NOTICE OF COUNCIL MEETING

Pursuant to the provisions of section 84 (1) of the
Local Government Act 1999

The Ordinary Meeting of the

will be held in

Council Chamber
Redbanks Road
Mallala

on

Tuesday 27 April 2021 at 6.00pm

James Miller
CHIEF EXECUTIVE OFFICER

In light of the ongoing COVID-19 public health emergency, and pursuant to section 302B of the Local Government Act 1999 and the Electronic Participation in Council Meetings Notice (No 1) 2020, **public access to all Council and Committee meetings will be facilitated via live stream on Council's YouTube channel**.
On the day of the meeting, a direct link to the live stream will be displayed on the homepage of Council's website www.apc.sa.gov.au

INDEX

		Page Number
1	**ATTENDANCE RECORD**	
2	**MINUTES**	
2.1	Confirmation of Minutes – Ordinary Council Meeting – 22 March 2021	5
3	**BUSINESS ARISING**	
4	**PUBLIC OPEN FORUM** Pursuant to Council's *Code of Practice – Meeting Procedures*, Council will not facilitate the holding of Public Open Forum at a Council Meeting during the COVID-19 public health emergency.	
5	**DECLARATION OF MEMBERS' INTEREST (material, actual, perceived)**	
6	**ADJOURNED BUSINESS** Nil	
COMMUNICATIONS		
7	**MAYOR'S REPORT**	
7.1	Mayor's Report	21
8	**REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED**	
DEPUTATIONS AND PRESENTATIONS		
9	**DEPUTATIONS**	
9.1	Angelo Conti, Spokesperson for Conti family – Sealing of Johns Road	23
10	**PRESENTATIONS/BRIEFINGS**	
10.1	Alan Rushbrook, Adelaide Plains Council Audit Committee Chair – Annual Update on Council's Financial Performance	27
11	**PETITIONS** Nil	

Page Number

12 COMMITTEE MEETINGS

12.1 Adelaide Plains Council Historical Committee Meeting – 7 April 2021 28

12.2 Adelaide Plains Council Audit Committee Meeting – 12 April 2021 35

13 SUBSIDIARY MEETINGS

13.1 Gawler River Floodplain Management Authority Special Meeting – 17 March 2021 56

13.2 Gawler River Floodplain Management Authority Board Meeting – 15 April 2021 60

14 REPORTS FOR DECISION

14.1 Draft 2021/2022 Annual Business Plan and Budget for Public Consultation 76

14.2 Dog Registration Fees 2021/2022 – Dogs and Cats Online 168

14.3 Policy Revocation – Building and Swimming Pool Inspection Policy 175

14.4 Mallala and District Lions Club – Mallala Oval Clubroom Proposal 199

15 REPORTS FOR INFORMATION

15.1 Council Resolutions – Status Report 211

15.2 Infrastructure and Environment Department – Monthly Report – April 2021 223

15.3 Two Wells Village Green – Monthly Report – April 2021 228

15.4 Drought Communities Programme – Monthly Report – April 2021 231

15.5 Planning and Design Code Update April 2021 235

15.6 Tourism and Economic Development Strategy Update 242

15.7 State and Federal Funding Applications Update 244

MATTERS RAISED BY MEMBERS

16 QUESTIONS ON NOTICE

Nil

17 QUESTIONS WITHOUT NOTICE

18 MOTIONS ON NOTICE

18.1 Councillor Lush – Sealing Coastal Roads 249

18.2 Councillor Parker – Rescind Motion 2021/005 250

18.3 Councillor Maiolo – Sealing Johns Road 251

Page Number

19 MOTIONS WITHOUT NOTICE

20 URGENT BUSINESS

21 CONFIDENTIAL ITEMS

21.1 Crown Land, Two Wells Update – April 2021 252

22 CLOSURE

Adelaide Plains Council	**2. Confirmation of Minutes**
Tuesday 27 April 2021	

2.1 Confirmation of Council Minutes – Ordinary Council Meeting held 22 March 2021

"that the minutes of the Ordinary Council Meeting held on 22 March 2021 (MB Folios 17329 to 17343 inclusive), be accepted as read and confirmed."

MINUTES

of

Ordinary Council Meeting

Pursuant to the provisions of Section 84 (1) of the
Local Government Act 1999

HELD

by electronic means

on

Monday 22 March 2021 at 6.00pm

Subject to Confirmation

The Mayor formally declared the meeting open at 6.00pm.

1. ATTENDANCE RECORD

1.1 **Present:**

Mayor Mark Wasley		*By audio-visual link*
Councillor John Lush	Mallala/Dublin Ward	*By audio-visual link*
Councillor Marcus Strudwicke	Mallala/Dublin Ward	*By audio-visual link*
Councillor Terry-Anne Keen	Mallala/Dublin Ward	*By audio-visual link*
Councillor Kay Boon	Two Wells Ward	*By audio-visual link*
Councillor Joe Daniele	Two Wells Ward	*By audio-visual link*
Councillor Frank Maiolo	Two Wells Ward	*By audio-visual link*
Councillor Brian Parker	Lewiston Ward	*By audio-visual link*
Councillor Margherita Panella	Lewiston Ward	*By audio-visual link*
Councillor Carmine Di Troia	Lewiston Ward	*By audio-visual link*

Also in Attendance by audio-visual link:

Chief Executive Officer	Mr James Miller
Acting General Manager – Governance and Executive Office	Ms Alyssa Denicola
General Manager – Finance and Business	Mr Rajith Udugampola
General Manager – Infrastructure and Environment	Mr Thomas Jones
General Manager – Development and Community	Mr Darren Starr
Information Technology Officer	Mr Thomas Harris-Howson
Administration and Executive Support Officer/Minute Taker	Ms Stacie Shrubsole

Subject to confirmation

2. CONFIRMATION OF MINUTES

2.1 Confirmation of Council Minutes – Ordinary Council Meeting held 22 February 2021

Moved Councillor Parker Seconded Councillor Daniele **2021/ 107**

"that the minutes of the Ordinary Council Meeting held on 22 February 2021 (MB Folios 17303 to 17317 inclusive), be accepted as read and confirmed."

CARRIED

2.2 Confirmation of Council Minutes – Adjourned Ordinary Council Meeting held 23 February 2021

Moved Councillor Keen Seconded Councillor Lush **2021/ 108**

"that the minutes of the Adjourned Ordinary Council Meeting held on 23 February 2021 (MB Folios 17318 to 17324 inclusive), be accepted as read and confirmed."

CARRIED

2.3 Confirmation of Council Minutes – Special Council Meeting held 9 March 2021

Moved Councillor Boon Seconded Councillor Lush **2021/ 109**

"that the minutes of the Special Council Meeting held on 9 March 2021 (MB Folios 17325 to 17328 inclusive), be accepted as read and confirmed."

CARRIED

3. BUSINESS ARISING

Nil

4. PUBLIC OPEN FORUM

Pursuant to Council's *Code of Practice – Meeting Procedures*, Council did not facilitate the holding of Public Open Forum at a Council Meeting held by electronic means during the COVID-19 public health emergency.

