



## *The Barossa Council*

### **MINUTES OF THE MEETING OF THE BAROSSA COUNCIL**

held on Tuesday 18 May 2021 commencing at 9.00am  
in the Council Chambers, 43-51 Tanunda Road, Nuriootpa.

#### **1. THE BAROSSA COUNCIL**

##### **1.1 WELCOME**

Mayor Bim Lange declared the meeting open at 9.02am.

##### **1.2 MEMBERS PRESENT**

Mayor Bim Lange, Deputy Mayor Russell Johnstone, Crs John Angas, Don Barrett, David de Vries, David Haebich, Richard Miller, Kathryn Schilling and Cathy Troup

##### **1.3 LEAVE OF ABSENCE**

Nil

##### **1.4 APOLOGIES FOR ABSENCE**

Cr Tony Hurn and Cr Carla Wiese-Smith

**MOVED** Cr Haebich

That the Council receive and accept Cr Hurn and Cr Wiese-Smith's apologies.

**SECONDED** Cr de Vries

**CARRIED 2018-22/449**

##### **1.5 MINUTES OF PREVIOUS MEETINGS – FOR CONFIRMATION:**

**MOVED** Cr de Vries

That the Minutes of the Council meeting held on Tuesday 20 April 2021 at 9.00am and the Special Council meeting held on Wednesday 5 May 2021 at 7.15pm, as circulated, be confirmed as true and correct records of the proceedings of the meetings.

**SECONDED** Cr Barrett

**CARRIED 2018-22/450**

##### **1.6 MATTERS ARISING FROM PREVIOUS MINUTES**

Nil

**1.7 PETITIONS**

Nil

**1.8 DEPUTATIONS**

Nil

**1.9 NOTICE OF MOTION**

Nil

**1.10 QUESTIONS WITH OR WITHOUT NOTICE****1.10.1****QUESTION ON NOTICE – COUNCILLOR SCHILLING - NURIOOTPA DOG PARK  
21/39072**

Author: Director, Corporate and Community Services

**MOVED** Cr Miller

That Council receive and note the response and that the question and response be placed in the minutes.

**SECONDED** Cr Schilling**CARRIED 2018-22/451****PURPOSE**

To consider a question on notice provided in accordance with the Local Government Act 1999 by Director of Corporate and Community Services, Joanne Thomas at the April 2021 Ordinary meeting of Council.

**QUESTION AND RESPONSE****Question**

When will the picnic bench be installed at the Nuriootpa Dog Park?

**Response**

The details of the picnic bench/setting we included in the report have been incorrectly coded to the Nuriootpa project and that the setting referred to is the one that we installed at the Williamstown dog park. In the early internal project discussions that we were looking at moving one of our existing picnic settings into the Nuriootpa dog park and we can certainly still look at that to achieve the same outcome. I will provide an update once confirmed. It will also mean that we will need to change the final cost allocations again and we can bring that amendment back to you in due course.

**Question**

Why were the repairs to the fencing not undertaken as an insurance claim?

**Response**

The cost of the repairs at \$580 ex GST is below our insurance excess amount of \$700 ex GST so we were not able to make a claim.

**ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Nil

*Supporting references*

Nil

**2. MAYOR****2.1 MAYOR'S REPORT**

**MOVED** Cr de Vries

That the Mayor's report be received.

**SECONDED** Deputy Mayor Johnstone

**CARRIED 2018-22/452**

**3. COUNCILLORS' REPORTS**

Nil

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

NIL

*Cr Boothby entered the meeting at 9.06 am.*

**5.2 RECEIPT OF CONSENSUS AGENDA**

**MOVED** Deputy Mayor Johnstone

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

**SECONDED** Cr Troup

**CARRIED 2018-22/453**

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

Nil

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

Mayor Lange welcomed Abbey Underwood, Barossa's Young Ambassador of the Year to present her Passion Project to the meeting.

**6.2 ADJOURNMENT OF COUNCIL MEETING**

Nil

**7. DEBATE AGENDA****7.1 MAYOR**

Nil

**7.2 EXECUTIVE SERVICES****7.2.1****BUDGET UPDATE (AS AT 31 MARCH 2021)**

**21/37540**

Author: Manager, Financial Services

**MOVED** Deputy Mayor Johnstone

That Council receive the Budget Update for 2020/21 (as at 31 March 2021) and the budget variations including carried forwards and reserve transfers contained therein be adopted.

**SECONDED** Cr Miller

**CARRIED 2018-22/454**

**PURPOSE**

The Budget Update for 2020/21 (as at 31 March 2021) is *attached* for Council consideration and adoption of budget variations.

**REPORT**

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

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

## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Third Quarter Budget Update 2020 - 2021

### Supporting references

Nil

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

### Community Plan



How We Work - Good Governance

### Corporate Plan

- 6.2. Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.3. 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.

### Advocacy Plan

Nil

### Legislative Requirements

Local Government Act 1999, Section 123 (13)

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

## FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

To enable Council to make effective and strategic financial decisions, a regular up to date high level financial report is provided. This report contains budget adjustments for decisions Council has made since the last review and other adjustments to meet financial changes in capital and/or operational areas. The document contains comments and implications for the Long Term Financial Plan as a result of this review.

## COMMUNITY ENGAGEMENT

Community Consultation was part of the original budget adoption process in June/July 2020, as per legislation. This report is advising Council of the financial position as at 31 March 2021 compared to that budget.

**7.2.2****MONTHLY FINANCE REPORT AS AT 30 APRIL 2021****21/37699**

Author: Coordinator Financial Services

**MOVED** Cr de Vries

That Council receive and note the Monthly Finance Report as at 30 April 2021.

**SECONDED** Cr Angas**CARRIED 2018-22/455****PURPOSE**

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

**REPORT**Discussion

The Monthly Finance Report (as at 30 April 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 Council April 2021

Policy

Budget &amp; Business Plan and Review Policy

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**Community Plan

How We Work - Good Governance

Corporate Plan

- 6.2. Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 6.3. 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.

