaken, please contact Landscape Operations Manager, Terry Boyce on 0467 725 630.

Sincerely

General Manager  
Northern and Yorke Landscape Board
## Board Priority: Pest Plant & Animal Control

### 1. Strategic Roadside Weed Control Project:
- **NY Landscape Board Funded**
- **DIT funding for state & national Hwy's**

**Strategic Roadside Weed Control Project:**
Developed to support local government, communities and stakeholders to deliver a targeted, planned and co-ordinated approach to Roadside Weed Control across the region.

- Roadside plans signed off for Gawler, Barossa, Light and Adelaide Plains Councils.
- Contractors site inducted and safety plans assessed for procurement of summer weeds as per signed off roadside plans.
- Work plans drafted. Consultation with Goyder, Wakefield, Northern Areas, Clare & Gilbert Valley planned. Budget allocations and peer reviews of draft/completed plans scheduled in January.

This project also includes funding negotiated and sourced from DIT for weed control on State and National highways.

### 2. Biocontrol Project:
- **NY Landscape Board Funded**

- Salvation Jane (*Echium plantagineum*) is a declared plant for movement and sale in the Northern and Yorke region. While a number of biocontrol’s have been released and have successfully worked to control Salvation Jane – three years of lower rainfall seasons have reduced biocontrol numbers.
  - Staff have set up two nursery sites to monitor and harvest biocontrol's in future years.
  - Produced a video demonstration on Facebook on how to check their properties for biocontrol agents.

- The Opuntioid cacti are also declared plants in the Northern and Yorke region (except *Opuntia ficus-indica*).
  - Staff have been actively distributing the biocontrol cochineal to landholders in the Gawler and Barossa areas.
3. **Landholder Advice**  
(technical advice of control methods/options)

**Landholder Enquiries**  
A total of 153 enquiries for technical and other advice were logged by staff across the Mid North and Valleys and Plains district. The main categories for advice included:
- Declared Animals 25, Weeds 51, Land Management 7, Native Vegetation 9, Native Animals 13, Grants 6, DEW 31, Other 11

**Water Hyacinth**  
- A member of the public alerted the Board that Water Hyacinth was being offered for sale online in the Gawler area. Although staff were able to record some contact details for the seller before the advert was taken down they were unable to make contact. PIRSA Biosecurity was notified and targeted alerts by the Board through available media platforms were instigated. Water Hyacinth is a WONS weed.

**Rabbits**  
- District rabbit numbers are extremely high particularly in and around urban areas with sandy soils and staff continue to receive a high number of call regarding management and control. One property at Sandy Creek cleared large amounts of rubbish/harbor only to uncover extensive rabbit burrows underneath – that then required the assistance of a backhoe to collapse.

**Wild dogs**  
- Reports of wild dog attacks at Port Gawler was investigated and determined as domestic dogs, most likely escaped guard dogs.

**Artichokes**  
- Follow up control continues. A media release on late control before seeding and a video on controlling artichokes in watercourse was produced.

4. **Declared Plant Management**  
(linked to District Weed Action Plans)

**Planning**  
- Weed prioritisation and planning have been undertaken in the LMN, ready for internal peer review early 2021.

**Boneseed**  
- Control and mapping completed at the two LMN populations including, 127ha at the Sevenhill block and 15ha at the Policeman’s Paddock block, Clare (Pictured)
- 27 Letters sent to landholders surrounding Sevenhill, with nil reports of boneseed found outside of the current known range
- Staff assisted in Policeman’s Paddock block (Clare) - NPWS prescribed burn.

**Calumba Daisy**  
- Mapping of outlier populations of Calumba daisy completed around Mallala to assist in a proactive roadside weed control and voluntary compliance program next season.
### Summer Weeds
- Advice letters sent for weeds including Caltrop, Innocent weed and Blackberry to landholders unable to be contacted by telephone.

### Wild Artichoke
- LMN staff worked with the Northern Areas Council to complete the final control works of artichoke in the Belalie Creek running through the township of Jamestown.

### Permit to Move Declared Plant
- NY worked with PIRSA Biosecurity to provide a permit to move declared plants to the Port Wakefield to Port Augusta (PW2PA) Alliance who are overseeing the construction of the new intersection replacing crash corner at Port Wakefield.

### Incursion Response
- A single Buffel Grass was found on the roadside in Auburn, with the closest known population 32 km away (pictured).

#### 5. Communities Combating Pests and Weed Impacts During Drought Program – Biosecurity Management of Pests and Weeds (Federal Funded)

The final report has been completed for the grant awarded to the Light and Wakefield regional councils by the federal government to assist the community with pest plant and animal control during drought conditions for the 2019/2020 financial year. Two NY staff were part of the steering committee that achieved:

**Weed Control**
- General control of Boneseed, Fleabane, Dog Rose & Caltrop
- 70 kms of roadside cleared of Silver Leaf Nightshade
- 30 kms of roadside cleared of African Boxthorn
- 5 kms of roadside cleared of Fountain Grass
- 2km of roadside cleared of a thick infestation of Olives, with additional 15km of light infestations of Olives
- 60 kms of creeks cleared of Wild Artichoke
- Rebate for pest plant control given to landowners through an application process, assisting 22 landowners for summer weed control and 28 for winter weed control.

**Pest Animal Control**
- 5,430 discounted fox baits distributed to 62 landowners.

**Equipment**
- Purchase of two boxthorn pullers to be held by Wakefield and Light regional council.

#### 6. Clare Golf Course Rabbit Program (Board Funded)

A Management Plan has been written and implemented to control rabbits using an integrated approach that is suitable for the small-acre semi-urban environment. This plan will engage 70 landholders across 66ha and has been designed with the following aims;
- To protect natural environments from the loss of biodiversity caused by rabbits
- Protect the estate sites and infrastructure from structural damage from rabbit warrens
- To significantly reduce the distribution and density of the rabbit population
- Achieve long-term rabbit control by educating and informing landowners on practices that will reduce the risk of rabbit re-establishment
- Monitoring the population and impacts by achieving community adoption of the rabbit scan program.

<table>
<thead>
<tr>
<th>Board Priority: Sustainable Agriculture</th>
</tr>
</thead>
</table>
| **1. Wildlife for Wine (Barossa & Clare) Project:** NY Landscape Board Funded | **Planning and development of the launch of the Clare Wildlife for Wine Project with a launch/ publicity event on the 28 January 2021**  
- Delivery will be scaled to three properties initially while awaiting the outcomes of a Smart Farmers Grant application  
Activities this year have included:  
- Five properties surveyed for micro bats  
- Vegetation surveys of five properties  
- Draft Biodiversity Action Plans for five properties |
| **2. Work Experience Student** | **NY hosted a year 10 work experience student (with an interest in sustainable and regenerative agriculture) for two days. The student met with staff and visited Mt Rufus Farm, an 800 acre organic farm near Mintaro.** |
| **3. Drones in Agriculture** | **NY staff and the GM attended a drone use in agriculture workshop organised by WSB distributes Clare, where aerial application of herbicide, fungicide and seed was displayed (pictured).**  
- NY have established a working group to investigate UAV use in natural resource management, reporting, compliance and engagement. |
4. Erosion Fieldwork
- Staff members drove PIRSA Soil consultant Giles Forward across the northern part of the district for two days in mid-spring, as part of PIRSA annual soil erosion risk project.

5. Deer Farm Management
- Thirty five deer keepers have been notified of the Boards intention to carry out inspections as part of PIRSA’s new regulations for farmed deer adopted in July 2020. The inspections are planned for February 2021 with staff working with landowners to achieve fencing and tagging regulations.
- Two inspections have been completed in this quarter.

<table>
<thead>
<tr>
<th>Board Priority: Water Management</th>
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<tbody>
<tr>
<td><strong>1. Water Affecting Activity Permit</strong></td>
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<tr>
<td>- Field inspection of a WAA permit to ensure works progressing as per permit conditions.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Update:</th>
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<tbody>
<tr>
<td>- Procurement - Direct negotiations with Greening Australia to undertake revegetation works complete</td>
</tr>
<tr>
<td>- Plant propagation of 2750 tube stock by Greening Australia utilizing the NY Landscape Board seed bank</td>
</tr>
<tr>
<td>- Site plans have been generated and will be sent out to landholders for review</td>
</tr>
<tr>
<td>- The on ground works will connect five kilometres of continuous riparian area at the head of the Wakefield Catchment. In total an area of approximately 40 Ha is to be revegetated. Fencing off a section of the riparian zone will also occur at one site to protect the revegetation works from stock.</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>3. Referrals</th>
</tr>
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<tbody>
<tr>
<td>Landscape Officers reviewed and provided feedback to the Native Vegetation Branch on a clearance and native vegetation offset application for a property in the Barossa Valley.</td>
</tr>
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<table>
<thead>
<tr>
<th>Board Priority: Biodiversity</th>
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<tbody>
<tr>
<td><strong>1. Burra to Kapunda Project</strong></td>
</tr>
<tr>
<td>Federally funded</td>
</tr>
<tr>
<td>Site visits were completed late 2020 – total of four sites were visited by staff with Anne Brown of Greening Australia. Management plans along with a detailed species list are currently being drafted by Anne Brown as part of the initial agreement terms.</td>
</tr>
<tr>
<td>Board Priority: Communities</td>
</tr>
<tr>
<td>----------------------------</td>
</tr>
<tr>
<td>1. Grants</td>
</tr>
<tr>
<td>• Bite Sized grants were opened in December 2020 with approximately eight enquires for information/assistance.</td>
</tr>
<tr>
<td>2. Partnerships &amp; Community Group Support</td>
</tr>
<tr>
<td>South Para Biodiversity Project Inc. Committee.</td>
</tr>
<tr>
<td>Landscape staff from Hills and Fleurieu and Green Adelaide have been invited to attend committee meetings as the footprint of this group encompasses three Landscape Boards (with the NY Landscape Board providing administrative support). Meetings were held on November 13 and December 11 2020 with the latest meeting focussing on planning and stakeholder collaboration. The group has been proactive in recruiting two new community members to compliment the group.</td>
</tr>
<tr>
<td>Community Group Support</td>
</tr>
<tr>
<td>Staff attended a planning session with Levi Creek community members to begin planning a rehabilitation program for an area of Crown Land surrounding and including the creek. The area had become problematic for illegal 4WD access and the resulting degradation. DEW is coordinating the project in partnership with the community and stakeholders.</td>
</tr>
<tr>
<td>National Parks and Wildlife Service Partnerships</td>
</tr>
<tr>
<td>• Four Landscape Officers attended a prescribed burn at Policeman’s Paddock in the Clare Valley</td>
</tr>
<tr>
<td>• Assisted with on ground deer control work in a number of mid north national parks to compliment works undertaken with the Clare Valley Deer Control Group</td>
</tr>
<tr>
<td>• Landscape Officers assisted with 1 on call day, 1 standby day for fire response</td>
</tr>
<tr>
<td>• Staff attended a DEW tool box meeting to explain to the team how to keep an eye out for Boneseed, Khaki Weed and other priority weeds in the area over spring and summer.</td>
</tr>
<tr>
<td>3. Community Action Planning</td>
</tr>
<tr>
<td>During October 2020, staff helped coordinate and attend a series of planning workshops. The sessions were held in the council districts of Barossa, Adelaide Plains, Light Regional and Town of Gawler and to inform the development of the Valleys and Plains Community Action Plan. Workshops were held in Kapunda, Mallala, Tanunda and Gawler with a total of 50 community members attending across the four workshops. Information collected included:</td>
</tr>
<tr>
<td>o Key biodiversity, soil and water assets and their health</td>
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<td>o Threats to these assets, such as pest plants and animals, and the severity of those threats</td>
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<tr>
<td>o Prioritised objectives to improve asset health and address identified threat</td>
</tr>
<tr>
<td>Further community engagement captured information from the Ngadjuri, Peramangk and Kaurna communities - with a focus on incorporating cultural perspectives and values into the plan.</td>
</tr>
</tbody>
</table>
4. Media & Communications

Regional media coordination working group

- All districts are working together on a more coordinated approach to media releases by nominating a representative from each region to meet on a quarterly basis. This is already proving to be a success with the planning and completion of many regional media releases and social media posts already. The Regional Media Coordination Group consists of Janet (YP), David (VP), Ben (LMN), and Alexia (SFUN).

Media Releases and Social Media

- Caltrop, Khaki weed and Innocent weed media release, social media post, newspaper article and ABC interview.
- Silverleaf Nightshade media release, social media post and webinar
- Watch out for Weird weeds. Media release, social media post and ABC radio interview (African Rue and Creeping Knapweed)
- Staff profiles on David, Ben and Jess
- Facebook video about checking for Salvation Jane biocontrol and radio interviews
- Media release, radio interview and face book video – Wild Artichoke
- Staff hosted a Silverleaf Nightshade Webinar with 35 landholders attending virtually - and from as far away as the Eyre Peninsula. Guest experts were Dr Hanwen Wu, Principal Research Scientist for the NSW Department of Primary Industries and Chris Butler, owner of Roseworthy Rural Supplies. They focused participants on the ecology of the plant, management strategies and control techniques and timing.
4.5.3 CONSENSUS AGENDA – HEALTH SERVICES REPORT

4.5.3.1 FOOD RECALLS
B10499

Consumer Level recalls were monitored for:

- Siena Foods Pty Ltd La Mole Sfarnatini al Sesame (Grissini Sesame)
- Prancing Pony Pty Ltd Dizzy Donkey Cloudy Apple Cider (375ml cans)
- Freckleberry Chocolate Factory ‘Kiss me Lollipop’ Chocolate Lollipop
- Nerada Tea Pty Ltd Nerada Organics Lemon and Ginger Organic Herbal Infusion tea bags
- Aldi Diplomat Lemon and Ginger Herbal Infusion 60g
- Lauria Speciality Sweets products (various) – 190g

RECOMMENDATION:
That the report item 4.5.3.1 be received.
4.5.3 CONSENSUS AGENDA – HEALTH SERVICES REPORT

4.5.3.2 FOOD PREMISES INSPECTIONS

During the month of February 2021 the following food businesses were inspected for their compliance with the Food Act 2001:

- Harvest Kitchen and Bar – Routine inspection
- Tanunda Hotel – Routine inspection
- Squid Eat – Routine Inspection
- Beans and Cream – Routine inspection
- The People vs Coffee – Routine inspection
- Kampung Kitchen – Routine inspection
- L and Ds Delights – Routine Inspection

RECOMMENDATION:
That the report items 4.5.3.2 be received.
7.1 DEBATE AGENDA - MAYOR

7.1.1 ANNUAL PERFORMANCE AND REMUNERATION REVIEW OF CHIEF EXECUTIVE OFFICER (CEO)

B11778

PURPOSE
The annual review of the Chief Executive Officer’s performance is due by the June meeting of Council. A committee is required to be appointed to coordinate the review in accordance with the Contract of Employment.

RECOMMENDATION
That Council undertakes the 2021 annual review of the Chief Executive Officer’s performance and remuneration internally (with relevant administrative support provided by the Executive and Project Support Office) utilising the current internal survey tool and reporting templates and appoints Mayor Lange, Deputy Mayor Johnstone and Councillors (up to 3) …………………., …………………., and …………………. to the Chief Executive Officer Performance Review Committee for the conduct of the 2021 process.

REPORT

Introduction
The Local Government Act 1999, along with the Chief Executive Officer’s employment contract, requires that the performance of the CEO be regularly assessed being at least annually.

Discussion
It is recommended the review commence in April this year so that it is completed by June to coincide with the anniversary date of the CEO’s contract being 4 June. The past years has seen the review not completed until late July, some six weeks after the anniversary date.

For the past seven reviews Council has elected to undertake the review process utilising internal expertise and our survey tool rather than outsourcing to a management consultant at significant cost, this has worked well. The internal process has been supported by internal resources limited to conducting and collating the survey results. Council, under the contract of employment can engage a relevant external agency to undertake the review. There are many consultants that can undertake the work if necessary and if Council elect to do so, quotes will be sought from three suppliers and consultation with the CEO, as is required by the contract.

As part of the contract of employment with the CEO the Performance Review Committee conducts the review and shall consist of the Mayor, Deputy Mayor and up to three Councillors, or, where agreed with the CEO, additional members.

The Council needs to determine if it will conduct the review internally supported by an officer or engage an independent consultant. The CEO needs to concur with the
officer or consultant so appointed. If the review is conducted through our internal process it will be supported by the Executive and Project Support Officer, Ms Harding. The annual review of the CEO’s remuneration package can be included in this process but in any case must be done within one month of the performance review. Consultation has occurred with the CEO and he is happy to have Ms Harding support the process administratively, and to conduct both the review and remuneration review process together by the Performance Review Committee.

If the internal process is selected by Council the process commences with a meeting of the committee with the internal support officer to review the survey questions, timeframes and other administrative matters. The process then proceeds in the following manner:

1. Members, direct reports to the CEO and any other officers (internal or external) agreed between the Committee and CEO undertake the survey;
2. The Committee and CEO review survey results including year to year comparisons and address any areas of material difference in performance outcomes;
3. The CEO will present to the Committee a summation of the year (to date) and suggested targets for the following year which the Committee will review and provide further input;
4. CEO will present (if remuneration also part of the Committees responsibility) to the Committee remuneration assessment for review as compared to the contract of employment, independent survey data and other considerations; and
5. The finalisation is completed with a full report to Council to review the yearly report of CEO, any other relevant documentation, remuneration assessment, targets and survey results.

As Mayor I may also provide a summary of the process and performance findings.

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**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Nil

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

Community Plan

- How We Work – Good Governance - Accountable

Legislative Requirements

Chapter 7, Part 1 Local Government Act 1999
Section 107 Local Government Act

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

Requires only internal resources if undertaking internal process. There is no budget allocation for an external review as the prior and the current Council was satisfied it could be managed appropriately with the internal process. If Council wish to engage an external provider a budget adjustment would be necessary. An estimated cost for such an external review would be in the order of $8,000 - $12,000.

**COMMUNITY CONSULTATION**

Consultation is not required under policy or legislative requirements.
7.2.1 CHIEF EXECUTIVE OFFICER - DEBATE AGENDA

7.2.1.1 COVID-19 RECOVERY PLAN AND TARIFF IMPACT UPDATE
B10833-6

**PURPOSE**
To report tables and seeks review and approval for the second version of Councils COVID-19 Recovery Plan with the inclusion of support for recent wine tariff impacts.

**RECOMMENDATION**
That Council, having reviewed and considered the current impacts of COVID-19 and tariff policy on wine exports to China approve the updated COVID-19 Recovery Plan and Tariff Impact Response V2.1 as presented at Attachment 1.

**REPORT**
Council are acutely aware of the work undertaken to date by the community and Council in support of the State and Commonwealth Government in responding to the COVID-19 risk. During this period of response a further impact on the community and its economy in the form of tariff on wine exports to China occurred. These events, whilst separate have similar impacts and has been determined to combine them into an updated plan and response document. The document is at the Attachment 1 and is version 2.1 of the COVID-19 Recovery Plan and Tariff Impact Response.

To date response and recovery to COVID-19 has been consistent with the adopted plan of May 2020. The plan was envisaged to be a flexible document that would respond to changing circumstances and need. The plan has been updated and further recommendations made in integrate response to the imposition by China of tariff’s on wine.

Specifically it is recommended that:

1. Funding to the wine industry be set aside and used to assist industry match future State or Commonwealth Grants in addressing the China tariff impacts.
2. Support BGWA with seed funding as requested, consistent with support provided to other projects and tourism.
3. Redirect funding to support the development of a long term destination marketing plan supported by Tourism Barossa, BGWA, and RDA Barossa.
4. Remove some responses that are no longer deemed necessary or have been effectively dealt with through State or Commonwealth programs and publicity.
5. Recognise the Barossa sub-regions and townships program approved by Council in October 2020.
6. Utilise funding to set aside for rebates and remissions to support industry funding support, noting only one application has been forthcoming at this time.
7. Defer future unspent grant funding for future initiatives.
The net impact on the financial position is nil as demonstrated at the Appendix on page 31 of the revised recovery plan.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**
COVID-19 Recovery Plan and Tariff Impacts Response Version 2.1

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

Community Plan

- Natural Environment and Built Heritage
- Community and Culture
- Infrastructure
- Health and Wellbeing
- Business and Employment
- How We Work – Good Governance

All strategies

Legislative Requirements
Local Government Act

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**
These have been outlined in the plan.

**COMMUNITY CONSULTATION**
Community consultation is not required however officers have engaged with industry groups and many other groups as part of its response to COVID-19 and tariff impacts and many of the policy responses are derived from these interactions.
COVID-19

Recovery Plan
and
Tariff Impacts Response

Version 2.1

Endorsed by Council
Resolution Number 2018-22/xxx of the Council meeting held 16 March 2021
Version Control

Version 1.2  Adopted by Council – Resolution number 2018-22/125 of the Special Council meeting held 19 May 2020

Version 2.1  Updated and Revised Plan for Current Conditions and Industry Support to assist restructuring from tariff Impacts
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1.0 Introduction – The Emergency Event

The plan is structured to steer Council in assisting its community to recover from the impacts of COVID-19 pandemic and emerging industries issues with tariff imposition on wine experts to China.

Where possible Council will partner with Commonwealth, State, regional associations, industry, clubs, groups and other stakeholders to leverage funding outcomes and assist with program implementation where possible.

This plan is for 12 -18 months of activity which by the nature of COVID-19 will likely span over a longer period depending on a raft of factors including:

1. Any future waves and cluster that will require response;
2. Flexibility and the changing need to respond to new opportunities or pressures;
3. Will depend primarily on current restrictions or further easing of restrictions remaining in place ; and
4. No foreseeable change in tariff policy positions.

The plan will be at all times will be subject to review, amendment and updates as new and improved information becomes available, new needs develop or funding opportunities arise.

1.1 Fundamental Policy Statement

In terms of recovery planning the first policy position of Council is to work with the community to recovery from the emergency event.
2.0 Framework
The South Australian framework for pandemic management sits within the South Australian legislative systems under the Emergency Management Act and the State Emergency Management Plan with SA Health the responsible authority.

A council is also the local public health authority for its area under the SA Public Health Act 2011. Amongst other things, Councils are to take action to preserve, protect and promote public health, and to identify risks to public health within its area, and to provide, or support the provision of, educational information about public health and to provide or support activities within its area to preserve, protect or promote public health.

Management of economic shocks from matters beyond our control are not a part of the framework however are acknowledged in this version of the recovery plan as requiring some support.

This recovery plan is an overarching guiding document with specific policy responses relevant for today identified and it’s acknowledged that the plan will need to be flexible and changeable overtime. The plan will need to be read in conjunction with Council budget and business plan and long term financial plan.

2.1 People
The people consequences describe deaths and injuries as a direct result of the emergency event, relative to the population being considered under the established context.

In terms of recovery planning the policy position of Council is to work with the community to assist in responding to the emergency event through appropriate management of public health responses and industry support.

There are potential downstream public health impacts to consider such as the mental health implications that are predicted to increase as a result of the pandemic and tariff impacts.

2.2 Economy
Economic consequences include financial and economic losses resulting directly from damage due to the emergency event.

It includes the following types of impacts:

- Loss of employment;
- Closure of businesses;
- Declining / lost access to market/s;
- Tourism downturn;
- Inability to meet debts and accounts for businesses, community clubs, associations and groups and people;
- Significant impact on industries including wine, food, tourism, creative industries, primary production and other manufacturing or regional industries;
- Negative impact on Brand Barossa.
Clearly these are significant impacts as a result of COVID-19 and tariff impacts.

In terms of recovery planning the policy response to the economy is the highest priority.

2.3 Public Administration

Public administration consequences are concerned with the impact of the emergency event on the delivery of core functions of the governing bodies for the community.

In terms of recovery planning the policy response to our public administration will be to maintain services and revise service delivery models as required to respond to the emergency event as prescribed by our business continuity planning. Further, Council over the long term will need to assess the budgetary impact of the current relief and any more relief provided to ensure a sustainable financial position.

2.4 Social

Social setting consequences are concerned with the effect on communities from the emergency event, as distinct from the individual impacts assessed in the people criteria.

It includes the following types of impacts:

- Significantly reduced community interaction and wellbeing of the community.
- Significantly increases the risk of isolation, mental and physical health of people and the community generally.
- Puts at risk the community networks, sporting and recreational clubs and groups, heritage, cultural.

In terms of recovery planning the policy response to the social impacts is equally as high a priority as the economic response as they are inextricably linked.

2.5 Environment

Environmental consequences include loss of species and landscapes, and loss of environmental value, as a result of the emergency event.

In terms of recovery planning, the policy response to the environment is the lowest priority, however some projects and activities in the environmental portfolio can support other recovery requirements especially economy, social and people.
3.0 Key Partners

The Barossa Council recognises the following key partners it will join with to work on recovery and to ensure there is collaborative approach and no duplication of effort. The recovery plan therefore outlined will identify areas where Council will support industry through industry bodies. The key partners are:

- Commonwealth Government of Australia
- South Australian Government
- Regional Development Australia Barossa Light Gawler and Adelaide Plains (RDA)
- Barossa Grape and Wine Association
- Barossa Tourism
- Partner Councils – Regional Public Health Planning
4.0 Stakeholders

There are many stakeholders that this plan acknowledges.

The Community of The Barossa Council
Community Clubs
Sporting Clubs
Businesses
Non-for-profit Organisations
Regional/Local Health authorities/agencies Community Networks including associations in townships, arts heritage and culture groups, musical groups
Volunteers
Residents
Visitors

Barossa Leadership Group – Member for Schubert, Barossa Grape and Wine Association, Barossa Tourism, RDA, The Barossa Council and Light Regional Council
5.0 Policy Basis and Assumptions

There are 5 key policy assumptions made that underlie this recovery plan:

1. Management of current level of public health response and restriction levels. Recovery activities will have some lag effect and will be implemented when they are considered appropriate taking into account the risk to the community generally. Therefore the plan will be subject to variation in timing and priority overtime.

2. The plan will be flexible as recovery processes continue different responses will be required, this is the initial response and in-principle spending.

3. Existing Council levels of service and the mix of services will continue to be provided whilst Council review budgets, long term financial plans and other factors to ensure a sustainable long term financial position of Council.

4. Council continues to commit to The Big Project as currently approved and ongoing capital programs. Through grant programs Council will look to accelerate spending where it can and can be afforded and delivered with the resources available.

5. Council has chosen to respond by stimulating the economy and support the social and community fabric to recover it will therefore need to maintain a sustainable rate revenue based over the long term financial plan period that is consistent with achieving this recovery plan in accordance with part 2 above.

6. The ability to achieve outcomes will be through a collaborative approach with our partners and stakeholders.

7. The management of the cash impacts of the recovery plan will require significant additional borrowings, this will be managed through quarterly reviews of Councils long term financial plan position and long term reform and service adjustments.
6.0 Policy Responses

The Barossa Council policy responses address the areas of impact outlined above in part 2.0 of this plan.

6.1 People

Councils’ policy response below are consistent with the adopted Community Plan as follows:

![Heart and Wellbeing]

4.8 Promote a healthy community through a planned approach to public health.

<table>
<thead>
<tr>
<th>Policy Response</th>
<th>Responsibility</th>
<th>Resources</th>
<th>Funding</th>
<th>Possible Funding Partners or Other Support</th>
<th>Update / Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1.1 “It’s Safe to Reconnect” – campaign to assure community and need to continue to follow public health directions and advice.</td>
<td>Barossa Leadership Group</td>
<td>Council internal resources Barossa Cares website</td>
<td>$10,000</td>
<td>Commonwealth and State Governments (materials and information)</td>
<td>Commonwealth and State agencies managing this messaging. Remove from the plan.</td>
</tr>
<tr>
<td>6.1.2 Managing expectations and what the new norm looks like in terms of Council services and service provision.</td>
<td>Council</td>
<td>Council internal resources</td>
<td>From existing resources</td>
<td></td>
<td>Ongoing</td>
</tr>
<tr>
<td>Policy Response</td>
<td>Responsibility</td>
<td>Resources</td>
<td>Funding</td>
<td>Possible Funding Partners or Other Support</td>
<td>Update / Recommendation</td>
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<tr>
<td>6.1.3 Staff programs to re-engage services and manage wellbeing of staff.</td>
<td>Council</td>
<td>Council internal resources</td>
<td>From existing resources</td>
<td></td>
<td>Ongoing</td>
</tr>
<tr>
<td>6.1.4 Continue with compliance activities to ensure public health directions and advice ongoing.</td>
<td>Council</td>
<td>Council internal resources</td>
<td>From existing resources</td>
<td></td>
<td>Ongoing – activity significantly reduced</td>
</tr>
<tr>
<td>6.1.5 Review of the Regional Public Health Plan to incorporate consideration of future pandemic events.</td>
<td>Partner Councils</td>
<td>Health Services (lead) All Business Units</td>
<td>From existing resources</td>
<td>SA Health Local Area Health Network</td>
<td>Commenced</td>
</tr>
</tbody>
</table>
6.2 Economy
Council’s policy responses below are consistent with the adopted Community Plan as follows:

**Infrastructure**

3.1 Develop and implement sound asset management which delivers sustainable services.

3.5 Advocate for and seek out funding opportunities that support the development of community, health and other facilities and infrastructure from both state and federal government.

3.6 Invest in, and advocate for, community facilities that support cultural and community participation.

**Business and Employment**

5.1 Work closely with State Government, Federal Government and stakeholders to support economic growth, development and job creation.

5.3 Help build the capacity of the tourism sector and encourage the development of tourist services, including eco and recreational tourism infrastructure.

5.4 Attract investment for new and innovative industries, such as creative industries and cultural tourism.

5.7 Collaborate with industry leaders to ensure informed decision making and Council representation in relation to economic growth, planning and development.

5.8 Ensure advice and support for small business is available.

5.13 Support economic development through events.
<table>
<thead>
<tr>
<th>Policy Response</th>
<th>Responsibility</th>
<th>Resources</th>
<th>Funding</th>
<th>Possible Funding Partners or Other Support</th>
<th>Update / Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.2.1</td>
<td>“Attraction Strategy – Regional Marketing Campaign” – Rebuilding Our Tourism Economy – supporting industry to diversify, develop and implement campaigns at three levels: 1. Intrastate travel – phase 1; 2. Interstate travel – phase 2; 3. Overseas travel – phase 3. The campaigns will be tailored based on different timing and relaxation of travel restrictions including cultural, recreational and nature tourism.</td>
<td>Barossa Tourism Barossa Grape and Wine Association</td>
<td>Council internal resources will support from Communications and Engagement Officer and Visitor information Officers.</td>
<td>Phase 1 $35,000 Phase 2 $25,000 Phase 3 $15,000</td>
<td>Commonwealth and State Governments Industry</td>
</tr>
<tr>
<td>6.2.2</td>
<td>Support businesses to develop protocols and assist in delivery training and support to open facilities and ensure compliance with public health directions and advice.</td>
<td>Regional Development Australia Barossa Grape and Wine Barossa Tourism</td>
<td>Council internal resources will support training and health support and compliance from our Environmental Health Officers.</td>
<td>$5,000 to support printing and development costs</td>
<td>SA Tourism Commission Business SA</td>
</tr>
<tr>
<td><strong>Policy Response</strong></td>
<td><strong>Responsibility</strong></td>
<td><strong>Resources</strong></td>
<td><strong>Funding</strong></td>
<td><strong>Possible Funding Partners or Other Support</strong></td>
<td><strong>Update / Recommendation</strong></td>
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<tr>
<td>6.2.3 The development and implementation of a micro, small and medium size business restart fund.</td>
<td>Council</td>
<td>Council internal resources will support policy development, program rollout and acquittal of funding.</td>
<td>$100,000</td>
<td>RDA, Business SA</td>
<td>Business grants completed and allocated $74,815, balance to be transferred to future initiatives</td>
</tr>
<tr>
<td>6.2.4 Rate relief through deferral, no fees or fines and consider need for 3 months extension to current policy until the end of December 2020 for impacted businesses.</td>
<td>Council</td>
<td>Unknown estimated at $100,000 - $200,000</td>
<td>N/a</td>
<td>Completed</td>
<td></td>
</tr>
<tr>
<td>6.2.5 Where it can be delivered and funded and tied to grant opportunities of the Commonwealth and State accelerate infrastructure program, current activities are outlined in part 7.0 of this plan.</td>
<td>Council</td>
<td>Council internal resources will support programs within existing budgetary and long term financial settings.</td>
<td>Unknown, see current activity as outlined in part 7.0 of this plan.</td>
<td>Commonwealth and State Governments</td>
<td>Updated at 7.0</td>
</tr>
<tr>
<td>Policy Response</td>
<td>Responsibility</td>
<td>Resources</td>
<td>Funding</td>
<td>Possible Funding Partners or Other Support</td>
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<tr>
<td>6.2.6 The Big Project – acceleration of projects through being investment ready for Commonwealth and State grant programs, current activities are outlined in part 7.0 of this plan.</td>
<td>Council</td>
<td>Council internal resources will support programs within existing budgetary and long term financial settings.</td>
<td>Within current budget settings $40M</td>
<td>Commonwealth and State Governments</td>
<td>Updated at 7.0</td>
</tr>
<tr>
<td>6.2.7 Subsidise the services of Regional Development Australian to The Barossa Council business for free access to Business to Business Program.</td>
<td>RDA</td>
<td>Subsidy payable on eligible businesses being those in The Barossa Council district</td>
<td>200 @ $100 subsidy $20,000</td>
<td>Commonwealth and State Governments</td>
<td>Initiative in place</td>
</tr>
<tr>
<td>6.2.8 Development of an economic resilience program and delivery as a core long term strategy.</td>
<td>RDA</td>
<td>Provide seed funding to develop program, IP and training and delivery mechanisms</td>
<td>$10,000</td>
<td>Commonwealth and State Governments</td>
<td>Not required at this time redirect funds to industry support under 6.2.12.</td>
</tr>
<tr>
<td>Policy Response</td>
<td>Responsibility</td>
<td>Resources</td>
<td>Funding</td>
<td>Possible Funding Partners or Other Support</td>
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<tr>
<td>6.2.9 Support for Barossa Vintage Festival – once off</td>
<td>Barossa Tourism</td>
<td>Provide funding to support abnormal year where it is likely that ability to raise funds from corporate sponsorship will be limited</td>
<td>$20,000 in addition to the $5,000 and significant in-kind provided in the budget of 20/21</td>
<td>SATC Corporate Sponsorship</td>
<td>Completed</td>
</tr>
<tr>
<td>6.2.10 Support Barossa Grape and Wine Association (BGWA) – Seed Funding Premium Tourist and The Barossa Cellar</td>
<td>Barossa Grape and Wine Association</td>
<td>See attachment 2</td>
<td>$50,000 over 20/21 and 21/22 ($25,000 per year)</td>
<td>BGWA</td>
<td>New initiative to be supported.</td>
</tr>
<tr>
<td>6.2.11 Support Barossa Sub-regions and Townships Project – funding already approved</td>
<td>Barossa Council Tourism Services</td>
<td>See Council report 7.3.3.1 of Council meeting held 20/10/2020</td>
<td>$20,000</td>
<td>Nil</td>
<td>Already supported by Council</td>
</tr>
<tr>
<td>Policy Response</td>
<td>Responsibility</td>
<td>Resources</td>
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<tr>
<td>6.2.12 Support wine industry adjustment to tariff impacts</td>
<td>Barossa Grape and Wine Association</td>
<td>Through Barossa Grape and Wine Association including advocacy and leveraging contribution to assist new market access and other initiatives.</td>
<td>$100,000 funding from redirected programs in this plan and unused COVID-19 rebate / remission funding</td>
<td>BGWA State and Commonwealth Governments</td>
<td>New initiative to be supported.</td>
</tr>
<tr>
<td>6.2.13 Support Tourism Barossa to develop a destination marketing plan</td>
<td>Tourism Barossa</td>
<td>See attachment 1</td>
<td>$10,000</td>
<td>BGWA Barossa Partnerships</td>
<td>New initiative to be supported.</td>
</tr>
</tbody>
</table>
6.3 Public Administration
Council’s policy responses below are consistent with the adopted Community Plan as follows:

How We Work – Good Governance

<table>
<thead>
<tr>
<th>Policy Response</th>
<th>Responsibility</th>
<th>Resources</th>
<th>Funding</th>
<th>Possible Funding Partners or Other Support</th>
<th>Update / Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.3.1 To address zero rate increase target and deferral of rates costs whilst maintaining services increase reform and change program to increase efficiencies and find savings.</td>
<td>Council</td>
<td>Council internal resources.</td>
<td>From existing resources in 20/21. Increased funding requests will come on a case by case basis where necessary and efficiencies and savings have been quantified.</td>
<td></td>
<td>Completed</td>
</tr>
<tr>
<td>6.3.2 To address zero rate increase target and deferral of rates costs Council will review current services levels to ascertain areas for saving.</td>
<td>Council</td>
<td>Council internal resources.</td>
<td>From existing resources.</td>
<td></td>
<td>Completed</td>
</tr>
</tbody>
</table>
6.4 Social
Council’s policy response below are consistent with the adopted Community Plan as follows:

Community and Culture

Health and Wellbeing

2.1 Initiate and support activities which encourage participation and pride in the Barossa Council area.

2.3 Contribute to creating strong and sustainable community networks.

2.4 Encourage and support volunteering in the community.

2.5 Engage with, and support, young people to actively participate in the community and develop the leaders of the future.

2.6 Support a vibrant and growing arts, cultural, heritage and events sector.

4.2 Provide quality home assistance services for eligible community members.

4.4 Support sporting, recreational and community clubs and organisations to grow and be sustainable.

4.6 Ensure that community members can participate in cultural, recreational, sporting and learning opportunities.

4.7 ongoing support and facilitation of the Suicide Prevention Network
<table>
<thead>
<tr>
<th>Policy Response</th>
<th>Responsibility</th>
<th>Resources</th>
<th>Funding</th>
<th>Possible Funding Partners or Other Support</th>
<th>Update / Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.4.1 Community and Recreation and Sport Development Programs:</td>
<td>Council</td>
<td>Council Community and Culture, Library and Heritage Services and Communications and Engagement teams. Barossa Cares Website</td>
<td>$120,000 Employee expenditure</td>
<td>Commonwealth and State Governments</td>
<td>Community Connector in place funding allocated $17,106.</td>
</tr>
<tr>
<td>In it together – customer focus;</td>
<td></td>
<td>$50,000 community and club restart grant (in addition to normal Community Assistance Grant Program)</td>
<td>Not-for-profit partnerships and community groups to assist delivery</td>
<td>Recreation and Sport initiative “Game on” made with added focus on community connection estimated funding to be allocated $40,000.</td>
<td></td>
</tr>
<tr>
<td>Civic pride – community wellbeing;</td>
<td></td>
<td>$50,000 to support program events and other costs.</td>
<td>Star club program</td>
<td>Community grants completed and allocated $32,500, balance to be transferred to future initiatives</td>
<td></td>
</tr>
<tr>
<td>Continuation of Barossa cares;</td>
<td></td>
<td>20/21 Costs $110,000</td>
<td>Faye Fuller Foundation</td>
<td>Remaining funding to be left in place for future opportunities.</td>
<td></td>
</tr>
<tr>
<td>Support for clubs and groups to re-establish;</td>
<td></td>
<td>21/22 Costs $110,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community events to support reconnection;</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Youth programs;</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Vulnerable people and aged community programs;</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Building resilience and technology capacity in the community;</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Mental health program support;</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>through the engagement of an appropriate officer full time for 18-24 months and supporting program expenditure.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Policy Response</td>
<td>Responsibility</td>
<td>Resources</td>
<td>Funding</td>
<td>Possible Funding Partners or Other Support</td>
<td>Update / Recommendation</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------------</td>
<td>----------------</td>
<td>-----------------------------------------------</td>
<td>----------------------------------------------</td>
<td>-------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>6.4.2 Develop a program and deliver it to support volunteers re-entering service.</td>
<td>Council</td>
<td>Volunteer Resource Centre</td>
<td>$10,000 to support program and other costs.</td>
<td>Volunteer SA</td>
<td>Not required at this time redirect funds to industry support under 6.2.12.</td>
</tr>
<tr>
<td>6.4.3 Rate relief through deferral, no fees or fines and consider need for 3 months extension to current policy until the end of December 2020 for impacted businesses.</td>
<td>Council</td>
<td>Unknown estimate at $100,000 - $200,000</td>
<td>N/a</td>
<td>Completed</td>
<td></td>
</tr>
</tbody>
</table>
6.5 Environmental
Council’s policy responses below are consistent with the adopted Community Plan as follows:

Natural Environment and Built Heritage

1.8 Implement and promote policy that reduces the consumption of our natural resources and reuses or recycles waste.

<table>
<thead>
<tr>
<th>Policy Response</th>
<th>Responsibility</th>
<th>Resources</th>
<th>Funding</th>
<th>Possible Funding Partners or Other Support</th>
<th>Update / Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.5.1 Increased support for waste and recycling programs</td>
<td>Council</td>
<td>Environmental Services</td>
<td>From existing resources and utilisation of reserves</td>
<td>State Government - Green Industries SA/EPA</td>
<td>Green waste initiative underway</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Green Industries SA – LEAP Grant Funds</td>
<td>RDA-BGLAP</td>
<td>Other matters ongoing</td>
</tr>
<tr>
<td>6.5.2 Increased support for community/social programs at the Barossa Bushgardens</td>
<td>Council</td>
<td>Environmental Services</td>
<td>From existing resources</td>
<td>State Government NGOs</td>
<td>Completed</td>
</tr>
<tr>
<td>6.5.3 Support for volunteer re-entering at the Barossa Bushgardens</td>
<td>Council</td>
<td>Environmental Services</td>
<td>From existing resources</td>
<td>NGOs</td>
<td>Completed</td>
</tr>
</tbody>
</table>
### 7.0 Target Grant Programs and Activities to Date

#### Current Stimulus Programs and Submissions Made or Proposed

<table>
<thead>
<tr>
<th>Program</th>
<th>Notes</th>
<th>The Barossa Council Project/s</th>
<th>$ Sought /Received</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Transport Infrastructure Boost</td>
<td>Commonwealth Has to be projects ready to go in next 3 to 6 months had to respond by 20 March</td>
<td>Had to work within existing projects and forward estimates. Basedow Road, Tanunda, Road Reconstruction, pavement reconstruction, kerb and gutter repairs and sealing.</td>
<td>50% of $1,050,000 Also seeking 50% from special local roads funding Net cost to council if strategy successful $0 resulting in $346K saving</td>
<td>Successful</td>
</tr>
<tr>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MacDonnell Street, Tanunda, Road Reconstruction, pavement reconstruction, kerb and gutter repairs and sealing</td>
<td>50% of $250,000 Net cost to council if strategy successful $125K As a new initiative this is unlikely to proceed as per Council prior resolution</td>
<td>Not successful</td>
</tr>
<tr>
<td>Program</td>
<td>Notes</td>
<td>The Barossa Council Project/s</td>
<td>$ Sought /Received</td>
<td>Update</td>
</tr>
<tr>
<td>---------</td>
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</tr>
<tr>
<td>Stockwell Road Bridge, Stockwell, bridge widening to allow for heavier/longer freight vehicles, huge benefit to industry (design complete, shovel ready)</td>
<td>100% of $813,000 Also seeking funds through heavy vehicles program</td>
<td>Net saving to council in the order of $333K</td>
<td>Successful</td>
<td></td>
</tr>
<tr>
<td>Memorial Avenue, Mount Pleasant road drainage upgrade</td>
<td>50% of $600,000 25% from third party.</td>
<td>Net cost to council if strategy successful $125K funds to be brought forward from long term financial plan</td>
<td>Not successful</td>
<td></td>
</tr>
<tr>
<td>Region wide footpath program</td>
<td>50% of $1,000,000</td>
<td>Net cost to council if strategy successful $500K funds to be brought forward from long term financial plan</td>
<td>Successful</td>
<td></td>
</tr>
<tr>
<td>The Barossa Visitor Information Centre, Tanunda, car park sealing (design complete, shovel ready)</td>
<td>100% of $480,000</td>
<td>Net cost to council if strategy successful $0</td>
<td>Not successful</td>
<td></td>
</tr>
<tr>
<td>Program</td>
<td>Notes</td>
<td>The Barossa Council Project/s</td>
<td>$ Sought /Received</td>
<td>Update</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------</td>
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<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Commonwealth Infrastructure Support $1bn</td>
<td>$1 billion to support those sectors, regions and communities that have been disproportionately affected by the economic impacts of the Coronavirus, including those heavily reliant on industries such as tourism, agriculture and education. This will include the waiver of fees and charges for tourism businesses that operate in the Great Barrier Reef Marine Park and Commonwealth National Parks. It will also include additional assistance to help businesses identify alternative export markets or supply chains. Targeted measures will also be developed to further promote domestic tourism. Further plans and measures to support recovery will be designed and delivered in partnership with the affected industries and communities.</td>
<td>Still awaiting information suggest two avenues: Apply for $25M of the $40M for current stage of The Big Project. Council's share is $15M in this scenario. If this was successful that would result in $7.5M in savings on the forward estimates for Council as we budgeted to pay $22.5M. Apply for the whole of the $60M for the Adelaide Wine Trail Project.</td>
<td>62.5% of $40M</td>
<td>Anticipated program did not proceed no further action taken.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program</td>
<td>Notes</td>
<td>The Barossa Council Project/s</td>
<td>$ Sought /Received</td>
<td>Update</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>----------------------------------------------------------------------</td>
<td>-----------------------------------------------------</td>
<td>--------------------</td>
<td>----------</td>
</tr>
<tr>
<td>State People for Places</td>
<td>Needs to meet the requirements of the People for Places program. 50/50 funding model.</td>
<td>Stockwell application in approved application 2019/20 and $240.3k existing 2020/21 long term financial plan.</td>
<td>50%</td>
<td>Successful</td>
</tr>
<tr>
<td>$50M</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Announcement made 9/5/2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The Grassroots Football, Cricket, and Netball Facility Program is aimed at increasing participation and improving gender equity in Australian Rules Football, Cricket and Netball to support healthier, happier, and safer communities.

The program will assist eligible organisations to develop core infrastructure that directly impacts participation through rational development of good quality, well designed and utilised facilities.

In order to respond to current events this round of the program has had its timelines significantly expedited.