5. DECLARATION OF MEMBERS' INTEREST

Mayor Wasley declared an actual conflict of interest in Item 21.4 – Aged Living Review Stage 2, on the basis that a member of his family is involved with the aged units in Mallala, and indicated that he would leave the meeting prior to the item being considered.

6. ADJOURNED BUSINESS

Nil

7. MAYOR'S REPORT

7.1 Reporting Period – Thursday 18 February 2021 to Wednesday 17 March 2021

<u>Monday 22 February 2021</u>

Pre-Council Meeting – Mayor/Chief Executive Officer/Executive Management Team
Ordinary Council Meeting

Subject to confirmation

Tuesday 23 February 2021

Adjourned Council Meeting

Thursday 25 February 2021

Interview – Flinders University – Coastal Adaption
Meeting – Mayor/Chief Executive Officer – Various Matters

Friday 26 February 2021

Annual Local Roads Forum, Balaklava

Monday 1 March 2021

Local Government Association – Planning and Development Code Briefing

Wednesday 3 March 2021

Xavier College, Two Wells – Official Opening and Blessing of Xavier College Two Wells Campus and the Lynn Martin Building

Thursday 4 March 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Friday 5 March 2021

Legatus Group Ordinary Meeting and Strategic Plan Review Workshop, Ardrossan

Tuesday 9 March 2021

Special Council Meeting
Informal Gathering – Draft 2021/2022 Annual Business Plan and Budget Planning Session

Friday 12 March 2021

Meeting – Mayor/Chief Executive Officer – Various Matters
Meeting – Mayor/Chief Executive Officer/Regional Manager, Northern and Yorke Landscape Board
Inspection – Mayor/Chief Executive Officer – Coastal Planning, Middle Beach

Sunday 14 March 2021

Lewiston Dog Park Official Opening

Monday 15 March 2021

Infrastructure and Environment Committee Meeting

8. REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED

Nil

Subject to confirmation

9. DEPUTATIONS

Nil

10. PRESENTATIONS/BRIEFINGS

Nil

11. PETITIONS

Nil

12. COMMITTEE MEETINGS

12.1 Adelaide Plains Council Historical Committee Meeting – 3 March 2021

Moved Councillor Boon Seconded Councillor Keen **2021/ 110**

"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting 3 March 2021."

CARRIED

12.2 Infrastructure and Environment Committee Meeting – 15 March 2021

Moved Councillor Lush Seconded Councillor Daniele **2021/ 111**

"that Council receives and notes the minutes of the Infrastructure and Environment Committee meeting held 15 March 2021."

CARRIED

Councillor Panella disconnected from the meeting at 6.08pm.

12.2 Moved Councillor Parker Seconded Councillor Di Troia **2021/ 112**

"that Council endorses resolution 2021/003 of the Infrastructure and Environment Committee and in doing so adopts the draft 2021-2025, 4 Year Capital Program as presented at Attachment 2 to the Report."

CARRIED

13. SUBSIDIARY MEETINGS

13.1 Legatus Group Ordinary Meeting – 5 March 2021

Moved Councillor Boon Seconded Councillor Daniele **2021/ 113**

"that Council receives and notes the minutes of the Legatus Group Ordinary Meeting held on 5 March 2021."

CARRIED

Subject to confirmation

14. REPORTS FOR DECISION

14.1 Middle Beach Mangroves and Coastal Infrastructure Tourism Initiative

Moved Councillor Lush Seconded Councillor Keen **2021/ 114**

"that Council, having considered Item 14.1 – *Middle Beach Mangroves and Coastal Infrastructure Tourism Initiative*, dated 22 March 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to continue the early engagement with relevant stakeholder groups, as a means of advancing the Middle Beach Mangroves and Coastal Infrastructure Tourism Initiative and formally write to the Minister for Tourism setting out the unique opportunities and financial rewards that the Middle Beach tourism alternative provides to South Australia."

CARRIED

14.2 Reforms to Council Member Behavioural Management Framework – Feedback Sought

Moved Councillor Boon Seconded Councillor Parker **2021/ 115**

"that Council, having considered Item 14.2 – *Reforms to Council Member Behavioural Management Framework – Feedback Sought*, dated 22 March 2021, receives and notes the report and, in doing so:

1. **Acknowledges the opportunity to provide feedback to the Local Government Association in relation to the proposed reforms to the council member behavioural management framework and**
2. **Resolves that it does not wish to provide feedback to the LGA at this time, noting that further sector consultation will be undertaken as development of the behaviour management framework progresses."**

CARRIED

14.3 Adelaide Plains Council Representation Review – Representation Review Report and Public Consultation

Councillor Panella connected to the meeting at 6.25pm.

Councillor Panella disconnected from the meeting at 6.25pm.

Moved Councillor Keen Seconded Councillor Di Troia **2021/ 116**

"that Council, having considered Item 14.3 – *Adelaide Plains Council Representation Review – Representation Review Report and Public Consultation*, dated 22 March 2021, receives and notes the report and in doing so endorses the Representation Review Report (Attachment 1 to this Report) to be released for a three week public consultation period in accordance with section 12(9) of the Local Government Act 1999."

CARRIED

Subject to confirmation

14.4 Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation

Moved Councillor Boon Seconded Councillor Lush **2021/ 117**

"that Council, having considered Item 14.4 – *Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation*, dated 22 March 2021, receives and notes the report and in doing so acknowledges that Council has undertaken public consultation in relation to the Short Stay Accommodation Policy and that five (5) submissions were received."

CARRIED

14.4 Moved Councillor Parker Seconded Councillor Daniele **2021/ 118**

"that Council, having considered Item 14.4 – *Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation*, dated 22 March 2021 and adopts the draft Short Stay Accommodation Policy as presented in Attachment 1 to this Report."

CARRIED

15. REPORTS FOR INFORMATION

15.1 Council Resolutions – Status Report

Moved Councillor Daniele Seconded Councillor Keen **2021/ 119**

"that Council, having considered Item 15.1 – *Council Resolutions – Status Report*, dated 22 March 2021, receives and notes the report."

CARRIED

15.2 Infrastructure and Environment Department – Monthly Report – March 2021

Moved Councillor Parker Seconded Councillor Lush **2021/ 120**

"that Council, having considered Item 15.2 – *Infrastructure and Environment Department – Monthly Report – March 2021*, dated 22 March 2021 receives and notes the report."

Councillor Panella connected to the meeting at 6.33pm.

CARRIED

15.3 Two Wells Village Green – Monthly Report – March 2021

Moved Councillor Keen Seconded Councillor Boon **2021/ 121**

"that Council, having considered Item 15.3 – *Two Wells Village Green – Monthly Report – March 2021*, dated 22 March 2021 receives and notes the report."

CARRIED

15.4 Drought Communities Programme – Monthly Report – March 2021

Moved Councillor Parker Seconded Councillor Di Troia **2021/ 122**

"that Council, having considered Item 15.4 – *Drought Communities Programme – Monthly Report – March 2021*, dated 22 March 2021 receives and notes the report."

CARRIED

Subject to confirmation

15.5 Planning Reform Update – Phase 3 Planning and Design Code Introduction – March 2021

Moved Councillor Di Troia Seconded Councillor Parker **2021/ 123**

"that Council, having considered Item 15.5 – *Planning Reform Update – Phase 3 Planning and Design Code Introduction – March 2021,* dated 22 March 2021 receives and notes the report."