Advocacy Plan

Nil

Legislative Requirements

Local Government (Financial Management) Regulations 2011, Regulation 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 ENGAGEMENT**

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

**7.2.3**

**CODE OF PRACTICE FOR MEETING PROCEDURES**

**21/37775**

Author: Governance Advisor

**MOVED** Cr de Vries

That Council:

- (1) Receive, consider and adopt the draft Code of Practice for Meeting Procedures, as attached at **Attachment 1** with the following amendment to Section 16 under point 2 of Secret Ballot Procedure to reflect a preference voting process as follows:

A preferential system with the elimination of the candidate with the lowest vote until a preferred candidate is left.

Candidate 1	5 votes
Candidate 2	4 votes
Candidate 3	3 votes

Candidate 3 is eliminated and those three votes are distributed to the second preference demonstrated on the ballots. Let's assume candidate 3's second preferences all when to candidate 2, then the result will be:

Candidate 1	5 votes
Candidate 2	7 votes

Candidate 2 would be elected with a majority of the total votes cast on a preferential basis.

**SECONDED** Deputy Mayor Johnstone

**CARRIED 2018-22/456**

## **PURPOSE**

Council is asked to receive, consider and adopt the draft Code of Practice for Meeting Procedures.

## **REPORT**

### Background

Chapter 6 of the *Local Government Act 1999* (the "Act") and the *Local Government (Procedures at Meetings) Regulations 2013* (the "Regulations") govern Council and Committee meetings. The rules set out in the Act and Regulations are, generally speaking, mandatory, with some exceptions. It is also possible for Council to vary some of these rules.

It should be noted that while these rules apply to Council meetings, some Committees are exempt from complying with Part 2 of the Regulations if they do not perform a regulatory activity or the committee's Terms of Reference do not specify that Part 1 of the Regulations will apply to the Committee. The committees of Council that perform a regulatory activity are the Audit Committee and Strategic Planning and Development Policy Committee.

For avoidance of doubt, the remaining parts of the Regulations will still apply to those Committees that are exempt from Part 1 of the Regulations, i.e. Parts 3 and 4 of the Regulations will still apply.

### Introduction

Currently, Council does not have a Code of Practice for Meeting Procedures, relying on the Regulations for meeting procedure rules relating to Council and Committee meetings.

Regulation 6 allows for Council to vary certain discretionary procedures, as specified in the Regulations, however, no variations have been made to these rules, as this would, generally speaking, require a Code of Practice for Meeting Procedures to be adopted. In order adopt a Code of Practice, a resolution supported by at least two-thirds of the members for the Council entitled to vote on the resolution is required.

The Code of Practice, if adopted, will be a public document, available for inspection by members of the public. The adoption of a Code of Practice for Meeting Procedures (the "Code of Practice") provides greater transparency to the community with respect to meeting procedures, and a consistent framework for Elected Members, Council workers, Committee members and community members. Further it allows rules governing meeting procedures, variations and any guidance notes to be collated in one document.

### Discussion

The draft Code of Practice sets out the relevant parts of the Regulations, with any variations marked in a green box. Guidance notes have also been included, and



marked in a green box, to provide clarification or plain English explanations of procedures. The draft Code of Practice is attached to this report at **Attachment 1**.

Further, the draft Code also includes variations to procedures that arise from the Public Health Emergency Notice ("Notice No 1"), gazetted by the Minister of Transport, Infrastructure and Local Government on 30 March 2020, in response to the COVID-19 public health emergency. The Notice No 1 suspended and varied parts of the Act, and are included in Appendix 2 of the draft Code of Practice, and are included for convenience in a red box, under the particular subject-matter heading in Appendix 1 of the draft Code.

It is a requirement that the Code of Practice is reviewed once every financial year. If adopted, the next review will need to be carried out in the 2021/2022 financial year. Pursuant to Regulation 6, a resolution supported by at least two-thirds of members of the Council entitled to vote on the resolution is required to alter, substitute or revoke the Code of Practice.

#### Summary and Conclusion

Council is asked to receive, consider and adopt the draft Code of Practice for Meeting Procedures as attached at **Attachment 1**.

### **ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1 Draft Code of Practice for Meeting Procedures

#### Supporting references

Nil

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

#### Community Plan



How We Work - Good Governance

#### Corporate Plan

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

#### Advocacy Plan

Nil

#### Legislative Requirements

*Local Government Act 1999, Chapter 6*

*Local Government (Procedures at Meetings) Regulations 2013*

### **FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

No financial or resource implications are anticipated as a result of variations made to meeting procedures by the Code of Practice.

Risk is mitigated by adopting a Code of Practice that sets out in one place, all rules, variations and guidance notes with respect to meeting procedures, and improves

transparency to community members and a consistent framework for Elected Members and officers.

## COMMUNITY ENGAGEMENT

There is no legislative requirement to consult with the community.

### 7.2.4

#### **LEGATUS ANNUAL BUSINESS PLAN AND BUDGET**

**21/38497**

**MOVED** Cr de Vries

That Council having reviewed the Legatus Group draft Annual Budget and Business Plan for 2021-22 supports the draft 2 of the budget.

**SECONDED** Deputy Mayor Johnstone

**CARRIED 2018-22/457**

## PURPOSE

To provide Council the draft Budget and Business Plan for the 2020-21 financial year, which includes the prior budget of Legatus, seek any comment and endorse the document.

## REPORT

Council has received correspondence from the Chief Executive Officer of Legatus providing the draft budget and business plan for the 2021-22 financial year. The budget and business plan has addressed long term financial settings so as to ensure long term viability as sought.

The plan outlines the main components of work many of which have only minor application for The Barossa Council however it remains important to be a part of a regional association to ensure access to lobbying support and funding avenues especial special local roads funding. The activities are consistent with past year programs and the strategic plan.

Overall Legatus contributions are aiming for an increase of 16.67% but the applied increase for Councils is 2%. This has been raised with Legatus but at time of releasing the agenda no response has been received.

## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Legatus Draft Annual Business Plan and Budget 2021-22`

Supporting references

Nil

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



How We Work - Good Governance

Corporate Plan

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

Advocacy Plan

Working with the community, industry and government to build on the Barossa's capacity to attract investment, improve services and encourage employment opportunities.

Legislative Requirements

Section 43 of the Local Government Act

<b>FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS</b>
---

Current allowance in the budget for Legatus Group fees is \$11,246 based on 2% increase the budget will need to increase \$112.

<b>COMMUNITY ENGAGEMENT</b>
-----------------------------

Nil

### **7.3 CORPORATE AND COMMUNITY SERVICES**

#### **7.3.1**

#### **COMMUNITY GRANT APPLICATION - BETHANY TABOR LUTHERAN CHURCHES - FUNDAY SUNDAY 21/37557**

Author: Manager, Community Projects

Pursuant to Section 73 of the *Local Government Act 1999*, Cr Troup disclosed a material Conflict of Interest in the matter Item number 7.3.1 - Community Grant Application - Bethany Tabor Lutheran Churches - Funday Sunday as she is on the Board and determined to leave the meeting.

*Cr Troup left the meeting at 9:40 am.*

<p><b>MOVED</b> Cr Miller</p>
-------------------------------

<p>That Council:</p>
----------------------

- |   |
|---|
| <ol style="list-style-type: none"> <li>(1) notes the recommendation of the 5 May 2021 Community Assistance Scheme Committee meeting;</li> <li>(2) supports in principle, the Bethany Tabor Lutheran Churches Funday Sunday community event;</li> <li>(3) approves a Community Grant of \$3,000 ex GST to the Funday Sunday Committee for the purchase of side walls for marquees used for the event, and invites them to submit a further application in the future should they be unable to secure required funding from other sources;</li> </ol> |
|---|

- (4) requires that The Barossa Council be appropriately acknowledged as funding source for the project through social media, signage, website and promotional material;
- (5) notes that, should the Funday Sunday event cease to exist in the future, any assets held, such as marquees, would be made available to the churches in the area and to Council for use for various functions of their own.

**SECONDED** Cr Haebich

**CARRIED 2018-22/458**

## PURPOSE

The Bethany Tabor Lutheran Churches Funday Sunday Committee has submitted a Community Grant Application seeking \$7,769 ex GST to purchase side walls for marquees that are used for the annual Funday Sunday event (*Attachment 1*). The Community Assistance Scheme Committee (CASC) has delegation to approve Community Grants up to \$3,000 ex GST.

Council to consider the Application and the CASC recommendation.

## REPORT

### Background

The Community Assistance Scheme Policy states that all "requests for Council funding/assistance that are outside the Community Assistance Scheme scope and Guidelines will be assessed by the CASC in the first instance. The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision."

The Community Grant Application from the Bethany Tabor Lutheran Churches Funday Sunday Committee was considered by the CASC on 5 May 2021; their recommendations are provided in this report.

### Introduction

Funday Sunday is a free annual community event facilitated by various churches in the Barossa. The Bethany Tabor Parish has been associated with the Funday Sunday event since its inception in 2008.

The outdoor event, held at the Tanunda Recreation Park, provides free entertainment, food and activities for the whole community. The Funday Sunday committee, consisting of members of different churches in the Barossa region, co-ordinates the event.

### Discussion

The Funday Sunday committee is not an incorporated body, but has been auspiced by Bethany Tabor Lutheran Church in relation to their Community Grant application.

The committee is seeking a Community Grant of \$7,769 ex GST to purchase side walls for marquees (7 panels @ \$495 ex GST each and 16 panels @ \$269 ex GST each). The side walls are required to protect food and entertainment providers from wind and bad weather (which has happened in the past when the event had to move inside the Show Hall – using the Show Hall and applying for fee waiver).

The 2021 Funday Sunday is planned for 12 September. The event relies heavily on donations from individuals and businesses within the community. The funds are not normally received until just prior to the event. The local churches support the event either through donations or volunteer time. The estimated income and expenditure for this year's event is based on the 2019 event: Income (Donations) - \$3,791 and Expenditure \$3,808. The committee is uncertain how much support they will get from businesses this year, as many may have been affected by Covid-19 in the past year.

The Funday Sunday committee has its own bank account and states that it needs to hold some funds as working capital to enable them to purchase and pay deposits for activities, etc. At this point in time, they have not allocated any funds toward the purchase of the marquee side walls.

The committee has stated that, *"if for some reason the Funday Sunday event ceases to exist in the future, any funds held would be divided amongst participating churches in the area."* And *"...assets such as marquees, would be made available to the churches in the area for various functions of their own..... the Council would also have access to use the marquees for their own use"*.

The CASC, at its meeting held 5 May 2021, considered the Community Grant application and resolved the following:

**MOVED** Cr Schilling that the Community Assistance Scheme Committee:

- 1) supports in principle, the Bethany Tabor Lutheran Churches combined churches annual free Funday Sunday community event;
- 2) recommends that Council approve a Community Grant of \$3,000 (ex GST) for the Funday Sunday event, specifically for side walls for marquees, and invite them to submit a further application in the future should they be unable to secure required funding from other sources;
- 3) requires that The Barossa Council be appropriately acknowledged as a funding source for the project through social media, signage, website and promotional material;
- 4) notes that, should the Funday Sunday event cease to exist in the future, any assets held, such as marquees, would be made available to the churches in the area and to Council for use for various functions of their own.

**Seconded** Mayor Lange

**CARRIED**

### Summary and Conclusion

The Funday Sunday committee is seeking a Community Grant of \$7,769 ex GST to purchase side walls for marquees used for the event. CASC has delegation to approve up to \$3,000 ex GST and so the matter has been referred to Council for decision. CASC has recommended that Council approve a Grant of \$3,000 ex GST and invite the Funday Sunday committee to submit a further application in the future should they be unable to secure required funding from other sources.