<table>
<thead>
<tr>
<th>Program</th>
<th>Notes</th>
<th>The Barossa Council Project/s</th>
<th>$ Sought /Received</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grassroots Round 2</td>
<td>The Grassroots Football, Cricket, and Netball Facility Program is aimed at increasing participation and improving gender equity in Australian Rules Football, Cricket and Netball to support healthier, happier, and safer communities. In order to respond to current events this round of the program has had its timelines significantly expedited</td>
<td>Angas Recreation Park awarded $881K total project $3M</td>
<td></td>
<td>Successful</td>
</tr>
<tr>
<td>Grassroots Round 3</td>
<td></td>
<td>Round 3 submissions made: - Mt Pleasant resubmission of round 2 with further updates - Lyndoch currently in planning and development stage – oval reconfiguration / lights / element of other master plan infrastructure</td>
<td>Submission made consistent with current long term financial plan and masterplans.</td>
<td>See table 2</td>
</tr>
</tbody>
</table>

- Mt Pleasant resubmission of round 2 with further updates
- Lyndoch currently in planning and development stage – oval reconfiguration / lights / element of other master plan infrastructure
Table 2

<table>
<thead>
<tr>
<th>Project Category – The Big Project</th>
<th>Estimated Cost</th>
<th>Target Source</th>
<th>Priority</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nuriootpa Rec Park – soccer Pitch and associated dev</td>
<td>$3.5M ($1.03M grant $2.47M from The Big Project and third party funding)</td>
<td>LR&amp;CIP State Sport and Recreational Grant</td>
<td>1</td>
<td>Successful</td>
</tr>
<tr>
<td>Rugby (Football Relocation) – Rugby pitch and associated development (trigger for Southern Barossa Hub activation)</td>
<td>$2.36M ($945k grant and $1.415M The Big Project and third party funding)</td>
<td>State Sport and Recreational Grant</td>
<td>1</td>
<td>Application made pending assessment</td>
</tr>
<tr>
<td>Talunga Park – upgrade of caravan park</td>
<td>$2M ($800K grant and $1.2M The Big Project and third party funding)</td>
<td>LR&amp;CIP Alternative to Nuriootpa Rec Park</td>
<td>2</td>
<td>Application made pending assessment</td>
</tr>
<tr>
<td>Tanunda Oval – second oval and associated changes including new entrance, landscaping and playground and civil works</td>
<td>$2.11M ($844K grant and $1.266M The Big Project and third party funding)</td>
<td>Open Space Funding – Playspace Grassroots (if another round) State Sport and Recreational Grant</td>
<td>1</td>
<td>Application made pending assessment</td>
</tr>
<tr>
<td>Creative Industries Centre</td>
<td>$10.7M ($4.28M grant $6.42 The Big Project)</td>
<td>State Community Program – BBRF 5 - Private Funding through smart cities combination</td>
<td>1</td>
<td>Application made pending assessment</td>
</tr>
<tr>
<td>Minor Road Upgrades – Short Row, Bushman's and Saleyards Road</td>
<td>$200K</td>
<td>Alternative LR&amp;CIP</td>
<td>3</td>
<td>Application not made priority 1 to LR&amp;CIP successful</td>
</tr>
<tr>
<td>Project Category – The Big Project</td>
<td>Estimated Cost</td>
<td>Target Source</td>
<td>Priority</td>
<td>Update</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>----------------</td>
<td>---------------</td>
<td>----------</td>
<td>--------</td>
</tr>
<tr>
<td>Southern Barossa Tourism Loop</td>
<td>Unknown</td>
<td>Alternative LR&amp;CIP – high risk no assessment done on design costing or prioritisation against other long term priorities. Not sufficiently shovel ready</td>
<td>4</td>
<td>Application not made priority 1 to LR&amp;CIP successful</td>
</tr>
<tr>
<td>Kalimna Road Upgrade</td>
<td>Unknown</td>
<td>Alternative LR&amp;CIP – high risk no assessment done on design costing or prioritisation against other long term priorities. Not sufficiently shovel ready</td>
<td>4</td>
<td>Application not made priority 1 to LR&amp;CIP successful</td>
</tr>
<tr>
<td>Mt Pleasant Main Street – complete</td>
<td>$500K</td>
<td>Alternative LR&amp;CIP</td>
<td>3</td>
<td>Application not made priority 1 to LR&amp;CIP successful</td>
</tr>
<tr>
<td>Visitor Centre Car Park</td>
<td>$400K</td>
<td>Alternative LR&amp;CIP</td>
<td>3</td>
<td>Application not made priority 1 to LR&amp;CIP successful</td>
</tr>
</tbody>
</table>
8.0 Governance

The oversight and implementation of this recovery plan will be overseen through various processes:

Barossa Leadership group will be engaged through our collaborative model and partner with Council to ensure coordinated spending which is efficient and utilises the various skills sets. The Barossa Leadership group consists of senior representatives of:

- Regional Development Australia
- Barossa Grape and Wine Association
- Barossa Tourism
- Member for Schubert
- The Barossa Council
- Light Regional Council

Council will establish a working group of the Mayor, Deputy Mayor and the Corporate Management Team to coordinate internally and at appropriate times will seek up to four community representatives to support the recovery plan. The working group will be supported by Communications and Engagement Officers and administrative support where required.
Appendix – Estimated Budget Changes
The following table outlines additional spending to the budgets required to support new policy responses in part 6 of this plan. Those policy responses not listed are either already embedded or proposed to be embedded in the 20/21 and future budgets.

<table>
<thead>
<tr>
<th>Policy Response</th>
<th>19/20</th>
<th>20/21</th>
<th>21/22</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Original Plan</strong></td>
<td>$15,000</td>
<td>$330,000</td>
<td>$125,000</td>
</tr>
<tr>
<td><strong>Variations</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.1.1 Recommended to be remove from plan</td>
<td>0</td>
<td>-$10,000</td>
<td>0</td>
</tr>
<tr>
<td>6.2.1 Recommended part funding of phase 2 be redirected to 6.2.13</td>
<td>0</td>
<td>-$10,000</td>
<td>0</td>
</tr>
<tr>
<td>6.2.2 Recommended to be remove from plan</td>
<td>0</td>
<td>-$5,000</td>
<td>0</td>
</tr>
<tr>
<td>6.2.10 Support Barossa Grape and Wine Association (BGWA) – Seed Funding</td>
<td>0</td>
<td>$25,000</td>
<td>$25,000</td>
</tr>
<tr>
<td>Premium Tourist and The Barossa Cellar</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.2.11 Support Barossa Sub-regions and Townships Project – funding already</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>approved</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.2.12 Support wine industry adjustment to tariff impacts</td>
<td>0</td>
<td>$50,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>6.2.13 Support Tourism Barossa to develop a destination marketing plan</td>
<td>0</td>
<td>$10,000</td>
<td>0</td>
</tr>
<tr>
<td>6.4.1 Bringing Forward of Community Grants</td>
<td>0</td>
<td>$25,000</td>
<td>-$25,000</td>
</tr>
<tr>
<td>6.4.2 Recommended funding be redirected</td>
<td>0</td>
<td>-$10,000</td>
<td>0</td>
</tr>
<tr>
<td>Transfer from remission/rebate budget ($150,000 available)</td>
<td>0</td>
<td>-$125,000</td>
<td>0</td>
</tr>
<tr>
<td>Business grants retained for future initiatives</td>
<td>0</td>
<td>-$25,185</td>
<td>$25,185</td>
</tr>
<tr>
<td>Community grants retained for future initiatives</td>
<td>0</td>
<td>-$17,500</td>
<td>$17,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$15,000</td>
<td>$237,515</td>
<td>$217,685</td>
</tr>
<tr>
<td><strong>Original Budget Expenditure In The Plan</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Revised Budget Expenditure In The Plan</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Funded By:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfer from remission/rebate budget</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reductions or redirections in plan</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Net Surplus / (Deficit) to Budget</strong></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
</tbody>
</table>
Request to Support Destination Marketing Plan for the Barossa

Dear Martin,

As discussed with yourself and through Manager, Tourism Services, Jo Seabrook, Tourism Barossa is committed to developing and delivering a comprehensive plan to enhance economic development in Barossa through building the value of the visitor economy.

The Tourism Barossa Board have endorsed a reprioritisation of its key activities and objectives with an increasing focus on Destination Marketing and Barossa Brand development.

To support and guide this activity, Tourism Barossa, with the support of key regional industry bodies and economic agencies have committed to delivery of a Destination Management Plan. A copy of the draft terms of reference of the plan have been provided to you previously and I thank you for your feedback on the terms of reference.

In order to maximise the potential of this plan, Tourism Barossa seeks financial assistance from The Barossa Council. Financial support has also been requested from key stakeholders BGWA and RDA BGLAP, and will be sought from Light Regional Council.

Tourism Barossa will also seek to leverage funds committed with an application to the Building Better Regions Fund – Round 5.

Tourism Barossa has committed an investment of at least $20,000 from it’s own resources.

I request Council gives consideration to a commitment of $20,000 to this project.

I apologise for the extremely short deadline, however to maximise the likelihood of success with the BBRF application, a commitment by the end of February will be necessary to enable inclusion in the BBRF application which is due by March 5.

Kind regards

Jon Durdin
Chairperson – Tourism Barossa Incorporated
Attachment 2
Request to Support Premium Wine Destination Seed Funding – Barossa Grape and Wine Association
5 March 2020

Mr Martin McCarthy
CEO, The Barossa Council
45 - 51 Tanunda Rd
Nuriootpa SA 5355

Via email:  mmccarthy@barossa.sa.gov.au

Dear Martin,

On behalf of Barossa Grape & Wine Association (BGWA), I am writing to make an application for seed capital as part of The Barossa Council’s COVID-19 recovery program. This request will support the establishment of The Barossa Cellar as a commissionable tourism product.

Activating The Barossa Cellar with a range of bespoke, premium tourism experiences will assist in the recovery and growth of the region’s tourism economy both in the short-term by attracting intra- and interstate tourists, followed by high-value international tourists, once borders open.

BGWA’s co-contribution to this program comes with engaging a full-time professional Customer Experience (CX) Manager, specifically to develop a range of commissionable tourism experiences and events around The Barossa Cellar. The resultant program’s measurable benefits will include local employment opportunities in catering, hospitality, and services staff and extend to the broader visitor economy through regional dispersal.

While the request for this funding may sit outside the response package’s initial scope, we would ask you to consider the following perspective. The Barossa Cellar is an infrastructure project representing a substantial financial and in-kind investment in the region by the Barons of Barossa and the many businesses within the local community.

Combined with the associated benefit to the tourism and employment sectors, we believe this aligns with The Barossa Council’s community plans. The intent is to build the tourism sector’s capacity, encourage the development of tourism services, attract investment for cultural tourism, and support economic growth through events.
The proposal for the funds would be for $50,000 over two financial years to support the delivery of:

i) Program development and execution
ii) Program marketing and promotion
iii) Hard infrastructure for recurring events

We acknowledge this application is a one off seed funding request. The proposed payment schedule is for $25,000 to be received for financial year 2020/21, followed by a second installment of $25,000 for financial year 2021/22. We also agree to supply an annual report including program development and achievements set against the funding.

The Barossa Council would be acknowledged and recognised for their support. We also envisage that the venue would be available for The Barossa Council to host visiting dignitaries and other opportunities.

As you would be aware, BGWA’s funding has drastically reduced over the last three years through lower yields across the region. Our investment in this full-time employee and the ensuing strategy, with support from The Barossa Council, will enable us to expedite our vision, activating the space, contributing multi-layered benefits to Barossa’s economy.

I am available to discuss any aspect of this proposal and look forward to engaging with The Barossa Council on this important initiative.

Yours sincerely,

James March
Chief Executive
Barossa Grape & Wine Association
COUNCIL MEETING
EXECUTIVE SERVICES
CHIEF EXECUTIVE OFFICER'S REPORT
16 MARCH 2021

7.2.1 CHIEF EXECUTIVE OFFICER - DEBATE AGENDA

7.2.1.2 AMENDMENT TO PROCUREMENT THRESHOLDS
B2342

PURPOSE
To report seeks Council to review purchasing thresholds given they have not been adjusted since 2018 and the managed risk environment Council operates.

RECOMMENDATION
That Council, having reviewed and considered the purchasing thresholds approve the revised thresholds contained at Attachment 1 and authorise the Chief Executive Officer to update the administrative process to align to this policy position.

REPORT
Council are acutely aware of the work undertaken to achieve The Big Project, other capital and large operating contracts (like waste). The current thresholds as presented have not been adjusted for three years. Since that time Council has been successful in delivering many projects for the community in a managed environment. Furthermore, Council has endorsed an updated enterprise risk system. Also Council delegates to the Chief Executive Officer who then sub-delegates powers to spend Council funds.

The Chief Executive Officer can spend any approved budget and Directors any approved budget in their budget responsibilities.

The ability to procure services is mismatched with these expenditure requirements. In the normal course of business this does not cause many issues as there is sufficient delegation in the procurement framework to accommodate the vast majority of business. When the costs increase however, we are experiencing delays. By way of example, Council has approved $3.53M for the Angas Recreation Park upgrades. The project is well known and approved by Council. The current procurement thresholds requires that parts of the project will need to come back to Council for approval, although it is overall in accordance with Councils authorisation, this delays the project. This barrier is being reached more often as costs increase and we achieve success around many grant applications.

It is recommended that Council increase the procurement threshold that the CEO can approve projects in the Capital Budget for up to $4,000,000 so as to ensure more efficient decision making and expenditure of funds on projects already approved. Of course if a project cannot be achieved within budget, this must always come back to Council to either change the service level or increase the budget.
<table>
<thead>
<tr>
<th>ATTACHMENTS OR OTHER SUPPORTING REFERENCES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relevant Extract of the Procurement Planning, Sourcing and Selection Process</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Plan</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>- Natural Environment and Built Heritage</td>
</tr>
<tr>
<td>- Community and Culture</td>
</tr>
<tr>
<td>- Infrastructure</td>
</tr>
<tr>
<td>- Health and Wellbeing</td>
</tr>
<tr>
<td>- Business and Employment</td>
</tr>
<tr>
<td>- How We Work – Good Governance</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>All strategies</td>
</tr>
<tr>
<td>Legislative Requirements</td>
</tr>
<tr>
<td>Local Government Act</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>COMMUNITY CONSULTATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community consultation is not required.</td>
</tr>
</tbody>
</table>
# Barossa Council Procurement Methodology Thresholds

## Table 1 – Except Where Table 2 Applies

<table>
<thead>
<tr>
<th>Value of Purchase ($)</th>
<th>Method of Procurement</th>
<th>Approver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 20,000</td>
<td>Direct Purchase Based on Advertised Price or Written Quotation</td>
<td>As per Council Delegation Register</td>
</tr>
<tr>
<td>$20,001 - $100,000</td>
<td>3 Written Quotations or 1 Written Quotation from Panel</td>
<td>As per Council Delegation Register</td>
</tr>
<tr>
<td>$100,001 - $250,000</td>
<td>Open Tender or Select Tender (minimum 3 tenderers) Where Justification Exists or 3 Written Quotations from Panel</td>
<td>Relevant Director Unless determined by the CEO that the tender is of Commercial or Community Sensitivity Whereby Approval Must Be Via the CEO</td>
</tr>
<tr>
<td>$250,001 - $1,000,000</td>
<td>Open Tender or Select Tender (minimum 3 tenderers) where Justification Exists</td>
<td>Chief Executive Officer Unless determined by the CEO that the tender is of Commercial or Community Sensitivity Whereby Approval Must Be Via Council</td>
</tr>
<tr>
<td>$1,000,001 and above</td>
<td>Open Tender</td>
<td>Council</td>
</tr>
</tbody>
</table>

## Table 2 – Procurement Thresholds under The Big Project or Other Capital Projects Approved in the Budget

<table>
<thead>
<tr>
<th>Value of Purchase ($)</th>
<th>Method of Procurement</th>
<th>Approver</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,000,001 - $4,000,000</td>
<td>Open Tender</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>$4,000,001 and above</td>
<td>Open Tender</td>
<td>Council</td>
</tr>
</tbody>
</table>
7.2.2 DEBATE AGENDA – FINANCE

7.2.2.1 MONTHLY FINANCE REPORT (AS AT 28 FEBRUARY 2021)

Author: Coordinator Financial Services

PURPOSE

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

RECOMMENDATION

That the Monthly Finance Report as at 28 February 2021 be received and noted.

REPORT

Discussion

The Monthly Finance Report (as at 28 February 2021) is Attached. The report has been prepared comparing actuals to the Original adopted budget 2020/21 incorporating the Revised Budgets for September and December.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1: Monthly Finance Report 28 February 2021

Policy

Budget & Business Plan and Review Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

How We Work – Good Governance

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

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

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

6.9 Provide access to Council’s plans, policies and processes and communicate with the community in plain English.
6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.

Legislative Requirements
Local Government (Financial Management) Regulations 2011 - Reg 9(1)(b)
LGA Information paper no. 25 – Monitoring Council Budget Performance

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial
To enable Council to make effective and strategic financial decisions, a regular up to date high level financial report is provided.

COMMUNITY CONSULTATION
Community Consultation was part of the original budget adoption process in June/July 2020, as per legislation. This report is advising Council of the monthly finance position compared to that budget.
## Uniform Presentation of Finances

### OPERATING ACTIVITIES:

<table>
<thead>
<tr>
<th></th>
<th>Operating</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Notes</td>
<td>Original Budget (Full-Year)</td>
<td>Revised Budget (Q2) (Full-Year)</td>
<td>Actual Result (Year-to-Date)</td>
</tr>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Operating Income</td>
<td>1)</td>
<td>39,728</td>
<td>40,318</td>
<td>37,601</td>
</tr>
<tr>
<td>Less Operating Expenses</td>
<td>57.75%</td>
<td>(39,494)</td>
<td>(40,681)</td>
<td>(22,809)</td>
</tr>
<tr>
<td>Operating Surplus / (Deficit)</td>
<td>234</td>
<td>(363)</td>
<td>14,792</td>
<td></td>
</tr>
</tbody>
</table>

### CAPITAL ACTIVITIES:

#### Net Outlays on Existing Assets

<table>
<thead>
<tr>
<th></th>
<th>Capital</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Expenditure on Renewal and Replacement of Existing Assets</td>
<td>2) 28.83%</td>
</tr>
<tr>
<td>Add back Depreciation, Amortisation &amp; Impairment</td>
<td>8,032</td>
</tr>
<tr>
<td>Add back Proceeds from Sale of Replaced Assets</td>
<td>412</td>
</tr>
<tr>
<td>Subtotal</td>
<td>754</td>
</tr>
</tbody>
</table>

#### Net Outlays on New and Upgraded Assets

<table>
<thead>
<tr>
<th></th>
<th>Capital</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Expenditure on New and Upgraded Assets</td>
<td>2) 16.14%</td>
</tr>
<tr>
<td>Add back Amounts Received Specifically for New and Upgraded Assets</td>
<td>8,480</td>
</tr>
<tr>
<td>Add back Proceeds from Sale of Surplus Assets</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal</td>
<td>(10,382)</td>
</tr>
</tbody>
</table>

### Net Lending/(Borrowing) for the Financial Year

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total % Capital Budget Spent</td>
<td>19.81%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Reconciliation for the movement in Net Lending / (Borrowing)

<table>
<thead>
<tr>
<th></th>
<th>Original 2020/21 Full Year Budget Net Lending / (Borrowing)</th>
<th>(9,394)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carried Forward Budget Adjustments:</td>
<td>Report on Financial Results. Funds were held for these projects in cash and investments at 30 June 2020.</td>
<td>(4,636)</td>
</tr>
<tr>
<td>September 2020 Budget Review:</td>
<td>Funds required for these items will decrease Council's cash and investments. This amount includes amendments approved at the Council meetings held in June and November 2020.</td>
<td>(665)</td>
</tr>
<tr>
<td>December 2020 Budget Review:</td>
<td>Funds required for these items will increase Council's cash and investments.</td>
<td>313</td>
</tr>
</tbody>
</table>

### Full Year Revised Budget - Net Lending / (Borrowing)

|                        | (14,382) |

### NOTES

1) The third quarter Grants Commission payment $173k and Drought funding $510k were received in February

2) 2020/21 Capital Expenditure spent to end of February includes:

- Bridges $50k
- Bushgardens Sales Area Shed $8k
- CWMS $79k
- Depot Mobile Technology $30k
- Drainage $61k
- Footpaths $46k
- GIS Project $50k
- Keil Gardens Tanunda Retaining Wall $100k
- Land Swap $666k (refer offset in Proceeds Surplus Assets)
- Mt Pleasant Main Street $8k
- Nuriootpa Centennial Park Authority Change Rooms $395k
- Nuriootpa Dog Park $10k
- Nuriootpa Soccer Infrastructure $15k
- Nuriootpa Office Solar Panels $98k, Council Chamber Audio Visual System $11k
- Playground Equipment $6k
- Road Reshleting $306k
- Sealed Roads $1,555k
- The Big Project - Angas Recreation Park Junior Oval, Clubrooms, Cricket Nets, Stormwater $295k
- The Big Project - Angaston Railway Precinct $190k
- The Big Project - Barossa Culture Hub $27k
- The Big Project - Lyndoch Recreation Park Upgrade Lighting, Cricket Nets and Oval Works $523k
- The Big Project - Stockwell Recreation Park Works $1k
- The Big Project - Tanunda Recreation Park - Show Hall Upgrade, Sight Screens, Oval Works, Irrigation equipment $58k
- The Rex - Solar Panels and LED Lighting Replacement, Pool Deck Air Conditioning, Pool Renovations, Disability Change Facility $453k
- Website Development Project $83k

### Attachment 1
7.3.1 DEBATE AGENDA – MANAGER COMMUNITY AND CULTURE

7.3.1.1
DEED OF VARIATION – COMMONWEALTH HOME SUPPORT PROGRAM
B10823
Author: Co-ordinator, Barossa & Light Community Transport and Home Assist

PURPOSE
That approval be provided for the Mayor and Chief Executive Officer to sign and seal the Commonwealth Government Deed of Variation relating to extension of Sector Support and Development funding.

RECOMMENDATION
That Council:

(1) Note pages 5 - 10 of the Commonwealth Standard Grant Agreement (Agreement ID 4-7RK0SLP) – Version 5 – September 2019 – in relation to Sector Support and Development;

(2) Provide approval for the Mayor and Chief Executive Officer to affix the seal and sign the Deed of Variation in relation to Home Support in accordance with section 38 of The Local Government Act 1999.

REPORT
Council’s current Commonwealth Home Support Programme contract includes funding for Sector Support and Development to 30 June 2021. Sector Support and Development funds Council’s Collaborative Project Officer. The Deed of Variation extends the funding to 30 June 2022 and amends the associated grant totals in respect of the approved grant activities.

This extension follows a sector-wide review of the types of activities permissible under Sector Support and Development. Minor changes to reporting and activity planning will follow but it is not anticipated that any changes to service delivery will be required.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES


Attachment 2: Commonwealth Standard Grant Agreement – Version 5 – September 2019 (Ref: 21/22078)
Community Plan 2020 - 2040

Health and Wellbeing

9.1 Work towards combating loneliness and social isolation and ensuring that people enjoy a sense of inclusion and feel connected.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
Nil

COMMUNITY CONSULTATION
Not required as no changes to service delivery are taking place.
Department of Health

<table>
<thead>
<tr>
<th>Organisation ID:</th>
<th>1-AWMWY2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agreement ID:</td>
<td>4-7RK0SLP</td>
</tr>
<tr>
<td>Program Schedule ID:</td>
<td>4-7SYEL5H</td>
</tr>
</tbody>
</table>

Deed of Variation in relation to Home Support

1. Date
This Deed is made on 9 February 2021.

2. Parties
This Deed is made between:

1. The Commonwealth, as represented by Department of Health, ABN 83 605 426 759 (the ‘Commonwealth’); and
2. The Barossa Council, ABN 47 749 871 215 (the ‘Grantee’).

3. Context
A. The Parties entered into an agreement on 31 May 2018 under which the Commonwealth gave a Grant to the Grantee for Home Support (the ‘Agreement’).
B. The Parties have agreed to amend the Agreement on the terms and conditions contained in this Deed.

4. Amendments
With effect from the date of execution of this Deed, the Agreement is amended:

Funding for existing Activities under this Agreement is adjusted as per the table below. This table shows only those existing Activities with funding varied under this Deed:

<table>
<thead>
<tr>
<th>Activity Name</th>
<th>Activity Id</th>
<th>Financial Year</th>
<th>Current Grant Amount (excl. GST)</th>
<th>Variation Amount (excl. GST)</th>
<th>New Total Grant Amount (excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sector Support and Development - Service System Development</td>
<td>4-813VEJA</td>
<td>2018-2019</td>
<td>$71,159.79</td>
<td>$0.00</td>
<td>$71,159.79</td>
</tr>
<tr>
<td>Sector Support and Development - Service System Development</td>
<td>4-813VEJA</td>
<td>2019-2020</td>
<td>$72,227.19</td>
<td>$0.00</td>
<td>$72,227.19</td>
</tr>
<tr>
<td>Sector Support and Development - Service System Development</td>
<td>4-813VEJA</td>
<td>2020-2021</td>
<td>$73,310.60</td>
<td>$0.00</td>
<td>$73,310.60</td>
</tr>
<tr>
<td>Sector Support and Development - Service System Development</td>
<td>4-813VEJA</td>
<td>2021-2022</td>
<td>$0.00</td>
<td>$74,556.88</td>
<td>$74,556.88</td>
</tr>
</tbody>
</table>
This Deed extends the Service Systems Development funding arrangement for a further 12-months from 1 July 2021 to 30 June 2022.

Revised payment amounts, reporting milestones and other detailed amendments resulting from this Deed are described in the Program Schedule, including any attachments, enclosed.

5. ** Entire agreement and interpretation**

5.1 The parties confirm all the other provisions of the Agreement and, subject only to the amendments contained in this Deed, the Agreement remains in full force and effect.

5.2 This Deed and the Agreement, when read together, contain the entire agreement of the parties with respect to the parties' rights and obligations under the Agreement.

5.3 Unless otherwise specified or the context otherwise requires, terms that are defined in the Agreement have the same meaning in this Deed.
**Signatures**

<table>
<thead>
<tr>
<th>Organisation ID:</th>
<th>1-AWMWY2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agreement ID:</td>
<td>4-7RK0SLP</td>
</tr>
<tr>
<td>Program Schedule ID:</td>
<td>4-7SYEL5H</td>
</tr>
</tbody>
</table>

**Executed as a deed**

Signed, sealed and delivered for and on behalf of the Commonwealth of Australia by the relevant Delegate, represented by and acting through Department of Health, ABN 83 605 426 759 in the presence of:

______________________________________________________________________________
(Name of Departmental Representative) ________________________________ (Signature of Departmental Representative)
…./…./……

______________________________________________________________________________
(Position of Departmental Representative) ________________________________

______________________________________________________________________________
(Name of Witness in full) ________________________________ (Signature of Witness)
…./…./……

Signed, sealed and delivered by The Barossa Council, ABN 47 749 871 215 in accordance with its rules, and who warrants that he/she is authorised to sign this Deed:

______________________________________________________________________________
(Name and position held by Signatory) ________________________________ (Signature)
…./…./……

______________________________________________________________________________
(Name and position held by second Signatory/Name of Witness) ________________________________ (Signature of second Signatory/Witness)
…./…./……
Explanatory notes on the signature block

- If you are an **incorporated association**, you must refer to the legislation incorporating the association as it will specify how documents must be executed. This process may differ between each State and Territory. If an authorised person is executing a document on behalf of the incorporated association, you should be prepared to provide evidence of this authorisation upon request.

- If you are a **company**, generally two signatories are required – the signatories can be two Directors or a Director and the Company Secretary. Affix your **Company Seal**, if required by your Constitution.

- If you are a **company with a sole Director/Secretary**, the Director/Secretary is required to be the signatory in the presence of a witness (the witness date must be the same as the signatory date). Affix your **Company Seal**, if required by your Constitution.

- If you are a **partnership**, the signatory must be a partner with the authority to sign on behalf of all partners receiving the grant. A witness to the signature is required (the witness date must be the same as the signatory date).

- If you are an **individual**, you must sign in the presence of a witness (the witness date must be the same as the signatory date).

- If you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required (the witness date must be the same as the signatory date).

- If you are a **trustee of a Trust**, the signatory must be a trustee (NOT the Trust) – as the trustee is the legal entity entering into the Agreement. If requested by you, the words ‘as trustee of the XXX Trust’ could be included at the end of the name.
Schedule – Amendments to the Agreement

- The Program Schedule 4-7SYEL5H is deleted and replaced with the updated Program Schedule 4-7SYEL5H enclosed.
Commonwealth Standard Grant Agreement
between the Commonwealth represented by Department of Health and The Barossa Council
Grant Agreement 4-7RK0SLP

Once completed, this document, together with each set of Grant Details and the Commonwealth Standard Grant Conditions (Schedule 1), forms an Agreement between the Commonwealth and the Grantee.

Parties to this Agreement

The Grantee

<table>
<thead>
<tr>
<th>Full legal name of Grantee</th>
<th>The Barossa Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal entity type (e.g. individual, incorporated association, company, partnership etc)</td>
<td>Local Government</td>
</tr>
<tr>
<td>Trading or business name</td>
<td></td>
</tr>
<tr>
<td>Any relevant licence, registration or provider number</td>
<td></td>
</tr>
<tr>
<td>Australian Company Number (ACN) or other entity identifiers</td>
<td></td>
</tr>
<tr>
<td>Australian Business Number (ABN)</td>
<td>47 749 871 215</td>
</tr>
<tr>
<td>Registered for Goods and Services Tax (GST)</td>
<td>Y</td>
</tr>
<tr>
<td>Date from which GST registration was effective</td>
<td></td>
</tr>
<tr>
<td>Registered office (physical)</td>
<td>The Barossa Council, 43-51 Tanunda Road, NURIOOTPA SA 5355</td>
</tr>
<tr>
<td>Relevant business place (if different)</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td>08 8563 8444</td>
</tr>
<tr>
<td>Fax</td>
<td>08 8563 8461</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:barossa@barossa.sa.gov.au">barossa@barossa.sa.gov.au</a></td>
</tr>
</tbody>
</table>

The Commonwealth

The Commonwealth of Australia represented by Department of Health
23 Furzer Street PHILLIP ACT 2606
ABN 83 605 426 759

Background

The Commonwealth has agreed to enter into this Agreement under which the Commonwealth will provide the Grantee with one or more Grants for the purpose of assisting the Grantee to undertake the associated Activity.

The Grantee agrees to use each Grant and undertake each Activity in accordance with this Agreement and the relevant Grant Details.
Scope of this Agreement

This Agreement comprises:

(a) this document;
(b) the Supplementary Terms from the Clause Bank (if any);
(c) the Standard Grant Conditions (Schedule 1);
(d) the Grant Details;
(e) any other document referenced or incorporated in the Grant Details.

Each set of Grant Details, including Supplementary Terms (if any), only applies to the particular Grant and Activity covered by that set of Grant Details and a reference to the ‘Agreement’ in the Grant Details or the Supplementary Terms is a reference to the Agreement in relation to that particular Grant and Activity. If there is any ambiguity or inconsistency between the documents comprising this Agreement in relation to a Grant, the document appearing higher in the list will have precedence to the extent of the ambiguity or inconsistency.

This Agreement represents the Parties' entire Agreement in relation to each Grant provided under it and the relevant Activity and supersedes all prior representations, communications, Agreements, statements and understandings, whether oral or in writing.

Certain information contained in or provided under this Agreement may be used for public reporting purposes.
A. Purpose of the Grant

The purpose of the Grant is to:

Provide funding to deliver the Activities described in Item B. Grant Activity in accordance with the objectives of the Commonwealth Home Support Programme:

- Provide high quality support services at a low intensity on a short-term or ongoing basis; or higher intensity services delivered on a short-term or episodic basis to eligible frail older people (65 years and over or 50 years and over for Aboriginal and Torres Strait Islander people) to maximise their independence at home and in the community.

- Support frail older people or prematurely aged people (50 years and over or 45 years and over for Aboriginal and Torres Strait Islander people) who are on a low income and who are homeless or at risk of homelessness through linking to appropriate and sustainable housing, community care and other support services.

- Support frail older people through the delivery of planned respite activities which allow carers to take a break from their usual caring responsibilities.

- Support the development of the home support aged care service system that meets the aims of the Commonwealth Home Support Programme and broader aged care system.

This Grant is being provided under, and these Grant Details form part of, the Agreement between the Commonwealth and the Grantee.

The Grant is being provided as part of the Home Support program.
B. Grant Activity

Objective

To support the development of the home support service system and enable CHSP service providers to operate effectively in line with the objectives of the CHSP and within the context of the broader aged care system.

Description

The Grantee agrees to carry out sector support and development - service system development activities as described in the Activity Work Plan (Item E.2) and in accordance with the Program Manual.

The Grantee agrees to participate in program development activity as reasonably requested by the Commonwealth.

Performance Indicators

The Activity will be measured against the following Performance Indicator/s:

<table>
<thead>
<tr>
<th>Performance Indicator Description</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>As described in the Activity Work Plan</td>
<td>As described in the Activity Work Plan and Item E. Reporting</td>
</tr>
</tbody>
</table>

Location Information

The Activity will be delivered from the following site location/s:

<table>
<thead>
<tr>
<th>Location Type</th>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Direct Funded</td>
<td>The Barossa Council 43-51 Tanunda Road</td>
</tr>
<tr>
<td></td>
<td></td>
<td>NURIOOTPA SA 5355</td>
</tr>
</tbody>
</table>

Service Area Information

The Activity will service the following service area/s:

<table>
<thead>
<tr>
<th>Type</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 None Specified</td>
<td>None Specified</td>
</tr>
</tbody>
</table>

C. Duration of the Grant

The Activity starts on 1 July 2018.

The Activity (other than the provision of any final reports) ends on 30 June 2022, which is the Activity’s Completion Date.

The Agreement ends on 31 October 2022 or when the Grantee has provided all of the reports and repaid any Grant amount as required under this Agreement.

D. Payment of the Grant

The total amount of the Grant is $291,254.46* (GST exclusive).

A break down by Financial Year is below:

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>Amount *(excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-2019</td>
<td>$71,159.79</td>
</tr>
<tr>
<td>Milestone</td>
<td>Anticipated date</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>--------------------------------------</td>
</tr>
<tr>
<td>Payment for the period 1 July 2018 - 30 September 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2018</td>
</tr>
<tr>
<td>Payment for the period 1 October 2018 - 31 December 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2018</td>
</tr>
<tr>
<td>Payment for the period 1 January 2019 - 31 March 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2019</td>
</tr>
<tr>
<td>Payment for the period 1 April 2019 - 30 June 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2019</td>
</tr>
<tr>
<td>Indexation 2018-19 back payment</td>
<td>1 April 2019</td>
</tr>
<tr>
<td>Payment for the period 1 July 2019 - 30 September 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2019</td>
</tr>
<tr>
<td>Payment for the period 1 October 2019 - 31 December 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2019</td>
</tr>
</tbody>
</table>

*This amount may include Social, Community, Home Care and Disability Services Industry Award 2010 Supplementation (SACS).

The Grantee must ensure that the Grant is held in an account in the Grantee’s name and which the Grantee controls, with an authorised deposit-taking institution authorised under the Banking Act 1959 (Cth) to carry on banking business in Australia.

The Grantee’s nominated bank account into which the Grant is to be paid is:

<table>
<thead>
<tr>
<th>BSB Number</th>
<th>085-005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Institution</td>
<td>Adelaide Ground Level 22-28 King William St NAB</td>
</tr>
<tr>
<td>Account Number</td>
<td>393831998</td>
</tr>
<tr>
<td>Account Name</td>
<td>The Barossa Council</td>
</tr>
</tbody>
</table>

The Grant will be paid in instalments by the Commonwealth in accordance with the agreed Milestones, and compliance by the Grantee with its obligations under this Agreement.
<table>
<thead>
<tr>
<th>Indexation 2019-20 back payment</th>
<th>1 October 2019</th>
<th>$533.70</th>
<th>$0.00</th>
<th>$533.70</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment for the period 1 January 2020 - 31 March 2020 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2020</td>
<td>$18,056.79</td>
<td>$0.00</td>
<td>$18,056.79</td>
</tr>
<tr>
<td>Payment for the period 1 April 2020 - 30 June 2020 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2020</td>
<td>$18,056.82</td>
<td>$0.00</td>
<td>$18,056.82</td>
</tr>
<tr>
<td>Payment for the period 1 July 2020 - 30 September 2020 for the Activity described in Item B. Grant Activity</td>
<td>4 July 2020</td>
<td>$18,327.65</td>
<td>$0.00</td>
<td>$18,327.65</td>
</tr>
<tr>
<td>Payment for the period 1 October 2020 - 31 December 2020 for the Activity described in Item B. Grant Activity</td>
<td>4 October 2020</td>
<td>$18,327.65</td>
<td>$0.00</td>
<td>$18,327.65</td>
</tr>
<tr>
<td>Payment for the period 1 January 2021 - 31 March 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 January 2021</td>
<td>$18,327.65</td>
<td>$0.00</td>
<td>$18,327.65</td>
</tr>
<tr>
<td>Payment for the period 1 April 2021 - 30 June 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 April 2021</td>
<td>$18,327.65</td>
<td>$0.00</td>
<td>$18,327.65</td>
</tr>
<tr>
<td>Payment for the period 1 July 2021 - 30 September 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 July 2021</td>
<td>$18,639.22</td>
<td>$0.00</td>
<td>$18,639.22</td>
</tr>
<tr>
<td>Payment for the period 1 October 2021 - 31 December 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 October 2021</td>
<td>$18,639.22</td>
<td>$0.00</td>
<td>$18,639.22</td>
</tr>
<tr>
<td>Payment for the period 1 January 2022 - 31 March 2022 for the Activity described in Item B. Grant Activity</td>
<td>4 January 2022</td>
<td>$18,639.22</td>
<td>$0.00</td>
<td>$18,639.22</td>
</tr>
<tr>
<td>Payment for the period 1 April 2022 - 30 June 2022 for the Activity described in Item B. Grant Activity</td>
<td>4 April 2022</td>
<td>$18,639.22</td>
<td>$0.00</td>
<td>$18,639.22</td>
</tr>
</tbody>
</table>

**Total Amount** | $291,254.46 | $0.00 | $291,254.46

**Invoicing**
The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes it relation to the Activity.
**Taxes, duties and government charges**
Refer to Clause 9. Taxes, duties and government charges.

**E. Reporting**
The Grantee agrees to create the following reports in the form specified and to provide the reports to the Commonwealth representative in accordance with the following.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Information to be included</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Report</td>
<td>A report with progress against the Activity Work Plan for the period 1 July 2018 to 31 December 2018 as described in E.1 Performance Reports for Sector Support and Development - Service System Development Activities.</td>
<td>31 March 2019</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
<td>31 October 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report with progress against the Activity Work Plan for the period 1 January 2019 to 30 June 2019 as described in Item E.1 Performance Reports for Sector Support and Development - Service System Development Activities.</td>
<td>31 October 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report with progress against the Activity Work Plan for the period 1 July 2019 to 31 December 2019 as described in item E.1 Performance Reports for Sector Support and Development - Service System Development Activities.</td>
<td>31 March 2020</td>
</tr>
<tr>
<td>Other Report</td>
<td>Unspent funds stocktake for 2019/20 financial year</td>
<td>7 August 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report with progress against the Activity Work Plan for the period 1 January 2020 to 30 June 2020 as described in item E.1 Performance Reports for Sector Support and Development - Service System Development Activities.</td>
<td>31 October 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report with progress against the Activity Work Plan for the period 1 July 2020 to 31 December 2020 as described in item E.1 Performance Reports for Sector Support and Development - Service System Development Activities.</td>
<td>31 March 2021</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
<td>30 July 2021</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report with progress against the Activity Work Plan for the period 1 January 2021 to 30 June 2021 as described in item E.1 Performance Reports for Sector Support and Development - Service System Development Activities.</td>
<td>31 October 2021</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report with progress against the Activity Work Plan for the period 1 July 2021 to 31 December 2021 as described in item E.1 Performance Reports for Sector Support and Development - Service System Development Activities.</td>
<td>31 March 2022</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
<td>30 July 2022</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report with progress against the Activity Work Plan for the period 1 January 2022 to 30 June 2022 as described in item E.1 Performance Reports for Sector Support and Development - Service System Development Activities.</td>
<td>31 October 2022</td>
</tr>
</tbody>
</table>
E.1 Performance Reports

The Grantee must provide client level data and service delivery information for all Activities described in Item B. Grant Activity (except for Sector Support and Development - Service System Development Activities) in accordance with the Data Exchange Protocols.

The Grantee must provide the data required within the Data Exchange Protocols through an approved mechanism as outlined in the Data Exchange Protocols.

The Grantee is required to finalise the submission of data within the Data Exchange by the due date set out at Item E.

For Sector Support and Development - Service System Development Activities, the Grantee must report progress in accordance with the Activity Work Plan in the format notified, referred or made available by the Commonwealth to the Grantee (including by reference to an internet site). The Grantee is required to submit reports by the applicable due date set out at Item E.

**Wellness and Reablement Reports**

The Grantee must provide service level information to the Commonwealth on wellness and reablement approaches being implemented by the Grantee as part of the Activities described in Item B Grant Activity. The service level information must be provided in accordance with the report template nominated by the Commonwealth.

The Grantee is required to provide a wellness and reablement report by the applicable due date set out at Item E.

E.2 Activity Work Plan

The Grantee agrees that its performance will be measured against the attached Activity Work Plan.

E.3 Annual Report

Not applicable

E.4 Accounting for the Grant

The Grantee must provide a financial declaration for each financial year of this Agreement. A financial declaration is a certification from the Grantee which:

- states that all grant funds were spent for the purpose as outlined in the Agreement; and
- declares the amount of unspent Grant funds.

The financial declaration must be certified by the Grantee’s board, the chief executive officer or an officer with the authority to do so verifying the funds have been spent on the Activity in accordance with the Grant Agreement. If SACS supplementation has been paid, confirmation must be provided that the funding was spent in accordance with Clause cb21.

The Grantee is required to provide a financial declaration by the applicable due date at Item E.

E.5 Other Reports

The Grantee must provide assistance and information to the Commonwealth as reasonably required by the Commonwealth, including but not limited to data on existing clients not registered on My Aged Care in the format notified, referred or made available by the Commonwealth in the timeframe specified by the Commonwealth.

F. Party representatives and address for notices

**Grantee’s representative and address**

| Grantee’s representative name | Ms Jo Parker |
### The Barossa Council

<table>
<thead>
<tr>
<th>Position</th>
<th>Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postal/physical address(es)</td>
<td>The Barossa Council, 43-51 Tanunda Road, NURIOOTPA, SA, 5355</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8563 8444</td>
</tr>
<tr>
<td>Mobile</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:jparker@barossa.sa.gov.au">jparker@barossa.sa.gov.au</a></td>
</tr>
</tbody>
</table>

### Commonwealth representative and address

<table>
<thead>
<tr>
<th>Name of representative</th>
<th>Nok Davis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>CGH Funding Arrangement Manager</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>GPO Box 9820 ADELAIDE SA 5001</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8208 0305</td>
</tr>
<tr>
<td>Mobile</td>
<td>Not specified</td>
</tr>
<tr>
<td>Fax</td>
<td>Not specified</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:saperformancehealth@communitygrants.gov.au">saperformancehealth@communitygrants.gov.au</a></td>
</tr>
</tbody>
</table>

The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

### G. Activity Material

Activity Material means any material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.

None specified
Domestic Assistance - Community and Home Support - 4-7W49GRO

B. Grant Activity

Objective
To provide frail, older people with assistance with domestic chores to maintain their capacity to manage everyday activities in a safe, secure and healthy home environment.

Description
The Grantee agrees to carry out the Activity as described in the Program Manual to eligible clients identified for this Activity in accordance with the Activity Work Plan (Item E.2) and the Program Manual.

The Grantee agrees to participate in program development activity as reasonably requested by the Commonwealth.

Performance Indicators
The Activity will be measured against the following Performance Indicator/s:

<table>
<thead>
<tr>
<th>Performance Indicator Description</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>As described in the Activity Work Plan</td>
<td>As described in the Activity Work Plan and Item E. Reporting</td>
</tr>
</tbody>
</table>

Location Information
The Activity will be delivered from the following site location/s:

<table>
<thead>
<tr>
<th>Location Type</th>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Funded</td>
<td>The Barossa Council</td>
<td>The Barossa Council 43-51 Tanunda Road NURIOOTPA SA 5355</td>
</tr>
</tbody>
</table>

Service Area Information
The Activity will service the following service area/s:

<table>
<thead>
<tr>
<th>Type</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aged Care Planning Region (2015)</td>
<td>Yorke Lower North &amp; Barossa</td>
</tr>
</tbody>
</table>

C. Duration of the Grant
The Activity starts on 1 July 2018.

The Activity (other than the provision of any final reports) ends on 30 June 2022, which is the Activity’s Completion Date.

The Agreement ends on 31 October 2022 or when the Grantee has provided all of the reports and repaid any Grant amount as required under this Agreement.

D. Payment of the Grant
The total amount of the Grant is $579,092.53* (GST exclusive).

A break down by Financial Year is below:

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>Amount * (excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-2019</td>
<td>$141,484.89</td>
</tr>
</tbody>
</table>
2019-2020 $143,607.16
2020-2021 $145,761.27
2021-2022 $148,239.21

*This amount may include Social, Community, Home Care and Disability Services Industry Award 2010 Supplementation (SACS).

The Grantee must ensure that the Grant is held in an account in the Grantee’s name and which the Grantee controls, with an authorised deposit-taking institution authorised under the Banking Act 1959 (Cth) to carry on banking business in Australia.