CARRIED

15.6 State and Federal Funding Applications Update

Moved Councillor Daniele Seconded Councillor Parker **2021/ 124**

"that Council, having considered Item 15.6 – *State and Federal Funding Applications Update*, dated 22 March 2021 receives and notes the report."

CARRIED

15.7 Sealing of Thompson Beach Esplanade, Parham Esplanade and Webb Beach Road Options

Moved Councillor Lush Seconded Councillor Keen **2021/ 125**

"that Council, having considered Item 15.7 – *Sealing of Thompson Beach Esplanade, Parham Esplanade and Webb Beach Road Options*, dated 22 March 2021, receives and notes the report."

CARRIED

15.8 Projects Expected to be Carry Over to 2021/2022 Financial Year

Moved Councillor Keen Seconded Councillor Boon **2021/ 126**

"that Council, having considered Item 15.8 – *Projects Expected to be Carry Over to 2021/2022 Financial Year*, dated 22 March 2021, receives and notes the report."

CARRIED

15.9 Rates Review – Final Discussion Paper

Moved Councillor Keen Seconded Councillor Di Troia **2021/ 127**

"that Council, having considered Item 15.9 – *Rates Review – Final Discussion Paper*, dated 22 March 2021, receives and notes the report."

CARRIED

16. QUESTIONS ON NOTICE

Nil

17. QUESTIONS WITHOUT NOTICE

Not recorded in Minutes in accordance with Regulation 9(5) of the *Local Government (Procedures at Meetings) Regulations 2013*.

Subject to confirmation

18. MOTIONS ON NOTICE

18.1 Motion on Notice – Return to Face to Face Ordinary Council Meetings

Moved Mayor Wasley Seconded Councillor Keen **2021/ 128**

"that the following Resolution be rescinded:

Resolution 2020/339:-

"that Council, having considered Item 15.6 – Electronic Participation in Council Meetings – Update – September 2020, dated 28 September 2020, receives notes the report and acknowledges the need to continue holding Council Meetings via electronic means until such time that the relevant declarations (under the South Australian Public Health Act 2011 and the Emergency Management Act 2004) have been revoked.""

CARRIED

18.1 Moved Mayor Wasley Seconded Councillor Boon **2021/ 129**

"that Council resolves that resolution 2020/439 in relation to the Ordinary Council Meeting Schedule 2021 be amended in order for Ordinary Council Meetings to take place in the Mallala Chamber from Tuesday 27 April 2021."

CARRIED

19. MOTIONS WITHOUT NOTICE

Nil

20. URGENT BUSINESS

Nil

21. CONFIDENTIAL ITEMS

21.1 Crown Land, Two Wells Update – March 2021

Moved Councillor Keen Seconded Councillor Daniele **2021/ 130**

"that:

1. **Pursuant to section 90(2) of the *Local Government Act 1999*, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.1 – *Crown Land, Two Wells Update – March 2021*;**
2. **Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.1 – *Crown Land, Two Wells Update – March 2021* concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations in relation to Crown Land at Two Wells; and**

Subject to confirmation

3. **Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**

CARRIED

Councillor Di Troia left the meeting at 7.17pm.

21.1 Moved Councillor Keen Seconded Councillor Boon **2021/ 131**

"that Council, having considered Item 21.1 – *Crown Land, Two Wells – March 2021* dated 22 March 2021, receives and notes the report."

CARRIED

21.1 Moved Councillor Lush Seconded Councillor Maiolo **2021/ 132**

"that Council, having considered the matter of Item 21.1 – *Crown Land, Two Wells Update – March 2021* in confidence under sections 90(2) and 90(3)(b) of the *Local Government Act 1999*, resolves that:

1. **The report, Attachment 1 and Attachment 2 pertaining to Item 21.1 – *Crown Land, Two Wells Update – March 2021* confidential and not available for public inspection until further order of the Council;**
2. **Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and**
3. **Pursuant to section 91(9)(c) of *the Local Government Act 1999*, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**

Councillor Di Troia returned to the meeting at 7.19pm.

CARRIED

21.2 Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board

Moved Councillor Keen Seconded Councillor Parker **2021/ 133**

"that:

1. **Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.2 – *Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board;***
2. **Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.2 – *Gawler River Floodplain Management Authority – Status Update on Projects and Priorities of the Board* contains commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations; and**

Subject to confirmation

3. **Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**

CARRIED

The Chief Executive Officer gave a 23 minute presentation in relation to item 21.2 – Gawler River Floodplain Management Authority – Status Update on Projects and Priorities of the Board.

21.2 Moved Councillor Keen Seconded Councillor Boon **2021/ 134**

"that Council, having considered Item 21.2 – *Gawler River Floodplain Management Authority – Status Update on Projects and Priorities of the Board* dated 22 March 2021, receives and notes the report."

CARRIED

21.2 Moved Councillor Keen Seconded Councillor Boon **2021/ 135**

"that Council, having considered the matter of Item 21.2 – *Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board* in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:

1. **The report pertaining to Item 21.2 – *Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board* remain confidential and not available for public inspection until further order of the Council;**
2. **Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and**
3. **Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**

CARRIED

21.3 Appointment of Consultant – Review of Council Accommodation and Services

Moved Councillor Daniele Seconded Councillor Strudwicke **2021/ 136**

"that:

1. **Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.3 – *Appointment of Consultant – Review of Council Accommodation and Services;***
2. **Council is satisfied that pursuant to section 90(3)(d) of the Local Government Act 1999, Item 21.3 – *Appointment of Consultant – Review of Council Accommodation and Services* concerns commercial information of a confidential nature, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party, and would, on balance, be contrary to the public interest, being proposals provided by two consultants as part of the relevant Request for Quote process; and**

Subject to confirmation

3. **Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**

CARRIED

Councillor Boon disconnected from the meeting at 8.04pm

21.3 Moved Councillor Parker Seconded Councillor Strudwicke **2021/ 137**

"that Council, having considered Item 21.3 – *Appointment of Consultant – Review of Council Accommodation and Services,* dated 22 March 2021, receives and notes the report and in doing so:

1. **Instructs the Chief Executive Officer to engage the services of Holmes Dyer to undertake a Review of Council Accommodation and Services in accordance with the proposal at Attachment 2 to this report; and**
2. **Acknowledges that an allocation of $11,745 (quote less $10k already budgeted) will be incorporated into the third quarter 2020/2021 budget revision."**

Councillor Boon reconnected to the meeting at 8.06pm

CARRIED

21.3 Moved Councillor Boon Seconded Councillor Keen **2021/ 138**

"that Council, having considered the matter of Item 21.3 – *Review of Council Accommodation and Services – Appointment of Consultant* in confidence under sections 90(2) and 90(3)(d) of the Local Government Act 1999, resolves that:

1. **The staff report and minutes of the meeting pertaining to Item 21.3 – *Review of Council Accommodation and Services – Appointment of Consultant* remain confidential and not available for public inspection until both consultants who provided proposals for the Review of Council Accommodation and Services have been notified of the Council's decision;**
2. **Attachment 1, Attachment 2 and Attachment 3 pertaining to Item 21.3 – *Review of Council Accommodation and Services – Appointment of Consultant* remain confidential and not available for public inspection until further order of the Council;**
3. **Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and**
4. **Pursuant to section 91(9)(c) of the Local Government Act 1999, the Council delegates the power to revoke this confidentiality order to the Chief Executive Officer."**

CARRIED

Having declared an actual interest in Item 21.3 – *Aged Living Review Stage 2,* Mayor Wasley disconnected from the meeting at 8.14pm.