Officers recommend that, should Council approve the funding, it be contingent on recognition of Council's support and requires that The Barossa Council be appropriately acknowledged as a funding source for the project through social media, signage, website and promotional material.

## ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Community Grant Application - Bethany Tabor Lutheran Churches -  
Funday Sunday - excluding supporting documentation

### Supporting references

Community Assistance Scheme Policy  
Community Grant Guidelines

## COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

### 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.

#### Strategies

- 5.3. Create vibrant public spaces that provide places for creative development, cultural interaction and social connections.

#### Corporate Plan

- 2.4. Foster volunteering opportunities that are responsive to the needs of the Community.  
2.9. Collaborate, initiate, develop and/or support activities and facilities for youth in our community.

#### Advocacy Plan

Nil

#### Legislative Requirements

Local Government Act 1999

## FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

### **Financial**

The adopted Budget for the Community Grants and Youth Grants for 2020/21 is \$103,087 (ex GST); this included an additional \$75,000 per year for 2 years (2020/21 and 2021/22) of funds allocated from the electrical street lighting rebate monies.

	<b>BUDGET 2020-2021</b>	<b>\$ (excl GST)</b>
	<b>GRANTS APPROVED TO DATE</b>	<b>\$103,087</b>
	<b>FUNDS REMAINING</b>	<b><u>\$ 10,230</u></b>
		<b><u>\$ 92,857</u></b>
<b><u>4<sup>th</sup> Quarter</u></b>		
<b>Youth Grants – (Paid)</b>	1 Application	\$ 200

2021/446

<b>Community Grants - requested</b>	Williamstown Church of Christ Funday Sunday (combined churches) <b>4th Quarter Total</b>	\$10,000 \$ 7,769 <b>\$17,969</b>
<b>NOTE: Community Grant application – Decision still Pending</b>	Eden Valley Tourism & Promotional Group Inc	Request for \$ 6,000
Balance of funds available if all applications granted		<b>\$ 68,888</b>

### **Risk Management**

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

Various Officers and CASC have reviewed the Grant Application and proposal.

### **COMMUNITY ENGAGEMENT**

Community Consultation is not required under legislation or Council Policy.

*Cr Troup returned to the meeting at 9:41 am.*

### **7.3.2**

### **COMMUNITY GRANT APPLICATION - WILLIAMSTOWN CHURCH OF CHRIST INC - VERANDAH PROJECT** **21/37570**

Author: Manager, Community Projects

**MOVED** Cr de Vries

That Council:

- (1) notes the recommendation of the 5 May 2021 Community Assistance Scheme Committee Meeting;
- (2) supports in principle, the Williamstown Church of Christ Inc verandah project;
- (3) approves a Community Grant of \$3,000 ex GST to the Williamstown Church of Christ Inc towards the verandah project, with payment being subject to confirmation of Planning and Building approval and the project being fully funded;
- (4) requires that The Barossa Council be appropriately acknowledged as funding source for the project through social media, signage, website and promotional material.

**SECONDED** Cr Miller

**CARRIED 2018-22/459**

### **PURPOSE**

The Williamstown Church of Christ Inc (WCOC) has submitted a Community Grant Application seeking \$10,000 ex GST towards installation of a verandah for the Church

building (*Attachment 1*). The Community Assistance Scheme Committee (CASC) has delegation to approve Community Grants up to \$3,000 ex GST.

Council to consider the Application and the CASC recommendation.

## REPORT

### Background

The Community Assistance Scheme Policy states that all "requests for Council funding/assistance that are outside the Community Assistance Scheme scope and Guidelines will be assessed by the CASC in the first instance. The Application, together with a report and the CASC recommendation will be presented to the next Council Meeting for decision."

The Community Grant Application from Williamstown Church of Christ Inc was considered by the CASC on 5 May 2021; their recommendations are provided in this report.

### Introduction

The Williamstown Church of Christ building is listed as a Local Heritage Item within Council's Development Plan Consolidated 5 September 2019. WCOC wish to install a verandah on the eastern side of the building to protect patrons from the outdoors and also protect the windows of the building. A Heritage Grant application lodged by WCOC was declined in November 2020, as the verandah project was not consistent with Heritage Grant criteria ie the proposed works are technically, not conservation works.

A Development Application, lodged with Council in December 2020, for a flat roof wall-attached 'Outback' verandah, was not supported by officers based upon the opinion that the proposed verandah, in its then current form, would detract from the heritage value of the Church due to the overall height of the verandah and the proportions and connections to the porch. The 'development cost' stated in the Development Application was \$11,987 ex GST. Officers, including Council's Heritage Advisor, met with WCOC and the DA applicant (BGI Building Group) to discuss alternative designs that would satisfy heritage requirements.

### Discussion

The cost of the redesigned verandah, (stand alone with pitched roof), is quoted at \$23,574 ex GST. The updated cost of the whole project, including cement floor, pvc piping and electrical is estimated at \$29,090 ex GST.

The updated Development Application is currently being assessed.

WCOC advised that they had sufficient funds for the original project, but are unable to raise the additional \$10,000 ex GST for the redesigned verandah.

WCOC is responsible for funding its own projects. Their cash and investment holdings have grown over the last three years as they have not had to pay a dedicated Minister. These holdings need to be maintained for future part employment of a Minister, and maintenance and operating expenses. They have stated that they can contribute \$13,636 ex GST towards the verandah and can cover the other project costs (\$5,454 ex GST).



WCOC state that the verandah is needed, not only to protect patrons from the elements and provide for overflow of people at funerals and larger gatherings (particularly with social distancing rules), but also to help protect the windows in this local heritage listed building.

Regarding usage of the property, WCOC has advised that 30 people attend the Church service each week; the yard is used for school drop-off and pick-up (approx. 20-30 cars each day); funerals – only two so far this year (but state that there possibly could have been more if a verandah was available); Wirraminna use building at least once a month (would possibly have more functions if there was a verandah).