The Grantee’s nominated bank account into which the Grant is to be paid is:

<table>
<thead>
<tr>
<th>BSB Number</th>
<th>085-005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Institution</td>
<td>Adelaide Ground Level 22-28 King William St NAB</td>
</tr>
<tr>
<td>Account Number</td>
<td>393831998</td>
</tr>
<tr>
<td>Account Name</td>
<td>The Barossa Council</td>
</tr>
</tbody>
</table>

The Grant will be paid in instalments by the Commonwealth in accordance with the agreed Milestones, and compliance by the Grantee with its obligations under this Agreement.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Anticipated date</th>
<th>Amount (excl. GST)</th>
<th>GST</th>
<th>Total (incl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment for the period 1 July 2018 - 30 September 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2018</td>
<td>$34,848.50</td>
<td>$0.00</td>
<td>$34,848.50</td>
</tr>
<tr>
<td>Payment for the period 1 October 2018 - 31 December 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2018</td>
<td>$34,848.50</td>
<td>$0.00</td>
<td>$34,848.50</td>
</tr>
<tr>
<td>Payment for the period 1 January 2019 - 31 March 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2019</td>
<td>$34,848.50</td>
<td>$0.00</td>
<td>$34,848.50</td>
</tr>
<tr>
<td>Payment for the period 1 April 2019 - 30 June 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2019</td>
<td>$35,371.20</td>
<td>$0.00</td>
<td>$35,371.20</td>
</tr>
<tr>
<td>Indexation 2018-19 back payment</td>
<td>1 April 2019</td>
<td>$1,568.19</td>
<td>$0.00</td>
<td>$1,568.19</td>
</tr>
<tr>
<td>Payment for the period 1 July 2019 - 30 September 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2019</td>
<td>$35,371.22</td>
<td>$0.00</td>
<td>$35,371.22</td>
</tr>
<tr>
<td>Payment for the period 1 October 2019 - 31 December 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2019</td>
<td>$35,371.22</td>
<td>$0.00</td>
<td>$35,371.22</td>
</tr>
<tr>
<td>Indexation 2019-20 back payment</td>
<td>1 October 2019</td>
<td>$1,061.13</td>
<td>$0.00</td>
<td>$1,061.13</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>---------------</td>
<td>----------</td>
<td>-------</td>
<td>----------</td>
</tr>
<tr>
<td>Payment for the period 1 January 2020 - 31 March 2020 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2020</td>
<td>$35,901.79</td>
<td>$0.00</td>
<td>$35,901.79</td>
</tr>
<tr>
<td>Payment for the period 1 April 2020 - 30 June 2020 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2020</td>
<td>$35,901.80</td>
<td>$0.00</td>
<td>$35,901.80</td>
</tr>
<tr>
<td>Payment for the period 1 July 2020 - 30 September 2020 for the Activity described in Item B. Grant Activity</td>
<td>4 July 2020</td>
<td>$36,440.32</td>
<td>$0.00</td>
<td>$36,440.32</td>
</tr>
<tr>
<td>Payment for the period 1 October 2020 - 31 December 2020 for the Activity described in Item B. Grant Activity</td>
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<td>$0.00</td>
<td>$36,440.32</td>
</tr>
<tr>
<td>Payment for the period 1 January 2021 - 31 March 2021 for the Activity described in Item B. Grant Activity</td>
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<td>$36,440.32</td>
<td>$0.00</td>
<td>$36,440.32</td>
</tr>
<tr>
<td>Payment for the period 1 April 2021 - 30 June 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 April 2021</td>
<td>$36,440.31</td>
<td>$0.00</td>
<td>$36,440.31</td>
</tr>
<tr>
<td>Payment for the period 1 July 2021 - 30 September 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 July 2021</td>
<td>$37,059.80</td>
<td>$0.00</td>
<td>$37,059.80</td>
</tr>
<tr>
<td>Payment for the period 1 October 2021 - 31 December 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 October 2021</td>
<td>$37,059.80</td>
<td>$0.00</td>
<td>$37,059.80</td>
</tr>
<tr>
<td>Payment for the period 1 January 2022 - 31 March 2022 for the Activity described in Item B. Grant Activity</td>
<td>4 January 2022</td>
<td>$37,059.80</td>
<td>$0.00</td>
<td>$37,059.80</td>
</tr>
<tr>
<td>Payment for the period 1 April 2022 - 30 June 2022 for the Activity described in Item B. Grant Activity</td>
<td>4 April 2022</td>
<td>$37,059.81</td>
<td>$0.00</td>
<td>$37,059.81</td>
</tr>
</tbody>
</table>

**Total Amount** | **$579,092.53** | **$0.00** | **$579,092.53** |

**Invoicing**

The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes in relation to the Activity.
Taxes, duties and government charges
Refer to Clause 9. Taxes, duties and government charges.

E. Reporting
The Grantee agrees to create the following reports in the form specified and to provide the reports to the Commonwealth representative in accordance with the following.

<table>
<thead>
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<th>Milestone</th>
<th>Information to be included</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2018 to 30 September 2018 as described in item E.1 Performance Reports.</td>
<td>31 October 2018</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2018 to 31 December 2018 as described in Item E.1 Performance Reports.</td>
<td>30 January 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2019 to 30 June 2019 as described in Item E.1 Performance Reports.</td>
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<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2020 to 31 December 2020 as described in Item E.1 Performance Reports.</td>
<td>30 January 2021</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
<td>30 July 2021</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2021 to 30 June 2021 as described in Item E.1 Performance Reports.</td>
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</tr>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2020 to 30 June 2021 as described in item E.1 Performance Reports.</td>
<td>31 October 2021</td>
</tr>
</tbody>
</table>
### Performance Report

Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2021 to 31 December 2021 as described in Item E.1 Performance Reports.  
30 January 2022

### Financial Acquittal Report

As described in Item E.4 Accounting for the Grant.  
30 July 2022

### Performance Report

Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2022 to 30 June 2022 as described in Item E.1 Performance Reports.  
30 July 2022

### Performance Report

A report on wellness and reablement approaches to service delivery for the period 1 July 2021 to 30 June 2022 as described in Item E.1 Performance Reports.  
31 October 2022

---

**E.1 Performance Reports**

The Grantee must provide client level data and service delivery information for all Activities described in Item B, Grant Activity (except for Sector Support and Development - Service System Development Activities) in accordance with the Data Exchange Protocols.

The Grantee must provide the data required within the Data Exchange Protocols through an approved mechanism as outlined in the Data Exchange Protocols.

The Grantee is required to finalise the submission of data within the Data Exchange by the due date set out at Item E.

For Sector Support and Development - Service System Development Activities, the Grantee must report progress in accordance with the Activity Work Plan in the format notified, referred or made available by the Commonwealth to the Grantee (including by reference to an internet site). The Grantee is required to submit reports by the applicable due date set out at Item E.

**Wellness and Reablement Reports**

The Grantee must provide service level information to the Commonwealth on wellness and reablement approaches being implemented by the Grantee as part of the Activities described in Item B Grant Activity. The service level information must be provided in accordance with the report template nominated by the Commonwealth.

The Grantee is required to provide a wellness and reablement report by the applicable due date set out at Item E.

**E.2 Activity Work Plan**

The Grantee agrees that its performance will be measured against the attached Activity Work Plan.

**E.3 Annual Report**

Not applicable

**E.4 Accounting for the Grant**

The Grantee must provide a financial declaration for each financial year of this Agreement. A financial declaration is a certification from the Grantee which:

- states that all grant funds were spent for the purpose as outlined in the Agreement; and
- declares the amount of unspent Grant funds.

The financial declaration must be certified by the Grantee’s board, the chief executive officer or an officer with the authority to do so verifying the funds have been spent on the Activity in accordance with the Grant Agreement. If SACS supplementation has been paid, confirmation must be provided that the funding was spent in accordance with Clause cb21.
The Grantee is required to provide a financial declaration by the applicable due date at Item E.

E.5 Other Reports
The Grantee must provide assistance and information to the Commonwealth as reasonably required by the Commonwealth, including but not limited to data on existing clients not registered on My Aged Care in the format notified, referred or made available by the Commonwealth in the timeframe specified by the Commonwealth.

F. Party representatives and address for notices

Grantee's representative and address

<table>
<thead>
<tr>
<th>Grantee's representative name</th>
<th>Ms Jo Parker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Coordinator</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>The Barossa Council, 43-51 Tanunda Road, NURIOOTPA, SA, 5355</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8563 8444</td>
</tr>
<tr>
<td>Mobile</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:jpark@barossa.sa.gov.au">jpark@barossa.sa.gov.au</a></td>
</tr>
</tbody>
</table>

Commonwealth representative and address

<table>
<thead>
<tr>
<th>Name of representative</th>
<th>Nok Davis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>CGH Funding Arrangement Manager</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>GPO Box 9820 ADELAIDE SA 5001</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8208 0305</td>
</tr>
<tr>
<td>Mobile</td>
<td>Not specified</td>
</tr>
<tr>
<td>Fax</td>
<td>Not specified</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:saperformancehealth@communitygrants.gov.au">saperformancehealth@communitygrants.gov.au</a></td>
</tr>
</tbody>
</table>

The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

G. Activity Material
Activity Material means any material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.

None specified
Home Maintenance - Community and Home Support - 4-7W49GUW

B. Grant Activity

Objective

To provide home maintenance services that assist clients to maintain their home in a safe and habitable condition. Maintenance services provided must be linked to assisting clients to maintain their independence, safety, accessibility and health and wellbeing within the home environment. Maintenance services can also assist in creating a home environment that facilitates a client’s reablement goals.

Description

The Grantee agrees to carry out the Activity as described in the Program Manual to eligible clients identified for this Activity in accordance with the Activity Work Plan (Item E.2) and the Program Manual.

The Grantee agrees to participate in program development activity as reasonably requested by the Commonwealth.

Performance Indicators

The Activity will be measured against the following Performance Indicator/s:

<table>
<thead>
<tr>
<th>Performance Indicator Description</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>As described in the Activity Work Plan</td>
<td>As described in the Activity Work Plan and Item E.</td>
</tr>
</tbody>
</table>

Location Information

The Activity will be delivered from the following site location/s:

<table>
<thead>
<tr>
<th>Location Type</th>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Funded</td>
<td>The Barossa Council</td>
<td>The Barossa Council 43-51 Tanunda Road NURIOOTPA SA 5355</td>
</tr>
</tbody>
</table>

Service Area Information

The Activity will service the following service area/s:

<table>
<thead>
<tr>
<th>Type</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aged Care Planning Region (2015)</td>
<td>Yorke Lower North &amp; Barossa</td>
</tr>
</tbody>
</table>

C. Duration of the Grant

The Activity starts on 1 July 2018.

The Activity (other than the provision of any final reports) ends on 30 June 2022, which is the Activity’s Completion Date.

The Agreement ends on 31 October 2022 or when the Grantee has provided all of the reports and repaid any Grant amount as required under this Agreement.

D. Payment of the Grant

The total amount of the Grant is $710,172.29* (GST exclusive).

A break down by Financial Year is below:

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>Amount * (excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Period</td>
<td>Amount ($)</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------</td>
</tr>
<tr>
<td>2018-2019</td>
<td>151,764.67</td>
</tr>
<tr>
<td>2019-2020</td>
<td>176,040.01</td>
</tr>
<tr>
<td>2020-2021</td>
<td>189,572.44</td>
</tr>
<tr>
<td>2021-2022</td>
<td>192,795.17</td>
</tr>
</tbody>
</table>

*This amount may include Social, Community, Home Care and Disability Services Industry Award 2010 Supplementation (SACS).

The Grantee must ensure that the Grant is held in an account in the Grantee’s name and which the Grantee controls, with an authorised deposit-taking institution authorised under the Banking Act 1959 (Cth) to carry on banking business in Australia.

The Grantee’s nominated bank account into which the Grant is to be paid is:

<table>
<thead>
<tr>
<th>BSB Number</th>
<th>085-005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Institution</td>
<td>Adelaide Ground Level 22-28 King William St NAB</td>
</tr>
<tr>
<td>Account Number</td>
<td>393831998</td>
</tr>
<tr>
<td>Account Name</td>
<td>The Barossa Council</td>
</tr>
</tbody>
</table>

The Grant will be paid in instalments by the Commonwealth in accordance with the agreed Milestones, and compliance by the Grantee with its obligations under this Agreement.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Anticipated date</th>
<th>Amount (excl. GST)</th>
<th>GST</th>
<th>Total (incl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment for the period 1 July 2018 - 30 September 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2018</td>
<td>$32,046.67</td>
<td>$0.00</td>
<td>$32,046.67</td>
</tr>
<tr>
<td>Payment for the period 1 October 2018 - 31 December 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2018</td>
<td>$32,046.67</td>
<td>$0.00</td>
<td>$32,046.67</td>
</tr>
<tr>
<td>Payment for the period 1 January 2019 - 31 March 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2019</td>
<td>$32,046.67</td>
<td>$0.00</td>
<td>$32,046.67</td>
</tr>
<tr>
<td>Additional Growth Round Payment for the period 1 July 2018 - 31 March 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2019</td>
<td>$16,001.37</td>
<td>$0.00</td>
<td>$16,001.37</td>
</tr>
<tr>
<td>Additional Growth Round Payment for the period 1 April 2019 - 30 June 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2019</td>
<td>$5,413.79</td>
<td>$0.00</td>
<td>$5,413.79</td>
</tr>
<tr>
<td>Indexation 2018-19 back payment</td>
<td>1 April 2019</td>
<td>$1,682.13</td>
<td>$0.00</td>
<td>$1,682.13</td>
</tr>
<tr>
<td>Description</td>
<td>Date</td>
<td>Amount</td>
<td>Notes</td>
<td>Total</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>------------</td>
<td>--------------</td>
<td>-------</td>
<td>-------------</td>
</tr>
<tr>
<td>Payment for the period 1 April 2019 - 30 June 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2019</td>
<td>$32,527.37</td>
<td></td>
<td>$32,527.37</td>
</tr>
<tr>
<td>Payment for the period 1 July 2019 - 30 September 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2019</td>
<td>$37,941.16</td>
<td></td>
<td>$37,941.16</td>
</tr>
<tr>
<td>Payment for the period 1 October 2019 - 31 December 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2019</td>
<td>$37,941.16</td>
<td></td>
<td>$37,941.16</td>
</tr>
<tr>
<td>Indexation 2019-20 back payment</td>
<td>1 October 2019</td>
<td>$1,138.23</td>
<td></td>
<td>$1,138.23</td>
</tr>
<tr>
<td>Payment for the period 1 January 2020 - 31 March 2020 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2020</td>
<td>$49,509.73</td>
<td></td>
<td>$49,509.73</td>
</tr>
<tr>
<td>Payment for the period 1 April 2020 - 30 June 2020 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2020</td>
<td>$49,509.73</td>
<td></td>
<td>$49,509.73</td>
</tr>
<tr>
<td>Payment for the period 1 July 2020 - 30 September 2020 for the Activity described in Item B. Grant Activity</td>
<td>4 July 2020</td>
<td>$47,393.11</td>
<td></td>
<td>$47,393.11</td>
</tr>
<tr>
<td>Payment for the period 1 October 2020 - 31 December 2020 for the Activity described in Item B. Grant Activity</td>
<td>4 October 2020</td>
<td>$47,393.11</td>
<td></td>
<td>$47,393.11</td>
</tr>
<tr>
<td>Payment for the period 1 January 2021 - 31 March 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 January 2021</td>
<td>$47,393.11</td>
<td></td>
<td>$47,393.11</td>
</tr>
<tr>
<td>Payment for the period 1 April 2021 - 30 June 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 April 2021</td>
<td>$47,393.11</td>
<td></td>
<td>$47,393.11</td>
</tr>
<tr>
<td>Payment for the period 1 July 2021 - 30 September 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 July 2021</td>
<td>$48,198.79</td>
<td></td>
<td>$48,198.79</td>
</tr>
<tr>
<td>Payment for the period 1 October 2021 - 31 December 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 October 2021</td>
<td>$48,198.79</td>
<td></td>
<td>$48,198.79</td>
</tr>
<tr>
<td>Payment for the period 1 January 2022 - 31 March 2022 for the Activity described in Item B. Grant Activity</td>
<td>4 January 2022</td>
<td>$48,198.79</td>
<td>$0.00</td>
<td>$48,198.79</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Payment for the period 1 April 2022 - 30 June 2022 for the Activity described in Item B. Grant Activity</td>
<td>4 April 2022</td>
<td>$48,198.80</td>
<td>$0.00</td>
<td>$48,198.80</td>
</tr>
<tr>
<td><strong>Total Amount</strong></td>
<td><strong>$710,172.29</strong></td>
<td><strong>$0.00</strong></td>
<td><strong>$710,172.29</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Invoicing**

The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes it relation to the Activity.

**Taxes, duties and government charges**

Refer to Clause 9. Taxes, duties and government charges.

**E. Reporting**

The Grantee agrees to create the following reports in the form specified and to provide the reports to the Commonwealth representative in accordance with the following.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Information to be included</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2018 to 30 September 2018 as described in item E.1 Performance Reports.</td>
<td>31 October 2018</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2018 to 31 December 2018 as described in Item E.1 Performance Reports.</td>
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<tr>
<td>Financial Acquittal Report</td>
<td>As described in Item E.4 Accounting for the Grant.</td>
<td>31 October 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2019 to 31 December 2019 as described in Item E.1 Performance Reports.</td>
<td>30 January 2020</td>
</tr>
<tr>
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<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2020 to 30 June 2020 as described in Item E.1 Performance Reports.</td>
<td>30 July 2020</td>
</tr>
<tr>
<td>Other Report</td>
<td>Unspent funds stocktake for 2019/20 financial year</td>
<td>7 August 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2019 to 30 June 2020 as described in Item E.1 Performance Reports.</td>
<td>30 November 2020</td>
</tr>
<tr>
<td>------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2020 to 31 December 2020 as described in Item E.1 Performance Reports.</td>
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<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
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</tr>
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<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2022 to 30 June 2022 as described in Item E.1 Performance Reports.</td>
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</tr>
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<td>Performance Report</td>
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<tr>
<td>Financial Acquittal Report</td>
<td>As described in Item E.4 Accounting for the Grant.</td>
<td>30 July 2022</td>
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<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2021 to 30 June 2022 as described in Item E.1 Performance Reports.</td>
<td>31 October 2022</td>
</tr>
</tbody>
</table>

### E.1 Performance Reports

The Grantee must provide client level data and service delivery information for all Activities described in Item B. Grant Activity (except for Sector Support and Development - Service System Development Activities) in accordance with the Data Exchange Protocols.

The Grantee must provide the data required within the Data Exchange Protocols through an approved mechanism as outlined in the Data Exchange Protocols.

The Grantee is required to finalise the submission of data within the Data Exchange by the due date set out at Item E.

For Sector Support and Development - Service System Development Activities, the Grantee must report progress in accordance with the Activity Work Plan in the format notified, referred or made available by the Commonwealth to the Grantee (including by reference to an internet site). The Grantee is required to submit reports by the applicable due date set out at Item E.

### Wellness and Reablement Reports

The Grantee must provide service level information to the Commonwealth on wellness and reablement approaches being implemented by the Grantee as part of the Activities described in Item B Grant Activity. The service level information must be provided in accordance with the report template nominated by the Commonwealth.

The Grantee is required to provide a wellness and reablement report by the applicable due date set out at Item E.
E.2 Activity Work Plan
The Grantee agrees that its performance will be measured against the attached Activity Work Plan.

E.3 Annual Report
Not applicable

E.4 Accounting for the Grant
The Grantee must provide a financial declaration for each financial year of this Agreement. A financial declaration is a certification from the Grantee which:

- states that all grant funds were spent for the purpose as outlined in the Agreement; and
- declares the amount of unspent Grant funds.

The financial declaration must be certified by the Grantee’s board, the chief executive officer or an officer with the authority to do so verifying the funds have been spent on the Activity in accordance with the Grant Agreement. If SACS supplementation has been paid, confirmation must be provided that the funding was spent in accordance with Clause cb21.

The Grantee is required to provide a financial declaration by the applicable due date at Item E.

E.5 Other Reports
The Grantee must provide assistance and information to the Commonwealth as reasonably required by the Commonwealth, including but not limited to data on existing clients not registered on My Aged Care in the format notified, referred or made available by the Commonwealth in the timeframe specified by the Commonwealth.

F. Party representatives and address for notices

Grantee's representative and address

<table>
<thead>
<tr>
<th>Grantee's representative name</th>
<th>Ms Jo Parker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Coordinator</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>The Barossa Council, 43-51 Tanunda Road, NURIOOTPA, SA, 5355</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8563 8444</td>
</tr>
<tr>
<td>Mobile</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:jparker@barossa.sa.gov.au">jparker@barossa.sa.gov.au</a></td>
</tr>
</tbody>
</table>

Commonwealth representative and address

<table>
<thead>
<tr>
<th>Name of representative</th>
<th>Nok Davis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>CGH Funding Arrangement Manager</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>GPO Box 9820 ADELAIDE SA 5001</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8208 0305</td>
</tr>
<tr>
<td>Mobile</td>
<td>Not specified</td>
</tr>
<tr>
<td>Fax</td>
<td>Not specified</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:saperformancehealth@communitygrants.gov.au">saperformancehealth@communitygrants.gov.au</a></td>
</tr>
</tbody>
</table>

The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

G. Activity Material
Activity Material means any material, other than Reporting Material, created or developed by the Grantee.
as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.

None specified
Home Modifications - Community and Home Support - 4-7W49GXL

B. Grant Activity

Objective
To provide home modifications that increase or maintain levels of independence, safety, accessibility and wellbeing. Modification services can also assist in creating a home environment that supports reablement and restorative practices.

Description
The Grantee agrees to carry out the Activity as described in the Program Manual to eligible clients identified for this Activity in accordance with the Activity Work Plan (Item E.2) and the Program Manual.

The Grantee agrees to participate in program development activity as reasonably requested by the Commonwealth.

Performance Indicators
The Activity will be measured against the following Performance Indicator/s:

<table>
<thead>
<tr>
<th>Performance Indicator Description</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>As described in the Activity Work Plan</td>
<td>As described in the Activity Work Plan and Item E. Reporting</td>
</tr>
</tbody>
</table>

Location Information
The Activity will be delivered from the following site location/s:

<table>
<thead>
<tr>
<th>Location Type</th>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Direct Funded</td>
<td>The Barossa Council 43-51 Tanunda Road</td>
</tr>
<tr>
<td></td>
<td></td>
<td>NURIOOTPA SA 5355</td>
</tr>
</tbody>
</table>

Service Area Information
The Activity will service the following service area/s:

<table>
<thead>
<tr>
<th>Type</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Aged Care Planning Region (2015)</td>
</tr>
<tr>
<td></td>
<td>Yorke Lower North &amp; Barossa</td>
</tr>
</tbody>
</table>

C. Duration of the Grant
The Activity starts on 1 July 2018.

The Activity (other than the provision of any final reports) ends on 30 June 2022, which is the Activity’s Completion Date.

The Agreement ends on 31 October 2022 or when the Grantee has provided all of the reports and repaid any Grant amount as required under this Agreement.

D. Payment of the Grant
The total amount of the Grant is $20,466.54* (GST exclusive).

A break down by Financial Year is below:

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>Amount * (excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Milestone</td>
<td>Anticipated date</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Payment for the period 1 July 2018 - 30 September 2018 for the Activity</td>
<td>1 July 2018</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 October 2018 - 31 December 2018 for the Activity</td>
<td>1 October 2018</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 January 2019 - 31 March 2019 for the Activity</td>
<td>1 January 2019</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 April 2019 - 30 June 2019 for the Activity</td>
<td>1 April 2019</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td></td>
</tr>
<tr>
<td>Indexation 2018-19 back payment</td>
<td>1 April 2019</td>
</tr>
<tr>
<td>Home Modifications Supplementary Funding</td>
<td>1 May 2019</td>
</tr>
<tr>
<td>Payment for the period 1 July 2019 - 30 September 2019 for the Activity</td>
<td>1 July 2019</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td></td>
</tr>
</tbody>
</table>

*This amount may include Social, Community, Home Care and Disability Services Industry Award 2010 Supplementation (SACS).

The Grantee must ensure that the Grant is held in an account in the Grantee’s name and which the Grantee controls, with an authorised deposit-taking institution authorised under the Banking Act 1959 (Cth) to carry on banking business in Australia.

The Grantee’s nominated bank account into which the Grant is to be paid is:

<table>
<thead>
<tr>
<th>BSB Number</th>
<th>085-005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Institution</td>
<td>Adelaide Ground Level 22-28 King William St NAB</td>
</tr>
<tr>
<td>Account Number</td>
<td>393831998</td>
</tr>
<tr>
<td>Account Name</td>
<td>The Barossa Council</td>
</tr>
</tbody>
</table>

The Grant will be paid in instalments by the Commonwealth in accordance with the agreed Milestones, and compliance by the Grantee with its obligations under this Agreement.
<table>
<thead>
<tr>
<th>Description</th>
<th>Date</th>
<th>Amount</th>
<th>Voided</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment for the period 1 October 2019 - 31 December 2019 for the</td>
<td>1 October 2019</td>
<td>$1,140.97</td>
<td>$0.00</td>
<td>$1,140.97</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indexation 2019-20 back payment</td>
<td>1 October 2019</td>
<td>$34.24</td>
<td>$0.00</td>
<td>$34.24</td>
</tr>
<tr>
<td>Payment for the period 1 January 2020 - 31 March 2020 for the</td>
<td>1 January 2020</td>
<td>$1,158.08</td>
<td>$0.00</td>
<td>$1,158.08</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 April 2020 - 30 June 2020 for the</td>
<td>1 April 2020</td>
<td>$1,158.07</td>
<td>$0.00</td>
<td>$1,158.07</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 July 2020 - 30 September 2020 for the</td>
<td>4 July 2020</td>
<td>$1,175.45</td>
<td>$0.00</td>
<td>$1,175.45</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 October 2020 - 31 December 2020 for the</td>
<td>4 October 2020</td>
<td>$1,175.45</td>
<td>$0.00</td>
<td>$1,175.45</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 January 2021 - 31 March 2021 for the</td>
<td>4 January 2021</td>
<td>$1,175.45</td>
<td>$0.00</td>
<td>$1,175.45</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 April 2021 - 30 June 2021 for the</td>
<td>4 April 2021</td>
<td>$1,175.46</td>
<td>$0.00</td>
<td>$1,175.46</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 July 2021 - 30 September 2021 for the</td>
<td>4 July 2021</td>
<td>$1,195.44</td>
<td>$0.00</td>
<td>$1,195.44</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 October 2021 - 31 December 2021 for the</td>
<td>4 October 2021</td>
<td>$1,195.44</td>
<td>$0.00</td>
<td>$1,195.44</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 January 2022 - 31 March 2022 for the</td>
<td>4 January 2022</td>
<td>$1,195.44</td>
<td>$0.00</td>
<td>$1,195.44</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for the period 1 April 2022 - 30 June 2022 for the</td>
<td>4 April 2022</td>
<td>$1,195.42</td>
<td>$0.00</td>
<td>$1,195.42</td>
</tr>
<tr>
<td>Activity described in Item B. Grant Activity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Invoicing
The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes in relation to the Activity.

Taxes, duties and government charges
Refer to Clause 9. Taxes, duties and government charges.

E. Reporting
The Grantee agrees to create the following reports in the form specified and to provide the reports to the Commonwealth representative in accordance with the following.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Information to be included</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2018 to 30 September 2018 as described in item E.1 Performance Reports.</td>
<td>31 October 2018</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2018 to 31 December 2018 as described in Item E.1 Performance Reports.</td>
<td>30 January 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2019 to 30 June 2019 as described in Item E.1 Performance Reports.</td>
<td>30 July 2019</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
<td>31 October 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 October 2018 to 30 June 2019 as described in Item E.1 Performance Reports.</td>
<td>31 October 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2019 to 31 December 2019 as described in Item E.1 Performance Reports.</td>
<td>30 January 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2020 to 30 June 2020 as described in Item E.1 Performance Reports.</td>
<td>30 July 2020</td>
</tr>
<tr>
<td>Other Report</td>
<td>Unspent funds stocktake for 2019/20 financial year</td>
<td>7 August 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2019 to 30 June 2020 as described in Item E.1 Performance Reports.</td>
<td>30 November 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2020 to 31 December 2020 as described in Item E.1 Performance Reports.</td>
<td>30 January 2021</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
<td>30 July 2021</td>
</tr>
<tr>
<td>Date</td>
<td>Description</td>
<td>Reference</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------</td>
</tr>
<tr>
<td>30 July 2021</td>
<td>Performance Report A report on wellness and reablement approaches to service delivery for the period 1 July 2020 to 30 June 2021 as described in Item E.1 Performance Reports.</td>
<td>30 July 2021</td>
</tr>
<tr>
<td>31 October 2021</td>
<td>Performance Report Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2021 to 31 December 2021 as described in Item E.1 Performance Reports.</td>
<td>31 October 2021</td>
</tr>
<tr>
<td>30 July 2022</td>
<td>Performance Report Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2022 to 30 June 2022 as described in Item E.1 Performance Reports.</td>
<td>30 July 2022</td>
</tr>
<tr>
<td>31 October 2022</td>
<td>Performance Report A report on wellness and reablement approaches to service delivery for the period 1 July 2021 to 30 June 2022 as described in Item E.1 Performance Reports.</td>
<td>31 October 2022</td>
</tr>
<tr>
<td>30 July 2022</td>
<td>Financial Acquittal Report As described in Item E.4 Accounting for the Grant.</td>
<td>30 July 2022</td>
</tr>
</tbody>
</table>

**E.1 Performance Reports**

The Grantee must provide client level data and service delivery information for all Activities described in Item B. Grant Activity (except for Sector Support and Development - Service System Development Activities) in accordance with the Data Exchange Protocols.

The Grantee must provide the data required within the Data Exchange Protocols through an approved mechanism as outlined in the Data Exchange Protocols.

The Grantee is required to finalise the submission of data within the Data Exchange by the due date set out at Item E.

For Sector Support and Development - Service System Development Activities, the Grantee must report progress in accordance with the Activity Work Plan in the format notified, referred or made available by the Commonwealth to the Grantee (including by reference to an internet site). The Grantee is required to submit reports by the applicable due date set out at Item E.

**Wellness and Reablement Reports**

The Grantee must provide service level information to the Commonwealth on wellness and reablement approaches being implemented by the Grantee as part of the Activities described in Item B Grant Activity. The service level information must be provided in accordance with the report template nominated by the Commonwealth.

The Grantee is required to provide a wellness and reablement report by the applicable due date set out at Item E.

**E.2 Activity Work Plan**

The Grantee agrees that its performance will be measured against the attached Activity Work Plan.

**E.3 Annual Report**

Not applicable

**E.4 Accounting for the Grant**

The Grantee must provide a financial declaration for each financial year of this Agreement. A financial declaration is a certification from the Grantee which:
• states that all grant funds were spent for the purpose as outlined in the Agreement; and
• declares the amount of unspent Grant funds.

The financial declaration must be certified by the Grantee’s board, the chief executive officer or an officer with the authority to do so verifying the funds have been spent on the Activity in accordance with the Grant Agreement. If SACS supplementation has been paid, confirmation must be provided that the funding was spent in accordance with Clause cb21.

The Grantee is required to provide a financial declaration by the applicable due date at Item E.

E.5 Other Reports

The Grantee must provide assistance and information to the Commonwealth as reasonably required by the Commonwealth, including but not limited to data on existing clients not registered on My Aged Care in the format notified, referred or made available by the Commonwealth in the timeframe specified by the Commonwealth.

F. Party representatives and address for notices

Grantee’s representative and address

<table>
<thead>
<tr>
<th>Grantee’s representative name</th>
<th>Ms Jo Parker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Coordinator</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>The Barossa Council, 43-51 Tanunda Road, NURIOOTPA, SA, 5355</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8563 8444</td>
</tr>
<tr>
<td>Mobile</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:jparker@barossa.sa.gov.au">jparker@barossa.sa.gov.au</a></td>
</tr>
</tbody>
</table>

Commonwealth representative and address

<table>
<thead>
<tr>
<th>Name of representative</th>
<th>Nok Davis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>CGH Funding Arrangement Manager</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>GPO Box 9820 ADELAIDE SA 5001</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8208 0305</td>
</tr>
<tr>
<td>Mobile</td>
<td>Not specified</td>
</tr>
<tr>
<td>Fax</td>
<td>Not specified</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:saperformancehealth@communitygrants.gov.au">saperformancehealth@communitygrants.gov.au</a></td>
</tr>
</tbody>
</table>

The Parties’ representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

G. Activity Material

Activity Material means any material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.

None specified
B. Grant Activity

Objective

To assist frail, older people to participate in community life and feel socially included through structured, group-based activities that develop, maintain or support independent living and social interaction.

Description

The Grantee agrees to carry out the Activity as described in the Program Manual to eligible clients identified for this Activity in accordance with the Activity Work Plan (Item E.2) and the Program Manual.

The Grantee agrees to participate in program development activity as reasonably requested by the Commonwealth.

Performance Indicators

The Activity will be measured against the following Performance Indicator/s:

<table>
<thead>
<tr>
<th>Performance Indicator Description</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>As described in the Activity Work Plan</td>
<td>As described in the Activity Work Plan and Item E. Reporting</td>
</tr>
</tbody>
</table>

Location Information

The Activity will be delivered from the following site location/s:

<table>
<thead>
<tr>
<th>Location Type</th>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Direct Funded</td>
<td>The Barossa Council</td>
<td>The Barossa Council 43-51 Tanunda Road NURIOOTPA SA 5355</td>
</tr>
</tbody>
</table>

Service Area Information

The Activity will service the following service area/s:

<table>
<thead>
<tr>
<th>Type</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Aged Care Planning Region (2015)</td>
<td>Yorke Lower North &amp; Barossa</td>
</tr>
</tbody>
</table>

C. Duration of the Grant

The Activity starts on 1 July 2018.

The Activity (other than the provision of any final reports) ends on 30 June 2022, which is the Activity’s Completion Date.

The Agreement ends on 31 October 2022 or when the Grantee has provided all of the reports and repaid any Grant amount as required under this Agreement.

D. Payment of the Grant

The total amount of the Grant is $280,320.11* (GST exclusive).

A break down by Financial Year is below:

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>Amount * (excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-2019</td>
<td>$68,488.30</td>
</tr>
</tbody>
</table>
2019-2020  $69,515.62  
2020-2021  $70,558.35  
2021-2022  $71,757.84  

*This amount may include Social, Community, Home Care and Disability Services Industry Award 2010 Supplementation (SACS).

The Grantee must ensure that the Grant is held in an account in the Grantee’s name and which the Grantee controls, with an authorised deposit-taking institution authorised under the Banking Act 1959 (Cth) to carry on banking business in Australia.

The Grantee’s nominated bank account into which the Grant is to be paid is:

<table>
<thead>
<tr>
<th>BSB Number</th>
<th>Financial Institution</th>
<th>Account Number</th>
<th>Account Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>085-005</td>
<td>Adelaide Ground Level 22-28 King William St NAB</td>
<td>393831998</td>
<td>The Barossa Council</td>
</tr>
</tbody>
</table>

The Grant will be paid in instalments by the Commonwealth in accordance with the agreed Milestones, and compliance by the Grantee with its obligations under this Agreement.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Anticipated date</th>
<th>Amount (excl. GST)</th>
<th>GST</th>
<th>Total (incl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment for the period 1 July 2018 - 30 September 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2018</td>
<td>$16,869.04</td>
<td>$0.00</td>
<td>$16,869.04</td>
</tr>
<tr>
<td>Payment for the period 1 October 2018 - 31 December 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2018</td>
<td>$16,869.04</td>
<td>$0.00</td>
<td>$16,869.04</td>
</tr>
<tr>
<td>Payment for the period 1 January 2019 - 31 March 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2019</td>
<td>$16,869.04</td>
<td>$0.00</td>
<td>$16,869.04</td>
</tr>
<tr>
<td>Payment for the period 1 April 2019 - 30 June 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2019</td>
<td>$17,122.07</td>
<td>$0.00</td>
<td>$17,122.07</td>
</tr>
<tr>
<td>Indexation 2018-19 back payment</td>
<td>1 April 2019</td>
<td>$759.11</td>
<td>$0.00</td>
<td>$759.11</td>
</tr>
<tr>
<td>Payment for the period 1 July 2019 - 30 September 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2019</td>
<td>$17,122.07</td>
<td>$0.00</td>
<td>$17,122.07</td>
</tr>
<tr>
<td>Payment for the period 1 October 2019 - 31 December 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2019</td>
<td>$17,122.07</td>
<td>$0.00</td>
<td>$17,122.07</td>
</tr>
<tr>
<td>Indexation 2019-20 back payment</td>
<td>1 October 2019</td>
<td>$513.66</td>
<td>$0.00</td>
<td>$513.66</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>----------------</td>
<td>--------</td>
<td>-------</td>
<td>--------</td>
</tr>
<tr>
<td>Payment for the period 1 January 2020 - 31 March 2020 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2020</td>
<td>$17,378.90</td>
<td>$0.00</td>
<td>$17,378.90</td>
</tr>
<tr>
<td>Payment for the period 1 April 2020 - 30 June 2020 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2020</td>
<td>$17,378.92</td>
<td>$0.00</td>
<td>$17,378.92</td>
</tr>
<tr>
<td>Payment for the period 1 July 2020 - 30 September 2020 for the Activity described in Item B. Grant Activity</td>
<td>4 July 2020</td>
<td>$17,639.59</td>
<td>$0.00</td>
<td>$17,639.59</td>
</tr>
<tr>
<td>Payment for the period 1 October 2020 - 31 December 2020 for the Activity described in Item B. Grant Activity</td>
<td>4 October 2020</td>
<td>$17,639.59</td>
<td>$0.00</td>
<td>$17,639.59</td>
</tr>
<tr>
<td>Payment for the period 1 January 2021 - 31 March 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 January 2021</td>
<td>$17,639.59</td>
<td>$0.00</td>
<td>$17,639.59</td>
</tr>
<tr>
<td>Payment for the period 1 April 2021 - 30 June 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 April 2021</td>
<td>$17,639.58</td>
<td>$0.00</td>
<td>$17,639.58</td>
</tr>
<tr>
<td>Payment for the period 1 July 2021 - 30 September 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 July 2021</td>
<td>$17,939.46</td>
<td>$0.00</td>
<td>$17,939.46</td>
</tr>
<tr>
<td>Payment for the period 1 October 2021 - 31 December 2021 for the Activity described in Item B. Grant Activity</td>
<td>4 October 2021</td>
<td>$17,939.46</td>
<td>$0.00</td>
<td>$17,939.46</td>
</tr>
<tr>
<td>Payment for the period 1 January 2022 - 31 March 2022 for the Activity described in Item B. Grant Activity</td>
<td>4 January 2022</td>
<td>$17,939.46</td>
<td>$0.00</td>
<td>$17,939.46</td>
</tr>
<tr>
<td>Payment for the period 1 April 2022 - 30 June 2022 for the Activity described in Item B. Grant Activity</td>
<td>4 April 2022</td>
<td>$17,939.46</td>
<td>$0.00</td>
<td>$17,939.46</td>
</tr>
</tbody>
</table>

**Total Amount** | $280,320.11 | $0.00 | $280,320.11

**Invoicing**

The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes it relation to the Activity.
### E. Reporting

The Grantee agrees to create the following reports in the form specified and to provide the reports to the Commonwealth representative in accordance with the following.

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The Grantee must provide the data required within the Data Exchange Protocols through an approved mechanism as outlined in the Data Exchange Protocols.

The Grantee is required to finalise the submission of data within the Data Exchange by the due date set out at Item E.

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**Wellness and Reablement Reports**

The Grantee must provide service level information to the Commonwealth on wellness and reablement approaches being implemented by the Grantee as part of the Activities described in Item B Grant Activity. The service level information must be provided in accordance with the report template nominated by the Commonwealth.

The Grantee is required to provide a wellness and reablement report by the applicable due date set out at Item E.

**E.2 Activity Work Plan**

The Grantee agrees that its performance will be measured against the attached Activity Work Plan.

**E.3 Annual Report**

Not applicable

**E.4 Accounting for the Grant**

The Grantee must provide a financial declaration for each financial year of this Agreement. A financial declaration is a certification from the Grantee which:

- states that all grant funds were spent for the purpose as outlined in the Agreement; and
- declares the amount of unspent Grant funds.

The financial declaration must be certified by the Grantee’s board, the chief executive officer or an officer with the authority to do so verifying the funds have been spent on the Activity in accordance with the Grant Agreement. If SACS supplementation has been paid, confirmation must be provided that the funding was spent in accordance with Clause cb21.
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**E.5 Other Reports**
The Grantee must provide assistance and information to the Commonwealth as reasonably required by the Commonwealth, including but not limited to data on existing clients not registered on My Aged Care in the format notified, referred or made available by the Commonwealth in the timeframe specified by the Commonwealth.

**F. Party representatives and address for notices**

**Grantee's representative and address**

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<thead>
<tr>
<th>Grantee's representative name</th>
<th>Ms Jo Parker</th>
</tr>
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<td>Position</td>
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</tr>
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</tr>
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</tr>
<tr>
<td>Mobile</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
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**Commonwealth representative and address**

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<th>Nok Davis</th>
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</tr>
<tr>
<td>Mobile</td>
<td>Not specified</td>
</tr>
<tr>
<td>Fax</td>
<td>Not specified</td>
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<tr>
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</tbody>
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The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

**G. Activity Material**

Activity Material means any material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.

None specified
B. Grant Activity

**Objective**
To assist frail, older people to participate in community life and feel socially included through meeting their need for social contact and company.

**Description**
The Grantee agrees to carry out the Activity as described in the Program Manual to eligible clients identified for this Activity in accordance with the Activity Work Plan (Item E.2) and the Program Manual.

The Grantee agrees to participate in program development activity as reasonably requested by the Commonwealth.

**Performance Indicators**
The Activity will be measured against the following Performance Indicator/s:

<table>
<thead>
<tr>
<th>Performance Indicator Description</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>As described in the Activity Work Plan</td>
<td>As described in the Activity Work Plan and Item E. Reporting</td>
</tr>
</tbody>
</table>

**Location Information**
The Activity will be delivered from the following site location/s:

<table>
<thead>
<tr>
<th>Location Type</th>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Direct Funded</td>
<td>The Barossa Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The Barossa Council 43-51 Tanunda Road</td>
</tr>
<tr>
<td></td>
<td></td>
<td>NURIOOTPA SA 5355</td>
</tr>
</tbody>
</table>

**Service Area Information**
The Activity will service the following service area/s:

<table>
<thead>
<tr>
<th>Type</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Aged Care Planning Region (2015)</td>
<td>Yorke Lower North &amp; Barossa</td>
</tr>
</tbody>
</table>

C. Duration of the Grant
The Activity starts on 1 July 2018.

The Activity (other than the provision of any final reports) ends on 30 June 2022, which is the Activity’s Completion Date.

The Agreement ends on 31 October 2022 or when the Grantee has provided all of the reports and repaid any Grant amount as required under this Agreement.

D. Payment of the Grant
The total amount of the Grant is $49,237.86* (GST exclusive).

A break down by Financial Year is below:

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>Amount *(excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-2019</td>
<td>$12,029.88</td>
</tr>
<tr>
<td>Year</td>
<td>Amount</td>
</tr>
<tr>
<td>--------------</td>
<td>------------</td>
</tr>
<tr>
<td>2019-2020</td>
<td>$12,210.33</td>
</tr>
<tr>
<td>2020-2021</td>
<td>$12,393.48</td>
</tr>
<tr>
<td>2021-2022</td>
<td>$12,604.17</td>
</tr>
</tbody>
</table>

*This amount may include Social, Community, Home Care and Disability Services Industry Award 2010 Supplementation (SACS).

The Grantee must ensure that the Grant is held in an account in the Grantee’s name and which the Grantee controls, with an authorised deposit-taking institution authorised under the Banking Act 1959 (Cth) to carry on banking business in Australia.

The Grantee’s nominated bank account into which the Grant is to be paid is:

<table>
<thead>
<tr>
<th>BSB Number</th>
<th>085-005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Institution</td>
<td>Adelaide Ground Level 22-28 King William St NAB</td>
</tr>
<tr>
<td>Account Number</td>
<td>393831998</td>
</tr>
<tr>
<td>Account Name</td>
<td>The Barossa Council</td>
</tr>
</tbody>
</table>

The Grant will be paid in instalments by the Commonwealth in accordance with the agreed Milestones, and compliance by the Grantee with its obligations under this Agreement.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Anticipated date</th>
<th>Amount (excl. GST)</th>
<th>GST</th>
<th>Total (incl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment for the period 1 July 2018 - 30 September 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2018</td>
<td>$2,963.03</td>
<td>$0.00</td>
<td>$2,963.03</td>
</tr>
<tr>
<td>Payment for the period 1 October 2018 - 31 December 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2018</td>
<td>$2,963.03</td>
<td>$0.00</td>
<td>$2,963.03</td>
</tr>
<tr>
<td>Payment for the period 1 January 2019 - 31 March 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2019</td>
<td>$2,963.03</td>
<td>$0.00</td>
<td>$2,963.03</td>
</tr>
<tr>
<td>Payment for the period 1 April 2019 - 30 June 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2019</td>
<td>$3,007.45</td>
<td>$0.00</td>
<td>$3,007.45</td>
</tr>
<tr>
<td>Indexation 2018-19 back payment</td>
<td>1 April 2019</td>
<td>$133.34</td>
<td>$0.00</td>
<td>$133.34</td>
</tr>
<tr>
<td>Payment for the period 1 July 2019 - 30 September 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2019</td>
<td>$3,007.47</td>
<td>$0.00</td>
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<td>Payment for the period 1 October 2019 - 31 December 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2019</td>
<td>$3,007.47</td>
<td>$0.00</td>
<td>$3,007.47</td>
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<tr>
<td>Indexation 2019-20 back payment</td>
<td>1 October 2019</td>
<td>$90.23</td>
<td>$0.00</td>
<td>$90.23</td>
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<tr>
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<tr>
<td>Payment for the period 1 October 2020 - 31 December 2020 for the Activity described in Item B. Grant Activity</td>
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**Total Amount** | **$49,237.86** | **$0.00** | **$49,237.86**

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The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

**G. Activity Material**

Activity Material means any material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.

None specified
Transport - Community and Home Support - 4-7W4D6OU

B. Grant Activity

Objective
To provide frail, older people with access to transport services that supports their access to the community.

Description
The Grantee agrees to carry out the Activity as described in the Program Manual to eligible clients identified for this Activity in accordance with the Activity Work Plan (Item E.2) and the Program Manual.

The Grantee agrees to participate in program development activity as reasonably requested by the Commonwealth.