Deputy Mayor Strudwicke assumed the role of Chair.

Subject to confirmation

21.4 Aged Living Review Stage 2

Moved Councillor Boon Seconded Councillor Daniele **2021/ 139**

"that:

1. **Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Development and Community, General Manager – Finance and Business, General Manager – Infrastructure and Environment, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.4 - *Aged Living Review Stage 2*.**
2. **Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.4 – *Aged Living Review Stage 2* concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council, being a third party report prepared on behalf of Council;**
3. **Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**

CARRIED

21.4 Moved Councillor Keen Seconded Councillor Di Troia **2021/ 140**

"that Council, having considered Item 21.4 – *Aged Living Review*, dated 22 March 2021, receives and notes the report."

CARRIED

21.4 Moved Councillor Keen Seconded Councillor Boon **2021/ 141**

"that Council, having considered the matter of Item 21.4 – *Aged Living Review – Stage 2* in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:

1. **The report and Attachment 1 pertaining to Item 21.4 – *Aged Living Review – Stage 2* remain confidential and not available for public inspection until further order of the Council;**
2. **Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and**
3. **Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**

CARRIED

Mayor Wasley reconnected to the meeting at 8.28pm and assumed the role of Chair.

Mr Darren Starr, General Manager – Development and Community, disconnected from the meeting at 8.29pm and did not return.

Subject to confirmation

21.5 Wheller Road, Two Wells - Land Division Application 312/357/2018

Moved Councillor Strudwicke Seconded Councillor Di Troia **2021/ 142**

"that:

1. **Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.5 – *Wheller Road, Two Wells – Land Division Application 312/357/2018*.**
2. **Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.5 – *Wheller Road, Two Wells – Land Division Application 312/357/2018* concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being a summary of correspondence received from the developer's legal representatives; and**
3. **Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**

CARRIED

Councillor Strudwicke raised a Point of Order on the basis that the recommendation was to receive and note the report however Members were discussing the merits of a potential way forward, if and when a further motion might be moved. Councillor Strudwicke then moved motion 2021/143.

21.5 Moved Councillor Strudwicke Seconded Councillor **2021/ 143**

"that Council, having considered Item 21.5 – *Wheller Road, Two Wells - Land Division Application 312/357/2018 dated* 22 March 2021, receives and notes the report."

Mayor Wasley accepted Councillor Strudwicke's Point of Order, and in doing so, sought a seconder to motion 2021/143.

21.5 Moved Councillor Strudwicke Seconded Councillor Keen **2021/ 143**

"that Council, having considered Item 21.5 – *Wheller Road, Two Wells - Land Division Application 312/357/2018 dated* 22 March 2021, receives and notes the report."

The mover, with the consent of the seconder, varied motion 2021/143.

21.5 Moved Councillor Strudwicke Seconded Councillor Keen **2021/ 143**

"that Council, having considered Item 21.5 – *Wheller Road, Two Wells - Land Division Application 312/357/2018 dated* 22 March 2021, receives and notes the report and instructs the Chief Executive Officer to seek legal advice regarding the gazettal and/or status of Wheller Road."

CARRIED UNANIMOUSLY

Subject to confirmation

21.5 Moved Councillor Keen Seconded Councillor Lush **2021/ 144**

"that Council, having considered the matter of Item 21.5 – *Wheller Road, Two Wells - Land Division Application 312/357/2018* in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:

1. **The report and Attachment 1 pertaining to Item 21.5 – *Wheller Road, Two Wells - Land Division Application 312/357/2018* confidential and not available for public inspection until further order of the Council;**
2. **Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and**
3. **3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**

CARRIED

There being no further business, the Mayor declared the meeting closed at 8.55pm.

Confirmed as a true record.

Mayor: .....

Date: ____/____/___

Subject to confirmation

Adelaide Plains Council		7.1	Mayor's Report
		Document No:	D21/11834
Report Date:	27 April 2021	Prepared for:	Mayor Mark Wasley

Reporting Period – Thursday 18 March 2021 to Wednesday 21 April 2021

Monday 22 March 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Pre-Council Meeting – Mayor/Chief Executive Officer/Executive Management Team

Ordinary Council Meeting

Tuesday 23 March 2021

Photograph Opportunity – Two Wells Village Green

Meeting – Mayor/Chief Executive Officer/The Barossa Council – Floodplain Management Issues

Wednesday 24 March 2021

Regional Development Australia – Barossa Gawler Light and Adelaide Plains Meeting, Dublin

Coalition of Coastal Communities Meeting

Monday 29 March 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Inspections – Light Regional Council

Meeting – Mayor/Chief Executive Officer/Light Regional Council – Light and Adelaide Plains Region Development Authority Discussions

Wednesday 7 April 2021

Meeting – Mayor/Chief Executive Officer/Councillor Lush/General Manager Infrastructure and Environment/Acting General Manager Governance and Executive Office – Motion on Notice

Saturday 10 April 2021

Laurena Smythe's 100th Birthday Celebrations, Mallala RSL Hall

Monday 12 April 2021

Adelaide Plains Council Audit Committee Meeting

Tuesday 13 April 2021

Corporate Photographs

Wednesday 14 April 2021

Local Government Association SA – Sector briefing with Premier Steven Marshall and Deputy Premier Vickie Chapman, Zoom

Monday 19 April 2021

Pre-Meeting – Mayor/Chief Executive Officer/Executive Management Team

Informal Gathering – Draft 2021/2022 Annual Business Plan and Budget

Tuesday 20 April 2021

Informal Gathering – Adelaide Plains Council and Light Regional Council – Light and Adelaide Plains Region Economic Development Authority

Wednesday 21 April 2021

Adelaide Plains Business Advisory Group – Business Breakfast, Mallala Motorsport Park

Opening of Xavier College, Two Wells Function – Hosted by Hickinbotham Group

Adelaide Plains Council	**9. Deputations**
Tuesday 27 April 2021	

9.1 Mr Angelo Conti, Spokesperson for Conti family

Sealing of Johns Road

Adelaide Plains Council

DEPUTATION REQUEST FORM

Please complete this request and return to the principal office of Adelaide Plains Council ***five (5) clear days**** before the date of the Council meeting at which you wish to appear.

Please note that the calculation of 'clear days' does not take into account the day on which the request is received or the day of the meeting. For example, in relation to a meeting scheduled on a Monday, the deputation request form must be submitted **by 5pm on the Tuesday prior**

To: **Chief Executive Officer**

DETAILS

I/We hereby request to be heard at the next meeting of Council on 27 /04 /2021

Surname:	Conti		
Given Name(s):	Angelo		
Address:	275Johns Road		
	Suburb Lewiston	P/Code 5501	
Postal Address: (if different from above)	P.O. Box280		
	Suburb Virginia	P/Code 5120	
Contact Number:	Home	Work	
	[redacted]		
Email Address:	[redacted]		

I will be speaking on my own behalf ☐ Yes

or

As the spokesperson of a group of persons ☒ Yes

Name/Details of Person or Group Representing: (if applicable)	Family

If you have a set of Rules by which the group is governed, please provide a copy of these.