The CASC, at its meeting held 5 May 2021, considered the Community Grant application and resolved the following:

**MOVED** Cr Barrett that the Community Assistance Scheme Committee:

- 1) supports in principle, the Williamstown Church of Christ Inc verandah project;
- 2) recommends that Council approve a Community Grant of \$3,000 (ex GST) towards installation of a verandah for the Church building;
- 3) recommends that payment to the Williamstown Church of Christ Inc is subject to confirmation of Planning and Building approval and the project being fully funded;
- 4) requires Williamstown Church of Christ Inc to appropriately acknowledge The Barossa Council as a funding source for the project through signage, social media, etc.

**Seconded** Cr Schilling

**CARRIED**

### Summary and Conclusion

A Heritage Grant application submitted by WCOC was declined in November 2020, as the verandah project was not consistent with Heritage Grant criteria ie the proposed works are technically, not conservation works.

A Development Application, lodged with Council in December 2020, for a flat roof wall-attached 'Outback' verandah, was rejected. Subsequent discussions have resulted in an amended design which is still being assessed by officers.

The design of the verandah to satisfy Heritage requirements has added \$11,587 ex GST to the cost. WCOC are not able to fund the extra cost at this point in time.

It is noted from the WCOC Constitution that, although the Church Leadership Team has the management and control of the funds and other property of the Church (Clause 8.1.2), all real property is held in the name of Churches of Christ in South Australia and Northern Territory Incorporated (Clause 15.1).

WCOC are seeking a Community Grant of \$10,000 ex GST. CASC has delegation to approve up to \$3,000 ex GST and so the matter has been referred to Council for decision. CASC has recommended that Council approve a Grant of \$3,000 ex GST and that payment be subject to confirmation of Planning and Building approval and the project being fully funded.

Officers recommend that, should Council approve any funding, it be contingent on recognition of Council's support and requires acknowledgement of Council's contribution.

#### **ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1 Community Grant Application - Williamstown Church of Christ Inc - excluding supporting documentation

#### Supporting references

Community Assistance Scheme Policy

Community Grant Guidelines

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

#### Community Plan



Natural Environment and Built Heritage



Community and Culture

#### Goal

2. The history of our region including aboriginal sites is reflected in our streetscapes and our historic buildings are maintained for future generations.
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.

#### Strategies

- 2.1. Continue to maintain streetscapes that reflect the character and heritage of the region and facilitate opportunities to repurpose or find alternative uses of built heritage.
- 5.3. Create vibrant public spaces that provide places for creative development, cultural interaction and social connections.

#### Corporate Plan

- 1.4. Facilitate innovative and sustainable preservation and use of built heritage.
- 2.4. Foster volunteering opportunities that are responsive to the needs of the Community.

#### Advocacy Plan

Nil

#### Legislative Requirements

Local Government Act 1999

#### **FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

#### **Financial**

The adopted Budget for the Community Grants and Youth Grants for 2020/21 is \$103,087 (excl GST); this includes an additional \$75,000 per year for 2 years (2020/21 and 2021/22) of funds allocated from the electrical street lighting rebate monies.

	<b>BUDGET 2020-2021 GRANTS APPROVED TO DATE FUNDS REMAINING</b>	<b>\$ (excl GST) \$103,087 <u>\$ 10,230</u> <u>\$ 92,857</u></b>
<b>4<sup>th</sup> Quarter</b>		
<b>Youth Grants – (Paid)</b>	1 Application	\$ 200
<b>Community Grants - requested</b>	Williamstown Church of Christ	\$10,000
	Funday Sunday (combined churches)	<u>\$ 7,769</u>
	<b>4th Quarter Total</b>	<b><u>\$17,969</u></b>
<b>NOTE: Community Grant application – Decision still Pending</b>	Eden Valley Tourism & Promotional Group Inc	Request for \$ 6,000
Balance of funds available if all applications granted		<b>\$ 68,888</b>

### **Risk Management**

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

Various Officers and CASC have reviewed the Grant Application and proposal.

Does the potential broader community benefits for increased use justify the level of public funds required to upgrade the assets of a privately owned organisation, notwithstanding that the group has tried to self fund but the heritage improvements have increased the cost.

There is limited quantification of the potential increased use.

### **COMMUNITY ENGAGEMENT**

Community Consultation is not required under legislation or Council Policy.

### **7.4 WORKS AND ENGINEERING**

Nil

### **7.5 DEVELOPMENT AND ENVIRONMENTAL SERVICES**

#### **7.5.1**

#### **ROADSIDE VEGETATION MANAGEMENT PLAN - DRAFT FOR PUBLIC CONSULTATION 21/38181**

**MOVED** Cr de Vries

That Council adjourn the matter until a detailed financial expenditure is provided to Council in order to implement the plan and when the estimates are finalised the matter will be tabled for further consideration.

**PURPOSE**

To consider and adopt a draft Roadside Vegetation Management Plan for public consultation and endorsement by the Native Vegetation Council.

**REPORT**Background

Department for Environment and Water (DEW) statistics indicate that only 3% of original vegetation remains within the Adelaide and Mount Lofty Ranges, and approximately 12% remains in The Barossa Council area, and of that, 5% can be found on our roadsides and road reserves.

With the known impacts of a changing climate and the associated consequences for our communities (rising maximum and minimum temperatures, increased storm events, decreased rainfall), it is integral to protect what remnant vegetation exists.

Council's current Roadside Vegetation Management Plan (RVMP), formulated in 2010, is now well overdue for review. Under the relevant legislation, once the Plan is adopted by Council, an initial review is required after three years and ongoing at five-year intervals to ensure its' relevance and usability.

Introduction

Following a Tender process in mid-2019, a contract was offered to EBS (Environmental and Biological Services) to review and update the existing Plan.

The RVMP outlines what can and cannot be done on our roadsides that may impact on native vegetation, in accordance with legislative requirements and best practice guidelines. The RVMP identifies the risks associated with Council's day to day management of vegetation on roadsides and provides consultation and approval procedures for all activities to mitigate or reduce impacts to native vegetation.