Performance Indicators
The Activity will be measured against the following Performance Indicator/s:

<table>
<thead>
<tr>
<th>Performance Indicator Description</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>As described in the Activity Work Plan</td>
<td>As described in the Activity Work Plan and Item E. Reporting</td>
</tr>
</tbody>
</table>

Location Information
The Activity will be delivered from the following site location/s:

<table>
<thead>
<tr>
<th>Location Type</th>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Direct Funded</td>
<td>The Barossa Council</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The Barossa Council 43-51 Tanunda Road</td>
</tr>
<tr>
<td></td>
<td></td>
<td>NURIOOTPA SA 5355</td>
</tr>
</tbody>
</table>

Service Area Information
The Activity will service the following service area/s:

<table>
<thead>
<tr>
<th>Type</th>
<th>Service Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Aged Care Planning Region (2015)</td>
<td>Yorke Lower North &amp; Barossa</td>
</tr>
</tbody>
</table>

C. Duration of the Grant
The Activity starts on 1 July 2018.

The Activity (other than the provision of any final reports) ends on 30 June 2022, which is the Activity’s Completion Date.

The Agreement ends on 31 October 2022 or when the Grantee has provided all of the reports and repaid any Grant amount as required under this Agreement.

D. Payment of the Grant
The total amount of the Grant is $208,704.99* (GST exclusive).

A break down by Financial Year is below:

<table>
<thead>
<tr>
<th>Financial Year</th>
<th>Amount * (excl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-2019</td>
<td>$43,347.53</td>
</tr>
</tbody>
</table>
*This amount may include Social, Community, Home Care and Disability Services Industry Award 2010 Supplementation (SACS).

The Grantee must ensure that the Grant is held in an account in the Grantee’s name and which the Grantee controls, with an authorised deposit-taking institution authorised under the Banking Act 1959 (Cth) to carry on banking business in Australia.

The Grantee’s nominated bank account into which the Grant is to be paid is:

| BSB Number | 085-005 |
| Financial Institution | Adelaide Ground Level 22-28 King William St NAB |
| Account Number | 393831998 |
| Account Name | The Barossa Council |

The Grant will be paid in instalments by the Commonwealth in accordance with the agreed Milestones, and compliance by the Grantee with its obligations under this Agreement.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Anticipated date</th>
<th>Amount (excl. GST)</th>
<th>GST</th>
<th>Total (incl. GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment for the period 1 July 2018 - 30 September 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2018</td>
<td>$10,676.73</td>
<td>$0.00</td>
<td>$10,676.73</td>
</tr>
<tr>
<td>Payment for the period 1 October 2018 - 31 December 2018 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2018</td>
<td>$10,676.73</td>
<td>$0.00</td>
<td>$10,676.73</td>
</tr>
<tr>
<td>Payment for the period 1 January 2019 - 31 March 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 January 2019</td>
<td>$10,676.73</td>
<td>$0.00</td>
<td>$10,676.73</td>
</tr>
<tr>
<td>Indexation 2018-19 back payment</td>
<td>1 April 2019</td>
<td>$480.45</td>
<td>$0.00</td>
<td>$480.45</td>
</tr>
<tr>
<td>Payment for the period 1 April 2019 - 30 June 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 April 2019</td>
<td>$10,836.89</td>
<td>$0.00</td>
<td>$10,836.89</td>
</tr>
<tr>
<td>Payment for the period 1 July 2019 - 30 September 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 July 2019</td>
<td>$10,836.88</td>
<td>$0.00</td>
<td>$10,836.88</td>
</tr>
<tr>
<td>Payment for the period 1 October 2019 - 31 December 2019 for the Activity described in Item B. Grant Activity</td>
<td>1 October 2019</td>
<td>$10,836.88</td>
<td>$0.00</td>
<td>$10,836.88</td>
</tr>
<tr>
<td>Description</td>
<td>Date Range</td>
<td>Amount 1</td>
<td>Amount 2</td>
<td>Amount 3</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------</td>
<td>----------------------------------</td>
<td>---------------</td>
<td>----------</td>
<td>---------------</td>
</tr>
<tr>
<td>Payment for the period 1 July 2020 - 30 September 2020 for the Activity</td>
<td>1 October 2019</td>
<td>$325.11</td>
<td>$0.00</td>
<td>$325.11</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td>4 July 2020</td>
<td>$2,859.26</td>
<td>$0.00</td>
<td>$2,859.26</td>
</tr>
<tr>
<td>Payment for the period 1 October 2020 - 31 December 2020 for the Activity</td>
<td>4 October 2020</td>
<td>$2,859.26</td>
<td>$0.00</td>
<td>$2,859.26</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td>4 October 2020</td>
<td>$2,859.26</td>
<td>$0.00</td>
<td>$2,859.26</td>
</tr>
<tr>
<td>Payment for the period 1 January 2021 - 31 March 2021 for the Activity</td>
<td>4 January 2021</td>
<td>$22,682.94</td>
<td>$0.00</td>
<td>$22,682.94</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td>4 January 2021</td>
<td>$22,682.93</td>
<td>$0.00</td>
<td>$22,682.93</td>
</tr>
<tr>
<td>Payment for the period 1 April 2021 - 30 June 2021 for the Activity</td>
<td>4 April 2021</td>
<td>$22,682.93</td>
<td>$0.00</td>
<td>$22,682.93</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td>4 April 2021</td>
<td>$22,682.93</td>
<td>$0.00</td>
<td>$22,682.93</td>
</tr>
<tr>
<td>Payment for the period 1 July 2021 - 30 September 2021 for the Activity</td>
<td>4 July 2021</td>
<td>$23,068.55</td>
<td>$0.00</td>
<td>$23,068.55</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td>4 July 2021</td>
<td>$23,068.55</td>
<td>$0.00</td>
<td>$23,068.55</td>
</tr>
<tr>
<td>Payment for the period 1 October 2021 - 31 December 2021 for the Activity</td>
<td>4 October 2021</td>
<td>$23,068.55</td>
<td>$0.00</td>
<td>$23,068.55</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td>4 October 2021</td>
<td>$23,068.55</td>
<td>$0.00</td>
<td>$23,068.55</td>
</tr>
<tr>
<td>Payment for the period 1 January 2022 - 31 March 2022 for the Activity</td>
<td>4 January 2022</td>
<td>$23,068.55</td>
<td>$0.00</td>
<td>$23,068.55</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td>4 January 2022</td>
<td>$23,068.55</td>
<td>$0.00</td>
<td>$23,068.55</td>
</tr>
<tr>
<td>Payment for the period 1 April 2022 - 30 June 2022 for the Activity</td>
<td>4 April 2022</td>
<td>$23,068.55</td>
<td>$0.00</td>
<td>$23,068.55</td>
</tr>
<tr>
<td>described in Item B. Grant Activity</td>
<td>4 April 2022</td>
<td>$23,068.55</td>
<td>$0.00</td>
<td>$23,068.55</td>
</tr>
</tbody>
</table>

**Total Amount**

$208,704.99

---

**Invoicing**

The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes it relation to the Activity.

---

**Taxes, duties and government charges**

Refer to Clause 9. Taxes, duties and government charges.

---

**E. Reporting**

The Grantee agrees to create the following reports in the form specified and to provide the reports to the Commonwealth representative in accordance with the following.
<table>
<thead>
<tr>
<th>Milestone</th>
<th>Information to be included</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2018 to 30 September 2018 as described in item E.1 Performance Reports.</td>
<td>31 October 2018</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2018 to 31 December 2018 as described in Item E.1 Performance Reports.</td>
<td>30 January 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2019 to 30 June 2019 as described in Item E.1 Performance Reports.</td>
<td>30 July 2019</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
<td>31 October 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 October 2018 to 30 June 2019 as described in Item E.1 Performance Reports.</td>
<td>31 October 2019</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2019 to 31 December 2019 as described in Item E.1 Performance Reports.</td>
<td>30 January 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2020 to 30 June 2020 as described in Item E.1 Performance Reports.</td>
<td>30 July 2020</td>
</tr>
<tr>
<td>Other Report</td>
<td>Unspent funds stocktake for 2019/20 financial year</td>
<td>7 August 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2019 to 30 June 2020 as described in Item E.1 Performance Reports.</td>
<td>30 November 2020</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2020 to 31 December 2020 as described in Item E.1 Performance Reports.</td>
<td>30 January 2021</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2021 to 30 June 2021 as described in Item E.1 Performance Reports.</td>
<td>30 July 2021</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in item E.4 Accounting for the Grant.</td>
<td>30 July 2021</td>
</tr>
<tr>
<td>Performance Report</td>
<td>A report on wellness and reablement approaches to service delivery for the period 1 July 2020 to 30 June 2021 as described in item E.1 Performance Reports.</td>
<td>31 October 2021</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 July 2021 to 31 December 2021 as described in Item E.1 Performance Reports.</td>
<td>30 January 2022</td>
</tr>
<tr>
<td>Performance Report</td>
<td>Finalisation of period data within the Data Exchange, as per the Data Exchange Protocols for the period 1 January 2022 to 30 June 2022 as described in Item E.1 Performance Reports.</td>
<td>30 July 2022</td>
</tr>
<tr>
<td>Financial Acquittal Report</td>
<td>As described in Item E.4 Accounting for the Grant.</td>
<td>30 July 2022</td>
</tr>
</tbody>
</table>
**E.1 Performance Reports**

The Grantee must provide client level data and service delivery information for all Activities described in Item B. Grant Activity (except for Sector Support and Development - Service System Development Activities) in accordance with the Data Exchange Protocols.

The Grantee must provide the data required within the Data Exchange Protocols through an approved mechanism as outlined in the Data Exchange Protocols.

The Grantee is required to finalise the submission of data within the Data Exchange by the due date set out at Item E.

For Sector Support and Development - Service System Development Activities, the Grantee must report progress in accordance with the Activity Work Plan in the format notified, referred or made available by the Commonwealth to the Grantee (including by reference to an internet site). The Grantee is required to submit reports by the applicable due date set out at Item E.

**Wellness and Reablement Reports**

The Grantee must provide service level information to the Commonwealth on wellness and reablement approaches being implemented by the Grantee as part of the Activities described in Item B Grant Activity. The service level information must be provided in accordance with the report template nominated by the Commonwealth.

The Grantee is required to provide a wellness and reablement report by the applicable due date set out at Item E.

**E.2 Activity Work Plan**

The Grantee agrees that its performance will be measured against the attached Activity Work Plan.

**E.3 Annual Report**

Not applicable

**E.4 Accounting for the Grant**

The Grantee must provide a financial declaration for each financial year of this Agreement. A financial declaration is a certification from the Grantee which:

- states that all grant funds were spent for the purpose as outlined in the Agreement; and
- declares the amount of unspent Grant funds.

The financial declaration must be certified by the Grantee’s board, the chief executive officer or an officer with the authority to do so verifying the funds have been spent on the Activity in accordance with the Grant Agreement. If SACS supplementation has been paid, confirmation must be provided that the funding was spent in accordance with Clause cb21.

The Grantee is required to provide a financial declaration by the applicable due date at Item E.

**E.5 Other Reports**

The Grantee must provide assistance and information to the Commonwealth as reasonably required by the Commonwealth, including but not limited to data on existing clients not registered on My Aged Care in the format notified, referred or made available by the Commonwealth in the timeframe specified by the Commonwealth.

---

**Performance Report**

A report on wellness and reablement approaches to service delivery for the period 1 July 2021 to 30 June 2022 as described in Item E.1 Performance Reports.

31 October 2022
F. Party representatives and address for notices

Grantee’s representative and address

<table>
<thead>
<tr>
<th>Grantee’s representative name</th>
<th>Ms Jo Parker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Coordinator</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>The Barossa Council, 43-51 Tanunda Road, NURIOOTPA, SA, 5355</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8563 8444</td>
</tr>
<tr>
<td>Mobile</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:jparker@barossa.sa.gov.au">jparker@barossa.sa.gov.au</a></td>
</tr>
</tbody>
</table>

Commonwealth representative and address

<table>
<thead>
<tr>
<th>Name of representative</th>
<th>Nok Davis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>CGH Funding Arrangement Manager</td>
</tr>
<tr>
<td>Postal/physical address(es)</td>
<td>GPO Box 9820 ADELAIDE SA 5001</td>
</tr>
<tr>
<td>Business hours telephone</td>
<td>08 8208 0305</td>
</tr>
<tr>
<td>Mobile</td>
<td>Not specified</td>
</tr>
<tr>
<td>Fax</td>
<td>Not specified</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:saperformancehealth@communitygrants.gov.au">saperformancehealth@communitygrants.gov.au</a></td>
</tr>
</tbody>
</table>

The Parties’ representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

G. Activity Material

Activity Material means any material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.

None specified
7.4.1 DEBATE AGENDA – DIRECTOR WORKS AND ENGINEERING SERVICES

7.4.1.1 2021 BAROSSA VINTAGE FESTIVAL – VINTAGE PARADE
B11739 – 21/14070

PURPOSE
A request has been received from the 2021 Barossa Vintage Festival Committee for the temporary closure of a number of roads for the staging of the 2021 Barossa Vintage Festival Parade, which is to be held on Saturday 17 April 2021 leaving Tanunda at 10am.

RECOMMENDATION
That the Commissioner of Police be advised that The Barossa Council endorses the following road closures on Saturday 17 April 2021 for the purpose of the 2021 Barossa Vintage Festival Parade:

Road closure of Murray Street, Tanunda between Gomersal Road and Basedow Road, between 6.00am and 11.00am;

Rolling road closure along Murray Street / Barossa Valley Way, Tanunda commencing at Basedow Road, Tanunda continuing along Barossa Valley Way to Nuraip Road, Nuriootpa between 10.00am and 2.00pm

Road closure of Nuraip Road, Nuriootpa between Barossa Valley Way and Research Road between 7.00am and 2.00pm.

REPORT
Discussion
The 2021 Barossa Vintage Festival Program describes the Barossa Vintage Festival Parade as “A long-standing Festival tradition, the Vintage Festival Parade is a guaranteed show-stopper guaranteed to entertain, amuse and delight”.

The Vintage Festival Parade is to be held on Saturday 17 April 2021 under an amended format due to current COVID-19 restrictions. It is planned to assemble the Parade in Heinemann Park, Tanunda and along a closed section of Murray Street. The Parade will commence at approximately 10.00am and travel from Tanunda toward Nuriootpa disbursing along Nuraip Road. Road closures will be required in both Tanunda and Nuriootpa to accommodate the formation and disbursement of the parade floats.
ALTUS Traffic has been engaged by the organisers to provide and implement all required road closures and traffic management with the support of emergency services and Council Operations staff.

Parade Organisers have met with SAPOL and SA Health throughout planning discussions to ensure the event will comply completely with the current COVID safe requirements, and those discussions have identified a requirement to modify the 2021 event to enable the parade to proceed in a COVID safe environment for participants and the attending public.

SA Health will assess the Parade COVID Safe Event Plan once submitted by organisers and the organisers will be bound by any restrictions the SA Health assessment may stipulate.

The result of initial meetings with SA Health requires organisers to closely monitor the start and finish locations of the parade, QR codes will be operational at Heinemann Park and venue number limits will be policed and enforced on the day. COVID Marshalls will also be in attendance along the Parade route assigned to apply COVID directions and restrictions.

The closure of Murray Street, Tanunda between Gomersal Road and Basedow Road will allow for the spacing of floats and participants and the Parade order will be controlled by the numbering of each float entry and the Parade will proceed in that numerical order.

Organisers have engaged ALTUS to implement and monitor the road closure along the Parade route with the assistance of approximately 50 Barossa Vintage Festival Traffic Marshalls (accredited by SAPOL) stationed at side roads to ensure vehicles do not enter the Parade route, supported by 9 Council Operations Team members stationed across the route at identified stress points.

The Parade will not finish in Nuriootpa in 2021 due to the complexity of maintaining a COVID safe environment for all parties. The larger vehicles in the Parade will be directed to disburse along the closed section of Nuraip Road and the smaller vehicles will continue along Barossa Valley Way. ALTUS will implement a full road closure along the section of Nuraip Road between Barossa Valley Way and Research Road.

Temporary parking restrictions in side streets surrounding the Parade route may be implemented as required for the formation and disbursement of the Parade and the safety of the public. Detours will be in place at each end of the Parade route to assist traffic navigate the area.

Temporary VMS signs will be installed by Council, one near Heinemann Park and one north of Nuraip Road, Nuriootpa prior to the Parade to provide advance notice of the Parade road closures.

**Summary and Conclusion**
Organisers have prepared a COVID Safe Plan for the event and will be directed by SA Health in all matters relating to the management and implementation of the Parade. Organisers have engaged ALTUS to implement the road closure along the Parade route with the assistance of approximately 50 Barossa Vintage Festival Traffic Marshalls (accredited by SAPOL) and Council Operations staff.
Emergency Services will provide lead and tail vehicles to the Parade, dependent on rostering.

All road closures will reopen as soon as practical once the Parade has passed.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Nil

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

**Community Plan**
- Community and Culture
- Health and Wellbeing

5. We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.

5.1 Support the development of activities that celebrate the history, art and culture of the Barossa and its people.

10. Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.

10.3 Build on the capacity of community members to participate in cultural, creative, recreational, sporting and learning opportunities.

**Legislative Requirements**
- Local Government Act 1999
- Road Traffic Act 1961

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

**Financial and Resources**

The cost and implementation of the road closure is funded by organisers.

The in-kind cost of providing 9 Operations team members to support organisers with road closures (approximately $8,500.00) and advance notice VMS signs implemented by Council Operations staff is funded via Council’s Road Closure - Support budget.

**Risk management**

SAPOL, SA Health and Council officers deem the road closure necessary as a risk mitigation strategy to maintain the safety of participants and the general public.

ALTUS will monitor the road closures under their care and control and reopen the road/s as soon as practical after the Parade passes.

Council Operations staff will provide local support to the ALTUS road closures by placement at strategic points to help with congestion of vehicle movement detouring the district and under their care and control.

**COMMUNITY CONSULTATION**

The community will be advised of the proposal by public advertisements to be placed in The Leader and also via placement of the SAPOL notice on Council’s website.
7.4.1 DEBATE AGENDA – DIRECTOR CORPORATE AND COMMUNITY SERVICES

7.4.1.2
DRAFT CEMETERY MANAGEMENT POLICY - RELEASE FOR PUBLIC CONSULTATION
B10646 – 20/45078 – 20/56476

<table>
<thead>
<tr>
<th>PURPOSE</th>
<th>To seek release of the draft Cemetery Management Policy for public consultation.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>That Council:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Approve the release of the draft Cemetery Management Policy for public consultation commencing 24 March 2021 and concluding 5pm 14 April 2021.</td>
</tr>
<tr>
<td>(2)</td>
<td>Adopts the Draft Cemetery Management Policy as a Policy of Council, at the immediate conclusion of the public consultation period, in the absence of any written submission being received.</td>
</tr>
<tr>
<td>(3)</td>
<td>Require Officers to bring a further report to Council with the outcome of the consultation and recommendations following conclusion of the consultation period if any written submissions are received.</td>
</tr>
</tbody>
</table>

REPORT

**Background**

The Burial and Cremation Act 2013 places responsibilities on Councils to ensure that the cemeteries and other interment sites under direct or indirect Council control are properly managed and that appropriate records are kept.

A Draft Cemetery Management Policy has been prepared which provides a framework to guide Council and its officers in the management of the seven operational cemeteries under Council care and control.

**Discussion**

It is considered prudent to adopt a Council policy, outlining Council’s objectives and principles in discharging its obligations under the Act. Having such a policy is considered best practice rather than a legal requirement. It will provide consistency, transparency and guidance to the community, Council and its officers.

The Draft Cemetery Management Policy has been based on the “Model Policy and Guide for Councils to the Burial and Cremation Act 2013 (SA)” distributed by the Local Government Association of South Australia in January 2015, together with research from other SA Councils.
The draft policy was presented to the Council Organisational Management Group and Workers in August 2020 and to the Elected Member workshop helped 3 February 2021.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**
Attachment 1: Draft Cemetery Management Policy – 20/45078
Attachment 2: Communications Plan – 21/19579

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

**Community Plan**

- Infrastructure

6. The Barossa maintains and develops infrastructure that meets the needs of the region and is efficient.
7. Community infrastructure planning is aligned to both current and the future needs of the community.
6.2 Continue to ensure that infrastructure considers place-making is inclusive and accessible for all.
7.1 Build on sound asset management practices to deliver sustainable services to ensure that infrastructure is adequate to support the community.
7.2 Ensure both current and future infrastructure needs are met in a proactive rather than reactive way.

**Legislative Requirements**
The Burial and Cremation Act 2013

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

**Financial Considerations**
The cost of community consultation will be met from the existing Cemetery Operating budget line 579-820. There are no other known financial considerations.

**Resources**
There are no known resource considerations. The document does not provide specific examples. Guidelines or service level statements about specific matters may be determined later if necessary.

**Risk Management**
The draft Policy is not a legal requirement but is considered best practice. It has been based on existing approaches to cemetery management and provides formal guidance to Council and Council officers.

**COMMUNITY CONSULTATION**
The Draft Cemetery Management Policy will be released for public consultation from 24 March 2021 to 14 April 2021, in accordance with Council’s Public Consultation Policy.

A draft Community Consultation Plan detailing the proposed approach to the consultation process is provided as Attachment 2.
THE BAROSSA COUNCIL
CEMETERY MANAGEMENT POLICY

1. Purpose

1.1. To outline The Barossa Council’s objectives with respect to Council owned and operated cemeteries, in accordance with the Burial and Cremation Act 2013 (the “Act”) and Burial and Cremation Regulations 2014 (the “Regulations”).

1.2. Council recognises that these community cemeteries are the resting place of many of the district’s past pioneers and respected citizens and is committed to the efficient and effective management of these the cemeteries in a caring and equitable manner in line with community expectations.

2. Scope

2.1. This policy applies to operational cemeteries under the care and control of Council;

- Nuriootpa – 20 Vine Street, Nuriootpa SA 5355
- Angaston* - 302 Angaston Road, Angaston SA 5355
- Williamstown* - 21 Church Street, Williamstown SA 5351
- Lyndoch* - 26-28 King Street, Lyndoch SA 5351
- Mount Pleasant* - 30 Herriot Road, Mount Pleasant SA 5235
- Mount Crawford* - 393 Mount Road Mount Crawford SA 5351
- Eden Valley – 119 Rushlea Road, Eden Valley SA 5235

*Denotes a cemetery listed on the South Australian Heritage Register - meaning the care, maintenance and development of the cemetery is subject to the requirements of the Heritage Places Act 1993.

3. Policy Statement

3.1. The management of interments and the granting of Interment Rights in Council’s cemeteries is vested in the Council and delegated to its administration.

3.2. Council will maintain a plan of each cemetery that shows:

- Each site at which human remains are interred;
- Each site set aside for the interment of human remains; and
- The number allocated to, or a description of, each site.

3.3. Existing Interment Rights (previously called lease) issued by Council prior to the development of this policy will be honoured by Council.

3.4. The cemeteries will not be segregated into areas based on religion or ethnicity. Council will have regard to the customs and specific needs of all those who apply for an Interment Right.

3.5. Cemetery Service Fees and Charges are set annually for all services provided at cemeteries as part of Council’s budget process and published in Council’s current Fees and Charges Register, available on Council’s website.

3.6. Hours of Operation

3.6.1. All Council cemeteries are open to the public 24 hours a day, 7 days a week.

3.6.2. The hours for interment are Monday to Friday between 9.00 am and 4.00 pm.
3.6.3. An interment outside of these hours may be available by special arrangement only, and will incur additional fees as per Council’s current Fees and Charges Register, available on Council’s website.

3.6.4. Weekend and Public holiday interments may be available by special arrangement only, and will incur additional fees as per Council’s current Fees and Charges Register, available on Council’s website.

3.6.5. There will be no interments on Christmas Day or Good Friday.

3.7. Visiting a Cemetery

3.7.1. A person must not remove, damage, deface or interfere with:
   - Any building, memorial, other fixture or structure in a cemetery; or
   - Any part of the cemetery grounds including a tree, shrub, plant/flower or lawn

3.7.2. A person whilst within the cemetery grounds is not permitted to:
   - Disturb a funeral service, cause a nuisance or breach the peace; or
   - Discharge a firearm (except where approved at an armed services funeral); or
   - Consume alcohol, other than as part of a funeral service as authorised by Council; or
   - Deposit refuse, except in receptacles provided for the purpose.

3.7.3. No dogs shall be within cemetery grounds other than those held upon a leash.

3.8. Maintenance

3.8.1. Council will maintain the area of the cemetery, including grassed areas, pathways, roadways, plants, fencing and structures and may remove or reposition any item that impedes the maintenance of the cemetery.

3.8.2. Any work undertaken by Council volunteers within a cemetery must be done in accordance with Council’s Volunteer Management Policy (19/70725*).

3.8.3. For the safety and security of the general public, workers and the environment, no landscaping or maintenance of cemetery grounds, niche walls or memorial sites is permitted to be carried out by members of the public.

3.8.4. Over time, floral tributes will wither, weather and deteriorate affecting their presentation. Interment Right Holders are encouraged to remove these items before they become unsightly.

3.8.5. Council may prune, cut down or remove any plant, unattached ornament, empty flower container, broken masonry, decayed or broken wreath or dead flower that is, in the opinion of Council, unsightly.

3.8.6. In the event that the surface of any interment site in the cemetery sinks below the level of the natural surface of the ground, Council may cause the site to be filled up to that level.

3.9. Issue of Interment Rights (previously called Lease)

3.9.1. An Interment Right gives the Interment Right Holder the exclusive right to bury or inter human remains in the allotted site. The Interment Right Holder must use the site only for the interment of human remains, consistent with this Policy, the Act and Regulations.

3.9.2. Interment sites will be allocated by Council. Council will assess requests to allocate a specific site giving consideration to operational requirements and will not unreasonably withhold approval.
3.9.3. Interment Rights may be granted by Council to residents and non-residents for one or more sites within a cemetery on application and payment of the current fee as per Council’s current Fees and Charges Register, available on Council’s website.

3.9.4. The term of an Interment Right commences at the date of issue, not the date of the first interment. Council will not grant Interment Rights in perpetuity, the exception being within the Returned and Services League of Australia (RSL) Section of the Nuriootpa Cemetery.

3.9.5. Council reserves the right
- To refuse any application for an Interment Right or renewal;
- To limit the number of Interment Rights issued to any person or entity;
- To not permit a site to be used for burial or the placement of cremated remains; and
- To permit the capacity of a burial site to be changed.

3.9.6. Council has the right to re-use an Interment site in accordance with the Act.

3.9.7. Interment Rights may be issued for the following:

In all grave sites there may be a maximum of three (3) burials and a maximum of 10 (ten) cremated remains interred.

(i) Grave sites for a multiple depth system of burial.

The term of the Interment Right is for a period of 50 years with renewal rights for a further period on the application of an Interment Right Holder or authorised person and payment of the current fee.

A burial site can be used for an adult, child or infant burial up to the permitted maximum.

(ii) Children’s Section Grave sites for a single depth system of burial.

The term of Interment Right is for a period of 60 years with renewal rights for a further period on the application of an Interment Right Holder or authorised person and payment of the current fee.

A Children’s Section burial site can be used for the burial of a single infant or single child under the age of 10 years.

Currently only Angaston and Nuriootpa cemeteries have a designated Children’s Section.

(iii) RSL Section

The designated RSL Section in the Nuriootpa Cemetery has provision for the burial of, and placement of cremated remains, of deceased returned service members and their life partner who meet the criteria stipulated by the Nuriootpa RSL Sub Branch.

All decisions on eligibility will be made by the Nuriootpa RSL membership and their decision shall be binding.

Council administration will issue an Interment Right in perpetuity for a site in the designated RSL Section but will not charge an Interment Right fee.

(iv) Memory Garden, Memorial Rose Garden or Niche Walls

The term of Interment Right is for a period of 50 years with renewal rights for a further period on the application of an Interment Right Holder or authorised person and payment of the current fee.
(v) Scattering of ashes

Requests for scattering of ashes of deceased persons (or animals) in a Cemetery or on Community Land will not be approved.

Refer to Council’s Memorials on Council Land Policy (19/31010*)

(vi) Burial on Private Rural Land

In accordance with the Act, Council will receive application and may grant permission for a burial on private land outside “metropolitan Adelaide” and outside the boundary of a township.

(vii) Natural Burials

While there is no dedicated natural burial site in any of the Council cemeteries, natural burials can be carried out in all Barossa Council cemeteries. The use of a headstone is at the discretion of the Interment Right Holder.

3.10. Renewal or Transfer of Interment Rights (previously called Lease)

3.10.1. Renewal of Interment Right

At the end of the Interment Right period Council may, on application of the Interment Right Holder or an authorised person, renew or extend an Interment Right on payment of the current fee.

3.10.2. Surrender of an Interment Right

The Holder of an unexercised Interment Right may surrender the Interment Right to Council as per the Act.

3.10.3. Transfer of Interment Rights

An Interment Right Holder for an unused interment site or niche may seek approval of Council to transfer the right to another person.

Council will not unreasonably withhold its approval to transfer an Interment Right. However, an administrative fee may be charged as per the current Fees and Charges Register, available on Council’s website.

3.10.4 Lost documentation

Council may issue a replacement (copy) of an Interment Right upon receipt of a Statutory Declaration by the Interment Right Holder or an authorised person which sets out the circumstances in which the formal documentation was lost.

3.11. Interment of Human Remains

3.11.1. All burials in Council cemeteries are to be requested by the Funeral Director, and approved by Council administration, and recorded in the Council’s Customer Request Management System.

3.11.2. Funeral Directors are to provide a minimum of two (2) working days’ notice that an interment is required. Where less notice is provided, Council staff may advise that the proposed interment cannot be accommodated.

3.11.3. Requests for the interment of cremated remains will be accepted from Funeral Directors or Interment Right Holders, and approved by Council administration, and recorded in the Council’s Customer Request Management System.

3.11.4. Burials must be carried out by the Funeral Director as specified in the Customer Request.

3.11.5. Placement of cremated remains can be carried out by the Funeral Director, Interment Right Holder or Council employee as specified in the Customer Request.
3.11.6. Funeral Directors are responsible for providing the equipment and staff to undertake the burial of human remains. It is expected that the persons involved will be trained and competent to a level where they can undertake all necessary arrangements and foreseeable occurrences associated with the regulation of a burial service. Funeral Directors must hold the appropriate level of public liability insurance and provide proof of currency if requested by Council.

3.11.7. All requests to bury human remains in a Council cemetery must be accompanied by appropriate documentation in accordance with the Act and Regulations.

3.11.8. Council cannot allow the burial of human remains without seeing (and recording the details of):

- a certificate of identification for the body; and
- a partial certificate of cause of death; or
- a disposal authorisation; or
- an authorisation to dispose of human remains granted by the Minister or the Registrar under the Act.

3.12. Cemetery Records

3.12.1. Under the Act, Council, as the “relevant authority” must maintain and make available to the public documentation for each cemetery.

3.12.2. Council maintains a register of interments in the cemeteries to the best available knowledge and records.

3.12.3. Cemetery records are available for inspection by the public on request at the Principal Council office during Council office hours.

3.13. Access to an Interment Site

3.13.1. The Opening and Closing of a burial site must be undertaken by a Council employee or a Contractor employed by the Council.

3.13.2. The allocation of a burial site must be confirmed with the Funeral Director or Monumental Mason by Council’s administration, prior to any excavation or other work on the site being approved.

3.13.3. Council will not remove top stones/ledgers/granite slabs erected as part of a memorial to accommodate additional interments or memorial works. The Funeral Director or Monumental Mason is to make arrangements and the removal cost will be the responsibility of the Funeral Director or Monumental Mason.

3.13.4. Interment will not be permitted if the term of an Interment Right has expired.

3.13.5. Council reserves the right of a temporary access at any time on or across any interment site, for equipment and material as necessary for interment on adjoining sites or for other operational purposes.

3.14. Memorial (Headstone – Monument – Bronze plaque)

3.14.1 No new memorial works shall be commenced on any interment site unless the Interment Right for the site is current and a Memorial Application has been submitted to and approved by Council administration.

3.14.2 New memorials should reflect the existing character of the area in which they will be located and be in a similar form and dimension to those adjacent or close by.
3.14.3 Only a Council employee or a Contractor approved by Council shall install a memorial headstone, full monument or plaque.

3.14.4 Full Monumental works must be kept within the confines of the allocated interment site.

3.14.5 Concrete surrounds must retain an internal measurement to allow for additional burials if required.

3.14.6 Headstones must be placed entirely on the beam within the confines of the allocated interment site.

3.14.7 Council will not be held responsible for damage to memorials through acts of vandalism, ageing or deterioration. Repair of damaged memorials is the responsibility of the Interment Right Holder.

3.14.8 Temporary grave markers, including wooden crosses, may only be used for a maximum period of twelve (12) months. Following expiration of this period, Council may remove the marker, allowing for its replacement by a permanent memorial or the grave is to be left unmarked.

3.14.9 Orders for all plaques for Niche wall, Memory Garden, Memorial Rose shall be placed by Council administration and the cost charged to the Interment Right Holder.

3.14.10 The ownership of memorials, headstones, plaques, monuments and other approved structures remains with the Interment Right Holder. The Council is not responsible for the upkeep, repair or maintenance of any memorial.

3.14.11 In accordance with the Act, the Council may issue a notice to the Interment Right Holder of a memorial requiring repairs, removal or reinstatement of the memorial.

3.14.12 Council may act to remove any memorial or other structure that it deems, at its discretion, to be unsightly, in poor condition, dangerous or dilapidated or repair it consistent with the Act at the Interment Right Holder’s cost.

3.14.13 Council may, after giving notice in accordance with the Act, remove and dispose of a memorial.

3.15. Ornaments (attached and unattached)

3.15.1. Full monument Section

Monumental works, attached ornaments, vases, flowers and wreaths must be kept within the confines of the interment site and must not be fixed to surrounding trees, plants or shrubs. Items that encroach on neighbouring sites may cause considerable distress. If Council forms the opinion that the items are offensive or have deteriorated to the extent that they are unsightly Council has the right to remove them.

3.15.2. Lawn, Beam or Headstone Only Section

Ornaments, vases, flowers and wreaths must be attached to the headstone or its base and must not extend out on to the surrounding lawn section or be fixed to surrounding trees, plants or shrubs. Items that encroach upon the lawn hinder efficient maintenance and those that encroach on to neighbouring sites may cause considerable distress. If Council forms the opinion that the items are offensive or have deteriorated to the extent that they are unsightly Council has the right to remove them.

3.15.3. Niche Walls

All Niche wall vases shall be ordered on request by the Interment Right Holder by Council administration and the cost charged to the Interment Right Holder.
Items other than an attached purpose built vase, on, or adjacent to, a niche are not permitted.

3.15.4. Lighting
Solar powered lights or solar spikes on interment sites are not permitted, however, solar powered lights included in a permanent monument may be approved by Council.

All naked flames, such as candles and incense, are prohibited due to the risk of fire.

3.16. Authorised Officers
Council may appoint Authorised Officers to ensure administration and enforcement of Section 659 of the Act

4. Supporting Processes and Documents
4.15. User Guide – Cemetery – Processing a request for burial - Ref: CD/20/33*
4.17. The Barossa Council Register of Interment Rights
4.18. The Barossa Council Fees and Charges Register

5. Related Policies
5.15. Memorials on Community Land – Ref 19/31010*
5.16. Volunteer Management Policy – Ref 19/70725*

6. Legislation and References
6.15. Burial and Cremation Act 2013
6.16. Burial and Cremation Regulations 2014
6.17. The Barossa Council - By Laws

7. Review
This Policy will be reviewed by the Council in consultation with the relevant stakeholders, within four (4) years or more frequently if legislation or Council’s need changes.

8. Further Information
8.15. This Policy is available on Council’s website at www.barossa.sa.gov.au It can also be viewed electronically at Council’s principal office at 43-51 Tanunda Road, Nuriootpa and all Council branches, during ordinary business hours. A copy of this Policy can be obtained at those venues upon payment of a fixed fee.

8.16. Complaints regarding this Policy or its application can be made to the Customer Service team on 8563 8444 or barossa@barossa.sa.gov.au at first instance, who will refer you to the most appropriate officer according to Council’s Customer Service Policy (see clause 8.15 above for availability).
9. Document Control

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<thead>
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<th>Document Control Officer:</th>
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<td>3.9 Ensure Council facilities and assets are accessible, safe and maintained to an agreed level of service.</td>
<td>Executive and Project Support Officer - WES</td>
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| Document Owner: | Director Works and Engineering Services | | |
| Consultation Rating: | A | Audience: | External |
| Next Review Date: | DD/MM/YYYY |

Version history

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10. Definitions

Words and phrases used in this policy have the same meaning as they do in the Burial and Cremation Act 2013 and/or the Burial and Cremation Regulations 2014.

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<th>Term</th>
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<td>Act</td>
<td>The Burial and Cremation Act 2013</td>
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<td>Attached ornament</td>
<td>Permanently fastened, joined or connected to the memorial</td>
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<td>Business Day</td>
<td>A day when Council is normally open for business – Monday to Friday, excluding Public Holidays and when Council’s Principal Office may be closed (e.g., over the Christmas holiday period).</td>
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<td>Employee</td>
<td>All full-time, part-time and casual employees of The Barossa Council including trainees, apprentices, and on-hire employees.</td>
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<td>Electronic Document and Records Management System (&quot;EDRMS&quot;)</td>
<td>An automated system used to manage the creation, use, management, storage and disposal of physical and electronic Documents and Records, for the purposes of supporting the creation, revision and management of digital Documents; improving Council’s work-flow, and providing evidence of business activities.</td>
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<tr>
<td>Interment Right Holder</td>
<td>A person who is authorised by Council to hold the exclusive right to bury or inter human remains in an allotted site. The Interment Right Holder must use the site only for the interment of human remains, consistent with this Policy, the Act and Regulations.</td>
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<td>Regulations</td>
<td>The Burial and Cremation Regulations 2014</td>
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<td>Supervisor</td>
<td>Any direct line supervisor, including Chief Executive Officer, Director, Team Manager, Line Manager, Coordinator, Supervisor or Leading Worker who are responsible for Worker(s) reporting to them.</td>
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<tr>
<td>Unattached ornament</td>
<td>Not permanently fastened, joined or connected to the memorial</td>
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<td>Worker</td>
<td>A person is a worker if the person carries out work in any capacity for Council, including work as: (a) an employee; or (b) a contractor or subcontractor; or (c) an employee of a contractor or subcontractor; or (d) an employee of a labour hire company who has been assigned to work in the person’s business or undertaking; or (e) an outworker; or (f) an apprentice or trainee; or (g) a student gaining work experience; or (h) a volunteer; or (i) a person of a prescribed class.</td>
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CEMETERY MANAGEMENT POLICY - COMMUNICATION PLAN

Report to Council to endorse release for public consultation: 16 March 2021

Consultation dates: 24 March 2021 – 5pm 14 April 2021

HPE 21/19579

Desired outcomes

- Provide the community with an opportunity to provide feedback on the Draft Cemetery Management Policy through traditional and online platforms
- Use community feedback to inform Elected Member decision-making

Specific considerations

- Internal consultation via OMG and Workers is complete

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<td>• Facebook</td>
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CLOSE THE LOOP

- Review and decision of Council
  - Review and present any written submissions to Council
    - DWES, EPSO
    - Post consultation
    - Report to Council meeting for endorsement

- Online
  - Endorsed Policy placed on Council website
    - EPSO
    - Following Council decision
    - Upload to Policy page on website

Budget line GL 579-820
7.4.1 DEBATE AGENDA – DIRECTOR WORKS AND ENGINEERING SERVICES

7.4.1.3 INFRASTRUCTURE ASSET MANAGEMENT PLAN - ADOPTION
B11500 – 21/14300

PURPOSE
To formally adopt the Infrastructure and Asset Management Plan 2020-2030.

RECOMMENDATION
That
(1) Council receives the responses submitted, and
(2) Council adopts the Infrastructure Asset Management Plan 2020-2030.

REPORT
Discussion
Under the Local Government Act, Council is required to have a number of Strategic Management Plans, of which the Infrastructure Asset Management Plan (IAMP) is one.

The IAMP needs to be reviewed by Council within 2 years following a Council election. Council received a 6 month extension due to COVID-19.

As a key strategic document of Council and a legislated requirement, to maximise the opportunity for the community to provide feedback, a three week public consultation period for the IAMP was approved at the 15 December 2020 meeting of Council and the document was available for public consultation between 20 January and 10 February 2021. The final document must be formally adopted by Council, by March 2021.

Summary and Conclusion
A summary of the responses received during the public consultation period is provided in the Project Report – see attached. All feedback has been noted and responded to.

Each item of feedback that can be addressed by Council’s Customer Request Management System and programmed as part of normal Council business has been entered into the system.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1 – Project Report – Your Say Barossa Draft Infrastructure Asset Management Plans
Attachment 2 – Infrastructure Asset Management Plan 2020-2030 – 20/56240
Community Plan

Infrastructure

6. The Barossa maintains and develops infrastructure that meets the needs of the region and is efficient.
6.2 Continue to ensure that infrastructure considers place-making is inclusive and accessible for all.
7. Community infrastructure planning is aligned to both current and the future needs of the community.
7.1 Build on sound asset management practices to deliver sustainable services to ensure that infrastructure is adequate to support the community.
7.2 Ensure both current and future infrastructure needs are met in a proactive rather than reactive way.

Corporate Plan

3.2 Ensure Council’s parks, gardens and playgrounds are accessible, relevant, and safe and maintained to an agreed level of service.
3.3 Ensure Council’s sporting, recreational and leisure building facilities and associated programs meet the current need of the community to an agreed level of service.
3.4 Ensure Council’s sporting, recreation and leisure grounds and playing arena and associated programs meet the current need of the community to an agreed level of service.
3.6 Maintain and improve transport infrastructure to support economic, social and tourism activity within available resources and acceptable levels of service.
3.8 Ensure Council owned roads, bridges, footpaths, tracks and car parking are accessible, safe and maintained to an agreed level of service.
3.9 Ensure Council facilities and assets are accessible, safe and maintained to an agreed level of service.
3.10 Ensure Council owned stormwater infrastructure are accessible, safe and maintained to an agreed level of service.
3.12 Ensure Council owned waste water systems are safe and maintained to an agreed level of service.

Legislative Requirements
Section 122 Local Government Act 1999
Section 50 Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
The review of the IAMPS may identify priority work that will require funding as part of Council’s annual budget process.

COMMUNITY CONSULTATION
Public Consultation has been completed as per Section 50(4a) Local Government Act. Council published a notice in a newspaper circulating in The Barossa Council region describing the matter for which public consultation was required and invited interested persons to make submissions to the Council within the advertised period.
Your Say Barossa
Draft Infrastructure Asset Management Plans

Visitors Summary

**Total Visits**: 78
**Max Visitors per Day**: 18
**New Registrations**: 0
**Engaged Visitors**: 2
**Informed Visitors**: 37
**Aware Visitors**: 68

**Aware Participants**: 68
**Informed Participants**: 37

**Engaged Participants**: 2

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**Aware Actions Performed**
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- Viewed a video: 0
- Viewed a photo: 0
- Downloaded a document: 31
- Visited the Key Dates page: 0
- Visited an FAQ list Page: 0
- Visited Instagram Page: 0
- Visited Multiple Project Pages: 34
- Contributed to a tool (engaged): 2

**Informed Actions Performed**
- Viewed a video: 0
- Viewed a photo: 0
- Downloaded a document: 31
- Visited the Key Dates page: 0
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- Visited Instagram Page: 0
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</tbody>
</table>
QANDA

Ask a question

Visitors 8  Contributors 1  CONTRIBUTIONS 1

Q  BeautifyBarossa
09 February 21

Hi, I would like to know what future plans are in place for landscaping, footpaths & drainage for roadside entrance to Tanunda on from Kroemers Crossing. These areas have been left bare for many years now & aren’t very appealing to tourists let alone the rate payers who live here. There are various other roadside areas that are long over due for development & maintenance as well within The Barossa.

A  Privately Answered

Hi BeautifyBarossa, thanks for your enquiry. Council needs to balance the needs in multiple town centres and in recent years has prioritised upgrades in Angaston and Mount Pleasant, where co-funding has been provided by the State Government. The Tanunda Urban Design Framework contains recommendations for landscaping and footpath improvements, however at this stage we have no timeframes for implementation of specific recommendations in the framework. Council is continuing its rolling tree replacement program to beautify the town entrances, improve amenity and maintain the longevity of our tree stocks. This saw the removal and replacement of 48 trees in Murray Street Tanunda extending from the northern to southern entrance during August and September last year. At present priorities exist elsewhere in Tanunda township including the current reconstruction of a section of Basedow Road at a cost of $1.2 million; resealing of the footpath from Magnolia Street to Menge Road; and on a smaller scale the rebuilding of the retaining wall in Keil Gardens, which was recently completed.
ENGAGEMENT TOOL: SURVEY TOOL

Draft Infrastructure Asset Management Plan

| Visitors | 16 | Contributors | 1 | CONTRIBUTIONS | 1 |

No Graphs to show

Pro Tip:
The following types of questions are shown here as graphs.
Dropdown Type Question
Checkbox Type Question
Radio Type Question
Region Type Question
Number Type Question

Text based responses are not shown in this report.
Survey Responses  
20 January 2021 - 10 February 2021

Draft Infrastructure Asset Management Plan

Your Say Barossa

Project: Draft Infrastructure Asset Management Plans

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<thead>
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</tr>
</thead>
<tbody>
<tr>
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</tr>
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<td>Registered</td>
<td>Unverified</td>
</tr>
<tr>
<td>Anonymous</td>
<td>Anonymous</td>
</tr>
</tbody>
</table>

attachment: 1
Q1. Provide feedback on the draft Infrastructure Asset Management Plan

Footpaths are an essential and vital infrastructure and significant investment is needed. Specifically MacDonnell Street Tanunda. This road is often used for traffic diversion when Murray Street is blocked for events. The footpath is unusable for older people (uneven with many trip hazards), leaving no option but to walk on the busy road which is dangerous. This work is long overdue. Please include this in the 21/22 plan. In addition, I make the general comment that there are very few people who use bicycles as a mode of transport to get around in the Barossa. I spend a large amount of time in Port Douglas and bicycles are a common means of transport because of wide dual purpose footpaths, bike lanes, bike racks etc. The Barossa has a long way to go in this area and needs to invest far more to build infrastructure that encourages use of other modes of transport to get around the towns that is healthier for the community and the environment. One other simple request, a bin in Goat Square please. This is a tourist spot, people sit there often and take food and drinks and there are no bins. Thanks for the opportunity to contribute.
## Version Control

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<td>Community and Recreation Assets</td>
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<td>Asset Summary</td>
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</table>
1 ASSET MANAGEMENT STRATEGY

1.1 Goal

The goal of asset management is to define a process to effectively maintain, operate and upgrade assets. This will provide a financially sustainable level of service at an acceptable level of risk, within statutory and legislative requirements, to present and future customers. Infrastructure represents a significant investment by the community and is vital to its health and wellbeing.