TOPIC OR ISSUE

The topic or issue I wish to speak about is: *(please give sufficient details of the matter to enable consideration of your request for a deputation)*

Our concerns are increasing volume of traffic which are creating clouds of airborne nuisance dust and dirt particles which deposits on vegetable plants, trees, house roofs, packing shed roofs. This nuisance dust and dirt is contaminating household water supply which is heavily relied on as Johns Road does not have mains water. The dust is infiltrating packing sheds and storage sheds and hot houses. All infrastructure are in close proximity to the road. Nuisance dust and dirt particles when created by passing traffic creates poor visibility which creates a problem to ourselves and workers. Its a major risk to our health, workers , contractors, animals and pets. Exposure to particle dust pollution causes respiratory and cardiovascular effects which includes coughs bronchitis and exacerbation of asthma and chronic lung disease.

The produce that comes out of Johns Road is approximately 150-170 pallets daily in peak months with an average of 44 heavy vehicle trucks daily. Heavy Transports are Collins Transport, HPS Transport, Lindsay Transport and cold storage Auscold. We also have local market pickups of vehicles ranging from 4-8ton.

As growers of fresh produce and packaging we abide by the chain of responsibilities, so we are therefore accountable for the health of our plants and trees, quality of our produce, workers, contractors, animal health, visitors, community and environmental issues.

We feel that if our road is sealed alot of these issues will be dealt with.

It is strongly encouraged that Council's administration receives a copy of any notes or other relevant information regarding your Deputation Request.

GUIDELINES

Please note the following guidelines:

a. You will be allocated up to 10 minutes to speak. You do not need to use the whole 10 minutes.
b. Your presentation will be limited to the topic or issue which you have nominated above.
c. If you wish to use digital media for your presentation you have the following options to ensure a smooth meeting:

Option 1: Leave your PowerPoint presentation at the Council Office to be scanned before loading to Council's network ready for presentation ☐Yes ☐No

Option 2: Email *(*please note - files are not to exceed 10mb*)* ☐Yes ☐No

Option 3: Connect straight from your tablet/laptop to the projector ☑Yes ☐No

d. After your presentation, be prepared to respond to any questions the Council Members may have of you.
e. You should be aware that Council meetings are open to the public. There is unlikely to be any legal protection or other privilege in relation to any statements that you may make in this forum. This means that anything you say would be subject to the normal laws of defamation. Consequently, you should take care in how you make your address.
f. **If you are seeking funding from Council, please be aware that this needs to occur through Council's budget and forward planning processes and can only be achieved through a resolution of Council at a formal meeting.**

DECLARATION

I have read and understood the Deputation Guidelines and Information Sheet, and agree to abide by them.

Name: Angelo Conti

(In full – Please Print)

Signature: A Conti Date: 22/4/21

Once completed, please return to the Adelaide Plains Council, either in person, by post, facsimile or email (info@apc.sa.gov.au)

Adelaide Plains Council	**10. Presentations/Briefings**
Tuesday 27 April 2021	

10.1 Alan Rushbrook, Chair, Adelaide Plains Council Audit Committee – Annual Financial Performance Update

Adelaide Plains Council	12.1	Adelaide Plains Council Historical Committee Meeting – 7 April 2021
	Department:	Development and Community
	Report Author:	Manager Library and Community
Date: 27 April 2021	Document Ref:	D21/16083

OVERVIEW

The purpose of this report is to facilitate the receiving and noting of the minutes from the 7 April 2021 *Adelaide Plains Council Historical Committee (APCHC)* meeting.

Seven members were present. With Deputy Mayor Strudwicke being an apology, Mrs Chris Young took on the role of Acting Presiding Member.

The principal matter of discussion was to consider and deliberate on a date to reopen the Mallala Museum to the public. The Manager Library and Community has completed all the necessary requirements of the COVID-19 Safety Plan, and signage, including QR stations, has been placed through the main Museum building, as well as the school room. The Committee agreed that the Museum should reopen as from Sunday 2 May 2021 (the normal opening time is from 2pm to 4.30pm).

To increase community awareness that the Museum is being reopened to the public, the Manager Library and Community has devised the below marketing and information strategy. Council staff will be responsible for formatting and designing a standardised 'reopening' poster which will be distributed on:

- the Mallala Museum Facebook page and website
- displayed at Mallala businesses shopfronts, as well as at the Council Offices and Libraries
- added to the Council website and emailed to local community newspapers, in particular the Mallala Crossroads and Dublin Dispatch, and in the next Council Communicator newsletter
- the Adelaide Plains Library Facebook page.

The Committee's Secretary has already received phone calls from interested schools and community groups who wish to visit the Museum. Not only do these visits provide much needed income for the Museum, the members are very keen to encourage an interest in Mallala's unique local history in both students and adults. Encouragingly, a number of Committee members wish to take on the role of 'tour guide' and are seeking guidance and training advice from former members.

RECOMMENDATION

"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting held 7 April 2021."

Attachment

1. Minutes of Adelaide Plains Council Historical Committee meeting held 7 April 2021

MINUTES

of

Adelaide Plains Council Historical Committee Meeting of the

Pursuant to the provisions of section 88 (1) of the
Local Government Act 1999

HELD IN

Mallala Museum
1 Dublin Road
Mallala

on

Wednesday 7 April 2021

Subject to

The Acting Presiding Member formally declared the meeting open at 7.00pm.

1. ATTENDANCE

1.1 **Present**

Mrs C Young (Acting Presiding Member)

Mr P Angus

Mr R Bevan

Mr J Franks

Ms L Parsons

Mr A Tiller

Mr G Tucker

Also in attendance for the meeting:

Manager Library and Community — Ms Anne Sawtell

Mr V Chenoweth

1.2 **Apologies**

Mr S M Strudwicke

1.3 **Not Present / Leave of Absence**

Nil

2. CONFIRMATION OF MINUTES

2.1

Committee Resolution **2021/21**

Moved Mr Tucker Seconded Mr Angus

that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 3 March 2021 **(MB Folio 105 to 110 Inclusive),** be accepted as read and confirmed with the amendment that Mr A Tiller seconded resolution 6.4 ."