Discussion

The updated RVMP has been developed to be used as a (user friendly) resource and better reflect and guide ideal and current operational practices of Council. Furthermore, EBS re-surveyed our Council Roadside Marker Sites (RMS) and have provided extensive information about each site, condition, conservation significance with detailed species list including threatened plants and ecological communities.

It is worth noting that 36 nationally threatened species (flora and fauna) and 14 migratory fauna species are identified by the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) Protected Matters Search as potentially occurring within the council area.

The potential of a site to contain or provide habitat for an EPBC Act listed species, and the potential impact of a proposed activity must be assessed to ensure compliance with the EPBC Act.

Council's Works and Engineering Staff will have the benefit of comprehensive GIS mapping to assist in identifying the existing Roadside Marker Sites and other areas of roadside vegetation importance identified within the RVMP.

### Summary and Conclusion

The updated RVMP aims to provide Council with a current and pro-active approach to looking after valuable roadside vegetation.

The Plan has been developed with clear and concise approval requirements and pathways for day-to-day operations.

Actions have been prioritised using the following timeframes:

- High Priority should be completed within two years.
- Medium Priority should be completed within five years.
- Low Priority should be completed within ten years or re-assessed within this timeframe.
- Ongoing actions

When formally adopted by Council, this RVMP will demonstrate Council's ongoing commitment to the protection and enhancement of native vegetation on our roadsides and will provide a framework for addressing and resourcing the best-practice management of our roadsides and road reserves.

## **ATTACHMENTS OR OTHER SUPPORTING REFERENCES**

Attachment 1	Draft as at May 2021 - Roadside Vegetation Management Plan
Attachment 2	Roadside Vegetation Management Plan Communications Plan

### Supporting references

Nil

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

### Community Plan



### Natural Environment and Built Heritage

#### Goal

1. The Barossa has sustainable farmland providing diverse and stable returns, while protecting the unique natural environment and biodiversity of the region.

#### Strategies

- 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.
- 1.3. Build on the conservation of the region's natural heritage including bush ecosystems, grassy woodlands, agricultural landscapes and recreational green spaces.

### Corporate Plan

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

#### Advocacy Plan

Nil

#### Legislative Requirements

Native Vegetation Act 1991

Native Vegetation Regulations (2017)

### **FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

Management and maintenance of roadside vegetation is fundamentally undertaken by Works and Engineering Services depot staff.

Consideration of additional resource requirements has been explicitly detailed in the RVMP and discussed previously (March 2021 Workshop). Ideally, resourcing to fully implement all of the management actions is desirable, but unlikely at this time.

The *Resourcing & Structure – A Business Case – Sustainable Resourcing Model (Phase 1)* provides a starting point with the provision of salary and budget to enable the ongoing service of a Senior Environmental Officer.

In order to assist in implementing the highest priority actions of this RVMP it is proposed that the Senior Environmental Officer would allocate a portion of their time to work closely with depot staff in relation to roadside maintenance.

The draft Plan proposes a works budget of approximately \$30K and a training budget of \$15K to assist with Management Actions 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 8.9, 8.14, 8.18, 8.19 and 8.22.

The RVMP identifies the risks associated with Council's day to day management of vegetation on roadsides and provides consultation and approval procedures for all activities to mitigate or reduce impacts to native vegetation. Maintaining an updated RVMP will result in:

- compliance with current legislation that requires Councils to update their Plans and/or submit their current Plan for review
- reduce loss of biodiversity on roadsides
- reduce native vegetation degradation through day-to-day operations
- achievement of Council's sustainability, heritage, environment and land-use goals.

### **COMMUNITY ENGAGEMENT**

It is proposed to undertake a period of public consultation in accordance with council's Public Consultation Policy. In addition, formal comments will be sought from the Native Vegetation Council as required by the Native Vegetation Act, Northern and Yorke Landscape Board, and relevant Landcare groups.

Engagement methods are to included Council's [yoursay.barossa.sa.gov.au](https://yoursay.barossa.sa.gov.au) consultation platform, a Public Notice in a local newspaper, hard copy

documents at Branch offices and social media posts inviting responses from the community.

Any written submissions received from the community or Native Vegetation Council during the consultation period will be tabled at a future Council meeting for Council's consideration, and if necessary amendments will be made to the Plan prior to final adoption.

## 7.5.2

### **2021/2022 DOG REGISTRATION FEES**

**21/38239**

Author: Manager, Regulatory Services

**MOVED** Cr Haebich

That Council:

- (1) Endorse the following schedule of Dog Registration fees for the 2021/2022 Financial Year:

	Regular	Concession
Standard Dog (Desexed and Microchipped)	\$42.00	\$21.00
Standard Dog (Desexed, Trained and Microchipped)	\$34.00	\$17.00
Non-Standard Dog (Full Registration)	\$84.00	\$42.00
Working Livestock Dog	\$24.00	\$24.00
Racing Greyhounds (Registered with GRSA)	\$24.00	\$24.00
Assistance Dogs	Nil	Nil
Late Renewal Fee (if paid after 31 August)	\$20.00	\$20.00
Dog Business Registrations (Section 35)	Per individual registrations	

Rebates

Standard Dog Rebate (Both Desexed and Microchipped)	50%
Training Rebate – Application to Standard Dog Rebate only	10%
Puppy Training Rebate (For first year of registration only)	10%
Concession Rebate	50%
Partial Year Rebate (New registrations after 1 January)	50%

- (2) Notes the request from the Dog and Cat Management Board and endorses their recommendation not to apply dog registration fees during June.

**SECONDED** Cr de Vries

**CARRIED 2018-22/461**

### **PURPOSE**

To consider and set the schedule of Dog Registration Fees for the 2021/2022 financial year.

**REPORT**Introduction

Dog registration fees are set by each council under the *Dog and Cat Management Act 1995*. Best practice is to review and consider a schedule of dog registration fees annually, as part of annual budget processes.