Council has developed a Strategic Framework to manage its Assets, which identifies who is responsible for approving Plans and Appendices in line with current legislation.
1.2 The Barossa Council – Demographics

The Council covers an area of approximately 912 square kilometres, is located approximately 60 kilometres north east of Adelaide, adjacent to the town of Gawler. The Barossa Council encompasses six major towns, Angaston, Lyndoch, Mount Pleasant, Nuriootpa, Tanunda, and Williamstown as well as smaller towns and communities, with a combined population of approximately 25,000.

With the ongoing projected increase in resident population, it is vital for Council to sustainably manage existing assets, as well as plan for additional future assets to meet demands.

### POPULATION AND DEMOGRAPHICS

<table>
<thead>
<tr>
<th>Year</th>
<th>Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>1996</td>
<td>17,542</td>
</tr>
<tr>
<td>2016</td>
<td>23,116</td>
</tr>
<tr>
<td>2040</td>
<td>33,593</td>
</tr>
</tbody>
</table>

Note: The projection to 2040 does not include any development associated with Concordia growth area.

1.3 Legislative Basis for the Plan

This Infrastructure Asset Management Plan (IAMP) has been prepared in accordance with Australian and State Legislations, and relevant Standards and guidelines.
1.4 Purpose of the Plan

The IAMP demonstrates responsive management of assets (and services provided from assets), compliance with regulatory requirements, and to communicate funding needed to provide the required levels of service over a 10 year planning period. The IAMP defines activities associated with the provision, operation, maintenance, renewal and disposal of assets.

The IAMP is to be read in conjunction with Council’s Asset Management Policy and Non-Current Asset Accounting Policy and the following associated documents:
1.5 Role of Key Stakeholders

The following table outlines, but is not limited to, the key stakeholder groups:

<table>
<thead>
<tr>
<th>STAKEHOLDER GROUP</th>
<th>ROLE OR INVOLVEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Internal Stakeholders</strong></td>
<td></td>
</tr>
<tr>
<td>Elected Council</td>
<td>Custodian of the asset, with Elected Members representing the residents and setting strategic direction as per the Corporate and Community Plans.</td>
</tr>
<tr>
<td>Executive Leadership Team and Strategic Management Team</td>
<td>To ensure that Asset Management (AM) Framework, Policy and IAMP is being implemented as adopted, and to ensure that long-term financial needs to sustain the assets for the services they deliver are advised to council for its strategic and financial planning processes.</td>
</tr>
<tr>
<td>Directorate Representatives</td>
<td>Responsible for the overall management of the assets including planning, design, maintenance, capital works, monitoring, updating the IAMP and ensuring its outcomes are realised to achieve the levels of service being required from utilisation of the assets.</td>
</tr>
<tr>
<td>Asset Management Coordination</td>
<td>To ensure AM planning meets requirements that optimise useful asset life and service provision.</td>
</tr>
<tr>
<td>Asset Managers</td>
<td>The relevant asset managers will also receive financial information to facilitate sound management of the assets. Councils single subsidiary Nuriootpa Centennial Park Authority managing assets under their Constitution within their precinct.</td>
</tr>
<tr>
<td>Finance Team</td>
<td>To ensure that Council, Audit Committee and relevant external bodies (State Government, Grants Commission, External Audit, etc) is provided with adequate financial information. Finance and asset staff need to meet Australian Accounting Standards, audit and other legislative requirements, to ensure assets are accounted for, including the capture, costing, consumption, replacement, reconciliation, reporting, impairment and existence, revaluation and condition assessments.</td>
</tr>
<tr>
<td>Knowledge and Technology Services Team</td>
<td>To ensure that the relevant IT systems are functioning and that any data within the systems is secure, and its integrity is not compromised.</td>
</tr>
<tr>
<td>Risk Team</td>
<td>To ensure that risk management practices are conducted as per Council policy and assist operations managers with advice on risk issues.</td>
</tr>
<tr>
<td>Internal auditors</td>
<td>To ensure that appropriate policy practices are carried out and to advise and assist on improvements.</td>
</tr>
<tr>
<td>CWMS Operations Team</td>
<td>To ensure that the CWMS functions efficiently and within all regulatory frameworks, in both environmental and customer services guidelines.</td>
</tr>
<tr>
<td><strong>External Stakeholders</strong></td>
<td></td>
</tr>
<tr>
<td>Community</td>
<td>Users of the infrastructure.</td>
</tr>
<tr>
<td>Emergency Services</td>
<td>Includes Police, Fire, Ambulance and SES for access.</td>
</tr>
<tr>
<td>Traffic/Transportation Managers</td>
<td>For the management of traffic flow through the area.</td>
</tr>
<tr>
<td>Contractors</td>
<td>To implement the procured level of service for asset components.</td>
</tr>
<tr>
<td>SA Transport and Utility agencies</td>
<td>Those utility service providers where sharing the use of an asset (water, sewerage, gas, electricity, telecommunications, etc).</td>
</tr>
<tr>
<td>External Audit Committee</td>
<td>To ensure that appropriate policy practices are carried out, and to audit and advise respectively on the plans.</td>
</tr>
<tr>
<td>State and Federal Government Departments</td>
<td>Periodic provision of advice, instruction and support funding to assist with management of the asset. Provide periodic operational information to comply with licensing requirements.</td>
</tr>
<tr>
<td>Developers</td>
<td>Investing of new assets, (includes private and public/government owned)</td>
</tr>
</tbody>
</table>
1.6 Assets included in the IAMP

The assets included in this IAMP, are detailed in the table below. Replacement value of the assets as at 30 June 2019 is $527,214,040.

<table>
<thead>
<tr>
<th>ASSET CLASS</th>
<th>REPLACEMENT VALUE</th>
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<tr>
<td>Transport</td>
<td>$214,428,434</td>
</tr>
<tr>
<td>Bridges</td>
<td>$44,933,506</td>
</tr>
<tr>
<td>CWMS</td>
<td>$54,143,773</td>
</tr>
<tr>
<td>Community and Recreation</td>
<td>$145,716,009</td>
</tr>
<tr>
<td>Stormwater</td>
<td>$47,908,997</td>
</tr>
<tr>
<td>Plant and Equipment</td>
<td>$2,390,598</td>
</tr>
<tr>
<td>Nuriootpa Centennial Park Authority</td>
<td>$17,692,723</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$527,214,040</strong></td>
</tr>
</tbody>
</table>

All assets are classed according to a hierarchy in terms of their specific function and construction/usage. A hierarchy classification at the asset level is used to assist in prioritising works programs and also intervention responses for any defects that exceed the relevant intervention levels.

These hierarchy classifications are identified in the tables below:

<table>
<thead>
<tr>
<th>ASSET CLASS</th>
<th>ASSET CATEGORY</th>
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</thead>
<tbody>
<tr>
<td>Transport</td>
<td>Footpaths</td>
</tr>
<tr>
<td></td>
<td>Kerb and Gutter</td>
</tr>
<tr>
<td></td>
<td>Bike Paths</td>
</tr>
<tr>
<td></td>
<td>Road Earth</td>
</tr>
<tr>
<td></td>
<td>Road Pavement</td>
</tr>
<tr>
<td></td>
<td>Road Surface</td>
</tr>
<tr>
<td>Bridges</td>
<td>Bridges</td>
</tr>
<tr>
<td></td>
<td>Footbridges</td>
</tr>
<tr>
<td></td>
<td>Floodways</td>
</tr>
<tr>
<td></td>
<td>Major Culverts</td>
</tr>
<tr>
<td>Community Wastewater Management System (CWMS)</td>
<td>Lagoons</td>
</tr>
<tr>
<td></td>
<td>Wastewater Treatment Plants</td>
</tr>
<tr>
<td></td>
<td>Pump Stations</td>
</tr>
<tr>
<td></td>
<td>Pipes – Pressure mains</td>
</tr>
<tr>
<td></td>
<td>Fencing &amp; roadways</td>
</tr>
<tr>
<td></td>
<td>CWMS Buildings and Structures</td>
</tr>
<tr>
<td></td>
<td>Inspection Points</td>
</tr>
<tr>
<td></td>
<td>Manholes</td>
</tr>
<tr>
<td></td>
<td>Gravity Drain</td>
</tr>
<tr>
<td></td>
<td>Control systems</td>
</tr>
<tr>
<td></td>
<td>Operational support equipment</td>
</tr>
<tr>
<td></td>
<td>Flushing Points</td>
</tr>
<tr>
<td>Community and Recreation</td>
<td>Aged and Disabled Service Buildings</td>
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<td></td>
<td>Bushgardens Buildings</td>
</tr>
<tr>
<td></td>
<td>Carpark Buildings</td>
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<td></td>
<td>Cemetery Buildings</td>
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<tr>
<td></td>
<td>Community Buildings</td>
</tr>
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<td></td>
<td>Depot Buildings</td>
</tr>
<tr>
<td></td>
<td>Fire Service Buildings</td>
</tr>
<tr>
<td></td>
<td>Office/Library Buildings</td>
</tr>
<tr>
<td></td>
<td>Park/Garden Buildings</td>
</tr>
<tr>
<td></td>
<td>Recreation Buildings</td>
</tr>
<tr>
<td></td>
<td>Sporting Reserve Buildings</td>
</tr>
<tr>
<td></td>
<td>Transfer Station Buildings</td>
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<tr>
<td></td>
<td>Parks and Gardens</td>
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<tr>
<td></td>
<td>Play Equipment</td>
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<tr>
<td></td>
<td>Recreation Reserve</td>
</tr>
<tr>
<td></td>
<td>Sporting Reserve</td>
</tr>
<tr>
<td>Stormwater</td>
<td>Stormwater Drains</td>
</tr>
<tr>
<td>ASSET CLASS</td>
<td>ASSET CATEGORY</td>
</tr>
<tr>
<td>-------------</td>
<td>------------------</td>
</tr>
<tr>
<td></td>
<td>Drainage Channels</td>
</tr>
<tr>
<td></td>
<td>Cross Drains</td>
</tr>
</tbody>
</table>
2 SERVICE EXPECTATIONS

2.1 Strategic and Corporate Goals

This infrastructure asset management plan is driven by the commitments that Council has identified within its Community and Corporate Plans, which fall under the following themes:
2.2 Community Expectations

The Levels of Service defined in the IAMP are set by Council, and the community has an opportunity to provide feedback, through a variety of methods:

- Council Customer Relationships Management System
- Local Newspapers
- Direct communication and feedback to staff and elected members
- Community Engagement Platform (YourSay Barossa)
- Stakeholder engagement and consultation processes linked to The Big Project (Generational Community Infrastructure Project) and associated community recreational and cultural assets 2017 onwards

Council uses this information to develop the Annual Business Plan and Budget.

Specific levels of service for our assets are adopted by Council, and can be found in Council’s Service Statements document.

Growth in property development and an increasing population base has resulted in a demand for increased services delivered through assets. It is expected that the expectations of the Barossa community will continue to rise or change over time.

Community expectation needs to be balanced along with constraints such as fixed resource allocation, budgets and additional new assets.
2.3 Levels of Service

To monitor and manage our assets, as well as community expectations, operational or technical measures of performance are defined and approved by Council. These Levels of Service, relate to the allocation of resources to service activities to best achieve appropriately managed assets and the desired community outcomes, and demonstrate effective organisational performance.

Technical Levels of Service measure how the asset meets the relevant standards and comply with operational and safety performance required by this plan.

They include:

<table>
<thead>
<tr>
<th>SERVICE OBJECTIVES</th>
<th>CRITERIA AND METRICS</th>
</tr>
</thead>
</table>
| Asset Integrity     | • Assets are maintained according to the agreed Level of Service for the benefit of users  
                        • Design, construction and maintenance meet technical standards and legislative requirements |
| Health and Safety  | • Assets performance and conditions are monitored to ensure potential hazards are identified  
                        • Identified Hazards are managed |
| Functionality       | • Asset functionality meets long-term sustainability of services  
                        • Assets are maintained and operated to be fit for purpose and visually pleasing  
                        • Consider future proofing to provide for climate, other environment changes and other ‘Risk’ factors  
                        • Where known, provide an added margin on renewal programs for upgrades to meet statutory changes and best practice |
| Cost Efficiency     | • Deliver services at the approved Level of Service for the benefit of current and future users  
                        • Financial planning takes into consideration the requirements of the IAMP. |
| Responsiveness      | • Response to customer requests in accordance with the principles of Council's Customer Service Charter and Service Statements |

2.4 Requests for Service

Customer Requests for services, both internal and external, are entered into Council's Customer Relationship Management System.

This enables the request to be recorded, directed to the responsible officer or department and have its process tracked to completion. This allows Council to determine the effectiveness of services supplied to maintain Council assets.

2.5 Future Demand

Council’s priorities in managing assets and funding allocations may change over time. The main drivers affecting demand and change include:

- New residential development
- Population growth
- Aging and obsolete assets
- Upgrades to assets, including change in the operation of freight network
- Climate change
- Emerging new technologies and State, Council, regional, affiliations, partnerships and customer new requirements (Bike/shared paths, MTB networks, adventure playgrounds, ovals at AFL/SACA standards, grant funding programs expanding/enhancing our service/asset portfolio)
- Improvement in environmental outcomes

It is, therefore, important that Council continues to collect data and review the IAMP and relevant documents every four years.
3 LIFECYCLE MANAGEMENT

3.1 Asset Lifecycles

An effective IAMP requires a ‘whole-of-life’ approach. To ensure financial efficiency, this IAMP has a holistic approach over the life-cycle of all assets. It is important that all costs (i.e. up-front costs to acquire assets, ongoing costs to maintain and operate assets and renewal or disposal costs) are included in the financial analysis undertaken to evaluate asset investment options.

Initial capital cost constitutes a significant cost and often dominates the decision-making process while the ongoing recurrent expenditures (including depreciation, maintenance and operating) usually represent a high portion of the total life-cycle costs of many assets.

The structure of operations and maintenance, and capital works is represented by the following diagram:
3.2 Asset Inspections

Survey and inspection processes are required for competent management of all assets. A four-tier inspection regime is used. It covers safety, incidents, defects and condition inspections.

The inspection program not only identifies safety defects that exceed stated intervention levels and facilitates timely repairs, it also feeds into and guides the development of maintenance and capital works programs.

The inspection regime is as follows:

- **Programmed (Defect/Maintenance) Inspections** – Regular inspections, as part of the day-to-day maintenance of the asset, to monitor condition against defect intervention levels
- **Reactive/Safety Inspections** – Response to customer enquiries or notifications. Council inspects all reported defects and records this information in Council’s AMS following notification by members of the community or Council employees while undertaking their normal work duties. All inspections are conducted by an appropriate Council representative and defects are assessed against any relevant stated intervention level.
- **Condition Inspections** – Identify deficiencies in the structural integrity of the assets which if untreated, are likely to adversely affect system values. The deficiencies may impact short-term serviceability as well as the ability of the component to continue to perform for the duration of its intended life span.

Programmed and Condition Inspections are undertaken by way of a formal timetable regime. Condition inspections are conducted at a lesser frequency than programmed inspections.

3.3 Condition Assessment

Council undertakes periodic condition assessments of all of its assets, their components and programs. This condition data not only enables assessing current asset condition and reliability, it also assists in predicting an asset’s future life span. This forms the basis of programming maintenance works. It also feeds into and guides the development of capital programs.

The overall condition of each asset is rated using a scale of 1 to 5, although it should be noted that there is significant weighting behind each decision.

Condition is measured using a 1 to 5 grading system as detailed in the table below:

<table>
<thead>
<tr>
<th>CONDITION GRADING</th>
<th>DESCRIPTION OF CONDITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>As New</td>
</tr>
<tr>
<td>1</td>
<td>Very Good: only planned maintenance required</td>
</tr>
<tr>
<td>2</td>
<td>Good: minor maintenance required plus planned maintenance</td>
</tr>
<tr>
<td>3</td>
<td>Fair: significant maintenance required</td>
</tr>
<tr>
<td>4</td>
<td>Poor: significant renewal / rehabilitation required</td>
</tr>
<tr>
<td>5</td>
<td>Very Poor: physically unsound and/or beyond rehabilitation</td>
</tr>
</tbody>
</table>
3.4 Intervention Levels

The intervention level is the extent of a defect above which the defect may pose an unacceptable risk to users of that asset and the community. The asset defect intervention levels are not definitive, due to the nature of on-site visual assessment, ground condition and light condition at the time of survey. Therefore, there may be variances within reasonable limit as to the extent of the reported severity of a defect when compared to detailed measurement of any particular defect.

A number of factors are considered when setting intervention levels, including:

- Safety
- Asset Integrity
- Cost
- Historical Practices
- Available Resources
- Public Opinion & Community Consultation
- Legislative Requirements
- Neighbouring Council Practices
- User Amenity and Accessibility
- Effect on Life Cycle Cost
- Engineering Judgement

The desired intervention level for Council assets is at a rating of 3.

3.5 Infrastructure Risk Management Plan

An assessment of risks associated with service delivery from infrastructure assets has identified critical risks that will result in loss or reduction in service from infrastructure assets or a ‘financial shock’ to the organisation. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

Full information on the applicable risks can be found in Council’s Infrastructure Risk Management Plan, attached as Appendix 3.

3.6 Routine Operations and Maintenance Plan

Maintenance includes 'all actions necessary for retaining an asset as near as practicable to its original condition, but excluding rehabilitation or renewal. The objective of maintenance works is to ensure that assets and their various features continue to function at a level that meets the needs of the community.'

Asset maintenance levels of service provide for the day-to-day maintenance programs to ensure that the asset operations are safe within practical constraints, maintain to perform targets for day-to-day use and is managed and maintained to minimise environmental risk and protection of residents.

Maintenance may be classified as:

- Reactive maintenance is unplanned repair work carried out in response to service requests and management/ supervisory directions. Assessment and prioritisation of reactive maintenance is undertaken by Council staff using experience and judgement and is based on the inputs into the Customer Relationship Management (CRM) System.
- Planned maintenance is repair work that is identified and managed through a Maintenance Management System (MMS). MMS activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.
Specific maintenance is replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including repainting, replacing air conditioning units, etc. This work falls below the capital/maintenance threshold but may require a specific budget allocation.

### 3.7 Operations and Maintenance Strategies

Council undertake a number of activities to assist in the development of maintenance standards. These activities include:

- Scheduling operations activities to deliver the defined level of service in the most efficient manner
- Undertaking maintenance activities through a planned maintenance system to reduce maintenance costs and improve maintenance outcomes. Undertake cost-benefit analysis to determine the most cost-effective split between planned and unplanned maintenance activities (50 – 70% planned desirable as measured by cost)
- Maintain a current infrastructure risk register for assets and present service risks associated with providing services from infrastructure assets
- Report High and Very High risks and residual risks after treatment to management, Council and regulatory bodies
- Review current and required skills base and implement workforce training and development to meet required operations and maintenance needs
- Review asset utilisation to identify appropriate asset usage
- Maintain a hierarchy of critical assets and required operations and maintenance activities
- Develop and regularly review appropriate emergency response capability and ensure compliance with all regulatory requirements
- Continually review the operations and maintenance activities of all assets to ensure Council is obtaining best value for resources used

The IAMP establishes schedules of maintenance standards for different categories of all assets for which Council has operational and/or maintenance responsibility. By developing long term maintenance programs, Council is better able to strategically plan its finances.

### 3.8 Renewal and Replacement Plan

Renewals include all works to replace existing assets with assets of equivalent capacity or performance capability. Replacement, on the other hand, is referred to as works to rebuild or replace parts or components of an asset, to restore it to a required functional condition and extend its life, which may incorporate some modification.

Renewal and replacement expenditure is major work which does not increase the asset’s design capacity but restores, rehabilitates, replaces or renews an existing asset to its original or lesser required service potential. Work over and above restoring an asset to original service potential is upgrade/expansion or new works expenditure.

Assets requiring renewal/replacement are identified from one of three methods:

- Method 1 uses Asset Register data to project the renewal costs including any known upgrades or at least a margin for that for selected assets, using acquisition year and useful life to determine the renewal year, or
- Method 2 uses capital renewal expenditure projections from external condition modelling systems, or
- Method 3 uses a combination of average network renewals plus defect repairs

Method 1 was used for this IAMP.
The useful lives of assets used to develop projected asset renewal expenditures are shown below:

<table>
<thead>
<tr>
<th>CLASS</th>
<th>DESCRIPTION</th>
<th>USEFUL LIFE RANGE (YEARS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transport</td>
<td>Sealed Roads – Earth</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>Sealed Roads – Pavement (includes shoulders) - 2 components</td>
<td>40 - 150</td>
</tr>
<tr>
<td></td>
<td></td>
<td>180 - 600</td>
</tr>
<tr>
<td></td>
<td>Sealed Roads – Surface - 2 components</td>
<td>10 - 30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>40 - 150</td>
</tr>
<tr>
<td></td>
<td>Sheeted Roads – Earth</td>
<td>12 - 28</td>
</tr>
<tr>
<td></td>
<td>Sheeted Roads – or Surface - 2 components</td>
<td>168 - 392</td>
</tr>
<tr>
<td></td>
<td>Unformed Roads – Earth</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>Carpark Surfaces - 2 components</td>
<td>30 - 50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>60 - 100</td>
</tr>
<tr>
<td></td>
<td>Footpaths</td>
<td>30 - 100</td>
</tr>
<tr>
<td></td>
<td>Kerb</td>
<td>70 - 100</td>
</tr>
<tr>
<td>Buildings</td>
<td>Buildings – Market Value</td>
<td>20 - 100</td>
</tr>
<tr>
<td></td>
<td>Buildings – valued over $100,000</td>
<td>20 - 100</td>
</tr>
<tr>
<td></td>
<td>Toilets</td>
<td>20 - 100</td>
</tr>
<tr>
<td></td>
<td>Sheds, garages, pavilions and shipping containers</td>
<td>20 - 100</td>
</tr>
<tr>
<td></td>
<td>Pergola, cabins, carports, gazebo, shelters and other structures</td>
<td>20 - 100</td>
</tr>
<tr>
<td>CWMS</td>
<td>Pump Stations – Components</td>
<td>10 - 50</td>
</tr>
<tr>
<td></td>
<td>Lagoons - Components</td>
<td>40 - 100</td>
</tr>
<tr>
<td></td>
<td>Waste Water Treatment Plant - Components</td>
<td>5 - 50</td>
</tr>
<tr>
<td></td>
<td>Pipes – PVC/UPVC</td>
<td>60 - 100</td>
</tr>
<tr>
<td></td>
<td>Pipes – Earthenware</td>
<td>55 - 65</td>
</tr>
<tr>
<td>Bridges</td>
<td>Road Bridge – 2 components</td>
<td>1: Up to 100</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2: 200 – 300</td>
</tr>
<tr>
<td></td>
<td>Footbridges – 2 components</td>
<td>1: Up to 100</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2: 150 – 300</td>
</tr>
<tr>
<td></td>
<td>Floodways, major culverts – 2 components</td>
<td>1: Up to 100</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2: 200 – 240</td>
</tr>
<tr>
<td>Recreation</td>
<td>Recreation Infrastructure</td>
<td>15 - 100</td>
</tr>
<tr>
<td></td>
<td>Parks and Gardens Infrastructure</td>
<td>15 - 100</td>
</tr>
<tr>
<td></td>
<td>Sporting Reserve Infrastructure</td>
<td>15 - 100</td>
</tr>
<tr>
<td>Stormwater</td>
<td>Box Culverts</td>
<td>150</td>
</tr>
<tr>
<td></td>
<td>Drainage Channel Assets</td>
<td>25 – 100</td>
</tr>
<tr>
<td></td>
<td>Grated Inlet Pits</td>
<td>150</td>
</tr>
<tr>
<td></td>
<td>Gross Pollutant Traps</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td>Headwalls</td>
<td>150</td>
</tr>
<tr>
<td></td>
<td>Junction Boxes</td>
<td>150</td>
</tr>
<tr>
<td></td>
<td>Pipes</td>
<td>55 – 150</td>
</tr>
<tr>
<td></td>
<td>Side Entry Pits</td>
<td>150</td>
</tr>
</tbody>
</table>

### 3.9 Renewal and Replacement Strategies

The organisation will plan capital renewal and replacement projects to meet level of service objectives and minimise infrastructure service risks by:

- Planning and scheduling renewal projects to deliver the defined level of service in the most efficient manner
- Undertaking project scoping for all capital renewal and replacement projects to identify:
  - the service delivery ‘deficiency’, present risk and optimum time for renewal/replacement
  - the project objectives to rectify the deficiency
  - the range of options, estimated capital and life cycle costs for each option that could address the service deficiency
  - evaluate the options against evaluation criteria adopted by the organisation
  - select the best option to be included in capital renewal programs
- Using ‘low cost’ renewal methods (cost of renewal is less than replacement) wherever possible
Asset renewal and replacement is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate
- To ensure the infrastructure is of sufficient quality to meet the service requirements

It is possible to get some indication of capital renewal and replacement priorities by identifying assets or asset groups that:

- Have a high consequence of failure
- Have a high utilisation and subsequent impact on users would be greatest
- The total value represents the greatest net value to the organisation
- Have the highest average age relative to their expected lives
- Have high operational or maintenance costs
- Where replacement with modern equivalent assets would yield operational savings

The projected capital renewal and replacement program is shown in Appendix 1.

### 3.10 Creation / Acquisition / Upgrade Plan

New works are those works that create a new asset that did not previously exist, or works which upgrade or improve an existing asset beyond its existing capacity. They may result from growth, social or environmental needs. Assets may also be acquired at no cost to the organisation from land development.

New assets and upgrade/expansion of existing assets are identified from various sources such as elected member or community requests. Council has a New Initiative process to evaluate and prioritise requests for new assets. Validated New Initiative Requests are ranked by priority and available funds (as determined in the annual budget process and in accordance with the adopted Long Term Financial Plan) and scheduled in future works programs.

### 3.11 Capital Investment Strategies

The organisation will plan capital upgrade and new projects to meet level of service objectives by:

- Planning and scheduling capital upgrade and new projects to deliver the defined level of service in the most efficient manner
- Undertake project scoping for all capital upgrade/new projects to identify:
  - the service delivery ‘deficiency’, present risk and required timeline for delivery of the upgrade/new asset
  - the project objectives to rectify the deficiency including value management for major projects
  - the range of options, estimated capital and life cycle costs for each options that could address the service deficiency
  - management of risks associated with alternative options
  - evaluate the options against evaluation criteria adopted by Council
  - select the best option to be included in capital upgrade/new programs
- Review current and required skills base and implement training and development to meet required construction and project management needs
- Review management of capital project management activities to ensure Council is obtaining best value for resources used

Standards and specifications for new assets and for upgrade/expansion of existing assets are the same as those for renewal.

### 3.12 Disposal Plan

Disposal includes any activity associated with disposal of a decommissioned asset including sale, demolition, part replacement, missing and theft, written off or relocation.
4 PLAN IMPROVEMENT AND MONITORING

4.1 Monitoring and Review Procedures

To ensure that the IAMP remains a useful document and relevant to the ongoing management of the assets, the following review activities will be undertaken:

- The IAMP will be periodically reviewed
- The IAMP is to be formally adopted by Council as it is a strategic planning document
- Subsequent to this formal adoption, any significant changes to levels of service are to be reported to and endorsed by Council to ensure that elected members are fully aware of the consequences of their decision making which may have an impact on financial strategy and budget
- Any proposed variations to levels of service that have a financial impact are to be considered by Council through the budget process. If funding is approved the Service Statements are to be revised to reflect the new levels of service
- The IAMP review will also incorporate any changes arising from the improvement program
Changes to the IAMP need to be readily identified. The process that will be adopted for updating it is outlined below:

a) Where changes are made that do not materially alter the technical aspects of management (standards and specifications) and seek only to enhance the information provided within the Plan, the changes will be approved by the Director responsible for the asset.

b) If material changes are made to standards and specifications, a report will be presented to Council, along with a brief explanation as to why such changes were necessary, seeking its endorsement to them.

In relation to numbering the document version, material changes necessitating Council approval will cause a change to the prime number of the specific AM Plan Version (e.g. from Version 1.00 to 2.00).

Enhancements approved by the relevant Director will cause a change to the point number of the specific AM Plan Version that had previously been endorsed by Council (e.g. from Version 1.00 to 1.01).

The Appendices to the IAMP will be reviewed during annual budget planning processes and amended to recognise any changes in service levels and/or resources available to provide those services as a result of budget decisions.

The Appendices will also be updated as required to ensure they represent the current service level, asset values, projected operations, maintenance, capital renewal and replacement, capital upgrade/new and asset disposal expenditures and projected expenditure values incorporated into the organisation’s Long Term Financial Plan.

The IAMP has a life of 4 years (Council election cycle) and is due for complete revision and updating within two years of each Council election.
## 4.2 Improvement Plan

<table>
<thead>
<tr>
<th>TASK NO</th>
<th>TASK</th>
<th>RESPONSIBILITY</th>
<th>RESOURCES REQUIRED</th>
<th>TIMELINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Undertake a Gap Analysis of Council’s Organisational Asset Management practices – reviewing data, systems and capabilities with intent to drive greater level of preventive maintenance across all asset classes</td>
<td>Senior Project Officer</td>
<td>Commenced</td>
<td>30 July 2021</td>
</tr>
<tr>
<td>2</td>
<td>Restructure Assets in Conquest and optimise the software to make the most of unused functionality</td>
<td>Senior Project Officer /Co-ordinator Asset Management</td>
<td>Commenced</td>
<td>30 July 2021</td>
</tr>
<tr>
<td>3</td>
<td>Implement a new GIS solution to replace the existing software, which has reach its end of life</td>
<td>Senior Project Officer /Co-ordinator Asset Management</td>
<td>Commenced</td>
<td>31 December 2020</td>
</tr>
<tr>
<td>4</td>
<td>Utilise mobile technology to enable field staff to easily access asset information and update as and when required, including inspections, cyclic actions and managing risks</td>
<td>Director – Works and Engineering Services</td>
<td>Commenced</td>
<td>31 December 2020</td>
</tr>
<tr>
<td>5</td>
<td>Obtain better data on asset utilisation - Develop a plan and cost with the intent to collect Traffic Count data for Council’s Road Network</td>
<td>Manager Works &amp; Operations</td>
<td>TBC – additional cost</td>
<td>31 July 2021</td>
</tr>
<tr>
<td>6</td>
<td>CWMS – review of annual ESCOSA reporting to ensure continued compliance.</td>
<td>CWMS Co-ordinator</td>
<td>Commenced</td>
<td>Annual</td>
</tr>
<tr>
<td>7</td>
<td>Review Council’s Acquisition and Disposal Policies and Processes to allow for a more streamlined and less labour intensive process</td>
<td>Senior Project Officer /Co-ordinator Asset Management</td>
<td>TBC</td>
<td>31 March 2021</td>
</tr>
<tr>
<td>8</td>
<td>Review and update the Barossa, Light and Lower North Region Open Space, Recreation and Public Realm Strategy</td>
<td>Director – Works and Engineering Services</td>
<td>TBC</td>
<td>31 July 2021</td>
</tr>
<tr>
<td>9</td>
<td>Undertake condition audits and obtain condition ratings for footpaths, stormwater, building and recreational assets, minor culverts and floodways</td>
<td>Director – Works and Engineering Services</td>
<td>tbc – additional cost</td>
<td>FY2021/22</td>
</tr>
<tr>
<td>10</td>
<td>Update CWMS asset register (disposal and renewal)</td>
<td>CWMS Co-ordinator</td>
<td>TBC</td>
<td>31 March 2021</td>
</tr>
<tr>
<td>11</td>
<td>Review grading maintenance service levels and intervention points to optimise patrol grading maintenance</td>
<td>Manager Works &amp; Operations</td>
<td>TBC</td>
<td>FY2021/22</td>
</tr>
<tr>
<td>12</td>
<td>Develop strategic tree management policy</td>
<td>Director – Works and Engineering Services</td>
<td>TBC</td>
<td>FY2021/22</td>
</tr>
<tr>
<td>13</td>
<td>Move towards ideal deterioration curves as a bases to determine the rate at which an asset deteriorates, currently deterioration curves are not used.</td>
<td>Director – Works and Engineering Services</td>
<td>TBC</td>
<td>FY2021/22</td>
</tr>
</tbody>
</table>
5 TRANSPORT ASSETS

5.1 Asset Breakdown

This section of the infrastructure asset management plan provides details about Council’s approach to the management of the transport assets, in line with appropriate standards, and contributing to the achievement of the objectives in the Community Plan. The plan details the management systems for the management of transport infrastructure function under the care and control of The Barossa Council.

The plan covers the road network asset group that includes roads, footpaths, kerb and gutter, shoulders, shared pathways, street trees and traffic facilities such as road furniture and signs, roundabouts, traffic humps, linemarking, etc). It defines how Council will manage the road network and sets a standard in relation to discharge of duties in the performance of those assets. It also provides guidance that details future inspection, maintenance and data collection practices.

Council has a register which records the details of the public roads and ancillary areas for which it responsible for. Council’s Asset Management System breaks roads down into segments to provide better management of discrete portions of road. Typically these are lengths of road between intersecting streets, or in rural roads no greater than one kilometre in length. The assets related to a roads structural makeup (pavement / formation / surface / shoulder) sit under the individual road segments within the asset management system. The hierarchy within the asset management system can be seen below:
The asset register has been mapped in Council’s Geographic Information System (GIS), which forms an integral component of the asset management system. The asset register also records information such as the type, condition and valuation (e.g. replacement value, depreciation) of road assets together with a history of the assets including construction, maintenance, any additions, deletions and changes to those assets.

5.2 Data Collection

Council will undertake periodic surveys and/or audits to monitor transport infrastructure and associated elements such as road pavement, road surfacing, kerb and gutter and shoulder conditions, footpaths, signs and other road furniture. These audits, as highlighted in the table below, are to determine the overall condition of the assets and provide input into future maintenance, renewal and replacement plans. The specified intervals depend on the asset, the volume and nature of road usage (hierarchy classification), and any risk to safety.

<table>
<thead>
<tr>
<th>ASSET/COMPONENT</th>
<th>AUDIT INTERVALS</th>
<th>DATA TO BE COLLECTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sealed road network</td>
<td>4 years</td>
<td>Overall condition rating scores</td>
</tr>
<tr>
<td>Kerb and Gutter</td>
<td>4 years</td>
<td>Overall condition rating scores</td>
</tr>
<tr>
<td>Road Shoulders</td>
<td>4 years</td>
<td>Overall condition rating scores</td>
</tr>
<tr>
<td>Unsealed road network</td>
<td>6 years</td>
<td>Pavement depth and Quality</td>
</tr>
<tr>
<td>Footpaths including Bike Tracks</td>
<td>4 years</td>
<td>Condition audit to identify footpath defect extent</td>
</tr>
<tr>
<td>Furniture and Fittings</td>
<td>5 years</td>
<td>Overall condition rating scores</td>
</tr>
<tr>
<td>Street Trees – Urban Areas</td>
<td>5 years</td>
<td>Species, expected remaining life, qualified risk assessment</td>
</tr>
<tr>
<td>Drainage</td>
<td>4 years</td>
<td>Overall condition rating scores</td>
</tr>
</tbody>
</table>

In addition to the specified audits, Council will undertake regular inspections to monitor asset condition and identify maintenance defects, which will then identify repair works as part of the day-to-day maintenance of the road infrastructure network. Council also conducts reactive inspections as part of the response to customer requests.
Information related to defects identified via inspection will be recorded in Council’s Asset Management System. Repair and maintenance works will be scheduled based on the severity of the defect ensuring the safety of infrastructure users and general public.

5.3 Deficiencies Identified

Council undertake regular condition audits as identified in section 5.2, and in addition to these, routine drive through checks are conducted in order to identify any deficiency within the transport network. An updated list of these deficiencies will be available following the next condition audit.

5.4 Duties to Maintain and Keep Safe

Road infrastructure assets

In accordance with the Local Government Act 1999, Council is responsible for the care and control of its Transport Assets and is required to maintain and keep them in a safe condition for their intended function.

Pursuant to Section 221 of the Act, a person (other than Council or a person acting under some statutory authority) must not make an alteration to a public road unless authorised to do so by the Council.

Any proposed work or activity on Council land, including a road, verge / nature strip, recreation reserve etc., is required to have a Section 221 “Application for Construction or Modifications on Council Property” lodged for Council consideration. Council may issue permits for certain activities and alterations to be made with conditions and requirements that are to be completed at the applicant’s expense to Council satisfaction.

Infrastructure Definition

- **Road Carriageway** - The traffic lanes on the road where a vehicle is not restricted by any physical barriers or separation lines to laterally move.

- **Verge / Naturestrip** - The Council land between the property boundary and the edge of road carriageway / back of kerb. A verge / naturestrip may sometimes be landscaped.

- **Kerb / Kerb and Gutter** - The road side infrastructure that conveys stormwater drainage along the length of the road. A kerb / kerb and gutter may comprise of upright barrier or mountable kerb profiles.

- **Invert / Gutter Crossing** - A crossing point within the kerb and gutter that allows safe and convenient access over the infrastructure. An invert / gutter crossing may be a spoon drain or other similar profile.

- **Driveway / Crossover** – The Council land between a property boundary and the edge of road carriageway / back of kerb utilised for private property access. A driveway / crossover includes the pavement surface and may also comprise a culvert crossing.

- **Culvert Crossing** - A culvert or pipe within the driveway / crossover that allows safe conveyance of roadside stormwater drainage. The culvert crossover may include inlet and outlet infrastructure such as headwalls and scour protection.

- **Stormwater Connection** - The stormwater connection between a property boundary and the road side drainage system. The stormwater connection may comprise of a pipe or channel conduit.

- **Stormwater Connection Sleeve** - The sleeve or conduit within a footpath or kerb and gutter that allows the placement of a stormwater connection conduit.

- **Footpath** - The paved or treated surface within the verge / naturestrip or within land acting as a thoroughfare from point A to point B allocated for pedestrian and/or bicycle use. The footpath includes the section of a driveway / crossover traversed by footpath infrastructure.

Infrastructure Operational Responsibility

The provisions of this plan apply to those assets listed in the Council’s asset register. The construction, operation and maintenance of the listed assets are Council’s responsibility. Roads and car parks on private properties and private drainage are the responsibility of the property owner, unless deemed otherwise by relevant easements and agreements. Arterial roads are the responsibility of Department for Infrastructure and Transport (DIT) in terms of the relevant DIT Operational Instructions.
The Barossa Council is responsible for constructing new, repairing and maintaining road carriageway, kerb / kerb and gutter, invert / gutter crossing, stormwater connection sleeve, footpath street trees, and associated infrastructure such as street furniture.

The property owner is responsible for constructing new, repairing and maintaining their driveway / crossover, culvert crossing, stormwater connection. However, construction of a driveway / crossover may require the property owner to modify the existing and/or construct a new kerb and gutter or invert / gutter crossing. All works on Council land will require approval through the Section 221 permit process where the conditions and requirements will be outlined.

It is the property owner’s responsibility to ensure their driveway and their private stormwater connection to Council drainage assets are maintained to the satisfaction of Council.

Whilst the portion of a driveway located between the road carriageway and the property boundary is the responsibility of the adjoining property owner to maintain, Council will maintain the section of a driveway/crossover that is part of a constructed footpath.

Council is required to ensure that the verge / naturestrip is safe and convenient for pedestrian access. Property owners are, however, encouraged to maintain verge / naturestrip land adjacent their respective allotments i.e. by mowing the grass. In townships, Council may, if required, spray unmaintained verge land with appropriate herbicides to control unsightly weed growth and to ensure safe pedestrian access. Council does not generally spray or cut rural roadside verges, except as required for road safety reasons.

Property owners are not permitted to landscape or install a structure (including planting or removal of vegetation, irrigation, excavations, letter boxes, pipes, wires, cables, fittings, fixtures and other objects) in, on, across, under or over Council verge / naturestrip land without Council approval through the Section 221 permit process or development application process.

All fences are required to be constructed entirely within the boundaries of the relevant allotment.

A property owner is required to enter an agreement with Council for the construction, maintenance, repair, and insurance of cattlegrids and gates in Council land. This agreement defines the roles and responsibilities of both the property owner and Council for the ongoing management of these items.

Council will not maintain an unmade road unless the road is identified in the asset register as a public road.

No built form or development requiring application through either the Development Act, Planning Development Infrastructure Act or Local Government Act (Section 221) processes will be approved on or over any Council service infrastructure or any easement in favour of The Barossa Council.

Infrastructure Upgrade
Any upgrade to transport assets i.e. sealing of unsealed roads, construction of new footpath or intersection upgrade will be determined based on the social, tourism and freight importance of the road and projected demand for future traffic.

Any proposed variations to infrastructure levels of service that have a financial impact are required to be considered by Council in terms of the revised asset function level. Any proposed upgrade is required to be considered through the Council budget process.

### 5.5 Asset Summary

<table>
<thead>
<tr>
<th>ASSET TYPE</th>
<th>QUANTITY</th>
<th>REPLACEMENT VALUE AS AT 30 JUNE 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sealed Roads</td>
<td>344 km</td>
<td>$127,122,655</td>
</tr>
<tr>
<td>Unsealed Roads</td>
<td>560 km</td>
<td>$ 25,461,746</td>
</tr>
<tr>
<td>Kerb and Gutter</td>
<td>254 km</td>
<td>$ 47,265,157</td>
</tr>
<tr>
<td>Footpath</td>
<td>452 km (inc Bike Path)</td>
<td>$ 14,567,593</td>
</tr>
<tr>
<td>Roundabout</td>
<td>1</td>
<td>$    11,283</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>$214,428,434</td>
</tr>
</tbody>
</table>
6 BRIDGE ASSETS

6.1 Asset Breakdown

This section of the infrastructure asset management plan provides information on bridges, footbridges, floodways and major culverts, which are collectively known as Bridges.

Bridge assets are managed in a way to meet safety and functional standards and to achieve outcomes set in the Community Plan. The plan details the management systems for the management of bridge assets under the care and control of The Barossa Council. It also provides guidance that details future inspection, maintenance, upgrade and replacement of bridge infrastructure assets, where required.
The asset register has been mapped in Council’s Geographic Information System (GIS), and records information such as the type, condition and valuation (e.g. replacement value, depreciation) of bridge assets together with a history of the assets including construction, maintenance, any additions, deletions and changes to those assets.

### 6.2 Data Collection

In 2017 a bridge audit was conducted by WSP, which provided an overall asset summary, condition rating and defects list along with inspection photos. The purpose for conducting the bridge audit is to determine the overall quality of the assets and provide input into future maintenance, renewal and replacement plans. The aim is to conduct a condition survey on bridge assets every 4 years.

In addition to the specified audits, Council will undertake regular inspections to monitor asset performance and identify defects. This will inform Council of any repair works and intervention that may be required. Council also conducts reactive maintenance as part of the response to customer requests.

Information related to defects identified via inspection will be recorded in Council’s Asset Management System. Repair and maintenance works will be scheduled based on the severity of the defect ensuring the safety of infrastructure for use by the general public.

### 6.3 Deficiencies Identified

Within the bridge audit report, a number of key renewal and maintenance activities were identified and prioritised to form a recommended multi-year maintenance plan. These activities include:

<table>
<thead>
<tr>
<th>ASSET CLASS</th>
<th>LOCATION</th>
<th>SERVICE DEFICIENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridges</td>
<td>King Street North, Stockwell</td>
<td>Replace with new bridge</td>
</tr>
<tr>
<td></td>
<td>Jane Place, Tanunda</td>
<td>Replace degrading timber</td>
</tr>
<tr>
<td></td>
<td>Bilyara Road, Tanunda</td>
<td>Re-tension cables</td>
</tr>
<tr>
<td></td>
<td>Moss Smith Road, Eden Valley</td>
<td>Replace with new bridge</td>
</tr>
<tr>
<td></td>
<td>Golden Gate Mines Road, Angaston</td>
<td>Replace with new culvert</td>
</tr>
<tr>
<td></td>
<td>Smyth Road, Tanunda</td>
<td>Undertake concrete testing (carbonation and chloride)</td>
</tr>
<tr>
<td></td>
<td>Moculta Road, Moculta</td>
<td>Replace with new culvert</td>
</tr>
<tr>
<td></td>
<td>Martin Road, Concordia</td>
<td>Replace with new culvert</td>
</tr>
<tr>
<td></td>
<td>Bethany Reserve, Bethany</td>
<td>Replace chequer plate of main span and provide new fixings</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Reinstate protective coating on all steel elements</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fill underneath north and south abutments</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Treat exposed reinforcement and reinstate concrete wall to south western end</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fill underneath north and south pier with CLSM</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Reinstate scour protection</td>
</tr>
</tbody>
</table>

### 6.4 Current Condition and Future Maintenance/Upgrade Plan

All bridges must adhere to legislative, standards and council’s Development Plan requirements. Bridges are designed to meet standards and guidelines at the time of construction. Some bridges will need to meet current, revised design standards when the asset is renewed or replaced.

The road bridges required to service our existing road network are largely in place, but were mostly built in the first half of the 1900s. Many of these bridges require upgrades as vehicle size and load limits have increased greatly, hence the focus is more on the capital renewal and upgrade of these structures. Careful
consideration is given to National Heavy Vehicle Regulator (NHVR) bridge use approvals to minimise the risk of bridge damage.

The requirement for new bridges to service new development within the Council will be a future development consideration for developers on a case-by-case basis.

The 2017 WSP Bridge Audit Maintenance Report short lists 10 selected bridge assets for priority capital upgrade work. The audit report also informs longer term bridge upgrade requirements across the region without specific priority assigned.

Load Limits may be placed on bridges in poor condition to extend the life of the bridge asset, where reasonable alternative access is not available.

The upgrade of major bridges on the DIT arterial road network is a consideration for the State Government which owns these assets.