CARRIED

3. BUSINESS ARISING

Nil

4. DECLARATION OF MEMBERS INTEREST (Material, actual, perceived)

Nil

Subject to confirmation

5. ADJOURNED BUSINESS

Nil

6. REPORTS FOR INFORMATION

6.1 Resolutions Actions Report – March 2021

Committee Resolution	**2021/ 022**
Moved Mr Franks	Seconded Mr Angus
"that the Adelaide Plains Historical Committee, having considered Item 6.1 – *Resolution Actions Report – March 2021*, dated 7 April 2021, receives and notes the report."	
	CARRIED

6.2 Monthly Financial Report – March 2021

Committee Resolution	**2021/ 023**
Moved Ms Parsons	Seconded Mr Bevan
"that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – *Monthly Financial Report – March 2021*, dated 7 April 2021, receives and notes the verbal report."	
	CARRIED

6.3 Monthly Correspondence Report – March 2021

Committee Resolution	**2021/ 024**
Moved Ms Parsons	Seconded Mr Angus
"that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – *Monthly Correspondence Report – March 2021,* dated 7 April 2021, receives and notes the report."	
	CARRIED

6.4 Monthly School and Group visits – March 2021

Committee Resolution	**2021/ 025**
Moved Mr Franks	Seconded Mr Angus
"that the Adelaide Plains Historical Committee, having considered Item 6.4 – *Monthly School and Group visits – March 2021*, dated 7 April 2021, receives and notes the report and invites previous Committee and volunteer members who have conducted Museum tours to teach and pass on their knowledge to current inexperienced Committee members and volunteers."	
	CARRIED

7. REPORTS FOR DECISION

7.1 Mallala Museum reopening – March 2021 update

Committee Resolution	**2021/ 026**
Moved Mr Franks	Seconded Ms Parsons
"that the Adelaide Plains Council Historical Committee, having considered Item 7.1 – *Mallala Museum reopening – March 2021 update*, dated 7 April 2021, receives and notes the report and in doing so determines that the Mallala Museum will be reopened on Sunday 2 May 2021."	
	CARRIED

8. QUESTIONS ON NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

10. MOTIONS ON NOTICE

Nil

Subject to confirmation

11. MOTIONS WITHOUT NOTICE

11.1 Purchase of miscellaneous cleaning equipment

Committee Resolution	**2021/ 027**
Moved Mr Bevan	Seconded Mr Tiller
"that the Adelaide Plains Historical Committee authorises Mrs Young to purchase various cleaning tools, up to the value of $150."	
	CARRIED

12. URGENT BUSINESS

Nil

13. CONFIDENTIAL ITEMS

Nil

14. NEXT MEETING

14.1 Wednesday 5 May 2021

15. CLOSURE

There being no further business, the Acting Presiding Member declared the meeting closed at 8.10pm.

Confirmed as a true record.

Presiding Member: .....

Date: ____/____/___

Subject to confirmation

Adelaide Plains Council	12.2	Audit Committee Meeting – 12 April 2021
	Department: Report Author:	Finance and Business General Manager – Finance and Business
Date: 27 April 2021	Document No:	D21/17401

OVERVIEW

The purpose of this report is to facilitate the receiving and noting of the minutes from the 12 April 2021 Audit Committee Meeting (**Attachment 1**).

Items for Council's consideration:

- COVID-19 Rate Relief – Status Update
- Update on Audit Committee Annual Work Program 2020-2021
- Policy Review – Procurement Policy

Click here to view the Agenda for the Audit Committee Meeting on 12 April 2021.

RECOMMENDATION 1

"that Council receives and notes the minutes of the Audit Committee Meeting held on 12 April 2021 as presented at Attachment 1 to this Report."

COVID-19 Rate Relief – Status Update

RECOMMENDATION 2

"that Council endorses resolution 2021/017 of the Audit Committee and in doing so resolves that:

1. **No new applications for COVID-19 Rate Relief be accepted after 1 May 2021;**
2. **Current applicants on COVID-19 Rate Relief be provided with a grace period of one (1) month to 1 June 2021 to pay in full outstanding rates without incurring any fines or interest;**
3. **After 1 June 2021, current applicants on COVID-19 Rate Relief are charged with statutory fines and interest for overdue rates under Section 181 (8) of the Local Government Act 1999; and**
4. **Subject to paragraph 2 above, instruct the Chief Executive Officer to commence the recovery of overdue rates as per 'Rates Arrears and Debtor Management Policy' after the current COVID-19 Rate Relief expires on 1 May 2021."**

Policy Review – Procurement Policy

RECOMMENDATION 3

"that Council endorses resolution 2021/020 of the Audit Committee and in doing so adopts the draft Procurement Policy as presented at Attachment 2 to this Report."

Update on Audit Committee Annual Work Program 2020-2021

RECOMMENDATION 4

"that Council endorses resolution 2021/019 of the Audit Committee and in doing so acknowledges the progress made to complete the activities identified for Audit Committee during 2020/2021 Financial Year."

Attachments

1. Copy of Minutes of Meeting held on 12 April 2021.
2. Copy of Item 6.4 – Policy Review – Procurement Policy.

MINUTES

of the

Audit Committee Meeting

of the

Pursuant to the provisions of section 88 (1) of the
Local Government Act 1999

HELD IN

Council Chamber
Redbanks Road
Mallala

on

Monday 12 April 2021 at 4.30pm

Subject to Confirmation

The Chairperson formally declared the meeting open at 4.30 pm.

1. ATTENDANCE AND WELCOME

1.1 **Present**

Mr Alan Rushbrook (Chairperson)

Mr Peter Fairlie-Jones

Mayor Mark Wasley

Deputy Mayor Marcus Strudwicke

Also in Attendance

Chief Executive Officer	Mr James Miller
General Manager – Finance and Business	Mr Rajith Udugampola
General Manager – Infrastructure and Environment	Mr Thomas Jones
Acting General Manager – Governance and Executive Office	Ms Alyssa Denicola
Administration and Executive Support Officer/Minute Taker	Ms Stacie Shrubsole
IT Officer – *by audio-visual link*	Mr Thomas Harris-Howson

1.2 **Apologies:**

Councillor Margherita Panella

Subject to Confirmation

2. CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes – Meeting held 2 February 2021

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones **2021/ 016**

"that the minutes of the Audit Committee Meeting held on Tuesday 2 February 2021 (MB Folios 166 to 173, inclusive), be accepted as read and confirmed."

CARRIED

3. BUSINESS ARISING

Nil

4. DECLARATION OF MEMBERS' INTERESTS

Nil

5. ADJOURNED BUSINESS

Nil

6. REPORTS FOR DECISION

6.1 COVID-19 Rate Relief – Status Update

Committee Resolution

Moved Mayor Wasley Seconded Councillor Strudwicke **2021/ 017**

"that the Audit Committee, having considered Item 6.1 – *COVID-19 Rate Relief – Status Update*, dated 12 April 2021, receives and notes the report and in doing so recommend to the Council that:

1. **No new applications for COVID-19 Rate Relief be accepted after 1 May 2021;**
2. **Current applicants on COVID-19 Rate Relief be provided with a grace period of one (1) month to 1 June 2021 to pay in full outstanding rates without incurring any fines or interest;**
3. **After 1 June 2021, current applicants on COVID-19 Rate Relief are charged with statutory fines and interest for overdue rates under Section 181 (8) of the Local Government Act 1999; and**
4. **Subject to paragraph 2 above, Council management is to commence the recovery of overdue rates as per 'Rates Arrears and Debtor Management Policy' after the current COVID-19 Rate Relief expires on 1 May 2021."**