Discussion

The introduction of the Dogs and Cats Online State-wide registration database (DACO) coincided with legislative change which provided for mandatory microchipping and mandatory desexing. These changes require all dogs to be microchipped, and all dogs born after 1 July 2018 to be desexed by 6 months of age, unless the dog is eligible for an exemption.

DACO has proved successful in simplifying the registration processes and allows owners to complete registrations direct into the online database. It continues to draw heavily on resources to ensure data accuracy from a customer services and also regulatory and compliance aspect.

The implementation of these legislative and process changes has, in part, resulted in an additional 750 dogs registered with Council since the commencement of DACO in 2018/2019.

As previously reported to Council, the legislative changes introduced in 2018 which mandate desexing and microchipping (unless exempt), coupled with an obligation to provide rebates, was anticipated to reduce revenue based on consistent registration fees. A dog that is both desexed and microchipped (Standard Dog) is eligible for a reduction in annual registration fees.

Due to an increase in the number of dogs eligible for mandatory rebates; the increase in registration numbers has not translated to increased revenue.

The anticipated reduction in revenue has been offset by the work undertaken by officers to increase dog registration numbers and maintain a high compliance rate. At the time of writing this report, 99% of dogs on DACO are registered, with only 1% of registrations not renewed.

Council has not increased dog registration fees since 2016/2017. With increasing operational costs, a slight increase in registration fees has been recommended for 2021/2022.

The recent history of fees, together with the proposed fees for 2021/2022 are provided in the following table.

	<b>Maximum Fee</b> (Non-Standard Dog)	<b>Standard Dog</b>
<b>2021/2022 (Proposed)</b>	\$84.00	\$42.00
<b>2020/2021</b>	\$80.00	\$40.00
<b>2019/2020</b>	\$80.00	\$40.00
<b>2018/2019</b>	\$80.00	\$40.00
<b>2017/2018</b>	\$80.00	\$40.00
<b>2016/2017</b>	\$80.00	\$40.00



2015/2016	\$85.00	\$43.00
-----------	---------	---------

The table below highlights dog management revenue, expenditure and registration numbers since 2018/2019.

	2018/2019	2019/2020	2020/2021
	First year of DACO	Actual	YTD 4/5/21
# Dog Registration Fees	5144	5513	5608
Total Registration Revenue	\$227,801	\$231,026	\$225,290
Less State Government Contribution.	\$27,336 (12%)	\$27,732 (12%)	\$27,034 (12%)
Council Revenue <i>Dog registrations less Mandatory contribution only</i>	<b>\$200,464</b>	<b>\$203,294</b>	<b>\$198,256</b>
Operational Expenses <i>Dog &amp; Cat Management</i>	\$457,107	\$511,808	\$515,004 Original budget figure
Other fee Revenue <i>Dog Pound, Expiations</i>	\$11,918	\$13,337	\$6,022
Overall Operating Deficit <i>Dog and Cat Management</i>	\$208,630	\$267,445	\$286,175 Original budget figure

A summary of the current fees and proposed fees are provided in the following table. The increase is based on 5% with rounding up or down to the nearest whole dollar.

Dog Registration Fees Comparison: 2020/21 & 2021/22				
Registration Type	Regular		Concession	
	2020/21	2021/22	2020/21	2021/2022
Standard Dog (Desexed & Microchipped)	\$40	\$42	\$20	\$21
Standard Dog (Desexed, Trained & Microchipped)	\$32	\$34	\$16	\$17
Non-Standard Dog (Full Registration)	\$80	\$84	\$40	\$42
Working Livestock Dog	\$23	\$24	\$23	\$24
Racing Greyhounds (Registered with Greyhound Racing SA)	\$23	\$24	\$23	\$24
Assistance Dogs	Nil	Nil	Nil	Nil
Late Registration Renewal Fee (paid after 30 September)	\$20	\$20	\$20	\$20
Other Fees				
Dog Business Registrations (Section 35)	As per individual registrations			
Rebates				
Standard Dog Rebate (Both Desexed and Microchipped)	50%			
Training Rebate – Applicable to Standard Dog Rebate only.	10%			
Puppy Training Rebate (As above, for first year of registration only)	10%			
Concession Rebate	50% of fee otherwise payable			
Partial Year Rebate (New registrations after 1 January only)	50% of fee otherwise payable			

A summary of the number of registrations for each of the registration classes are provided below.

Number Dog Registrations per category – 2020/21 YTD		
Registration Type	Regular	Concession
Standard Dog (Desexed & Microchipped)	2858	1026
Standard Dog (Desexed, Trained & Microchipped)	207	70
Non-Standard Dog (Full Registration)	742	321
Working Livestock Dog	311	
Racing Greyhounds (Registered with Greyhound Racing SA)	72	
Assistance Dogs (No fee)	1	
Late Registration Renewal Fee (if paid after 31 August)	364	

Based on current figures, registration fees would increase by \$2.00 for 3386 registrations, by \$1.00 for 1479 registrations and by \$4.00 for 742 registrations.

#### Standard Dog

A standard dog is a dog that is both desexed and microchipped. Councils are obliged to provide a percentage rebate (deducted from the non-standard dog fee) for a dog that is both desexed and microchipped. The Dog and Cat Management Board (the Board) recommends that this rebate be set at 50%.

#### Non-Standard Dog

A dog that is only desexed (and not microchipped) or only microchipped (and not desexed) will be classed as a non-standard dog. The full registration fee will continue to apply in these cases.

Current laws require all dogs to be microchipped from 3 months of age; and all dogs born after 1 July 2018 to be desexed by 6 months of age, unless an exemption applies. The desexing requirement applies to new generations of dogs and does not apply to dog born before 1 July 2018.

Owners who elect not to have their dogs both desexed and microchipped will be subject to a non-standard dog fee. This is designed to encourage dog owners to have their dogs desexed and microchipped in line with the requirements of the State Government, in order to be eligible for a cheaper registration fee.