### 6.5 Asset Summary

<table>
<thead>
<tr>
<th>ASSET TYPE</th>
<th>QUANTITY</th>
<th>REPLACEMENT VALUE AS AT 30 JUNE 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicular Bridges</td>
<td>37</td>
<td>$15,497,243</td>
</tr>
<tr>
<td>Major Culverts</td>
<td>76</td>
<td>$15,358,551</td>
</tr>
<tr>
<td>Footbridges</td>
<td>28</td>
<td>$5,226,641</td>
</tr>
<tr>
<td>Floodways</td>
<td>53</td>
<td>$8,851,071</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$44,933,506</strong></td>
</tr>
</tbody>
</table>
7 CWMS Assets

The Community Wastewater Management System (CWMS) Network within the Council Area services its customers as per the conditions of its Water Entity Licence as a Fee for Service Business within The Barossa Council. As the CWMS business is licenced as a water entity, it is fully compliant to the Water Industry Act 2012, and delivers services in-line with the Essential Services Commission of South Australia (ESCOSA) approved customer charter and guidelines.

7.1 Asset Breakdown

This asset management plan covers the Community Wastewater Management System (CWMS) assets under the care and control of Council.

Council’s Asset Management System breaks the CWMS assets down into whether the assets are associated with Reuse or Wastewater.

The hierarchy within the asset management system can be seen below:

Wastewater

Reuse
7.2 Data Collection

The CWMS Pipework Network was valued as at 1 July 2014 using unit rates provided by Tonkin Consulting.

All other CWMS assets were revalued using in-house expertise comparing component values to actual costs from recent CWMS Waste Water Treatment Plant construction and industry rate comparisons.

One sixth of The CWMS Pipe Network is condition assessed annually. This sets the maintenance, upgrade and replacement program for the following years.

An in-house condition assessment of lagoons and waste water treatment plants was undertaken in 2013/14 using independent assistance as/when required together with a review of the independent useful life for this asset class.

7.3 Deficiencies Identified

Locations where deficiencies in service performance are known are detailed in the table below:

<table>
<thead>
<tr>
<th>ASSET CLASS</th>
<th>LOCATION</th>
<th>SERVICE DEFICIENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>CWMS</td>
<td>Drainage systems gravity lines</td>
<td>Drainage systems in townships require regular camera inspections to monitor condition, with some faulty drains replaced or repaired. Effluent infiltration/inflow involves the entry of surface water and groundwater into a wastewater collection system, causing hydraulic overloading of the system. This can result in:</td>
</tr>
<tr>
<td>Critical asset failure (Lagoon, Reticulation Network, Pump Stations, Wastewater Treatment Plants, Reuse water distribution network.)</td>
<td>Critical assets are those assets which have a high consequence of failure but not necessarily a high likelihood of failure. By identifying critical assets and critical failure modes, organisations can target and refine investigative activities, maintenance plans and capital expenditure plans at the appropriate time. Operations and maintenance activities may be targeted to mitigate critical assets failure and maintain service levels. These activities may include increased inspection frequency, higher maintenance intervention levels, etc.</td>
<td>Excessive pumping costs and increased pump wear; and premature and expensive system augmentations.</td>
</tr>
</tbody>
</table>
### 7.4 Future Considerations

<table>
<thead>
<tr>
<th>ASSET CATEGORY</th>
<th>LOCATION</th>
<th>SERVICE CONSIDERATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CWMS</td>
<td>Township</td>
<td>Population growth / new large scale housing developments and new townships. Augmentation of existing or new infrastructure, services and effluent disposal may lead to increased demands on the existing network.</td>
</tr>
<tr>
<td>Maintenance</td>
<td></td>
<td>Maintenance includes all actions necessary for retaining an asset to an appropriate service condition to allow the asset to deliver all of the needs of the community. This may involve the regular ongoing day-to-day work necessary to keep assets operating, but excluding rehabilitation or renewal. Maintenance may be classified into reactive, planned and specific maintenance work activities. Reactive maintenance is unplanned repair work carried out in response to service requests and management/supervisory directions. Planned maintenance is repair work that is identified and managed through a Maintenance Management System (MMS). MMS activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance. Specific maintenance is replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including manhole and inspection point replacement, etc. This work falls below the capital/maintenance threshold but may require a specific budget allocation.</td>
</tr>
<tr>
<td>Capital Renewal and Replacement Strategies</td>
<td></td>
<td>Planning and scheduling renewal projects to deliver the defined level of service in the most efficient manner, • Undertaking project scoping for all capital renewal and replacement projects to identify: the service delivery ‘deficiency’, present risk and optimum time for renewal/replacement, the project objectives to rectify the deficiency, of the range of options, estimated capital and life cycle costs for each option that could address the service deficiency, of and evaluate the options against evaluation criteria adopted by the organisation, and of select the best option to be included in capital renewal programs, • Using ‘low cost’ renewal methods (cost of renewal is less than replacement) wherever possible, • Maintaining a current infrastructure risk register for assets and service risks associated with providing services from infrastructure assets and reporting Very High and High risks and residual risks after treatment to management and Council</td>
</tr>
</tbody>
</table>

Attachment 2
ASSET CATEGORY | LOCATION | SERVICE CONSIDERATIONS
--- | --- | ---
- Reviewing current and required skills base and implementing workforce training and development to meet required construction and renewal needs,
- Maintaining a current hierarchy of critical assets and capital renewal treatments and timings required,
- Reviewing management of capital renewal and replacement activities to ensure Council is obtaining best value for resources used.

### 7.5 Asset Summary

The following CWMS assets are used to provide effluent management and treatment services to the community:

<table>
<thead>
<tr>
<th>ASSET TYPE</th>
<th>QUANTITY</th>
<th>REPLACEMENT VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gravity Mains</td>
<td>178kms</td>
<td>$25,786,984</td>
</tr>
<tr>
<td>Gravity Property Connections</td>
<td>7,836 Connected Customers – 33.5km</td>
<td>$4,859,674</td>
</tr>
<tr>
<td>Lagoons</td>
<td>18</td>
<td>$6,028,152</td>
</tr>
<tr>
<td>Man Holes</td>
<td>Bulk Item</td>
<td>$193,750</td>
</tr>
<tr>
<td>Pump Stations</td>
<td>38</td>
<td>$4,277,775</td>
</tr>
<tr>
<td>Reuse Main</td>
<td>5 segments – 14 kms</td>
<td>$2,051,185</td>
</tr>
<tr>
<td>Rising Main</td>
<td>324 segments – 44 kms</td>
<td>$6,403,765</td>
</tr>
<tr>
<td>Waste Water Treatment Plants and Infrastructure</td>
<td>5 plants</td>
<td>$4,542,488</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$54,143,773</strong></td>
</tr>
</tbody>
</table>
8 COMMUNITY AND RECREATION ASSETS

This infrastructure asset management plan covers the Land, Recreation & Sporting Facilities, Parks & Gardens, Buildings, Carparks & Internal Road assets under the care and control of the Council.

Council’s Asset Management System breaks the Community and Recreation Assets down into Land, Recreation/Sporting Facilities, Parks and Gardens, Buildings and Car parks/Internal Roads. The hierarchy diagram below shows the top layers of the structure, and contains Assets, Elements and Components below each Category:
8.1 Data Collection

In the 2020-2021 financial year Council is undertaking a Building Condition Assessment for Buildings within this class of Assets. The information obtained in this assessment will classify the quality and condition of assets and assist Council to prioritise operating expenditure, future capital works and guide assessment of new initiative budget funding.

The Assessment will also identify any deficiencies and defects within this group of Assets, and provide a suggested five year work plan for improvement.

Data is also collected via Council’s Customer Relationship Management System to inform reactive maintenance tasks and to document suggested improvement or investment.

8.2 Managing the Assets

The Community and Recreation Assets category is one of Council’s largest asset groups, and encompasses many different types of assets. The Asset Types within this class are managed quite differently, and in most cases have a specific service level, plan or strategy in place to identify the required management and maintenance activities. These service levels, plans and strategies can be found on Councils’ website.

Land

Council owned and/or managed land is categorised as:

- Crown Land
- Community Land
- Council Owned and Managed Land
- Council Leased (not owned)
- Council Owned and Leased

Crown Land

Crown Land vested in the care and control of Council and managed in accordance with the Crown Land Management Act 2009 and any related Crown Condition Agreements.

Community Land

Management of Council Owned Community Land is managed in accordance with the Community Land Management Plans (CLMPs) which have been formally adopted by Council. The CLMPs provide a framework for Council to maintain and develop its community land to maximise its use by the community for recreational and leisure activities. Each plan contains the following information:

- Identity of the land and the owner
- Purpose for which it is held
- Objectives, policies and proposals of how the land is managed
- Performance targets and the measurement of performance against objectives and targets
- Nature of any trust, dedication or restriction
• Any requirement placed on the land by the owner

**Council Owned and Managed Land**
Parcels of land that Council owns and manages, such as recreation facility locations, are managed in accordance with Council adopted service levels. Masterplans have been developed for each recreation facility location in conjunction with the community and registered user groups and adopted by Council, to provide a blueprint for future development and identify key improvements for each facility.

**Council Leased (not owned)**
This land type is managed in accordance with the lease agreement which Council has entered into with the land owner.

**Council Owned and Leased**
Many user groups, such as sporting clubs and other community groups, lease Council owned land and facilities. A formal lease agreement with the relevant tenant is in place, and identifies any maintenance or renewal responsibilities of Council and the tenant in accordance with Council’s Lease and Licence Policy.

**Recreation / Sporting Facilities**
Sporting and Recreation Assets are managed on a day to day basis in accordance with Council adopted service levels. Both proactive and reactive maintenance requirements are managed in accordance with the Annual Business Plan and Budgets for the facilities. In 2017, Council embarked on a Generational Community Infrastructure Project named “The Big Project”. Medium to long term investment in recreation, sporting, cultural and aquatic facilities is documented within the adopted masterplans and subsequent detailed design for each recreational facility.

Each masterplan has been subject to more detailed component planning, design, cost feasibility assessment and overarching prudential management review as required under the Local Government Act and has in turn been prioritised by Council at its meeting in August 2019. Council partnered with the community and user groups to complete a needs assessment and working groups were established to progress the detailed design elements of each prioritised project element.

**Parks and Gardens**
Parks and Gardens, like Recreation and Sporting Facilities, are managed on a day to day basis in accordance with service levels and Council’s Annual Business Plan and Budget which includes proactive and reactive maintenance requirements. This involves activities such as:

- Mowing
- Irrigation
- Fertilising
- Weeding
- Playground Inspections
- Plus much more

Most of the maintenance activities that are undertaken within Council’s Parks and Gardens are planned, with daily, weekly, fortnightly and monthly tasks scheduled to ensure that the assets are well maintained, safe and are aesthetically pleasing for the community. Customer requests are also key drivers for reactive maintenance activities undertaken.

**Building assets**
Council buildings are managed on a day to day basis in accordance with service levels and Council’s Annual Business Plan and Budget, which includes, proactive and reactive maintenance requirements. Capital investment in building assets in Council’s recreation parks is also documented and approved within The Big Project.

The Building Condition Assessment, which is being undertaken in the 2020/2021 financial year will be an important input in planning for future works, and will be detailed in Appendix 1 – Projected Capital, Renewal and Maintenance Program, from 2021 onwards.
Carparks and Internal Roads
Carparks and Internal Roads form part of the Community and Recreation Asset Class, although the maintenance and renewal activities for these Asset Types is undertaken in accordance with the Transport Asset Class [see Section 5).

8.3 Asset Summary
Below is a brief overview of the number of each Asset Type that Council currently own and maintain.

<table>
<thead>
<tr>
<th>ASSET TYPE</th>
<th>QUANTITY</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Land</td>
<td>446</td>
<td>$53,560,982</td>
</tr>
<tr>
<td>Council Owned Land</td>
<td>36</td>
<td>$10,551,340</td>
</tr>
<tr>
<td>Council Managed Land</td>
<td>0</td>
<td>$0.00</td>
</tr>
<tr>
<td>Barossa Recreation Assets</td>
<td>179 units</td>
<td>$8,665,528</td>
</tr>
<tr>
<td>Aged and Disabled Services Buildings</td>
<td>5</td>
<td>$1,776,645</td>
</tr>
<tr>
<td>Bushgardens Buildings</td>
<td>4</td>
<td>$499,800</td>
</tr>
<tr>
<td>Car Park Buildings</td>
<td>1</td>
<td>$44,526</td>
</tr>
<tr>
<td>Cemetery Buildings</td>
<td>2</td>
<td>$13,072</td>
</tr>
<tr>
<td>Community Buildings</td>
<td>29</td>
<td>$18,004,711</td>
</tr>
<tr>
<td>CWMS Buildings</td>
<td>2</td>
<td>$120,173</td>
</tr>
<tr>
<td>Depot Buildings</td>
<td>14</td>
<td>$307,685</td>
</tr>
<tr>
<td>Office / Library Buildings</td>
<td>7</td>
<td>$6,039,902</td>
</tr>
<tr>
<td>Park / Gardens Buildings</td>
<td>19</td>
<td>$2,002,476</td>
</tr>
<tr>
<td>Recreation Buildings</td>
<td>6</td>
<td>$17,675,740</td>
</tr>
<tr>
<td>Sporting Reserve Buildings</td>
<td>123</td>
<td>$25,671,278</td>
</tr>
<tr>
<td>Transfer Station Buildings</td>
<td>2</td>
<td>$30,525</td>
</tr>
<tr>
<td>Car Parks and Internal Roads</td>
<td>33</td>
<td>$751,627</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$145,716,010</strong></td>
</tr>
</tbody>
</table>
9 STORMWATER ASSETS

9.1 Asset Breakdown

Stormwater Assets are currently stored in Council’s Asset Management System, Conquest, however, a review of the formal structure is currently being undertaken during the 2020-2021 financial year.

9.2 Data Collected

Council’s stormwater drainage assets were surveyed in 2009 by visual inspection. Asset detail collected included pipe and pit data and pit depth information. Condition assessment information collected was notional.

The Stormwater Drainage Long Term Plan has been derived from the survey data in conjunction with Flood Mapping and Stormwater Management Plans (SMP) prepared for numerous Water Courses and Townships with an identified flood hazard risk to development. The flood management policies were reviewed in March 2013 and found to be adequate for flood hazard risk assessment. The Stormwater Drainage Long Term Plan is reviewed annually on this basis.

Stormwater Management Plans have been prepared for the following Townships:

- Lyndoch – GHD, September 2004
- Mount Pleasant – GHD, September 2004
- Tanunda – Tonkin, June 2001
- Nuriootpa – Tonkin, to be completed 2020

Flood Mapping Data also exists for the following watercourses:

- Angaston:
  - Angaston Creek
- Nuriootpa:
  - North Para River
  - Kalimna Creek
- Tanunda:
  - North Para River
  - Basedow Creek
  - Tanunda Creek, minimal localised data
- Moculta:
  - Moculta Creek, minimal localised data
- Mount Pleasant:
  - Torrens River
  - Isaac Street (Lot 30), minimal localised data
- Springton:
  - Hamiltons Road creek, minimal localised data
- Lyndoch:
  - Lyndoch Creek, minimal localised data
- Williamstown
  - Yettie Creek, minimal localised data
- Review of Flood Management Policies, March 2013

9.3 Deficiencies Identified

The stormwater drainage long term construction masterplan outlines known deficiencies with the stormwater drainage infrastructure with planned long term interventions and capital costs.
9.4 Asset Summary

The assets covered by this Plan are shown below:

<table>
<thead>
<tr>
<th>ASSET TYPE</th>
<th>QUANTITY</th>
<th>REPLACEMENT VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Box Culvert</td>
<td>384 units</td>
<td>$9,938,239</td>
</tr>
<tr>
<td>Drainage Channel</td>
<td>22 units, 1.7km</td>
<td>$2,435,125</td>
</tr>
<tr>
<td>Grated inlet Pit</td>
<td>9 units</td>
<td>$39,533</td>
</tr>
<tr>
<td>Gross Pollutant Trap</td>
<td>6 units</td>
<td>$87,100</td>
</tr>
<tr>
<td>Headwall</td>
<td>2,832 units</td>
<td>$3,601,641</td>
</tr>
<tr>
<td>Junction Box</td>
<td>657 units</td>
<td>$1,986,637</td>
</tr>
<tr>
<td>Pipe</td>
<td>73km</td>
<td>$24,538,218</td>
</tr>
<tr>
<td>Side Entry Pit</td>
<td>1,289 units</td>
<td>$5,282,506</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$47,908,999</strong></td>
</tr>
</tbody>
</table>
10 PLANT AND EQUIPMENT ASSETS

This IAMP covers the Major Plant and Equipment assets under the care and control of Council.

Council’s role is to provide services to its community. Some of these services are provided by assets. Council have purchased Plant and Equipment assets to be used to manage and maintain its infrastructure.

Major Plant and Equipment assets include the following:

- Administration Fleet
- Roller
- Backhoes
- Jetpatcher
- Boats
- Shredder
- Bulldozers
- Skidsteers
- Forklifts
- Tractors
- Graders
- Trailers
- Loaders
- Truck
- Mowers
- Utilities
- Van
- Wood Chipper
- Reach Mowers
10.1 Managing Plant and Equipment

Council records kilometres travelled / hours used or the approved service schedule for Major Plant and Equipment. The information collected assists Council to prioritise operating expenditure, future capital expenditure and guide assessment of major plant upgrades.

Condition of Major Plant and Equipment assets is monitored by Council staff and while a full condition profile has not yet been developed, the following aspects are taken into account:

**Quality** – is operational, fit for purpose to meet agreed Level of Service (LoS) and maintained and managed to industry standards

**Function** – that is appropriate to meet operational requirements

**Capacity / Utilisation** – that is available to meet operation requirements

10.2 Asset Summary

Assets covered by this IAMP include:

<table>
<thead>
<tr>
<th>ASSET TYPE</th>
<th>QUANTITY</th>
<th>REPLACEMENT VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial/Light Commercial Vehicle</td>
<td>33</td>
<td>$1,133,981</td>
</tr>
<tr>
<td>Community Equipment</td>
<td>28</td>
<td>$754,053</td>
</tr>
<tr>
<td>Community Transport – Bus</td>
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<td>$136,443</td>
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<td>Depot Equipment</td>
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<td>$92,062</td>
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<td>IT Equipment</td>
<td>29</td>
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<tr>
<td>Minor Plant</td>
<td>44</td>
<td>$162,685</td>
</tr>
<tr>
<td>Office Equipment</td>
<td>27</td>
<td>$780,707</td>
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<tr>
<td>Plant – Backhoe/Bobcat</td>
<td>4</td>
<td>$536,290</td>
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<td>Plant – Grader</td>
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<td>Plant – Loader</td>
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<td>$518,657</td>
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<td>Plant – Other</td>
<td>5</td>
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<tr>
<td>Plant – Rollers</td>
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<td>Plant – Sweeper</td>
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<td>Plant – Tractor</td>
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<td>Recreation Equipment</td>
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<td>Trailer/Tandem Trailer</td>
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11 RIGHT OF USE ASSETS

11.1 What are Right of Use Assets

In February 2016, the Australian Accounting Standards Board (AASB) introduced AASB 16, which is:

“a single lessee accounting model and requires a lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value. A lessee is required to recognise a right-of-use asset representing its right to use the underlying leased asset and a lease liability representing its obligations to make lease payments.

A lessee measures right-of-use assets similarly to other non-financial assets (such as property, plant and equipment) and lease liabilities similarly to other financial liabilities. As a consequence, a lessee recognises depreciation of the right-of-use asset and interest on the lease liability…”

As such, Council is introducing Right of Use Assets into its corporate Asset Management System as of 2021. A structure has not yet been decided as to what this will look like.

Right of Use Assets currently covered by this IAMP are:

- Angaston radio transmission site
- ICT Server
- Nuriootpa Office Photocopiers

The remainder of Council's leased items are classed as 'peppercorn assets', for which the AASB have given Local Government a temporary relief to include these in the new asset class, due to fair valuation methodology issues. They will continue to be excluded until the AASB make a final determination.

11.2 Data Collection

Council will undertake a review of all its Asset Leases that fall under the definition of Right of Use Assets as per the Standard (including peppercorn assets). It is assumed that all leased items are maintained in accordance with the relevant lease agreements, however this will be reviewed in detail upon creation of the Asset Register.
The Nuriootpa Centennial Park Authority (NCPA) manages a tourism, recreational and sporting precinct (Nuriootpa Centennial Park) on behalf of The Barossa Council as a wholly owned subsidiary under s42 of the Local Government Act 1999.

The precinct incorporates:

- Playing fields (football ovals, soccer pitch and tennis / netball courts)
- Community and sporting buildings
- Reserves (including Coulthard Reserve and Bush Chapel)
- Barossa Valley Tourist Park: assets and infrastructure:
  - Cabins: 45
  - Powered Sites: 150
  - Ensuite Powered Sites: 8
  - Unpowered Sites: 20
- Supporting infrastructure (roadways, amenities blocks, playgrounds, barbeque areas, camp kitchen, and power and wastewater infrastructure)

### 12.1 Managing the Assets

**Barossa Valley Tourist Park (BVTP)**

Maintain a 4 star AAA Tourism (overall) park rating, remain competitive in the tourist accommodation market and increase park profitability and sustainability by:

- Renewing, replacing or removing (as appropriate) outdated, poor performing and aged infrastructure / assets / facilities
- Developing new infrastructure / assets / facilities determined as required to meet needs of key target markets (as identified in the NCPA Business Plan 2013-15);

**Sporting & Recreation Reserve**

Maintain sporting and recreational facilities and infrastructure in partnership with stakeholder user groups to attract visitors to the Barossa region and for sustainable (and increased) utilisation by the Barossa regional community by:

- Supporting user groups in the maintenance, renewal and replacement of existing infrastructure / assets / facilities to continue to meet the needs of users and manage associated risk
- Supporting user groups in the development of new infrastructure / assets / facilities determined as required to meet emerging and future needs of users

**Coulthard Reserve (incorporating the Bush Chapel)**

Provide recreational reserve open space and facilities for visitors to the Barossa region and for sustainable use by the Barossa regional community by:

- Working with key stakeholders to develop a Master Plan for future management of the reserve to maximise amenity, environmental benefit, visitation and use (local community and tourists)
- Implement recommendations from the Master Plan

### 12.2 Asset Summary

Assets covered by this IAMP include:

<table>
<thead>
<tr>
<th>ASSET TYPE</th>
<th>QUANTITY</th>
<th>REPLACEMENT VALUE</th>
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</thead>
<tbody>
<tr>
<td>Land</td>
<td>7 Parcels</td>
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<tr>
<td>Buildings and Structures</td>
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<td>Plant and Equipment</td>
<td>27 Units</td>
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<td>Recreation Infrastructure</td>
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<td>ASSET TYPE</td>
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<tr>
<td>------------</td>
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<tr>
<td>Total</td>
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</table>
7.4.1 DEBATE AGENDA – DIRECTOR’S REPORT

7.4.1.4
PROPOSED ROAD CLOSURE – 2021 BAROSSA AIR SHOW
B11739 – 21/21377

Author: Manager Engineering Services

PURPOSE

A request has been received from the Rotary Club of Barossa Valley for the closure of Koch Road, Rowland Flat for east bound traffic from Barossa Valley Way to Nitschke Road between 8.00am and 5.00pm on Sunday 11 April 2021, for the Barossa Air Show.

RECOMMENDATION

That the Commissioner of Police be advised that The Barossa Council endorses Koch Road, Rowland Flat between Barossa Valley Way and Nitschke Road be closed for east bound traffic between 8.00am and 5.00pm on Sunday 11 April 2021, for the 2021 Barossa Air Show.

REPORT

The Barossa Airshow first took to the skies in 1998, and returns again in 2021 after a break in 2019. On the day there will be aerial entertainment, stalls, affordable food and drink, static displays and family entertainment.

This year the Rotary Club of Barossa has taken on the organising of the event, which was previously hosted by the St Jakobi Lutheran School. Proceeds from the Airshow will benefit Barossa Area Fundraisers for Cancer and the Rotary Club’s own University Scholarships program.

In consultation with SAPOL, the committee has requested the closure of Koch Road to improve pedestrian and traffic safety along Koch Road and the adjacent Barossa Valley Way. Access to the event will be via Krondorf Road and Nitschke Road, and egress from the event will be along Koch Road, with two lanes travelling west bound.

Summary and Conclusion

Council has previously supported this event by organising and implementing the road closure.

The proposed road closure is pursuant to Section 33 of the Road Traffic Act 1961.
The following traffic management controls will also be implemented:

- no vehicles be permitted to park along Koch Road between Barossa Valley Way and the Koch Road railway crossing, and

- the speed limit on Barossa Valley Way be lowered to 60km/h between 8.00am and 5.00pm, 600m either side of Koch Road.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Nil.

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

**Community Plan**

- Community and Culture
- Health and Wellbeing

5. We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.

5.1 Support the development of activities that celebrate the history, art and culture of the Barossa and its people.

10. Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.

10.3 Build on the capacity of community members to participate in cultural, creative, recreational, sporting and learning opportunities.

**Legislative Requirements**

Local Government Act 1999
Road Traffic Act 1961

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

**Financial and Resources**

The in-kind cost and implementation of this road closure will be funded via Council’s Road Closure - Support budget.

**Risk management**

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

**COMMUNITY CONSULTATION**

The community will be advised of the proposal by public advertisements to be placed in The Leader and also via placement of the SAPOL notice on Council’s website. Event notification is the responsibility of the event organiser.
7.5.1 DEBATE AGENDA – DEVELOPMENT SERVICES REPORT

7.5.1.1 BUILDING FIRE SAFETY
B11173

Author: Governance Advisor/Director, Development and Environmental Services

**PURPOSE**

Council is asked to:
- receive and adopt the draft Building Fire Safety Committee Terms of Reference (at Attachment 1) and establish the Building Fire Safety Committee under the Planning, Development and Infrastructure Act 2016;
- appoint members to the Building Fire Safety Committee; and
- receive and adopt the draft Building Fire Safety Policy, at Attachment 2.

**RECOMMENDATION**

That Council:

(1) Receive and adopt the draft Building Fire Safety Committee Terms of Reference, as attached to this report at Attachment 1, thus establishing The Barossa Council Building Fire Safety Committee pursuant to section 157 of the Planning, Development and Infrastructure Act 2016 (PDI Act);

(2) Appoint the following persons as members to The Barossa Council Building Fire Safety Committee pursuant to section 157(17) of the PDI Act:

- Mr Julian Aggiss, Country Fire Service
- Mr Jonathan Pearce, Metropolitan Fire Service
- Mr Peter Xerri, Senior Assessment Officer – Building
- Mr Peter Harmer, consultant

(3) Appoint the following persons as Deputy Members to The Barossa Council Building Fire Safety Committee pursuant to section 157(17)(d) of the PDI Act:

- Mr Colin Paton (deputy member for Country Fire Service member)
- Mr Darren Chapman (deputy member for Country Fire Service member)
- Mr Tom Antal, Assessment Officer – Building (deputy member for The Barossa Council)

(4) Receive, consider and adopt the draft Building Fire Safety Policy as attached to this report at Attachment 2.
Background
The Planning, Development and Infrastructure Act 2016 (PDI Act) requires Council (separately or with one or more other councils) to establish and designate a body to act as an appropriate authority under section 157(17) of the PDI Act. The appropriate authority is responsible 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
Council has designated The Barossa Council Building Fire Safety Committee (the “Committee”) as the appropriate authority under section 71(19) of the Development Act 1993.

Due to the upcoming commencement of the Planning and Design Code for Phase 3 councils, upon which the PDI Act becomes fully operational, Council is now required to establish and designate the appropriate authority (being the Committee) under the PDI Act so that it may continue its operations upon the PDI Act becoming fully operational.

Discussion
The revised Terms of Reference of the Committee are set out in Attachment 1, and establish the Committee under section 157(17) of the PDI Act.

Council is also asked to appoint members and deputy members to the Committee, pursuant to section 157 of the PDI Act.

Council’s Building Fire Safety Policy has also been updated, as it sets out obligations and processes with respect to the Committee’s activities and procedures. The draft Building Fire Safety Policy is attached to this report at Attachment 2.

The Policy and Terms of Reference were reviewed by the current members of the Building Fire Safety Committee. Minor changes were suggested and these have been incorporated into the documents.

Summary and Conclusion
Council is now asked to adopt the Building Fire Safety Committee Terms of Reference; appoint members to the Committee; and adopt the draft Building Fire Safety Policy.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1 – draft Building Fire Safety Committee Terms of Reference
Attachment 2 – draft Building Fire Safety Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS
Community Plan

Natural Environment and Built Heritage
How We Work – Good Governance
Corporate Plan
1.11 Provide transparent, efficient and effective development assessment processes and regulatory activities.

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

Legislative Requirements
Section 157, Planning, Development and Infrastructure Act 2016 and associated Regulations

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS
No significant impact is anticipated as the Building Fire Safety Committee currently operates under the Development Act 1993 and the operations of the Committee will not change.

Risk is mitigated by ensuring that the Terms of Reference and Policy are based on advice from the Local Government Association and State Planning Commission/ Attorney-General’s Department guidelines on Building Fire Safety Committees.

COMMUNITY CONSULTATION
None required.
THE BAROSSA COUNCIL
TERMS OF REFERENCE OF THE
BUILDING FIRE SAFETY COMMITTEE

1. ESTABLISHMENT

1.1 The Barossa Council (the “Council”), at its meeting held on [insert date of meeting] established The Barossa Council Building Fire Safety Committee (the “Committee”) pursuant to section 157(17) of the Planning, Development and Infrastructure Act 2016 (“PDI Act”).

1.2 The Committee is established for the purpose of acting as the “appropriate authority” (as defined in the PDI Act) in respect of all fire safety matters arising under section 157 of the PDI Act, including those commenced under section 71 of the Development Act 1993 and which are treated as having been commenced under the PDI Act by virtue of section 15 of the Acts Interpretation Act 1915).

1.3 The first meeting of the Committee shall not be held until, on or after the date on which the PDI Act becomes fully operational in the Council area i.e. upon the commencement of the Planning and Design Code for Phase 3 Councils. (and until such time, members of the Committee will continue to meet as a building fire safety committee constituted under section 71 of the Development Act 1993).

1.4 The Committee may be wound up at any time by resolution of the Council.

2. MEMBERSHIP

2.1 Pursuant to section 157(17) of the PDI Act, the Committee shall consist of:

2.1.1 A person who holds prescribed qualifications in building surveying appointed by the Council;

2.1.2 An authorised officer under Part 3 Division 5 or section 86 of the Fire and Emergency Services Act 2005 who, depending on the location of the council area, has been approved by the Chief Officer of the relevant fire authority to participate as a member of the appropriate authority;

2.1.3 A person with expertise in the area of fire safety appointed by the Council; and

2.1.4 If so determined by the Council, a person selected by the Council, who shall be appointed to the Committee by Council.

2.2 The Council may appoint deputy members to the Committee.

2.3 Committee will, its first meeting appoint an independent Presiding Member for a term of 4 (four) years. The Presiding Member may be reappointed at the expiration of the term. The Presiding Member will be the member of the Committee who is also a senior officer of Council. The deputy member for the Presiding Member (who will normally be a Council officer) shall also be the deputy Presiding Member, in the absence of the Presiding Member.

2.4 Subject to clause 1.3, membership of the Committee is for three (3) years.

2.4.5 The office of a member of the Committee will become vacant if, with the following exceptions:
2.4.12.5.1 A member dies; or
2.4.22.5.2 A member completes a term of office and is not reappointed; or
2.4.32.5.3 A member resigns by written notice addressed to the Council; or
2.4.42.5.4 A member is removed from office by the Council for any reasonable cause.

Subject to clauses 1.3 and 2.54, Committee members are eligible for re-appointment to the Committee at the expiration of their term of office.

3. GOVERNANCE

3.1 Notwithstanding this Terms of Reference, all Committee members will observe the relevant requirements under the:

3.1.1 PDI Act and associated regulations;
3.1.2 Local Government Act and associated Regulations;
3.1.3 Any relevant Code of Conduct;
3.1.4 Council’s policies and processes that are relevant to the operations of the Committee, and where applicable, any accreditation or qualifications that the member is required to hold.

4. MEETINGS

4.1 The Committee shall meet on a day and time nominated by the Presiding Member, with a minimum of four (4) ordinary meetings in each calendar year. The Committee may hold a special meeting at any other time at the direction of the Presiding Member.

4.2 The Committee shall meet at the Council office at 43-51 Tanunda Road, Nuriootpa, or at such other place as the Committee may, from time to time, determine and can meet electronically.

4.3 Quorum

4.3.1 A meeting will commence as soon after the time specified in the notice of meeting as a quorum is present.

4.3.2 A quorum for a meeting of the Committee shall be three (3) persons:

4.3.2.1 one of whom shall be the person nominated by the Chief Officer of the Country Fire Service or Metropolitan Fire Service or their proxy; and
4.3.2.2 one of whom shall be a Council officer; and
4.3.2.3 Council’s contract building surveyor and/or engineer or proxy.

4.4 Calling of Meetings

4.4.1 In the case of an ordinary Committee meeting, the Presiding Member must give each member of the Committee notice of a meeting at least three (3) clear days before the date of the meeting.

4.4.2 In case of a special meeting of the Committee, the Presiding Member must give each member of the Committee notice of the meeting at least four (4) hours before the commencement of the meeting.

4.4.3 All items to be considered by the Committee should be submitted at least three (3) days prior to the Committee’s scheduled meetings, unless deemed urgent by the Presiding Member of the Committee.
4.4.4 Notice may be given to a member of the Committee:

4.4.4.1 Personally;
4.4.4.2 By posting to the person at their usual or last known place of business; or
4.4.4.3 By email known to be used by the person.

4.5 All decisions of the Committee shall be made on the basis of a majority decision of the members present. Each member of the Committee present at the meeting must, subject to clause 4.6, or a provision of the Act or Regulations to the contrary, vote on a question arising for decision at that meeting.

4.6 Conflict of Interest

4.6.1 A member of the Committee who has a personal interest or a direct or indirect pecuniary interest in any matter before the Committee (other than an indirect interest which exists in common with a substantial class of persons) must not take part in any deliberations or decisions of the Committee in relation to that matter.

4.7 Minutes

4.7.1 The Presiding Member of the Committee must keep, or arrange to be kept, minutes of the Committee meeting.

4.7.2.1 The minutes of each meeting must include:

4.7.2.1.1 The names of the members present;
4.7.2.1.2 In relation to each member present, the time at which the person entered or left the meeting;
4.7.2.1.3 All motions and amendments, and the names of the mover and seconder;
4.7.2.1.4 Whether a motion or amendment is carried or lost;
4.7.2.1.5 Any disclosure of interest made by a member; and
4.7.2.1.6 Any other matter required to be included in the minutes by direction of the Council.

4.7.2 The Committee’s administrative support will:

4.7.2.1 keep minutes of each meeting;
4.7.2.2 within five (5) days of the meeting;
4.7.3 Within five (5) days of the meeting, the Presiding Member of the Committee must:

4.7.3.1 register the draft minutes to Council’s Electronic Document Record Management System (EDRMS); and
4.7.3.2 submit for confirmation the draft minutes at the next Committee meeting;
4.7.3.3 report to Council, on a regular basis, on the Committee’s activities, noting that any such report will not contain any private or sensitive information.
- a copy of any complaint(s), any reports prepared for the Committee by an Authorised Officer and the Minute relating to the matter are registered to the relevant property assessment and Committee EDRMS location; and

4.7.3.2 provide the draft minutes to the Committee members.

4.7.4 The minutes of the Committee shall be confirmed at the next meeting of the Committee.

4.8 Insofar as the PDI Act or these Terms of Reference do not prescribe the process to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own process. In that case, the Committee will document that process within its Minutes.

5. RESOURCES

5.1 Planning, Development and Infrastructure Act 2016 and associated Regulations
5.2 Building Fire Safety Policy (10/23720*)
5.3 Building Inspection Policy
5.4 Enforcement Policy

6. TRAINING AND SUPPORT

6.1 Committee members who are required to hold qualifications or accreditation are expected at all times to maintain and comply with all requirements of their qualification and/or accreditation, including any continuing professional development requirements.

6.2 Internal inductions may be provided to Committee members on an as-needs basis, or upon request.

7. DOCUMENT CONTROL

<table>
<thead>
<tr>
<th>Corporate Plan Link:</th>
<th>1.1.1 Provide transparent, efficient and effective development assessment processes and regulatory activities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.2 Ensure that Council’s policy and process frameworks are based on principles of sound governance and meet legislative requirements.</td>
<td>1.1.1 Provide transparent, efficient and effective development assessment processes and regulatory activities.</td>
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Document Owner: Director, Development and Environmental Services  
Document Control Officer: Senior Assessment Officer, Building  
Consultation Rating: N/A  
Audience: External  
Next Review Date: DD/MM/2024

Version history

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<td>1.0</td>
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<td>Terms of Reference established under the PDI Planning, Development and Infrastructure Act 2016 Act</td>
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THE BAROSSA COUNCIL
BUILDING FIRE SAFETY POLICY

1. Purpose

1.1. The purpose of this Policy is to establish The Barossa Council (the “Council”) and Council’s Building Fire Safety Committee (the “Committee”)’s obligations as an “appropriate authority” under section 71(19) of the Development Act 1993 and section 157 of the Planning, Development and Infrastructure Act 2016 (the Act) with respect to building fire safety.

2. Scope

2.1. This Policy applies to Officers and Committee members with respect to ensuring that Officers are fully aware of their responsibilities when dealing with matters involving the Building Fire Safety Committee.

2.2. Committee members and officers should refer to the Committee’s Terms of Reference with respect to Committee meeting procedures.

3. Policy Statement

Inspections

3.1. Inspections shall be carried out when:

3.1.1. Council or the Barossa Assessment Panel requests a Fire Safety report on a particular building;

3.1.2. At the request of the fire authority;

3.1.3. When complaints are received – refer to clause 3.2 below;

3.1.4. An audit-based inspection is required;

3.1.5. Determining the action to be taken when building fire safety is deemed to be inappropriate;

3.1.6. High risk areas are identified, viz:

3.1.6.1. Public buildings;

3.1.6.2. Accommodation buildings;

3.1.6.3. Work places such as factories, warehouses with storage of flammable and dangerous goods;

3.1.6.4. Bed & Breakfast establishments.

3.2. Inspections shall be prioritised in accordance with Appendix 1 – Building Fire Safety Committee Investigation / Inspection Priority. The Committee may review the appendix
Procedure upon receipt of a complaint

3.3. Where a complaint is received regarding a matter which should be considered by the Committee:

3.3.1. If the complaint is sufficiently detailed indicating that the problem complained of is complex or that the building is greater than 300m² or deemed necessary to be inspected, then the matter must be forwarded directly to the Committee.

3.3.2. If the complaint is not detailed and is not clear regarding the full context of the problem, the complaint will:

3.3.3.3.3.1. It will be allocated to an Authorised Officer for an inspection to take place;

3.3.4.3.3.2. The Authorised Officer will inspect the site and if they determine that the building is greater than 300m² or deemed it necessary for the building to be further inspected, then it will be referred to the Committee. If the building is within the limitations of the Act for the Authorised Officer and it appears that the defects are not major the Officer will undertake an inspection and submit a report to the Committee to consider.

3.3.5. Following consideration of the Authorised Officer’s report the Committee may resolve to issue a notice to be served.

Issuing and Service of Notices

3.4. If the Committee is satisfied that the risk of the alleged fire safety matter is not adequate of extreme or high risk to the safety of any person, the Committee may cause or resolve for a Notice to be served on the owner of the building, alternatively the Committee should review its proposed actions against the Enforcement Policy framework.

3.5. The Committee is authorised to serve, vary or revoke the following Notices where fire safety issues and public safety are deemed to be inadequate, pursuant to Section 71 of the Development Act 1993 or section 157 of the PDI Act, and apply to the Environment, Resource and Development (ERD) Court for an enforcement order where owners fail to comply with:

3.5.1. Notice of Safety Defect; and

3.5.2. Notice of Building Work or Other Actions Required.

3.6. Notices served by the Committee must be signed by an Authorised Officer who holds the required accreditation by at least two (2) members of the Committee.

3.7. When Notices are served, varied, revoked or complied with to the satisfaction of the Committee, Council and the building owner must be notified as soon as possible. Council will be kept appraised of the activities of the Committee via regular reporting.

3.8. Fire Safety Notices must be detailed and issued in accordance with the relevant legislation, and the rights of appeal must be notified to the building owner.

3.9. Council will be kept appraised of the activities of the Committee via regular reporting processes, noting that any such reporting will not include any private or sensitive information.
4. **Supporting Processes and Documents**

Building Fire Safety Committee Terms of Reference - Ref: CD/21/2*
Enterprise Risk Management Framework – Risk Analysis – Ref: CD/20/21*

5. **Related Policies**

Building Inspection Policy and associated Processes
Enforcement Policy and associated Processes

6. **Legislation and References**

Planning, Development and Infrastructure Act 2016 and associated Regulations
PlanSA Attorney-General’s Department Council Building Fire Safety Committees Guide (September 2020)

7. **Review**

This Policy will be reviewed by the Council in consultation with the relevant stakeholders, within four (4) years or more frequently if legislation or Council’s need changes.

8. **Further Information**

8.1. This Policy is available on Council’s website at [www.barossa.sa.gov.au](http://www.barossa.sa.gov.au). It can also be viewed electronically at Council’s principal office at 43-51 Tanunda Road, Nuriootpa and all Council branches, during ordinary business hours. A copy of this Policy can be obtained at those venues upon payment of a fixed fee.

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<td>As defined by section 157(16) of the Planning, Development and Infrastructure Act 2016 (PDI Act): A body established by a council, or by 2 or more councils, under section 157(17) of the PDI Act and designated by the council or councils as an appropriate authority under section 157 of the PDI Act. The appropriate authority appointed by The Barossa Council under section 157(17) is the Building Fire Safety Committee.</td>
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<td><strong>Authorised Officer</strong></td>
<td>A person appointed to exercise the powers of an authorised officer under the Planning Development and Infrastructure Act 2016, and who holds the prescribed qualifications and/or appropriate accreditation as required by the Act, Regulations and legislative instruments under the Act.</td>
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### Appendix | Building Fire Safety Committee Investigation / Inspection Priority

1. **Complaint**

2. **Accommodation**

   2A. Accommodation – no prior MFS, CFS, Committee or Council knowledge or in bushfire prone area

   2A1. Accommodation – vulnerable patrons
Includes aged care, nursing home, health care, private hospitals, day surgery, supported residential facilities, accommodation for aged, children or people with disabilities, school boarding houses, school and youth camps

Reinspection of these premises should occur within 10 years if regular audits by MFS or CFS or other body are being undertaken or within 5 years otherwise

2A2. Accommodation – public

Includes hotel, motel, boarding house, guest house, hostel, lodging house, backpackers, workplace accommodation, short term holiday accommodation, caravan park

Reinspection of this premises should occur within 10 years

2B. Accommodation – prior MFS, CFS, Committee or Council knowledge

2B1. Accommodation – vulnerable patrons

Includes aged care, nursing home, health care, private hospitals, day surgery, supported residential facilities, accommodation for aged, children or people with disabilities, school boarding houses, school camps

Reinspection of these premises should occur within 10 years if regular audits by MFS, CFS or other body are being undertaken or within 5 years otherwise


Includes hotel, motel, boarding house, guest house, hostel, lodging house, backpackers, workplace accommodation, short term holiday accommodation, caravan park

Reinspection of these premises should occur within 10 years

3. Public Assembly Buildings

3A. Public Assembly Buildings with liquor license or vulnerable patrons

Includes hotel, clubrooms, nightclub, social club, entertainment venue

Reinspection of these premises should occur within 5 years

3B. Public Assembly buildings – other

Includes public hall, town hall, theatre, cinema, church, airport, school assembly buildings and theatres, sports stadium, library

Reinspection of these premises should occur within 10 years

4. Large Public Population / Large Fire Load

4A. Shopping Centres & Large / Multi-storey Shops

4B. Large warehouses & Factories (ie >2000m²)

5. Aged or Disabled Independent Living

6. Other Commercial & Educational Premises

Includes warehouses, factories, offices, shops, restaurant, laboratory, carpark, health care building (no accommodation), school and university classrooms and administration
7.5.1 DEBATE AGENDA – DEVELOPMENT SERVICES REPORT

7.5.1.2 DRAFT BUILDING INSPECTION POLICY – CONSULTATION APPROVAL
B532

Author: Senior Development Assessment Officer - Building

PURPOSE
To seek approval/direction on service levels associated with the implementation of the Planning, Development and Infrastructure Act 2016 (PDI Act) in relation to inspections, compliance and activities undertaken associated with building inspections, and endorse a Draft Building Inspection Policy for public consultation.

RECOMMENDATION
That Council:
(1) Endorse the Draft Building Inspection Policy (with an increase of service level as per Option 3 for general inspections, and option 1 for swimming pools) for a period of public consultation in accordance with Council’s Public Consultation Policy.

(2) Adopts the Draft Building Inspection Policy as a Policy of Council, at the immediate conclusion of the public consultation period, in the absence of any written submission being received.

REPORT

Background

Implementation of the PDI Act will see significant changes to the inspections undertaken as a minimum requirement by Councils. There are increased minimum numbers of inspections from current legislation, approximately 25% on current inspection achievements (approx. 500+ inspections).

Introduction

Pursuant to Section 42 of the PDI Act, the State Planning Commission (SPC) has issued two Practice Direction associated with inspection regimes:

- Practice Direction 8: Council Swimming Pool Inspections 2019 pursuant to Section 156(5) of the PDI Act for the inspection of swimming pools and related safety features to ensure the safety of swimming pools, noting the high risk they can pose, particularly for young children; and
- Practice Direction 9: Council Inspections 2020 for the purposes of Section 144 of the Act that requires the Council to carry out inspections of certain developments within the Council area.

A Draft Building Inspection Policy (the draft Policy) has been prepared which provides a framework to guide officers undertaking inspection and compliance action. In preparing the Building Inspection Policy, Council Administration has taken into account the mandatory requirements in the Practice Directions and a risk assessment approach, taking into account the matters set out in section 144(3) of the PDI Act, as well as other relevant matters.

Discussion

The draft Policy was presented at a recent Council Workshop.

Under the current Inspection Policy, Council is required to undertake the following level of service.

- 1x inspection of 66% of DA’s = Footings or Frames (however do ALL notification received)
- 90% of owner builder 1a dwellings
- Verandahs 10a attached to dwellings
- 100% of pools notified
- 90% of wet areas.