CARRIED

Subject to Confirmation

6.2 Draft 2021/2022 Budget and Updated Long Term Financial Plan 2022-2031

Committee Resolution

Moved Mr Fairlie-Jones Seconded Councillor Strudwicke **2021/ 018**

"that the Audit Committee, having considered Item 6.2 – *Draft 2021/2022 Budget and Updated Long Term Financial Plan 2022-2031*, dated 12 April 2021, receives and notes the report and in doing so:

1. **Notes that the Long-Term Financial Plan projections updated for the draft 2021/22 budget indicate that Council's financial targets can be achieved in the short term;**
2. **Notes that Council's Long Term Financial Plan has not been updated to include the impact of Council's recently adopted Strategic Plan, nor does it include the impact of the imminent update of Council's Infrastructure and Asset Management Plan, and the Audit Committee recommends to Council that it not commit to any expenditure commitments beyond those included in the draft 2020/21 budget until the Long-Term Financial Plan has been updated;**
3. **Notes the larger than anticipated draft operating deficit of $270,000 as presented in the report and in acknowledgement of same, considers it appropriate to recommend to Council that it consider Option 2 as presented in the rate modelling data which equates to an average rate increase of 2.26%; and**
4. **Notes that the charges for the Mallala CWMS do not appear to be compliant with ESCOSA licence conditions and recommends that Council give consideration to revising the charges for the scheme so as to ensure that the broader population is not subsidising the operations of the scheme."**

CARRIED

6.3 Update on Audit Committee Annual Work Program 2020-2021

Committee Resolution

Moved Mayor Wasley Seconded Councillor Strudwicke **2021/ 019**

"that the Audit Committee, having considered Item 6.3 – *Update on Audit Committee Annual Work Program 2020-2021*, dated 12 April 2021, receives and notes the report and in doing so recommends to the Council that the Council acknowledges the progress made to complete the activities identified for Audit Committee during 2020/2021 Financial Year."

CARRIED

6.4 Policy Review – Procurement Policy

Committee Resolution

Moved Councillor Strudwicke Seconded Mayor Wasley **2021/ 020**

"that the Audit Committee, having considered Item 6.4 – *Policy Review – Procurement Policy,* dated 12 April 2021, receives and notes the report and in doing so recommends to the Council that it adopt revised Procurement Policy as contained in the Attachment 1."

CARRIED

Subject to Confirmation

7. REPORTS FOR INFORMATION

7.1 Committee Resolutions

Committee Resolution

Moved Councillor Strudwicke Seconded Mr Fairlie-Jones **2021/ 021**

"that the Audit Committee, having considered Item 7.1 – *Committee Resolutions*, dated 12 April 2021, receives and notes the report and in doing so notes the recent updates of the Strategic Plan and Capital Works program and recommends that Council's Long Term Financial Plan be updated as soon as practical."

CARRIED

7.2 Review of Internal Financial Controls

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones **2021/ 022**

"that the Audit Committee, having considered Item 7.2 – *Review of Internal Financial Controls*, dated 12 April 2021, receives and notes the report"

CARRIED

7.3 Financial Performance for the period July-March 2021

Committee Resolution

Moved Councillor Strudwicke Seconded Mayor Wasley **2021/ 023**

"that Audit Committee, having considered Item 7.3 – *Financial Performance for the period July-March 2021*, dated 12 April 2021, receives and notes the report."

CARRIED

8. CONFIDENTIAL ITEMS

Nil

9. GENERAL BUSINESS

Nil

10. NEXT MEETING

Monday 7 June 2021 at 4.30pm.

Subject to Confirmation

11. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 6.07pm.

Confirmed as a true record.

Chairperson:.....

Date: ____/____/____

Subject to Confirmation

	Procurement Policy	
Adelaide Plains Council	**Adoption by Council:** ~~25 March 2019~~TBC **Resolution Number:** ~~202119/107~~ TBC **Current Version:** V4~~3~~	
	Administered by: General Manager - Finance and ~~Economic Development~~Business	**Last Review Date:** ~~2019~~2021 **Next Review Date:** ~~2021~~2023
Document No: ~~D19/10198~~D21/10178	**Strategic Outcome:** ~~4.5.1.11 Meet all legislative compliance requirements~~ Proactive Leadership 3. Strategic and sustainable financial management	

1. Objective

- The purpose of this Policy is to ensure compliance with section 49 of the *Local Government Act 1999* (the Act) when acquiring goods and services.

- The Local Government Act requires Council to develop and maintain policies, ~~practices~~ and procedures directed towards:-

  - obtaining value in the expenditure of public money; ~~and~~
  - providing for ethical and fair treatment of participants; and
  - ~~ensuring~~ensuring probity, accountability and transparency in all operations.

- In particular, section 49 of the Act requires Council to prepare and adopt policies on contracts and tenders, including policies on:

  - the contracting out of services;
  - competitive tendering and the use of other measures to ensure that services are delivered cost-effectively; and
  - ~~the~~encourages the use of local goods and services.

- This Policy seeks to:

  - define the methods by which Council can acquire goods and services;
  - demonstrate accountability and responsibility of Council to ratepayers;
  - be fair and equitable to all parties involved;
  - enable all processes to be monitored and recorded; and
  - ~~ensure~~ensure that the best possible outcome is achieved for the Council.

This electronic copy is the approved version and is stored in Council's Record Management System (CTRIM). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

2. Scope

- This Policy informs procurement activities associated with the acquisition of goods, works, services or consultants.

- This Policy applies to anyone who undertakes or is involved in procurement activities on behalf of Council. Compliance with the provisions set out in this Policy is mandatory unless expressly indicated otherwise.

- This Policy does not apply to:

  - non-procurement expenditure such as sponsorships, grants, funding arrangements, donations and employment contracts; ~~or~~
  - the disposal of land and other assets owned by the Council; or
  - the purchase of land by the Council.

During Caretaker Mode, the Caretaker Policy will apply. Where any provisions of the Procurement Policy are inconsistent with any provisions of the Caretaker Policy, the Caretaker Policy will operate.

3. Definitions

Caretaker Mode means the period preceding an election during which Council is required to operate pursuant to its *Caretaker Policy*.

Council means Adelaide Plains Council.

Emergency Situation means a situation where Council is required to remedy or make good damage incurred to Council property from a natural or man-made incident. The Chief Executive Officer has the authority to act in an Emergency Situation; goods and services in these instances may be purchased from a supplier without reference to the financial limitations provided in this Policy.

Employee/s means any person that is employed full time, part time or casually by the Council and who receives remuneration for their work.

Evaluation Team means the team of Employees who evaluate tender submissions to assess their suitability in relation to a tender scope.

Expressions of Interest (EOI) means the process to shortlist potential suppliers before seeking detailed bids.

Goods means a physical or tangible item that does not include a labour component.

Local Government Act (the Act) means the *Local Government Act 1999* (SA).

Local Supplier means a supplier that is beneficially owned by persons who are residents or ratepayers of

This electronic copy is the approved version and is stored in Council's Record Management System (CTRIM). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

Adelaide Plains Council; or has its principle business within Adelaide Plains Council; or a business that substantially employs persons who are residents or ratepayers.

Officer means an Employee of the Council with either delegated authority or sub delegated authority in relation to a power of Council.

Procurement means a series of activities that are undertaken when purchasing goods and services, based on three key phases: planning, purchasing and contract management.