#### Concession Card Holders

A discount of 50% shall apply to the holder of a current concession card. This rebate shall be applied after other rebates have been calculated as is the present case. DACO has the ability to verify the status of a concession instantly through an interface with government databases.

In line with the recommendations of the Board, the holder of the following concession cards will be eligible for the concession discount.

Department of Veteran Affairs – Gold or White Card  
 Pensioner Card  
 Senior Health Care Card  
 Health Care Card

All concessions, except the Health Care Card, will be a permanent concession. The Health Care Card is a temporary concession and will be required to be validated each registration year.

### Training Rebate

The Board no longer provides a recommendation or guidance about the training rebate for dog registrations, and has left it to individual councils. Traditionally a 10% rebate has been provided to give incentive to owners to have their dog obedience trained.

As in previous years, it is recommended that this remain to encourage dog owners to attend obedience training by providing a discount on the registration fee. The rebate is calculated as a percentage of the maximum fee.

The following is the currently endorsed standard for the training rebate to apply. Council officers must be satisfied that the dog has been trained to an appropriate level and can:

- Walk on a loose lead in a distracting or unfamiliar environment; and
- Recalls on command while off lead in an unfamiliar environment; and
- Sit, drop and advanced stay on command; and
- Remains calm and easily controlled around other people and other dogs; and
- Displays greeting manners.

Once the dog demonstrates that it meets these requirements it will be deemed to be trained for life, or until Council Officers form the view that the dog no longer meets these standards.

To encourage attendance at puppy pre-school classes, it is proposed that Council will continue to provide a training rebate for the first year of registration to owners that have completed puppy pre-school.

### Working Livestock Dog

Working livestock dogs are those that are kept *primarily* for the purpose of herding, droving, protecting, tending or working stock. It is proposed to continue to provide a set fee for registering working livestock dogs. No other rebates apply.

Working Livestock Dogs are exempt from the desexing requirements. DACO provides a process to validate a working dog's status.

### Partial Year Registration Rebate

A partial year rebate is currently offered for new registrations received after 1 January. This rebate acknowledges new ownership and provides incentive to new owners registering their recently acquired dogs during the second half of the registration year.

This rebate is applied after all other applicable rebates have been applied and is currently set at 50% of the fee otherwise payable. It is proposed that this rebate remains at 50% for 2021/22 and does not apply to registration renewals.

### Late renewal fee

A \$20 late registration renewal fee has been in place for many years, which applies after the registration due date of 31 August to encourage owners to register their dogs within the renewal period of July and August.

### Dog Management Fund

All councils are required to pay to the State Government, via The Board, a percentage of every dog registration received. For rural councils, which includes The Barossa Council, this contribution is set at 12%; and 24% for metropolitan councils.

### Exemptions

The legislation enables veterinarians to exempt a dog from microchipping or desexing requirements for reasons which relate to the health, well-being, growth and development of a dog. Council must accept these exemptions.

Exemptions do not alter the registration fees otherwise payable. Meaning that a dog with a veterinary exemption from the requirements to be microchipped, will attract the relevant fee for a non-microchipped dog.

### Dog Business Registrations

Section 35 of the Act requires Council to offer the option for owners to register their dogs under a business registration. Which allows owners to register a set number of dogs, rather than individual dogs. In the past this has been used for dog breeders and trainers, but is not commonly used since the inception of DACO. Only 2 dogs were registered this way in 2020/21.

### Request to waive fees in June

The Board has written to all councils requesting that they do not charge fees in June, being the last month of the registration year. The letter of request from the Board, detailing the reasons, is provided as Attachment 1.

There has been some hesitation from officers in the past, however it is understood that very few councils now charge registration fees in the last month of the financial year.

A total of 14 new dogs were registered in June 2020, equating to \$403 in revenue. Given the low numbers, it is recommended that Council adopt this approach to improve administrative processes. Dogs that are registered in June will then be included in DACO's online renewal processes for the following financial year. Compliance work in relation to unregistered dogs will continue.

### Summary and Conclusion

Council's dog registration fees have remained constant since the 2016/2017 registration year. As previously reported to Council, the introduction of DACO and mandatory desexing and microchipping was expected to see a reduction in revenue over time.

With increases in operational expenses, operational deficit and dog registration numbers, this report recommends a slight increase to dog registration fees for the 2021/2022 financial year.

<b>ATTACHMENTS OR OTHER SUPPORTING REFERENCES</b>
---

Attachment 1      Correspondence from Dog and Cat Management Board - Request to waive fees for June
---

Supporting references

Nil

**COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS**Community Plan

How We Work - Good Governance



Health and Wellbeing

Corporate Plan

- 6.2. Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
- 4.7. Address nuisance and environmental risk such as animals, vermin, pest control, illegal dumping on public land and fire prevention.

Advocacy Plan

Nil

Legislative Requirements

Dog and Cat Management Act 1995, Section 26

**FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**Financial

Section 26 of the *Dog and Cat Management Act 1995*, provides that money received by a council under the Act must be expended in the administration or enforcement of the provisions of this Act relating to dogs and cats.

Due to the fluid nature of dog registration numbers and categories each year, forward estimates are approximate only. Based on current data, the increase detailed in this report would equate to an additional \$8,000 - \$10,000 in revenue.

Resourcing

Council Regulatory Services team continues to receive high numbers of dog related requests for service. The number of dog and cat related requests are provided below.

2020/2021 to 6 May 2021	580 Dog and Cat related requests
2019/2020	756 Dog and Cat related requests

These numbers are in addition to customer services, such as receipting dog registrations. Dog incidents are becoming more involved and time consuming.

**COMMUNITY ENGAGEMENT**

Consultation is not required under Legislation.

**8. CONFIDENTIAL AGENDA**

Nil

**9. URGENT OTHER BUSINESS**

Nil

**10. NEXT MEETING**

Tuesday 15 June 2021 at 9.00am

**11. CLOSURE**

Mayor Lange declared the meeting closed at 9.59am.

Confirmed at Council Meeting on 15 June 2021

Date:.....

Mayor:.....