Under the PDI Act, there is a greater expectation of inspections required, with an Inspection Policy to set minimum standards.

- 1x inspection per approval
- Certificate of occupancy introduced
- Builders to log inspection via portal
- Builders apply via portal for a certificate of occupancy to allow owners to occupy dwelling
- Additional mandatory fees for inspections, e.g. $240.00 fee for compliance inspection etc.
- Additional compliance work.

What does this mean?

- Council to decide the specifics of the Inspection Policy
- To decide what service level is to be provided
- Additional process and workload to inspect and issue a Certificate of Occupancy per dwelling
- Additional revenue in response to average industry failure rates
- Additional revenue for expiations ($750.00 per expiation)
- Additional processes and workload to execute process.

What notifications does Council receive?

- Commencement on site
- Completion of footings
- Completion of frames
- Completion of dwelling
- Commencement of pool
- Completion of pool
- Completion of pool fence
- Commercial commencement
- Commercial completion.

As presented at the Council Workshop there are three options in respect to service levels for the draft Policy.

**Option 1 – Maintain Current Service Levels**

- Continue to inspect as many sites as possible during construction, e.g. footings and frames.
- Not undertaking any completion inspection.
- Retain wet area inspections.
- Continue to inspect as many attached 10a verandahs as notified.
- No proactive follow up for not receiving notifications.

**Option 2 – Risk Approach Service Levels**

- 1x Inspection per DA – 1x frame inspection in all areas not listed as a “HIGH Bushfire Zone” (Red).
- In HIGH bushfire Zone (Red), a completion inspection to be undertaken (expected to increase compliance activity). This means no inspection during construction.
- Remove wet area inspections from Policy.
- Continue to inspect as many attached 10a verandahs as notified.
- No proactive follow up for not receiving notifications.

![Map of bushfire zones](image)

**Option 3 – Maintain and Increase Service Levels**

- 1x Inspection per DA: 1x frame inspection in all areas including HIGH Bushfire Zones.
- In HIGH bushfire Zone (Red), a completion inspection to be undertaken (expected to highly increase compliance activity).
- Increase inspections to Commercial and Building Fire Safety, including proactive action.
- Remove wet area inspections from Policy.
- Continue to inspect as many attached 10a verandahs as notified.
- Proactive follow up of sites approved but have not received notifications for during construction – dwellings and pools.
Proactive Pool Inspection – Increase Service Levels

Following the latest Coroner’s inquiry into the death within the Salisbury Council area the following options to swimming pool inspections are proposed:

Option 1:
- Upon notification of a sale via a section 7 search, Council to proactively contact the owner/agent and begin the process to organise an inspection.
- An application would need to be lodged by the new owner to ensure record of the pool fence and any alterations to the fence are documented.
- Enforcement action to be taken immediately, as the sale won’t be held off if the Section 7 search is given to the agent, and therefore potentially making the compliance issue the new owners problem without any prior knowledge.

Option 2:
- This service can be provided upon request only, however enforcement issue as above would still apply.
- Additional administration, inspections and processes etc.

Summary and Conclusion

The draft Policy has been prepared to guide officers in the discharge of inspection or compliance activities.

In recommending the draft Policy, the service levels as outlined in Option 3 are proposed:

- Remove wet area inspections.
- Increase building inspection activity.
- Increase building compliance activity.
- Remove wet area inspections.
- Introduction of building compliance expiations.
- Introduction of pool inspections prior to sale of a property.
- Introduction of completion inspections in HIGH Bushfire Zones for dwellings.
- Increase of inspections in commercial buildings.

In regard to proactive pool inspections, Option 1 is proposed.

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

**Community Plan**

- Natural Environment and Built Heritage

1. The Barossa has sustainable farmland providing diverse and stable returns, while protecting the unique natural environment and biodiversity of the region.

1.1 Ensure land use planning and resource use protects the quality of the natural environment, the existing character of rural landscapes, historic significance and the high value of agricultural land.
Advocacy Plan
8. Ensure the best possible management of the land use and development framework to preserve the history, heritage and natural assets of the Barossa and support appropriate development.

Corporate Plan
1.11 Provide transparent, efficient and effective development assessment processes and regulatory activities.

Legislative Requirements

Planning, Development and Infrastructure Act 2016

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Risk Management
The draft Policy seeks to meet requirement under the PDI Act, and takes into consideration the Practice Directions issues by the State Planning Commission.

The Policy also take into consideration the existing approaches to enforcement and provides formal guidance to Council officers to limit Council’s risk exposure.

Financial Considerations
There are no direct financial considerations in approving the draft Policy for consultation.

Under the PDI Act, Council will receive revenue associated with inspection and compliance activity. With the anticipated level of development activity, Council may receive upwards of $98,000 in additional fee revenue under new fees structure.

Resource Considerations
Given the new planning system emphasis on making the assessment process more streamlined, it has been long understood that Councils would take on more inspections/compliance activity.

Council currently has two FTE’s associated with building assessment/inspections and a FTE to deal with planning and building compliance.

With the proposed service level within the Policy, it is essential that Council Administration monitor performance against the mandatory inspection/compliance activity to determine where the current resource levels are sufficient to delivery on the outcomes identified within the Policy.

COMMUNITY CONSULTATION
It is proposed to undertake a period of public consultation in accordance with Council’s Public Consultation Policy.

Any written submissions received during the consultation period will be tabled at a future Council meeting for Council’s consideration. Otherwise, it is recommended that the Draft Building Inspection Policy is adopted at the immediate conclusion of the public consultation period, in the absence of any written submission being received.
THE BAROSSA COUNCIL
BUILDING INSPECTION POLICY

1. Purpose / Policy Objective

1.1 This Policy seeks to monitor the standard of construction work within the Barossa Council ("the Council") area and sets out the Council’s policy for the mandatory and non-mandatory inspections of buildings and structures associated with development assessment activities in accordance with the Planning, Development and Infrastructure Act 2016 ("the PDI Act").

Pursuant to Section 42 of the PDI Act, the State Planning Commission ("the SPC") has issued:

1.1.1 Practice Direction 8: Council Swimming Pool Inspections 2019 ("Practice Direction 8") pursuant to Section 156(5) of the PDI Act for the inspection of swimming pools and related safety features to ensure the safety of swimming pools, noting the high risk they can pose, particularly for young children; and

1.1.2 Practice Direction 9: Council Inspections 2020 ("Practice Direction 9") for the purposes of Section 144 of the Act that requires the Council to carry out inspections of certain developments within the Council area.

1.2 A copy of Practice Direction 8 and Practice Direction 9 can be accessed online through the SA Planning Portal at www.saplaningportal.sa.gov.au.

In preparing this Policy, the Council has taken into account the mandatory requirements in Practice Direction 8 and Practice Direction 9 and used a risk assessment approach, taking into account the matters set out in section 144(3) of the PDI Act, as well as other relevant matters, including (but not limited to):

1.2.1 The financial and other resources of the Council;

1.2.2 The impact that a failure to inspect a certain number of developments over a period of time may have on the local community;

1.2.3 The size and population of the Council;

1.2.4 The amount of development in the Council area;

1.2.5 The type and class of development that predominates within the Council area;

1.2.6 The level of experience and past experience of the builder;

1.2.7 Owner builders, especially where there is the likelihood of work being undertaken by unqualified persons;

1.2.8 In relation to building work, whether particular parts of the Council area are known to be subject to poor building conditions;

1.2.9 Information in the possession of Council on poor building standards within its area; and
1.2.10 The public interest in ensuring that development is undertaken in accordance with the requirements of the PDI Act.

This Policy will commence operation upon the commencement of the Planning and Design Code and the PDI Act in the Council area.

| 2.  | Scope / Criteria for selection of buildings to be inspected |

2.1 This policy will apply to all Development Approvals issued for development in the Council area.

In selecting a building for inspection, the Council will have regard to the following (non-exhaustive) criteria:

- 2.1.1 Buildings which appear to be unsafe;
- 2.1.2 Buildings which ordinarily present a high risk to life and safety, and in particular swimming pools;
- 2.1.3 Buildings which are used by large numbers of people, particularly where many people do so simultaneously;
- 2.1.4 Buildings which involve roof framing;
- 2.1.5 Buildings with energy efficiency requirements;
- 2.1.6 Buildings which are required to provide access to persons with a disability or buildings which are to be used by vulnerable persons or persons with a disability;
- 2.1.7 Buildings in respect of which the Council has been made aware of a complaint or regulatory issue relating to the building or any person involved in the building work;
- 2.1.8 Buildings constructed by persons who are not licences building work contractors under the Building Work Contractors Act 1995;
- 2.1.9 Buildings incorporating construction properties or products, including but not limited to, fire-rated construction, fire safety elements or designated building products;
- 2.1.10 In the event that inspection of the foregoing buildings does not result in the prescribed minimum inspection levels being met, any other buildings;
- 2.1.11 Distribution between owner builders and registered builders;
- 2.1.12 Owner builders, especially where there is the likelihood of work being undertaken by unqualified people;
- 2.1.13 Reputation of registered builder and previous experience with Council;
- 2.1.14 Whether the building work was approved subject to conditions; and
- 2.1.15 Any other reason determined by the relevant Authorised Officer.

Where a building is selected for inspection it may be inspected at any stage of construction, and may be inspected more than once.
Where a complaint is made about the condition or use of a new or existing building and excavation or construction work in progress, an inspection may be undertaken within timeframes that take account the urgency of the situation and the availability of resources.

Council will inspect the following stages of construction:

1. at completion of structural framing per dwelling and attached verandah
2. at completion of a dwelling within a HIGH Bushfire Zone
3. at completion of commercial buildings
4. at completion of swimming pool fencing

Council may deem (but not limited) to the following defects of a dwelling completion inspection to be serious in nature and not suitable for occupation by occupants for the following reasons:

1. Balustrade not compliant
2. Smoke detectors not compliant
3. Bushfire construction requirements not compliant during bushfire season
4. Sanitary facility door hinges not compliant
5. Unsafe earthworks
6. Non-compliant pool fencing
7. Structural Failure

3. Policy Statement / Levels of Inspection

3.1 Mandatory Inspections

3.1.1 The Council will comply with the mandatory inspection requirements in Appendix 1 (as set out in Practice Direction 9) relating to:

3.1.1.1 The kinds of development which require inspection;
3.1.1.2 The proportion of developments which require inspection in the Council area;
3.1.1.3 The timing of any inspection required in relation to each building; and
3.1.1.4 The number of inspections required in relation to each building.

3.1.2 The Council will take all reasonable steps to ensure that each inspection carried out under this policy includes an inspection and assessment of the following elements (elements), as may be present at the time of inspection:

3.1.2.1 Primary structural elements;
3.1.2.2 Structural framing and roof trusses;
3.1.2.3 Wet areas and waterproofing;
3.1.2.4 Barriers to prevent falls;
3.1.2.5 Cladding;
3.1.2.6 Egress provisions;
3.1.2.7 Bushfire protection systems;
3.1.2.8 Passive and active fire safety elements (for further details refer page 4 of Practice Direction 9 in Appendix 1);
3.1.2.9 Private Bushfire shelters; and
3.1.2.10 Performance solutions.

3.2 Swimming Pool Mandatory Inspections

3.2.1 Council must comply with the following minimum requirements relating to the inspection of swimming pools, including all swimming pool safety features (such as safety fences and barriers), within the area of the Council:

3.2.1.1 100% of swimming pools and swimming pool safety features constructed over the course of the relevant reporting year must be inspected within 2 weeks of the council being notified of the completion of—

3.2.1.1.1 In the case of a swimming pool, the construction of which required the construction of a swimming pool safety feature, the construction of the safety features; or

3.2.1.1.2 In any other case—the construction of the swimming pool and swimming pool safety feature.

3.2.1.2 Where a swimming pool is inspected and non-compliance found, any reinspection undertaken to determine whether the problems have been corrected does not count as a new inspection. Any re-inspection is taken to be part of the initial inspection.

3.2.2 Council will upon receiving a request for a Section 7 property search and/or request of a property owner or real estate agent representing the owner inspect a swimming pool prior to sale.

3.2.2.1 Owners may be required to lodge a development application if the pool was constructed prior to the latest pool fencing standard (2012). This is to document any changes made to the pool fence to comply with current standards.

3.2.2.2 If the pool is approved post 2012, an inspection will take place against the existing approval on council records.

3.2.2.3 Once application is approved (if require) by 3.2.2.1 a compliance letter may be issued if the site has been inspected and deemed compliant.

Enforcement / Expiations / Fines

Council may upon discretion issue an expiation under the Planning, Development and Infrastructure Act 2016.

Liability

Council inspects building work in accordance with the objectives of this Policy and for the public interest. Inspections are undertaken by the Council solely as a result of its duties under the PDI Act and the Policy. Inspections are not carried out for the benefit of any past, current or future owner, occupier or neighbour of any building work and no legal relationship is created between the Council and any other such person as a result of the inspections.

Council does not accept any liability in relation to any inspection.

In the event of any dispute with the Council as a result of an inspection, any conduct engaged in or statements or comments made by an officer of the Council, with the intent of
resolving or otherwise managing the dispute, are not intended as, and are not to be taken as, any admission of responsibility or liability on the part of the Council.

**Mandatory Notifications**

Pursuant to Section 146 of the PDI Act and Regulation 93 of the Planning, Development and Infrastructure (General) Regulations 2017 a person undertaking building work is required to notify the Council during specified stages of the building work.

Applicants/owners/developers will be advised of required notifications in writing at the time of issue of the Development Approval.

**Development Approvals**

Council will monitor developments for compliance with the relevant Development Approval(s) and the conditions imposed on the Development Approval(s). Random inspections to ensure development is being undertaken in accordance with its Development Approval will be undertaken by the Council as resources allow.

**Unauthorised Development**

Inspections by the Council of unauthorised building work will be carried out on a random basis and as resources allow.

Any complaint resulting from unauthorised work will be followed up by the Council.

**Dangerous Structures**

Any report of dangerous structures within the Council area will be followed up as soon as possible and the necessary action taken immediately.

**Record Keeping**

Council shall keep records of the inspections it carries out in accordance with this Policy and Practice Directions 8 and 9, and keep those records in a Register that is available for inspection by the State Planning Commission (SPC) upon 5 business days’ notice.

Records of inspections will include, but are not limited to:

1. the date and time of an inspection;
2. type of inspection;
3. who undertook the inspection;
4. elements inspected;
5. breaches, issues, or faults found;
6. rectification required;
7. requirements for re-inspections (including timing); and
8. Enforcement action.

The Council will keep its records in accordance with the State Records Act 1997 and Local Councils and Local Governing Bodies and Authorities (GDS 40).

**Counting Inspections**

The first inspection of a building under the mandatory inspection requirements will be counted as one (1) inspection.

1. Where a building is inspected at a stage, and issues are detected requiring further inspection, any further inspection related to the issue will be counted as part of the prior inspection related to that issue.
2. Except as provided by (2) above an inspection of a building at a later stage is to be counted as a separate inspection, even if the building was inspected at an earlier stage.

4. **Supporting Processes and Documents**

Nil.

5. **Related Policies**

5.1 Building Fire Safety Policy – Ref: 10/23720 (v2)
5.2 Enforcement Policy – Ref: CD/20/20

6. **Legislation and References**

6.1 Planning, Development and Infrastructure Act 2016
6.2 Practice Direction 8 – Council Swimming Pool Inspections 2019
6.3 Practice Direction 9 – Council Inspections 2020

7. **Review**

7.1 This Policy will be reviewed by Document Control Officer in consultation with the relevant stakeholders, every four (4) years from the date of implementation of the PDI Act March 2021 or if legislation or Council’s need changes.

8. **Further Information**

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<td>(f) an apprentice or trainee; or</td>
</tr>
<tr>
<td></td>
<td>(g) a student gaining work experience; or</td>
</tr>
<tr>
<td></td>
<td>(h) a volunteer; or</td>
</tr>
<tr>
<td></td>
<td>(i) a person of a prescribed class.</td>
</tr>
</tbody>
</table>
7.5.2 DEBATE AGENDA – ENVIRONMENTAL SERVICES REPORT

7.5.2.1 CONSIDERATION AND ADOPTION OF COMMITTEE RESOLUTIONS – BAROSSA BUSHGARDENS B11625

Author: Director, Development and Environmental Services

PURPOSE
The Minutes of Council Section 41 Committees are presented for consideration and adoption of Council.

RECOMMENDATION
That Council receive and note the Minutes of the Barossa Bushgardens S41 Committee Meeting held on 10 February 2021.

REPORT
The consideration and adoption of recommendations of Council Committees to Council requires assessment by Council to ensure compliance with Council obligations under section 6(a) of the Local Government Act. The relevant Minutes received in the past month are hereby presented for Council adoption.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES
Attachment 1: Minutes - Barossa Bushgardens S41 Committee Meeting held 10 February 2021.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Natural Environment and Built Heritage

Community and Culture

Corporate Plan
Natural Environment and Built Heritage
1.3 Build on the conservation of the region’s natural heritage including bush ecosystems, grassy woodlands, agricultural landscapes and recreational green spaces.
3.2 Collaborate with partners and our community to support innovative approaches to waste minimisation, and increase reuse and recycling opportunities.

Community and Culture
5.3 Create vibrant public spaces that provide places for creative development, cultural interaction and social connections.

Legislative Requirements
Local Government Act and Regulations
Development Act and Regulations

<table>
<thead>
<tr>
<th>FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identified within the body of the Minutes, and is included within the endorsed Council Budget.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMMUNITY CONSULTATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not required by Council.</td>
</tr>
</tbody>
</table>
MINUTES OF THE MEETING OF
THE BAROSSA BUSHGARDENS S41 COMMITTEE
held in the Council Chambers on Wednesday 10 February 2021 commencing at 1:00pm

1. WELCOME

The Deputy Chair welcomed everyone, and opened the meeting at 1:02pm.

2. PRESENT

Members:
L Mason Deputy Chairperson
Cr K Schilling Member
B Lillecrapp Member
T Waldhuter Member
G Lengyl Member
A Fairney Member

Staff:
G Mavrinac Director Development and Environmental Services
S Carroll Manager, Health and Environmental Services
D Von Linde NRC Coordinator
P Payne Nursery Manager
C Kruger Minute Secretary

3. APOLOGIES

Russell Johnstone.
Jan McKenzie.

4. ELECTION OF CHAIRPERSON/DEPUTY CHAIRPERSON

L Mason called for nominations.

Recommendation

That the Committee:

1. Appoint R Johnstone as Chairperson of the Committee for the period February 2021 to January 2022.
2. Appoint L Mason as Deputy Chairperson of the Committee for the period February 2021 to January 2022.

Decision

Moved: T Waldhuter Seconded: A Fairney

That the recommendation be adopted.

CARIED
5. **GUESTS**

   James Maitland (Friends of Barossa Bushgardens).

6. **DECLARATION OF INTEREST BY MEMBERS**

   Nil.

7. **MINUTES FROM PREVIOUS MEETING**

   **Recommendation**

   That the Committee receive and note the minutes of the meeting held on 9 December 2020 be confirmed as a true and correct record of the proceedings of that meeting.

   **Decision**

   Moved: A Fairney  
   Seconded: T Waldhuter

   That the recommendation be adopted.  
   
   **CARRIED**

8. **MATTERS ARISING FROM PREVIOUS MINUTES**

8.1 **ACTION LIST**

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Resolution/Action</th>
<th>Status</th>
<th>Actioning Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>13 February 2019</td>
<td>Prepare Brochures and marketing material (hard copy and electronic format) with assistance from Marketing and Communications Team.</td>
<td>Final brochure to be distributed to Committee for approval prior to finalisation mid-February 2021.</td>
<td>NRC Co-ordinator</td>
</tr>
<tr>
<td>17 July 2019</td>
<td>Discussion on marketing and future opportunity for sales at the Bushgardens.</td>
<td>In progress ACTION: NRC Coordinator to meet with Council’s Communication and Engagement Officers.</td>
<td>Management Committee</td>
</tr>
<tr>
<td>14 October 2020</td>
<td>Signage to be designed for placement around the Barossa Bushgardens alerting visitors/volunteers to the possible presence of snakes and other animals.</td>
<td>In progress. Final signage to be delivered 11 February 2021.</td>
<td>Nursery Manager</td>
</tr>
</tbody>
</table>
**Meeting Date** | **Resolution/Action** | **Status** | **Actioning Officer**
--- | --- | --- | ---
14 October 2020 | Northern and Yorke Landscape Board, Operational Plan and Public Consultation session outcomes. | In progress. G Mavrinac to hold discussions with Northern and Yorke Landscape Board to determine level of funding going forward. | Chairperson, NRC Co-ordinator and Nursery Manager

14 October 2020 | Request to consider the establishment of a Dog Sensory Garden at Barossa Bushgardens. | To be reviewed at February 2021 S41 Committee Meeting. | Refer to Agenda Item 14.3.

9 December 2020 | Format for Open Day 16 May 2021. | Sub-Committee to be formed to assist with preparations. Co-Ordinator to present a report to next S41 Committee Meeting. | Refer to Agenda Item 14.2

**COMPLETED ACTIONS**

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Resolution/Action</th>
<th>Status</th>
<th>Actioning Officer</th>
</tr>
</thead>
</table>

**Recommendation**

That the Committee receive and note the progress of decisions from previous meetings.

**Decision**

Moved: B Lillecrapp Seconded: G Lengyl

That the recommendation be adopted. CARRIED

9. **CORRESPONDENCE**

Nil.
10. RISK MANAGEMENT

10.1 Work Health and Safety

Recommendation

That the Committee receive and note the report.

Decision

Moved: K Schilling    Seconded: A Fairney
That the recommendation be adopted.

CARRIED

11. CONSENSUS AGENDA

12. ADOPTION OF CONSENSUS AGENDA

Seeding Natives

A Fairney advised the Committee that he is seeking to engage a Marketing person to assist and would be happy to receive nominations.

Visitation

ACTION: Management Committee to investigate potential to trial QR Code monitoring for visitation to the Bushgardens.

Eco-Vineyard Project

ACTION: Nursery Manager to request that the project leader prepare a report to Barossa Bushgardens S41 Committee meeting to be held 14 April 2021.

Recommendation

That the Committee receive and note the information items contained in the Consensus Agenda and that any recommendations contained therein be adopted.

Decision

Moved: B Lillecrapp    Seconded: G Lengyl
That the recommendation be adopted.

CARRIED
13. FOCUS AGENDA

Nil.

14. DEBATE AGENDA

14.1 Finance

**Recommendation**

That the Committee receive and note the report.

**Decision**

Moved: A Fairney
Seconded: T Waldhuter
That the recommendation be adopted.

CARRIED

14.2 Barossa Bushgardens Open Day to be held 16 May 2021

**ACTION:** Barossa Bushgardens S41 Committee to decide on the recipient of gold coin donations from the Open Day.

**Recommendation**

That the Committee receive and note the report, and request that a further report be prepared for the April Meeting of the S41 Committee.

**Decision**

Moved: A Fairney
Seconded: T Waldhuter
That the recommendation be adopted.

CARRIED

14.3 Request to consider the establishment of a Dog Sensory Garden at Barossa Bushgardens

**ACTION:** K Schilling to coordinate a meeting with Barossa Veterinary Services, Friends of Nuriootpa Dog Park and Bushgardens staff to explore the option of the establishment of a Dog Sensory Garden at the Nuriootpa Dog Park.

**Recommendation**

That the Committee, after considering the proposal by Barossa Veterinary Services (BVS) for the establishment of a Dog Sensory Garden at Barossa Bushgardens, decline the offer and notify BVS in writing of the Committee’s decision.
Decision

Moved: K Schilling  Seconded: G Lengyl

That the recommendation be adopted.

CARRIED

14.4  Review of Nursery Wholesale and Retail Pricing structure, and Miscellaneous Charges

Recommendation

That the Committee:

1. Receive and note the report.
2. Approve the pricing structure as detailed for inclusion within Council’s Fees and Charges Register for 2021-22, noting the endorsement of Option Two in relation to Not-For-Profit and Community Groups for meetings held within business hours.

Decision

Moved: B Lillecrapp  Seconded: T Waldhuter

That the recommendation be adopted.

CARRIED

14.5  Seeds of Hope Proposal

Recommendation

That the Committee:

1. Agree to the provision of space for hard copy materials of information about suicide prevention and mental health support on behalf of Seeds of Hope.
2. Defer consideration of the request from Seeds of Hope for a staff presence at the Bushgardens, until such time as options and implications have been fully explored by Council’s Collaborative Project Officer, Barossa Bushgardens Staff ad Seeds of Hope representatives.
3. Request that a further updated report be submitted to the April meeting of the S41 Committee.

Decision

Moved: K Schilling  Seconded: A Fairney

That the recommendation be adopted.

CARRIED
15. **URGENT OTHER BUSINESS**

**Offer of Donation – Memorial seating and Woolemi Pine Tree**

D Von Linde advised that an offer for a donation of memorial seating and a Woolemi Pine Tree has been received from the family of the late Mrs Elizabeth Start.

**ACTION:** A further report detailing proposed locations and costings to be presented to 14 April 2021 meeting of the Barossa Bushgardens S41 Committee for consideration.

16. **NEXT MEETING**

Wednesday 14 April 2021 commencing at 1.00pm.

17. **CLOSURE OF MEETING**

The Chair declared the meeting closed at 2:35pm.

Confirmed

Date: .............................................. Chairman: ......................................................
7.5.2 DEBATE AGENDA – ENVIRONMENTAL SERVICES REPORT

7.5.2.2 GAWLER RIVER FLOOD MANAGEMENT - $9M BUDGET FUNDING
B11628, 21/19640

Author: Director Development and Environmental Services

PURPOSE
To advise Council on the proposed $9 Million State Government funding supporting four ‘no regrets’ projects to improve flood management for the Gawler River and the associated governance framework for its delivery.

RECOMMENDATION
That Council:
(1) Acknowledges the State Government’s proposed $9 million support to four ‘no regrets’ projects to improve flood management for the Gawler River, noting that no consultation was undertaken by the State Government prior to arriving at the four nominated projects.
(2) Acknowledges the establishment of the Gawler River Floodplain Management Program Steering Committee and associated Project Delivery Group and a Business Case Group
(3) Notes the correspondence sent the Chief Executive Officer, Department of Environment and Water and Minister for Environment and Water.

REPORT

Background
The 2020-21 State Government Budget allocated $9 Million for Gawler River flood mitigation works.

Budget stated “This initiative provides $ 9 Million over the three years 2022-23 for a range of Gawler River projects aimed at reducing flood risks across the Northern Adelaide Plains. It is envisaged that these projects will deliver new infrastructure to improve flood preparedness as well as reduce the risk and impact of flood damage to assets. The Government will partner with local councils to deliver the full scope of works”.

Introduction
Following the announcement Mr, Ian Baldwin, GRFMA Chair and others, met with Mr John Schutz, Chief Executive Officer, Department of Environment and Water (DEW) and other executive agency personnel to be informed of relevant details relating to proposed works.
At its meeting on 10 December 2020, the Board of the GRFMA were presented with details of the proposed funding initiatives from Ms Cate Hart, Executive Director, Department of Environment and Water.

Key elements:
- $9 Million over three years.
- Operating expenditure (grant).
- Delivered through the Stormwater Management Fund.
- Local government co-contribution details to be determined.
- Any infrastructure constructed or upgraded to be owned by GRFMA or constituent council.
- DEW to recruit a dedicated Project Manager.

John Schutz, CEO of the Department of Environment and Water formally wrote to the Mayor on 31 December 2020 regarding the budget commitment ([Attachment 1]).

An initial response from the Mayor to John Schutz was provided on 1 February 2021 ([Attachment 2]), and to the Minister for Environment and Water on 16 February 2021 ([Attachment 3]).

Discussion
The GRFMA has been pursuing both Federal and State funding toward the Northern Floodway Project, which had been identified as a priority project following the 2016 flood. The Authority has been instructed that in order to obtain funding from the Stormwater Management Authority, it will be required to prepare a Stormwater Management Plan.

Under the $9M initiative, there are four ‘no regret’ projects:
- Removal of trees following Hillier bushfire, $350k - $370k (Town of Gawler/Light Regional Council)
- Construction of a drainage system for Virginia, Carmelo and Park Road drain, $3.8 Mil (City of Playford).
- New control structures (Gawler West, North Para, Nuriootpa), flood warning infrastructure, flood warning levels, $1Mil (GRFMA).
- Northern Floodway early works, existing levee banks, river survey and works. $3.8 Mil (GRFMA, DEW, DIT, Landscape Boards).

In order to gain access to these funds, the Authority and/or Constituent Councils will also be required to apply to the Stormwater Management Authority.

A Gawler River Floodplain Management Program Steering Committee has been established by the Department for Environment and Water (DEW) to develop agreed outcomes for the Gawler River Floodplain Management Program and ensure delivery of practical actions and long-term strategies for improved flood risk management in the Gawler River catchment.

The Steering Committee is subject to direction by the Chief Executive of the Department for Environment and Water (DEW) and/or the Minister for Environment and Water (MEW).

The Steering Committee will:
- Provide strategic direction and garner high-level stakeholder buy-in to develop and implement a holistic, integrated, partnership approach to flood risk mitigation and hazard management in the Gawler River catchment.
• Develop a shared vision and set of objectives to improve flood mitigation and management for the Gawler River catchment.
• Lead the development of an agreed Action Plan to deliver on the shared vision and objectives, including:
  o Identification of short-, medium- and long-term actions;
  o Identification of and advocacy for potential partnership approaches and sources of funding.
• Oversee implementation of the Program, including the agreed Action Plan.

GRFMA Chair Mr. Ian Baldwin is the GRFMA representative on the Steering Committee.

The Steering Committee has two sub-committees:

• a Project Delivery Group to oversee the delivery of the four “no regrets” projects.
• a Business Case Group to oversee the development of the longer term solutions for flood mitigation in the Gawler River.

The GRFMA and constituent councils have nominated relevant representation to the subgroups. DEW has placed priority in establishing the subgroups so as to initiate actions to deliver the works in a timely manner.

In announcing the $9 Million funding the State Government clearly identified the following two key provisos:

• Local government co-contribution details to be determined.
• Any infrastructure constructed or upgraded to be owned by GRFMA or constituent council.

Summary and Conclusion

The State Government Budget allocated $9 Million towards four ‘no regret’ projects associated with Gawler River flood mitigation works. These projects will be overseen by the Gawler River Floodplain Management Program Steering Committee as they also work towards a long term solution for improved flood risk management.

As further information unfolds regard the work of the Steering Committee, further updates will be provided to Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 – Letter from CEO, Department of Environment and Water
Attachment 2 – Response letter to CEO, Department of Environment and Water
Attachment 3 – Letter Minister of Environment and Water

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Natural Environment and Built Heritage
Infrastructure

Natural Environment and Built Heritage
3. We take a proactive approach in responding to key environmental challenges such as climate change, water security and waste management.
3.3 Ensure long term confidence in the Barossa’s capacity to access water to meet its industrial, domestic and environmental needs.

Infrastructure
7. Community infrastructure planning is aligned to both current and the future needs of the community.

7.1 Build on sound asset management practices to deliver sustainable services to ensure that infrastructure is adequate to support the community.
7.2 Ensure both current and future infrastructure needs are met in a proactive rather than reactive way.

Advocacy Plan
9. Work with governments and industry to bring critical water supply to the Barossa.

Corporate Plan
1.7 Maintain and extend existing initiatives to reduce, re-use and recycle water resources.

Legislative Requirements
Local Government Act

<table>
<thead>
<tr>
<th>FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS</th>
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<tr>
<th>COMMUNITY CONSULTATION</th>
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<tbody>
<tr>
<td>Nil</td>
</tr>
</tbody>
</table>
DEW: 00010879

31 December 2020

Mr Martin McCarthy
Chief Executive Officer
The Barossa Council

Email: mmccarthy@barossa.sa.gov.au

Dear Mr McCarthy

David Speirs MP, Minister for Environment and Water recently wrote to the Mayor of your Council regarding the State Government’s budget commitment of $9 million dollars for flood risk mitigation projects on the Gawler River.

Management of the flood risk from the Gawler River is a complex and multi-faceted issue with no simple solution. The Department for Environment and Water as the Flood Hazard Leader in South Australia, has taken a leadership role garnering collaboration and coordination across agencies, local government, industry and the Commonwealth Government to better manage the flood risk on the Gawler River floodplain.

The $9 million supports four “no regrets” projects to improve flood management for the Gawler River. The details of the projects nominated are outlined in more detail in the PowerPoint presentation enclosed with this letter. This funding forms part of the State government’s economic stimulus package. It requires co-contribution commitment from relevant councils and needs to be delivered on ground over two years.

I recently met with the Chair and Board members of the Gawler River Floodplain Management Authority (GRFMA) and leaders from across State Government agencies to discuss a way forward. At the meeting a leadership role by DEW was welcomed. There was also support for the four projects nominated for immediate work and acknowledgement of the need for co-contributions to ensure the funding can leverage further work towards long-term solutions.

It was agreed by attendees to form a Gawler River Flood Management Steering Committee to provide strategic and co-ordinated leadership across state and local government. It was further agreed to form two subgroups:

- A Project Delivery Group to oversee the delivery of the four no regrets projects
- A Business Case Group to oversee the development of the longer term solutions for flood mitigation.
As your council is critical to the future upgrade and ongoing management of the Gawler River and associated flood and waterway infrastructure, I would appreciate a nomination from your council for membership of these two groups by 15 January 2021 to Ms Khanh Nguyen via email (Khanh_Nguyen2@sa.gov.au). Both groups will report in to the Gawler River Flood Management Steering Committee.

The development of a Stormwater Management Plan (SMP), which is already in scoping phase, and further design work on the larger scale flood mitigation options are also important. Any business case will need to focus on the investment necessary to investigate and agree on the long term flood mitigation.

For further information regarding this matter, please contact Cate Hart, Executive Director Environment, Heritage and Sustainability within the Department for Environment and Water on cate.hart@sa.gov.au or (08) 8463 3497.

Yours sincerely

\[ Signature \]

JOHN SCHUTZ
Chief Executive, Department for Environment and Water

Ends: 1. PowerPoint Presentation Gawler River Flood Management Projects
Gawler River Flood Management projects
State Government Budget Commitment

State Government Budget Allocation

• $9 million over three years
• Operating expenditure (grant)
• Delivered through Stormwater Management Fund
• Local government co-contribution details to be determined
• Any infrastructure constructed or upgraded to be owned by GRFMA or constituent council
• DEW to recruit dedicated project manager
Removal of trees following the Hillier bushfire

- Large amount of trees and debris resulting from the fire
- Posing a risk of creating a blockage and causing flooding upstream or, if moved with flood waters, significantly impacting on infrastructure downstream.
- Cost is estimated to be between $350 000 and $370 000
- Work proposed to be undertaken in partnership with the Town of Gawler over a six month period.
Construction of a drainage system for Virginia (Carmelo and Park Road drain)

• Drainage system will protect housing in Virginia from flooding and shorten the duration that horticultural land is inundated.
• The quicker the flood waters can subside, the greater the chance that inundated crops will survive.
• The drainage system has a Cost Benefit Ratio of 1.8 as identified in the draft Smith Creek Stormwater Management Plan.
• The project is estimated to cost $3.8 million.
• Proposed to be delivered in partnership with the City of Playford over a period of 18 months.
New control structures (weirs) and flood warning infrastructure and review of flood warning levels

- Bureau of Meteorology's forecasting and warning service limited by the lack of adequate flood warning infrastructure.
- New control structures will ensure a more reliable relationship between flow and depth for a gauge (Gawler-West and Nuriootpa)
- Gauging of tributary of North Para river
- Improve the timeliness and accuracy of flood forecasting and warnings.
- Ensure that warnings are relevant and understood by their audience.
- The project is estimated to cost $1 million
- Delivered in partnership with GRFMA, SASES and the Bureau of Meteorology over 18 months
Northern Floodway early works: existing levee banks and river survey and works

- River condition works such as vegetation clearance, silt removal and revegetation where this is considered beneficial.
- Levee repair works, focus remediation on significant low points, existing failures and obvious defects.
- Does also not include the cost of easements or land acquisition to ensure ongoing maintenance can occur.
- Needs to be complemented by a full levee bank survey and development of a levee bank database and stakeholder engagement as outlined in the Improved Levee Bank Management Position paper.
- Estimated to cost $3.8 million, including project management costs, based on the estimates in the Northern Floodway prospectus.
- Need to be delivered in partnership with GRFMA, DEW, DIT and Northern and Yorke Landscape Board/Green Adelaide over 2 years.
Reference: TRIM 12/6953

1 February 2021

Mr John Schulz
Chief Executive, Department for Environment and Water
81-93 Waymouth Street
ADELAIDE SA 5001

Email: DEWCorrespondenceOCE@sa.gov.au

Dear Mr Schulz,

Thank you for your letter dated 31 December 2020 regarding the State Government’s budget commitment of $9 million dollars for flood risk mitigation projects on the Gawler River and our conversation, which I appreciate your clarification of certain matters on 14th January 2021.

The Barossa Council agrees that management of flood risk is a complex matter, and welcomes the lead that the Department for Environment and Water wishes to take. This has been long overdue given the multi-ownership issues along the Gawler River. It is our understanding that the proposed Gawler River Flood Management Steering Committee will consider the wider aspects of flood mitigation for the Gawler River.

The Board of the Gawler River Floodplain Management Authority (GRFMA) only received a briefing on the four “no regrets” projects from Mr Cate Hart at their December meeting. At this time Council has not formally supported any projects nor have they been presented to the GRFMA Board. As I have discussed with you the nominate projects are localised issues. These issues reflect similar investment made by the Barossa in partnership with the State over the past two decades at no cost to GRFMA members including downstream Council. It is my view therefore these projects are not supported, but certainly proper treatment of downstream management issues is supported but not at our residents costs.

Further the Constituent Councils have had no opportunity to be briefed with any detail on these proposed projects and at present the priority of the Board is the Northern Floodway Project and work on the Bruce Eastwick North Para Flood Mitigation Dam.

I invite you to view the Barossa investments and to discuss the ongoing direction and viability of the GRFMA and our involvement.
As Council will not be in a position to formally consider your letter before your requested timeframe, our interim nominee for the two working group will be Gary Mavrinac, Director Development and Environmental Services. Mr Mavrinac is also a Member of the GRFMA Board. Should this change your representative will be advised.

Yours sincerely

[Signature]

Bim Lange OAM
Mayor

Cc: Ms Cate Hart  Cate.Hart@sa.gov.au
   Mr Khanh Nguyen  Khanh.Nguyen@sa.gov.au
16 February 2021

The Hon David Speirs MP
Minister for Environment and Water
GPO Box 1047
ADELAIDE SA 5001

Email: minister.speirs@sa.gov.au

Dear Ministers Speirs,

The Barossa Council would like to acknowledge and thank the State Government’s budget commitment of $9 million dollars for flood risk mitigation projects on the Gawler River, noting the complexity of managing flood risk.

The Board of the Gawler River Floodplain Management Authority (GRFMA) received a briefing on the four “no regrets” projects at their December meeting. These have subsequently been considered at the GRFMA Board meeting on 11 February 2021. At this time Council is due to receive a report on the projects at its March meeting.

I have discussed with John Schultz, CEO of the Department, that the nominated projects are localised issues. These issues reflect similar investment made by the Barossa in partnership with the State over the past two decades at no cost to GRFMA members including downstream Councils. It is my view therefore that the proper treatment of downstream management issues is supported but not at our residents costs.

I invite you to view the Barossa investments and to discuss the ongoing direction and viability of the GRFMA and our involvement.

Yours sincerely,

[Signature]

Jim Lange OAM
Mayor

43-51 Tanunda Road (PO Box 867)
Nuriootpa SA 5355
Phone (08) 8563 8444
Email: barossa@barossa.sa.gov.au
ABN: 47 749 871 215

www.barossa.sa.gov.au
COUNCIL
DEVELOPMENT AND ENVIRONMENTAL SERVICES
REGULATORY SERVICES REPORT
16 MARCH 2021

7.5.4 DEBATE AGENDA – REGULATORY SERVICES REPORT

7.5.4.1
ENFORCEMENT POLICY - POST CONSULTATION APPROVAL
B11853

Author: Manager, Regulatory Services

PURPOSE

To receive and consider submissions received during public consultation and to seek Council’s endorsement to adopt and formalise an Enforcement Policy.

RECOMMENDATION

That Council:

(1) Receives and notes the content of the submissions received from the community during the public consultation period.
(2) Having considered the submissions and contents of this report, endorse the Draft Enforcement Policy.

REPORT

Introduction

At the August 2020 meeting of Council, a Draft Enforcement Policy was endorsed for public consultation.

Due to a number of large community engagement projects being undertaken in the second half of 2020; Council Administration undertook the public consultation during February 2021 and sought community feedback in relation to the Draft Enforcement Policy.

Discussion

In accordance with Council’s Public Consultation Policy, a phase of community consultation was undertaken inviting written submissions from the community. The consultation phase commenced on 3 February 2021 and concluded on 23 February 2021.
Whilst two responses were received via Your Say Barossa, only one related to the Draft Enforcement Policy. For completeness both responses are provided below.

<table>
<thead>
<tr>
<th>Submitter</th>
<th>Submission</th>
<th>Response</th>
<th>Action/Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anonymous</td>
<td>“Non-compliance is non-compliance. If there is a law, by-law or statute that is not being adhered to then it is non-compliance, no ifs or buts. If you have the bar at one level for everyone there should be no changing it for individuals regardless. End of discussion. Why should we (ratepayers) pay Officers to mediate. This also should be applicable to development applications. Minimum allotment size in a rural living zone should not be allowed to sub-divide, otherwise why have the minimum size stated.” [sic]</td>
<td>Noted</td>
<td>No change to the Policy is recommended.</td>
</tr>
<tr>
<td>Beautybarossa</td>
<td>“Regarding my previous question on landscaping roadsides. I would like to reply to your answer - it is an absolute shame that The Barossa Council doesn’t put a high priority on the landscaping and drainage of roadsides entering Tanunda from Kroemers Crossing.”</td>
<td>Not relevant.</td>
<td>Nil</td>
</tr>
</tbody>
</table>

The low response rate suggests that the community in general, does not appear to have a strong view. As a result no further changes to the draft Policy have been recommended. The Draft Enforcement Policy is provided as Attachment 1, as previously endorsed.

**Summary and Conclusion**

Officers recommend that Council endorse the Draft Enforcement Policy as a Policy of Council.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1: The Barossa Council – Draft Enforcement Policy
Attachment 2: Summary Engagement Report - Your Say Barossa
Community Plan

Community and Culture
Goal 5: We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.

Strategy 5.2
Create places where people want to live and plan for the future in a coordinated, affordable, appropriate and proactive way.

Corporate Plan

Community and Culture
2.8 Provide opportunities for the community to participate in local Decision-making

2.12 Contribute to a safer community

How We Work – Good Governance
4.7 Address nuisance and environmental risk such as animals, vermin, pest control, illegal dumping on public land and fire prevention.

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

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

Legislative Requirements
The Enforcement Policy is to be used in the administration of several statutes where Council undertake compliance related activity.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Risk Management
The Policy is not a legal requirement but is considered best practice. It has been based on existing approaches to enforcement and provides formal guidance to Council and Council officers to ensure consistency, transparency and proportionality.

Financial Considerations
A majority of the routine enforcement matters are operational in nature and accounted for in existing annual budgeting processes. These existing processes also includes some contingency for legal fees.
Where matters are more complex in nature and/or outside of approved budgets, separate reports will need to be presented to Council for consideration.

Resource Considerations
There are no known resource considerations. The Policy is overarching and does not provide specific examples. Policies or service level statements about specific matters shall be developed or reviewed separately.

COMMUNITY CONSULTATION

In accordance with Council’s Public Consultation policy, the community were invited to provide written feedback and submissions in relation to the draft documents.

Consultation commenced on 3 February 2021 and concluded on 23 February 2021. Engagement methods included Council’s yoursay.barossa.sa.gov.au consultation platform, a Public Notice in a local newspaper, hard copy documents at Branch offices and Facebook posts inviting responses from the community.

A Summary Engagement Report from Council’s online engagement platform is provided as Attachment 2.

The report indicates that two submissions were received. Only one submission related to the Draft Enforcement Policy. For completeness, both submissions have been included in the report.
1. Purpose

1.1. To provide a framework which guides Council and its officers in investigating and addressing matters of non-compliance within the community. The framework provides consistency, and ensures that any action is proportionate to the circumstances and situation being investigated in each case. The framework ensures that transparency and procedural fairness principles are applied.

2. Scope

2.1. Local Government is charged with a range of legislative responsibilities which assist in protecting the community, the landscape, the local environment and amenity. Council’s customers include both those on whom the law places a duty and those whom the law protects.

Council staff are required to investigate, enforce and ensure compliance with a range of legislative provisions. This Policy outlines Council’s approach to matters of non-compliance, where enforcement is an option, and provides Council Officers with direction about the manner in which enforcement matters are to be undertaken.

3. Policy Statement

3.1. Council encourages and supports its officers to consider and carry out activities and initiatives which encourage and ensure compliance with relevant legislation.

It is Council policy position to seek to resolve enforcement matters in the first instance through a collaborative or negotiated approach where possible and appropriate, but acknowledges the need for formal enforcement action in certain circumstances.

4. Principles of Enforcement

Council will ensure that it adheres to the following principles:

4.1 Proportionality

A proportionate response means that Council’s actions will be scaled to the seriousness of the breach.

Council recognises that most individuals want to comply with the law. Authorised Officers will assist by being open and helpful, offering advice and providing the opportunity to discuss compliance issues to rectify non-compliances where possible.

A range of legislative and non-legislative options are available to Council. Prosecution will generally be used as a last resort, or for serious or repeat non-compliances.
4.2 Consistency

Council will endeavour to take a similar approach in similar cases. Decisions on enforcement require the use of professional judgement and discretion to assess varying circumstances. To assist with this, Authorised Officers will:

(i) Follow standard operating procedures wherever applicable;
(ii) Ensure fair, equitable and non-discriminatory treatment;
(iii) Record and store all relevant information relating to enforcement in accordance with Council’s Knowledge Management Policy and procedures; and
(iv) Record any deviation from standard operating procedures and the reasons.

4.3 Transparency

Council will be open and transparent about the manner in which it undertakes enforcement actions and the legislation under which the action is enforced.

Officers will provide the opportunity and will be open to discussing all matters including potential and actual non-compliances.

When remedial action is needed Council will:

(i) Explain clearly why the action is necessary;
(ii) Where practicable, or where required by legislation, give notice of Council’s intent to commence formal enforcement action;
(iii) Identify what action is required to achieve compliance and the appropriate timeframe for undertaking that action;
(iv) Provide advice on the process to seek a review of or appeal that decision when requested, or where required by legislation.
(v) Provide guidance on accessing relevant documents, legislation and where required, legal aid.

Enforcement decisions must be fair, consistent, balanced and relate to standards that ensure the public is adequately protected.

In circumstances where legislation enables (or requires) Council to undertake immediate action and where it is not practical to give formal notice of its intention to enforce a matter due to the urgency or immediate risk to the community, the reasons why will provided at the earliest opportunity and will be recorded in accordance with Council’s Knowledge Management Policy.

Council Officers will follow established policies and processes when keeping a complainant informed of the progress of a particular matter; or otherwise notifying of an outcome.

4.4 Conflict of Interest

Where a Council Officer has a personal association or relationship, or a perceived association or relationship, with an individual or entity who may have breached a law or is subject of a request for service (or with any other individual or entity involved) an alternate Authorised Officer will investigate the matter and make decisions, where possible.
The facts regarding the conflict/relationship will be reported and recorded in accordance with Council’s Knowledge Management Policy and procedure. The Council Officer who has a conflict of interest shall not make a decision or undertake any enforcement action in relation to the non-compliance, and abstain from further/any action that give rise to the conflict. The Council employee or contractor will further ensure that they disclose the conflict to the Chief Executive Officer in accordance with Council procedure and Section 120(2) of the Local Government Act 1999.

4.5 Authorisation of Officers

Only Officers who have the required training, qualification and/or experience will be authorised by Council or its delegate to take enforcement action. Officers will also have sufficient training and understanding of Council’s policies and processes to ensure a consistent approach to their duties.

4.6 Written Documentation

All enforcement decisions shall be recorded and documented in accordance with Council’s Knowledge Management Framework.

All notices or forms used shall comply with relevant legal requirements.

When providing written documentation to an alleged offender, Authorised Officers will provide:

(i) All information necessary to comply with legal requirements;
(ii) If remedial action is required, the required time frame to secure compliance;
(iii) If necessary, the reasons why the legislation was contravened; and
(iv) Measures necessary to ensure compliance and the consequences of non-compliance; and
(v) Any requirement detailed in 5.4

5. Enforcement Options

5.1 No Action

No action is an option and will be considered when, after investigation, no breaches of the legislation are discovered, no best practice options can be determined or the matter is outside of Council’s area of jurisdiction or authority.

It may also be appropriate to take no action when:

(i) The complaint is frivolous, vexatious or trivial in nature; or
(ii) Taking action may prejudice other major investigations

Following an investigation of a matter, where a decision is made not to take enforcement action, the decision and reasons will be recorded in accordance with Council’s Knowledge Management Framework.
5.2 Informal Action

Informal action to achieve compliance with legislation may include:

(i) Providing verbal or written advice on the matter, which may include recommendations to prevent further non-compliances;
(ii) A verbal or written warning with a request for remedial action.

Advice from Authorised Officers will be clear and confirmed in writing where deemed necessary. The circumstances in which informal action may be appropriate in the Authorised Officer’s opinion include:

(iii) The act, activity or omission is not serious enough to warrant formal action;
(iv) The Duty Holder’s past history reasonably suggests that informal action will secure compliance;
(v) Confidence in securing ongoing compliance is high;
(vi) The consequence of the non-compliance will not pose a significant risk;
(vii) There are other examples where informal action has achieved the desired approach in similar circumstances;
(viii) Where informal action may prove more effective or efficient than a formal approach.
(ix) The cost of formal action is disproportionate to the matter at hand.

5.3 Mediation

Mediation is a possible alternative where, after investigation, Council Officers consider that the matter is unlikely to be easily resolved through either formal or informal means. The use of mediation services may also be appropriate where an aggrieved individual has no wish to pursue action to resolve a complaint by legal means; or where Council has no legal authority to act.

If deemed appropriate by the relevant officer, Council will provide guidance and information on suitable mediation services, if both parties agree.

Council will not contribute to the costs of mediation, any costs associated with mediation services is the responsibility of both parties.

5.4 Formal Action

Where informal action has failed to achieve the desired outcome, or where there are greater public interests, or due to the seriousness, systemic or ongoing nature of the matter; the following action will be considered.

5.4.1 Service of Orders, Notices and Directions (Not including Expiation Notices)

Various Acts specify the processes which Council must follow, in order to:

- Advise of the intention to issue an Order or Notice;
- Invite submissions with respect to the matter;
- Order a person to act or refrain from acting in a specified manner; and/or
- Issue directions specifying how the Order may be complied with.
Council Officers must have regard to Council’s Order Making Policy when considering an Order under Chapter 12, Part 2 of the Local Government Act 1999.

(i) Authorised Officers will use professional judgement and discretion to assess the variables relating to each matter under consideration, including the reasonableness of the actions required by an Order or Direction and the timeframe to comply.

(ii) In circumstances such as a threat to life or immediate or impending threat to public health or safety, Formal action may commence without giving notice of intention to expedite a matter. In these circumstances the action must be supported by relevant legislation.

(iii) In most cases the person receiving the Order or Notice has a right of appeal to the appropriate Court or Tribunal. If an Order or Notice is served for which an appeal is possible, Council will include information detailing the right to appeal and the relevant legal provisions at the time of serving the Order.

(iv) Where there is evidence that an offence has been committed, Council may issue an Expiation Notice or commence a prosecution in addition to serving an Order or Notice. This will only be done where it is determined by an Authorised Officer that the conduct of the recipient justifies taking both steps. Council may also apply to the Court for an Order to be made.

5.4.2 Action in Regard to a Default

(i) Failure to comply with Orders or Notices may incur further enforcement action and/or prosecution.

(ii) Where legislation provides, Council may undertake further action following non-compliance or default in relation to an Order, Notice or Direction and may proceed to undertake the work contemplated by the Order or Notice and seek to recover the costs of that work.

(iii) The decision to carry out action in default will be made by an Authorised Officer of Council with appropriate delegated authority.

(iv) Before entering into a contract to undertake the work, Council will consider whether there is a realistic prospect that the person responsible will complete the work within a reasonable time. Where Council determines to undertake the work in default, Council will seek to recover all reasonable costs in accordance with legislation. A decision not to recover costs will be made by staff with appropriate authority to do so, or Council.

(v) Where an Order, Notice or Direction has not been complied with and where legislation allows, Council may issue an Expiation Notice or launch a prosecution in addition to taking action to fulfil an Order. This will only be done where the conduct of the recipient justifies taking such steps.
5.4.3 Expiation Notices

Various Acts allow councils to issue expiation notices for a range of matters. Council will avoid using expiation notices as a means of securing compliance in the first instance, unless:

(i) There has been a failure to correct an identified breach of a similar nature after informal or formal action, or;
(ii) There is evidence of systemic, regular or ongoing breaches of legislation, by an individual or by a range of individuals and informal action is unlikely to achieve the desired outcome effectively or efficiently, or
(iii) The breach creates a significant risk to the community, or
(iv) There is a desire to provide appropriate disincentive for the behaviour or breach.

A person receiving an Expiation Notice is entitled to elect to be prosecuted for the alleged offence, as such Council officers must have sufficient and admissible evidence to prove the offence beyond reasonable doubt as if the matter was proceeding to court.

Council will ensure that its officers are fully trained in all aspects of conducting investigations, evidence gathering, statement taking and issuing of expiation notices.

5.4.4 Prosecution

A prosecution will only proceed where, after gathering all available evidence, it is believed that the offence can be proved on the balance of probabilities or beyond reasonable doubt whichever applies to the particular standard of proof required for the prosecution and must be supported by Council’s solicitor/s.

(i) The following circumstances, by example only, may be referred for prosecution:

- An alleged breach of the law such that public health, safety, and welfare have been put at risk;
- The alleged breach is too serious or the risks too great to be dealt with by means of an Expiation or other formal or informal action;
- A failure to correct an identified serious problem after having been given reasonable opportunity to do so through other formal action or expiation;
- A failure to comply with the requirements of an Order;
- An established and recorded history of similar offences;
- An unwillingness, on the part of the individual or other body, to prevent a recurrence of, or rectify, the problem, or;
- To facilitate the recovery of the costs of remedial work or financial compensation.

(ii) Where it is held that the matter should be referred for prosecution, all relevant evidence and information will be made available to Council’s legal representative to enable a consistent, fair and objective decision to be made.
Before a prosecution is recommended there must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the offence; and that all reasonable steps have been taken to resolve the matter prior.

A decision to prosecute must be in the public interest. In considering whether prosecution is in the public interest, the following additional factors will be considered:

- Whether the offence was premeditated;
- The need to influence the alleged offender’s future behaviour;
- The availability and efficiency of any alternatives to prosecution;
- The prevalence of the alleged offence and the need for deterrence, both personal and general; and
- The likely expense, length and outcome.

The final decision to initiate a prosecution will be made by the Chief Executive Officer or where deemed necessary, Council.

### 5.5 Cost recovery

Council may incur significant costs (legal and/or otherwise) when enforcement action is taken to rectify illegal activities. In the interest of reducing the financial burden of pursuing enforcement and compliance matters on ratepayers, Council will seek to recover costs incurred where possible.

### 6 Supporting Processes and Documents

6.1 Model Council Enforcement Policy; Local Government Association of South Australia

### 7 Related Policies

Order Making Policy
Knowledge Management Policy
Delegations Register

### 8 Legislation and References

Order Making Policy
Local Government Act 1999
Development Act 1993
Dog and Cat Management Act 1995
Expiation of Offences Act 1996
Fire and Emergency Services Act 2005
Food Act 2001
Local Nuisance and Litter Control Act 2016
Planning, Development and Infrastructure Act 2016
SA Public Health Act 2011

### 9 Review

This Policy shall be reviewed by Policy Owner in consultation with the relevant stakeholders, within four years or more frequently if legislation or Council needs change.
Further Information

This Policy is available on Council’s website at www.barossa.sa.gov.au. It can also be viewed electronically at Council’s principal office at 43-51 Tanunda Road, Nuriootpa and all Council branches, during ordinary business hours. A copy of this Policy can be obtained at those venues upon payment of a fixed fee.

Complaints regarding this Policy or its application can be made to the Customer Service team on 8563 8444 or barossa@barossa.sa.gov.au at first instance, who will refer you to the most appropriate officer according to Council’s Customer Service Policy.

Document Control

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Version history

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Definitions
| **Enforcement** | Enforcement refers to the use of legislative provisions to direct a person or body to make good a breach of legislation and/or otherwise penalise a person for a breach. Enforcement is a tool to ensure compliance and accountability for illegal conduct or other wrongdoing. |
| **Authorised Officer** | A Council Officer who is authorised to carry out statutory functions or powers specified within a particular piece of legislation. The decision to appoint an Authorised Officer may only be made by Council or a delegate of Council. |
| **Council Officer** | Includes Elected members, Council employees and Contractors. |
| **Compliance (or Compliant)** | The act of adhering to, following or abiding by Legislation. Compliance may or may not involve the process of enforcement. |
| **Non-Compliance (or Non-Compliant)** | An Act by a duty holder which demonstrates a failure to meet an obligation or requirement imposed by legislation. |
| **Council** | Means The Barossa Council or an Officer with appropriate delegated Authority. |
| **Legislation** | Includes any Act, Regulation, By-Law, Code, Policy, Standard or other legislative provision to which Council has a legislative obligation or responsibility to enforce. |
| **Duty** | A responsibility required, placed or imposed by legislation. |
| **Duty Holder** | A person, business, organisation or entity that has a duty. |
| **Alleged Offender** | A Duty Holder that has been identified as having committed a non-compliant act, through the course of an investigation. |
| **Offender** | A person, business, organisation or entity that has been deemed to have committed a non-compliant act by a Magistrate or relevant Court of law. |
Summary Report
03 February 2021 - 23 February 2021

Your Say Barossa

PROJECTS SELECTED: 1
Draft Enforcement Policy
FULL LIST AT THE END OF THE REPORT

Visitors Summary

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Highlights

- TOTAL VISITS: 60
- MAX VISITORS PER DAY: 16
- NEW REGISTRATIONS: 0
- ENGAGED VISITORS: 2
- INFORMED VISITORS: 29
- AWARE VISITORS: 58
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* A single engaged participant can perform multiple actions

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* A single informed participant can perform multiple actions

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### SURVEYS SUMMARY

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### TOP 3 SURVEYS BASED ON CONTRIBUTORS

2 Contributors to Draft Enforcement Policy
## INFORMATION WIDGET SUMMARY

### DOCUMENTS

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24 Downloads

Draft Enforcement Policy.pdf
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SELECTED PROJECTS - FULL LIST

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7.5.5 DEBATE AGENDA – WASTE SERVICES REPORT

7.5.5.1 HARD WASTE KERBSIDE COLLECTION
B11752

Author: Waste Management Officer

PURPOSE

To provide an overview of the proposed kerbside hard waste collection for the 2021-22 financial year.

RECOMMENDATION

That Council adopt the proposed kerbside hard waste collection campaign using Eco Waste Solutions for disposal for financial year 2021/2022.

REPORT

Background

In 2019, a series of options was presented to Council (Attachment 1) which led to the exploration of the ‘pop up’ option.

At the Council Meeting held 15 December 2020, Council moved to further consider options of roadside pick-up for hard waste.

MOVED Cr Haebich that Council:

(1) Not proceed with the proposed Pop Up style Hard Waste Service on the basis of the identified risk and safety to operators and members of the community, and
(2) That Council further investigate the options of roadside pick-up for hard waste and report back to Council within two months.
(3) Implement and promote the alternate voucher system for Hard and Green Waste disposal as per Option 2 presented at the 16 July 2019 meeting for the remainder of the 2020-21 financial year.

Seconded Cr Schilling CARRIED 2018-22/337

Discussion

The proposed voucher system (Resolution 3) that was carried at the Council meeting held 15 December 2020 will operate until 30 June 2021.
In response to Resolution 2, Council could look to move this to a two tier system offering a limited number of township kerbside hard waste collections while also having vouchers available to rural properties.

On review of the options, Council Administration has sought to focus on a ‘limited’ kerbside collection based on a voucher system.

Under Council’s current Waste Management Services contract, Solo Resource Recovery (Solo) are able to provide a ‘campaign collection’ hard waste collection to properties on all streets within township areas.

This service requires a minimum of five hundred collections for the duration of the campaign. The campaign would run for a two month period.

Commencement of operation as outlined in the original Tender specification would occur in early October and conclude early December. Solo have indicated that there would be opportunity to nominate a different period of operation providing that it fits within existing operations and only spans a two month period.

Council would be responsible for the promotion of the campaign and information is to be provided to residents at least two weeks in advance of the collection period.

Collections are ‘on demand’ in that the resident would be required to contact Solo Resource Recovery to book a collection service during the campaign period and the allocation would be on a ‘first in’ registration basis until the vouchers are exhausted.

Collection Services must be provided Monday to Friday, excluding public holidays, between the hours of 7.00 am and 6.00 pm. All collections will be from an accessible kerbside position located outside the premises, close to the kerb line and clear of the road and footpath.

Residents can place up to 2 cubic metres of approved material (Attachment 2) out for collection (2m x 1m x 1m). Excess rubbish and excluded items will not be collected and removal will be the responsibility of the resident.

Disposal methods:

There are two options for the disposal of material collected kerbside.

The first is for Solo to process it. This option would see a higher collection cost as two vehicles will be required to collect the material. A flatbed truck is used to collect whitegoods and e-waste and a rear end loader is used for all other accepted material. The majority of material would be disposed to landfill.

The second option is that Solo can deliver the material to Eco Waste Solutions at Willaston where it can be sorted and recyclable material can be recovered. All material can then be collected by the rear end loader as Eco Waste Solutions will separate the material. This option would reduce the amount of material ending in landfill.

As suggested in the Hard Waste Option Paper (Attachment 1) 250 Vouchers could be available for residents in rural areas who will not be eligible for the hard waste kerbside collection. These vouchers would cover up to $75 of the cost of disposal at Springton Transfer Station or an approved venue as per the current voucher system.
Summary and Conclusion

The introduction of a campaign collection for hard waste can potentially offer the following benefits:

- Assist residents in managing hard waste
- Material on the footpath for minimal time as collections are scheduled
- Council can control costs by controlling the number of collections per year
- Reduction in illegal dumping
- Council can facilitate material being diverted from landfill dependant on the disposal method
- Offers an option for residents that are not able to transport hard waste to a disposal facility

The following challenges should also be considered:

- Limited collections could lead to resident dissatisfaction (500 collections and 250 vouchers made available to residential rate payers would allow 6.7% of ratepayers to access the service in some capacity.)
- Service level favours township properties
- Residents to manage excess waste (over and above described limit)
- Illegal dumping could increase as residents attempt to piggy back on neighbour’s scheduled collection.
- Rummaging by other residents can displace material resulting in localised pollution and obstruction of vehicle and pedestrian access.

With limited facilities available for the disposal of hard waste, this system would give residents another avenue to responsibly manage hard waste.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 – Hard Waste Option Paper
Attachment 2 – Example of letter confirming hard waste collection
Attachment 3 – Confirmed Schedule of Rates for Hard Waste (Solo Resource Recovery)
Attachment 4 – Eco Waste Solutions Pricing

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Natural Environment and Built Heritage

3. We take a proactive approach in responding to key environmental challenges such as climate change, water security and waste management.

3.2 Collaborate with partners and our community to support innovative approaches to waste minimisation, and increase reuse and recycling opportunities.

Advocacy Plan
1. Working with the community, industry and government to build on the Barossa’s capacity to attract investment, improve services and encourage employment opportunities.
Corporate Plan

4.10  Facilitate access to hard and green waste facilities and associated recycling opportunities that reduce waste disposed to landfill and support the environment.

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

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Breakdown of costing:

Using Eco Waste Solutions for disposal
500 collections by Solo using rear end loader @ $25.0058 per collection $12,502
Disposal (approx.) 150 tonnes of material x $240/tonne $36,000
$48,502

Using Solo Resource Recovery for disposal
500 collections by Solo using rear end loader @ $25.0058 per collection $12,502
500 collections by Solo using flatbed @ $32.3207 per collection $16,160
Disposal (approx.) - whitegoods, e-waste 100 tonnes x $115.4677/tonne $11,546
Disposal (approx.) - other materials 50 Tonnes x $105.5207/tonne $5276
$45,484

Vouchers
250 Vouchers available @$75 per voucher $18,750

All costs presented are excluding GST.

Eco Waste will sort and recover any recyclable material. Solo Resource Recovery will separate white goods and e-waste but majority of material will go to landfill.

Disposal tonnages are based on the maximum capacity of a 2m3 skip bin which is 300kg.

Collection and disposal costs for Solo Resource Recovery are taken from the schedule of rates within the Waste Management Services Contract (Attachment 3). Disposal at Eco Waste Solutions is charged as C+D Mixed Waste (Attachment 4)

Current budget for hard waste is $50,000. If this amount is not fully expended this financial year, the balance could be rolled over to next financial year. Further funds required could be taken from the refuse reserve which currently totals $169,016.

Risk Management

Garage Sale Trail
Garage Sale Trail is currently part of Council’s Hard Waste solution however Council is only committed to the program until November 2021.
Garage Sale Trail promotes behavioural change with participants taking action to reduce or reuse material which aligns with Councils ‘Waste Less, Recycle More’ messaging.

**Scheme Waste Depot (E-waste) (The Fathers Farm Inc)**

Operating out of John Falland Australia located on Moppa Road South, Nuriootpa, The Fathers Farm Inc accept E-Waste from the community for recycling.

There is risk of closure at the current location and while the Fathers Farm Inc would seek to lease a new premises, there is no guarantee that this will allow the depot to continue current recycling activities at a new location.

**COMMUNITY CONSULTATION**

Not required.
Hard Waste Options Paper
HARD WASTE OPTIONS

Two fundamental services can be made available to residents:

COLLECTION SYSTEM

Ratepayers are provided the opportunity to dispose of hard waste via a kerbside collection for larger household items that cannot be disposed of through the regular kerbside collection service.

Currently, three hard waste collection systems are used in Australia:
- Scheduled collection (i.e. annual clean-up campaign)
- On-call collection
- Hybrid collection

Pros:
- Clean up of unsightly properties/improved long term public health
- Potential reduction in illegal dumping
- Limit on volume (i.e. up to two cubic metres)
- Council can control costs by controlling the number of collections per year

Scheduled
- Higher participation rate than on call service
- Dependent upon method of collection i.e. flatbed vs rear loader - can encourage recycling and reuse of unwanted items
- Cheaper per individual collection than on call collections

On Call
- Residents can book when they want it
- Less material is scavenged

Cons:
- Council made responsible for hard waste disposal
- Unsightly - left on roadside/Material presents tripping and environmental issue (Council may opt to restrict collection from within property boundary not on the verge)
- ‘Copy-cat’ dumping/dumping from outside of Council
- Limitation on volume/resident dissatisfaction when excess waste (over and above described limit) left following collection
- Collection process relies on manual handling and potential risks with WHS for contractor
- Frequency/waiting time may be lengthy
- Annual service not available when residents need it
- Cost/Recovery/Revenue
- Council cannot control disposal costs due to increased volumes per collection
DISPOSAL SYSTEM

Ratepayers responsible for transporting hard waste to a disposal facility (Council or Private) and pay a service charge. Alternatively, a ratepayer may opt to privately order a skip bin if they do not have access to a trailer.

Council may offer a subsidy to ratepayers for a disposal service through either a
  - Discount Voucher
  - Half Price Day

Council currently provides two half price days per year at the Springton Transfer Station.

Pros:
  - At demand of customer
  - No roadside impact
  - Consumer made responsible for hard waste disposal

Cons:
  - Accessibility of facilities (travel distance)
  - Frequency of service
  - May not reduce incidences of illegal dumping
Current Services

The following services are currently available to ratepayers.

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>DESCRIPTION</th>
<th>COSTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Springton Transfer Station</td>
<td>Current disposal service - second Saturday of each month between 9am and 3pm. Currently offer two half price days in October and November (before fire ban season). The material is removed by contractor (Cleanaway).</td>
<td></td>
</tr>
</tbody>
</table>

Recent statistics:

<table>
<thead>
<tr>
<th>Year</th>
<th>Revenue</th>
<th>Visits</th>
<th>Average Solid Waste Tonnage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-19</td>
<td>$18,747.50</td>
<td>397</td>
<td>369.78</td>
</tr>
<tr>
<td>2017-18</td>
<td>$19,692.00</td>
<td>439</td>
<td>375.46</td>
</tr>
<tr>
<td>2016-17</td>
<td>$10,307.50</td>
<td>197</td>
<td>160.10</td>
</tr>
<tr>
<td>2015-16</td>
<td>$9,156.50</td>
<td>183</td>
<td>132.40</td>
</tr>
<tr>
<td>2014-15</td>
<td>$8,292.50</td>
<td>184</td>
<td>128.80</td>
</tr>
<tr>
<td>2013-14</td>
<td>$10,602.50</td>
<td>229</td>
<td>165.30</td>
</tr>
</tbody>
</table>

Note:
Could be argued that Springton Transfer Station is sufficient, and that it’s not Council’s responsibility to provide a hard waste service. Adelaide Plains Council are to undertake a community survey to gauge feedback on the potential closure of their two transfer stations in favour of a kerbside collection service.

Service Charges 2018-19

<table>
<thead>
<tr>
<th>Service Charges 2018-19</th>
<th>Resident</th>
<th>Non-resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Car Boots &amp; Small Wagon</td>
<td>$30</td>
<td>$60</td>
</tr>
<tr>
<td>Utes &amp; Small Trailers up to 6 x 4 to water level</td>
<td>$45</td>
<td>$75</td>
</tr>
<tr>
<td>Utes &amp; Small Trailers up to 6 x 4 above water level no hurdles</td>
<td>$55</td>
<td>$85</td>
</tr>
<tr>
<td>Utes &amp; Small Trailers up to 6x4 above water level with hurdles</td>
<td>$60</td>
<td>$90</td>
</tr>
<tr>
<td>Trailers, Utes &amp; Tandem Trailers to water level (exceeding 6x4)</td>
<td>$65</td>
<td>$95</td>
</tr>
<tr>
<td>Trailers, Utes &amp; Tandem Trailers above water level (exceeding 6x4) no hurdles</td>
<td>$65</td>
<td>$95</td>
</tr>
<tr>
<td>Trailers, Utes &amp; Tandem Trailers above water level (exceeding 6x4) with hurdles</td>
<td>$80</td>
<td>$110</td>
</tr>
<tr>
<td>Rural Tickets</td>
<td>$120</td>
<td>NA</td>
</tr>
</tbody>
</table>

2019-20 Budget:

<table>
<thead>
<tr>
<th>Revenue</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer Station Fees</td>
<td>($10,100)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages</td>
<td>$15,177</td>
</tr>
<tr>
<td>Contractors – Disposal Service</td>
<td>$30,000</td>
</tr>
<tr>
<td>Levies paid to govt</td>
<td>$746</td>
</tr>
<tr>
<td>Internal Allocation</td>
<td>$20,151</td>
</tr>
<tr>
<td>Depreciation</td>
<td>$780</td>
</tr>
<tr>
<td>Insurance</td>
<td>$7,683</td>
</tr>
<tr>
<td>Emerg Serv Levy</td>
<td>$174</td>
</tr>
</tbody>
</table>

| Total expenditure              | $74,711  |
Garage Sale Trail

In May 2018, Council agreed to participate in the National Garage Sale Trail for 2018 and 2019. The event is held in October each year promoting the reuse of unwanted households’ goods. Recycling is great but Reuse is Better!

Council makes Garage Sale Trail happen locally and makes it FREE for residents to participate by facilitating the event. Residents register their garage sale on the website and receive promo materials and support to help. Garage Sale Trail provide everything from blogs and tips from some of Australia’s best thrift shoppers and sellers to ready-made posters and social media tools to get the shoppers flocking to the sale!

The Sale Trail organisers projected that the participation numbers of events (Sales and Stalls) for The Barossa Council could be 42. There were 54 sales and stalls registered for the 2018 campaign. 91% of which were households, the remaining represented businesses, car boot and community groups.

<table>
<thead>
<tr>
<th>Individual Sales</th>
<th>Group Sales</th>
<th>Stalls</th>
</tr>
</thead>
<tbody>
<tr>
<td>41</td>
<td>2</td>
<td>11</td>
</tr>
</tbody>
</table>

Garage Sale Trail is part of Council’s solution. In fact some councils even use the program in place of hard waste collections.

<table>
<thead>
<tr>
<th></th>
<th>Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-20 Budget:</td>
<td></td>
</tr>
<tr>
<td>Annual Participation Fee</td>
<td>$2,250</td>
</tr>
<tr>
<td>Wages (30 hours Jul-Oct)</td>
<td>$1,127</td>
</tr>
<tr>
<td>Total expenditure</td>
<td>$3,377</td>
</tr>
</tbody>
</table>

Attachment 1
In March 2018 Council resolved to support The Fathers Farm Inc. in establishing a Depot at Nuriootpa as part of the National Television and Computer Recycling Scheme as an initial six month pilot.

The National Television and Computer Recycling Scheme was established to provide Australian householders and small business with access to industry-funded collection and recycling services for televisions and computers.

The Fathers Farm Inc. operate out of John Falland Australia located on Moppa Road South, Nuriootpa conducting a Youth Program for stripping down electrical and electronic goods.

Following the completion of the pilot program, Council resolved in February 2019 to continue to provide support through the allocation of funds in the 2019-20 budget, and help promote the Scheme Waste Depot. Light Regional Council are also now supporting the scheme.

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>DESCRIPTION</th>
<th>COSTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scheme Waste Depot (E-waste)</td>
<td>In March 2018 Council resolved to support The Fathers Farm Inc. in establishing a Depot at Nuriootpa as part of the National Television and Computer Recycling Scheme as an initial six month pilot. The National Television and Computer Recycling Scheme was established to provide Australian householders and small business with access to industry-funded collection and recycling services for televisions and computers. The Fathers Farm Inc. operate out of John Falland Australia located on Moppa Road South, Nuriootpa conducting a Youth Program for stripping down electrical and electronic goods. Following the completion of the pilot program, Council resolved in February 2019 to continue to provide support through the allocation of funds in the 2019-20 budget, and help promote the Scheme Waste Depot. Light Regional Council are also now supporting the scheme.</td>
<td>Estimated Budget:</td>
</tr>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Charge*</td>
<td>($0.00)</td>
<td></td>
</tr>
<tr>
<td>Expenditure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depot contribution</td>
<td>$12,500</td>
<td></td>
</tr>
<tr>
<td>Transportation Cost</td>
<td>$9,000</td>
<td></td>
</tr>
<tr>
<td>Total expenditure</td>
<td>$21,500</td>
<td></td>
</tr>
</tbody>
</table>

* Following the pilot, a service charge is to be considered.
In providing a Hard Waste Service the following options are presented.

<table>
<thead>
<tr>
<th>OPTION</th>
<th>DESCRIPTION</th>
<th>COSTS</th>
</tr>
</thead>
</table>
| 1. Kerbside Collection and Disposal | Options:  
- Offer 500 kerbside collection services per campaign in Townships.  
- Offer 250 discount vouchers ($70) per campaign for rural properties to take 6x4 trailer loads for disposal.  
- Campaign is on a ‘first in’ registration basis similar to Light Regional Council.  
- Ratepayers to place nominated amount/type of hard waste on kerbside 24 hrs prior to scheduled collection day.  
- As an alternative, the 500 Collections could be offered as an ‘On Call’ service throughout the year, rather than as an annual collection day.  

Note:  
Solo Resource Recovery are able to provide the collection service under the current contract. Material taken to NAWMA facility for processing, with rejected material sent to Suez ResourceCo Alternative Fuels Facility. The materials are used as an alternative fuel for Adelaide Brighton Cement Kiln.  

A decision to provide a hard waste collection services will be difficult to revert in the future. |  
- Solo service charge is $75 for general hard waste and $52.83 for e-waste & whitegoods collected separately to other hard waste.  
- Disposal (price per tonne)  
  - $112.25 (e-waste & whitegoods); $74.50 (other materials collected) + waste levy ($50/tonne)  

Estimated Budget:  
- Printing of vouchers (in-house) $1.50  
- Postage of vouchers (250@$1) $250  
- 500 Collections @ $75 $37,500  
- 250 Rural Vouchers @$70 $17,500  
- 80% of 750 services = approx. 270tonne @124.50/tonne $33,615  
- 20% of 750 services = approx. 67.5tonne @162.25/tonne 10,951  
- Total expenditure $99,818  

The cost per collection for Annual Clean Up is much lower due to productivity gains when compared to On Call.  

The cost per collection for the On call Service is controlled by the numbers of collections required over the year and the maximum waiting time that Council want the customer to wait. As a guide, this cost could be in the order of $40.00 - $50.00 per collection + disposal + GST. There are many factors that would impact on the final pricing for this type of service.
### 2. Disposal at commercial operators/other facilities

**Options:**
- Offer a discount voucher @ $70 (max 750 ‘first in’ basis) to offset the cost to dispose of waste (trailers) at a nominated facility or order a skip bin from nominated suppliers.

**Note:**
Seek to nominate facilities with Mid Murray Council (Cambrai Landfill, Truro and Tungkillo Transfer Stations) and EcoWaste Solutions at Willaston.

High percentage of material is Reused/Recycled by Eco Waste at their facility, and remaining material (10%) to landfill.

- EcoWaste: $132/tonne for disposal (no handling charge)
- Skip Bin approx. $220 for 2 cubic metre bin (a 1 cubic metre bin is equivalent to 1½ trailers (4x6)).
- Council charged for disposal (similar to Springton TS).

#### Estimated Budget:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printing of vouchers (in-house)</td>
<td>$1.50</td>
</tr>
<tr>
<td>Postage of vouchers (375@$1)</td>
<td>$375</td>
</tr>
<tr>
<td>750 Vouchers @ $70</td>
<td>$52,500</td>
</tr>
<tr>
<td>An average 4x6 trailer has capacity for 450kg (0.45 tonne). 750 trailers equates to approx. 337.5 tonnes of waste @ $132/tonne</td>
<td>$44,550</td>
</tr>
<tr>
<td><strong>Total expenditure</strong></td>
<td><strong>$97,427</strong></td>
</tr>
</tbody>
</table>

Total expenditure is variable depending on which service/facility is used.
3. **Council Site Skip Bins**

Options:
- In conjunction with Springton, Council provides a number of strategically placed large skip bins (15-31 m³) for residents to dispose of hard waste.

Would require each site to be manned and be within a secured site.

Potential Sites:
- Stockwell CWMS Compound.
- Tanunda Depot.

Approx. measurements and capacity:
- 15 m³  4.9m(l) × 2.25m(w) × 1.34m(h)
  (30 trailers or 62 wheelie bins)
- 31 m³  6m(l) × 2.25m(w) × 2.2m(h)
  (62 trailers or 129 wheelie bins)

Estimated Budget:

<table>
<thead>
<tr>
<th>Revenue</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Fees (750 trailers @$54 average fee)</td>
<td>($40,500)*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages (based as Springton cost)</td>
<td>$7,310</td>
</tr>
<tr>
<td>Skip Bin Hire (25 bins @ $1,055)</td>
<td>$26,375</td>
</tr>
<tr>
<td>Nett Cost</td>
<td>($6,815)</td>
</tr>
</tbody>
</table>

* Zero revenue if a FREE disposal provided

Council to pay the cost of the skip bin service through a commercial operator (i.e. Cleanaway, Kartaway). Council to either charge as per Springton rates or provide a FREE disposal.

4. **Springton Transfer Station**

Options:
- Increase the number of half price days offered at Springton.
- Increase the number of days per month the transfer station is open.

- Ratepayers to be charged as per the charges at Springton.
- 15 m³ bin – approx. $1,055
- 15 m³ skip holds approx. 30 trailer loads. Would require 25 skips to services 750 trailers or 12 31 m³ skips.

Additional opening days will increase expenditure, including wages and disposal costs (additional tonnage).
Location of hard waste disposal facilities within proximity of the Barossa
Dear Resident

ON-CALL HARD WASTE COLLECTION ADVICE

Your on-call Hard waste collection has been booked for: «Run_Date».

You can have up to 2 cubic metres of material out for collection (2m x 1m x 1m.)*

Excess rubbish will not be collected and removal will be the responsibility of the householder.

Items should only be placed on the kerbside the night before your collection but no later than 7am on the collection day. Please ensure that the hard waste outside your property is maintained safely until collected, even if it is moved by others.

There are some items that cannot be collected as part of the On-Call Hard waste collection please refer to the following list for further information:

Examples of items able to be picked up:

- Fridges and freezers
- Furniture, bedding and carpets
- Metal and timber items up to 2 metres in length
- Pottery, crockery and wash basins
- Washing machines, dryers and stoves
- Tools and gardening equipment
- Empty paint tins with lids removed
- Tree pruning’s tied in bundles up to 30 cm in diameter
- General waste items able to be handled by two people
- TVs, computer equipment and electrical appliances
- Mattresses

**Items NOT to be collected:**

- Liquid waste
- Car bodies, car parts, tyres or large scrap metal items
- Concrete, asbestos, bricks, rocks, dirt, cement sheeting, plasterboard
- Ammunition or explosives
- Gas bottles, cans containing paint
- Tree stumps
- Items placed in plastic bags
- Domestic recyclables such as bottles, cans, cardboard
- Domestic Waste that can go in Kerbside wheelie bin
- Business waste
- Other hazardous waste items as defined under the Environment Protection Act
- Broken glass /Glass panes
- Mattresses

**If you need to change or cancel this collection booking, please provide 3 full working day notice to SOLO.**

If you require any additional information, please feel free to contact one of Solo's customer service consultants on 8295 5077 or via email on wingfield.customerservice@solo.com.au.

Kind Regards

**Solo Resource Recovery**

*Note that mattresses will not be included in The Barossa Council hard waste collection and the image would be updated to reflect this*
Hi Adrian,

As discussed on Friday, I am looking for clarification on the hard waste collection and disposal costs.

Disposal costs are separated into two categories:
1. Disposal - Hard Waste (e-waste and whitegoods)
2. Disposal - Hard Waste (other materials collected)

<table>
<thead>
<tr>
<th>Disposal - Hard Waste (e-waste and whitegoods)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Percent Component</td>
<td>100.00</td>
</tr>
<tr>
<td>Base Rate</td>
<td>112.2500</td>
</tr>
<tr>
<td>Revised Rate</td>
<td>115.4677</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Disposal - Hard Waste (other materials collected)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Percent Component</td>
<td>100.00</td>
</tr>
<tr>
<td>Base Rate</td>
<td>101.0000</td>
</tr>
<tr>
<td>Revised Rate</td>
<td>103.8952</td>
</tr>
</tbody>
</table>

In regards to the collections, if all the material was to go to Eco Waste Solutions, would we only have the rear end loader collecting from properties?
### Hard Waste (separate collection)

<table>
<thead>
<tr>
<th>Component</th>
<th>Base Rate</th>
<th>Revised Rate</th>
<th>Percent Component</th>
<th>27.71%</th>
<th>8.7065</th>
<th>9.4445</th>
</tr>
</thead>
</table>

### Hard Waste (collected together in rear loader)

<table>
<thead>
<tr>
<th>Component</th>
<th>Base Rate</th>
<th>Revised Rate</th>
<th>Percent Component</th>
<th>27.71%</th>
<th>6.7308</th>
<th>7.3013</th>
</tr>
</thead>
</table>

Natalie Allen  
Waste Management Officer
Service Update
1 January Price Changes

Notice of Price Adjustment – BAROSSA COUNCIL
Please be advised that due to recent movements in the waste industry, our pricing will change from 1 January 2021. Below is a summary of the increases that will be applied to your current price, which will be applied in your January Invoice/s.

We thank you for partnering with Eco Waste Solutions for your waste management services and look forward to continuing our partnership.

<table>
<thead>
<tr>
<th>Item Description</th>
<th>2021 Price $ without GST</th>
<th>GST</th>
<th>2021 Price $ with GST</th>
</tr>
</thead>
<tbody>
<tr>
<td>4WD &amp; Light Truck - On rim</td>
<td>$45.00</td>
<td>$4.50</td>
<td>$49.50</td>
</tr>
<tr>
<td>4WD &amp; Light Truck - off rim</td>
<td>$30.00</td>
<td>$3.00</td>
<td>$33.00</td>
</tr>
<tr>
<td>Bitumen</td>
<td>$40.00</td>
<td>$4.00</td>
<td>$44.00</td>
</tr>
<tr>
<td>C + D MIXED WASTE (0.5 TON MIN)</td>
<td>$240.00</td>
<td>$24.00</td>
<td>$264.00</td>
</tr>
<tr>
<td>C + I</td>
<td>$240.00</td>
<td>$24.00</td>
<td>$264.00</td>
</tr>
<tr>
<td>Clean Brick/Clean Tiles</td>
<td>$27.00</td>
<td>$2.70</td>
<td>$29.70</td>
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<td>Car Boot- Sort &amp; Save</td>
<td>$20.00</td>
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</tr>
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<td>Car Boot - Concrete &amp; Brick</td>
<td>$25.00</td>
<td>$2.50</td>
<td>$27.50</td>
</tr>
<tr>
<td>Car Boot - Clean Fill</td>
<td>$25.00</td>
<td>$2.50</td>
<td>$27.50</td>
</tr>
<tr>
<td>Car Boot - General Waste</td>
<td>$30.00</td>
<td>$3.00</td>
<td>$33.00</td>
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<tr>
<td>Car Boot - Green Waste</td>
<td>$25.00</td>
<td>$2.50</td>
<td>$27.50</td>
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<tr>
<td>Clean Concrete</td>
<td>$45.00</td>
<td>$4.50</td>
<td>$49.50</td>
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<tr>
<td>CLEAN FILL</td>
<td>$15.00</td>
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<td>$16.50</td>
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<tr>
<td>Car Trailer- Drop Off/ General waste</td>
<td>$170.00</td>
<td>$17.00</td>
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<td>Car Tyres - off rim</td>
<td>$22.00</td>
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<td>Car Tyres - on rim</td>
<td>$27.50</td>
<td>$2.75</td>
<td>$30.25</td>
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<td>Double Axel Trailer - Water Level Sort &amp; Save</td>
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<tr>
<td>Double Axle Trailer - Full (Caged) - General Waste</td>
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<td>DELIVERY FEE</td>
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<td>Double Axel Car Trailer - Full (Heaped) - Green Waste</td>
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<tr>
<td>Double Axle Trailer - Water Level - General Waste</td>
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<tr>
<td>Item Description</td>
<td>Price</td>
<td>Discount</td>
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<tr>
<td>------------------------------------------------------------</td>
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<tr>
<td>Double Axel Trailer - Full Caged Sort &amp; Save</td>
<td>$80.00</td>
<td>$8.00</td>
<td>$88.00</td>
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<tr>
<td>ECO STONE</td>
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<td>$0.50</td>
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<tr>
<td>E Waste</td>
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<td>$1.00</td>
<td>$11.00</td>
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<tr>
<td>Gas Cylinders</td>
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<tr>
<td>Mattresses Double/Queen/King</td>
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<td>$66.00</td>
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<tr>
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<tr>
<td>Single Axel Trailer - Water Level Sort &amp; Save</td>
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<td>Single Axel Trailer - Water Level - General Waste</td>
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<tr>
<td>Station Wagon - General Waste</td>
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<td>Station Wagon - Green Waste</td>
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<td>Single Axel Trailer - Water Level - General Waste</td>
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<td>Station Wagon - Sort &amp; Save</td>
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<tr>
<td>Trailers - Up to 8x5 Cardboard Only</td>
<td>FREE</td>
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<tr>
<td>Trailers - Clean Concrete Up To 8x5</td>
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<td>$4.50</td>
<td>$49.50</td>
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<tr>
<td>Trailers - Up to 8x5 Clean Fill</td>
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<tr>
<td>Trailer up to 8x5 Green waste</td>
<td>$50.00</td>
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<td>$55.00</td>
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<tr>
<td>TRUCK/TIPPER - Green Waste - MIN 1 Tonne</td>
<td>$55.00</td>
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<td>$60.50</td>
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<tr>
<td>Truck tyres - Off Rim</td>
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<td>$6.00</td>
<td>$66.00</td>
</tr>
<tr>
<td>Truck tyres - on rim</td>
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<td>$7.50</td>
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<tr>
<td>Trailer up to 8x5 UNCLEAN FILL</td>
<td>$90.00</td>
<td>$9.00</td>
<td>$99.00</td>
</tr>
<tr>
<td>Trailer up to 8x5 UNCLEAN CONCRETE</td>
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<td>$55.00</td>
</tr>
<tr>
<td>Ute - Concrete &amp; Brick</td>
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<tr>
<td>Ute - Clean Fill</td>
<td>$22.73</td>
<td>$2.27</td>
<td>$25.00</td>
</tr>
<tr>
<td>Ute - Green Waste</td>
<td>$50.00</td>
<td>$5.00</td>
<td>$55.00</td>
</tr>
<tr>
<td>Unclean Concrete</td>
<td>$50.00</td>
<td>$5.00</td>
<td>$55.00</td>
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<tr>
<td>Unclean Fill</td>
<td>$90.00</td>
<td>$9.00</td>
<td>$99.00</td>
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<tr>
<td>Voucher</td>
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<tr>
<td>White Goods</td>
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<tr>
<td>Ute Raised - General Waste</td>
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<tr>
<td>Ute Raised - Pre-Sorted (Sort &amp; Save)</td>
<td>$45.00</td>
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<tr>
<td>Ute Raised - Pre-Sorted (Sort &amp; Save)</td>
<td>$38.00</td>
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</tbody>
</table>

Changes to pricing reflects, amongst other things, increased disposal and operational costs from third party facilities. If you have any questions, please call 8524 1103.
The matter of the agenda item being confidential information being the provision of business information related to a select tender for the provision of services therefore pursuant to Section 90(3)(k) of the Local Government Act 1999 (“the Act”) being information that is related to the tenders for the supply of goods, the provision of services or the carry out of works.

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 public participation, assist public awareness and allow for the scrutiny of information. Attendance at a Council meeting is one means of satisfying this interest. The public will only be excluded from a Council meeting when the need for confidentiality pursuant to Section 90(2) of the Act outweighs the public interest of open decision-making.

In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that the disclosure of certain information being a submission to carry out services contains commercial information and pricing.

On balance, the above reasons which support 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.
RECOMMENDATION

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, Director Corporate and Community Services, Director Development and Environmental Services, Director Works and Engineering, Information and Technology Officer and the Minute Secretary, in order to consider in confidence a report relating to agenda item 8.1.1 ‘Smart Cities Proposals’ being information that must be considered in confidence as it is a submission in relation to the consultant services under Section 90(3)(k) of the Local Government Act being 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 consider the commercial and pricing proposal of the submission.
8.2 CONFIDENTIAL – ENVIRONMENTAL SERVICES

8.2.1 TENDER - BAROSSA BUSHGARDENS NURSERY DRAINAGE AND WATER RECYCLING PROJECT

The matter of the agenda item being 8.2.1 Tender - Barossa Bushgardens Nursery Drainage and Water Recycling Project 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 information related to the assessment of tenders for the supply of works and it not being in the public interest to release commercial information concerning pricing and company information so as to maintain competitive procurement practices.

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 public participation, assist public awareness and allow for the scrutiny of information. Attendance at a Council meeting is one means of satisfying this interest. The public will only be excluded from a Council meeting when the need for confidentiality pursuant to Section 90(2) of the Act outweighs the public interest of open decision-making.

In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that the disclosure of pricing and company information that could compromise
a competitive procurement environment leading to poor tender outcomes and costs to Council.

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

**RECOMMENDATION**

That Council:

1. Under the provisions of Section 90(2) of the *Local Government Act 1999*, make an order that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director Corporate and Community Services, Director Development and Environmental Services, Director Works and Engineering, 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 8.1.1 Tender - Barossa Bushgardens Nursery Drainage and Water Recycling Project being 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 disclosure of pricing and company information that could compromise a competitive procurement environment leading to poor tender outcomes and costs to Council.