Request for Quotation (RFQ) means the process where suppliers are invited to participate in a process to bid on specific products or services.

Request for Tender (RFT) means a formal and structured invitation to suppliers, to bid, to supply products or services.

Service means the performance of a task, duties or work for another, by an individual or organisation, which normally involves the provision of labour and/or professional services.

Supplier means an entity that provides goods, works or services to the Adelaide Plains Council.

Total Cumulative Spend means the total expenditure with a supplier or a number of suppliers over a set time period providing similar goods or services of an ongoing nature.

Value of Purchase Threshold means the relationship between the expected value of the purchase of a type of good or service from a supplier, or number of suppliers providing similar goods or services, and the procurement method used to procure those goods or services (refer **Schedule 1**).

4. Policy Statement

Council aims to achieve advantageous procurement outcomes by:

- enhancing value for money through fair, competitive, non-discriminatory procurement;
- promoting the use of resources in an efficient, effective and ethical manner;
- making decisions with probity, accountability and transparency;
- advancing and/or working within Council's economic, social and environmental policies;
- providing reasonable opportunity for competitive local businesses to supply goods and services to Council;
- appropriately managing risk;
- where advantageous, undertaking a collaborative approach to the procurement of goods and services with other local government authorities and entities, and~~.~~
- ~~ensuring~~ensuring compliance with all relevant legislation~~; and~~.

  ~~where advantageous, undertaking a collaborative approach to the procurement of goods and services with other local government authorities and entities.~~

This electronic copy is the approved version and is stored in Council's Record Management System (CTRIM). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

5. Procurement

5.1 Principles

Council must have regard to the following principles in its acquisition of goods and services:

Principle 1 - Encouragement of open and effective competition

Open and ~~fair~~ effective competition is to be fostered and maintained by providing suppliers with appropriate access ~~-~~to Council's procurement opportunities. Council will ensure, where reasonably practicable, that:~~-~~

- t~~T~~here is reasonable access for all suitable and competitive suppliers ~~to the Council's business~~;
- w~~W~~here market circumstances limit competition, procurement activities recognise this and a~~n~~ associated methodology ~~takes account of it~~ is used to address these requirements; and
- a~~A~~dequate, identical and timely information is provided to all suppliers to enable them to bid.

Principle 2 - Obtaining Value for Money

Value for money is not restricted to price alone. An assessment of value for money must include, where possible, consideration of:

- the contribution to Council's ~~long term~~strategic and long term financial plan ~~and strategic direction~~;
- any relevant direct and indirect benefits to Council, both tangible and intangible;
- efficiency and effectiveness of the proposed procurement activity;
- the performance history, and quality, scope of services and support of each prospective supplier;
- fit~~ness~~ for purpose of the proposed goods or services;
- whole of life costs;
- Council's internal administration costs;
- technical compliance issues;
- risk exposure; and
- the value of any associated environmental benefits.

Principle 3 - Probity, Ethical Behaviour and Fair Dealing

Council is to behave with impartiality, fairness, independence, openness and integrity throughout the procurement process, and in particular, during discussions and negotiations.

Principle 4 - Accountability, Transparency and Reporting

Council will demonstrate accountability and transparency by ensuring that decisions can be explained and evidenced, so that an independent third party can clearly see that a fair and reasonable process has been

This electronic copy is the approved version and is stored in Council's Record Management System (C~~TRIM~~). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

followed. An audit trail will be visible for all procurement activities for monitoring, reporting and review purposes.

Principle 5 - Ensuring compliance with all relevant legislation

Relevant legislation includes, but it not limited to, *Local Government Act 1999, Work Health and Safety Act 2012, Work Health and Safety Regulations 2012, Independent Commission Against Corruption Act 2012.*

Principle 6 - ~~Encouragement of the d~~Development and Support of ~~competitive~~ local business and industry

Where the evaluation criteria are comparable, Council will endeavour to, support the development of local businesses and industry, and may consider the following:

- the creation of local employment opportunities;
- increased availability of local servicing support;
- increased convenience with communications with the supplier for contract management;
- economic growth within the local area;
- benefit to Council of associated local commercial transaction; and/or
- the short and long term impact of the procurement on local business.

Principle 7 – Risk Management

Risk assessment will focus on assessing a potential supplier's capacity and capability to meet Council's requirements, and identifying any other factors which might result in the works, goods or services not being successfully delivered. High risk acquisitions require more formal procurement planning methodologies and higher levels of management oversight.

Principle 8 – Work, Health, Safety

Council is committed to meeting the legislative requirements of the Work Health Safety Act and Regulations 2012. To meet these requirements m~~M~~anagement sha~~wi~~ll develop and effectively implement its procurement framework to eliminate and/or minimise the risk of injury or illness to its workers, Council m~~M~~embers, customers and the community.

Principle 9 – Environmental protection

Council will endeavour, where reasonably practicable, to promote environmental protection through its procurement processes. This may include:

- adopting purchasing practices which conserve natural resources;
- aligning its procurement activities with principles of ecological sustainability;
- purchasing recycled and environmentally preferred products where possible;
- integrating relevant principles of waste minimisation and energy efficiency;
-
- fostering the development of products and services which have a low environmental impact; Consider the whole of life environmental impacts of a product, from production to disposal;

This electronic copy is the approved version and is stored in Council's Record Management System (C~~TRI~~M). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

and

- ~~provid~~Provide~~ing~~ leadership to business, industry and the community in promoting the use of environmentally sensitive goods and services.

~~5.~~ 5.2 ~~Procurement~~ Methods

Generally, open and fair competition is best achieved by undertaking a tender process so that all interested parties have an opportunity to bid. However, there may be procurements in which a tender process will not necessarily deliver the most advantageous outcome for the Council – in such instances, other market approaches may be more appropriate.

The Council may, having regard to its Procurement Principles and any other factors considered relevant by the Council, in its absolute discretion determine to utilise one or more of the following procurement methods.

- Direct Purchasing

  Purchases made from a single source based on advertised price or written quotation and without obtaining competitive bids.

  This method may be appropriate:-

  - For low value, low risk goods and services;
  - There is only one supplier for the goods or services;
  - The prospective supplier has knowledge, experience and expertise or owns intellectual property associated with the goods or services that would prevent any other prospective supplier to compete for the goods or services; and
  - Where the supplier already has a successful service history with Council.

  Any use of direct purchasing must be evidenced and approved by the relevant financial delegate prior to entering into a contract for the goods or services.

- Request for Quotations (RFQ)

  Formal quotations are obtained using Council's Request for Quotations template. Generally, a minimum of three (3) written quotations are sought, or one (1) written quotation from the Panel. This method may be suitable for simple complexity, low-medium value, low-medium risk, largely price-based purchases where the supplier is required to provide some detail.

- Request for Tenders (RFT) – Open Tender or Select Tender

  Council may issue a tender for proposed goods and or services.

  Council may issue a Select Request for Tender where it has already issued an EOI. A minimum of three (3) written quotations may also be sought where justification exists or three (3) written quotations from the Panel.

  Otherwise, Council will issue an Open Request for Tender, for proposed goods or services where the scope and specifications have been clearly defined.

This electronic copy is the approved version and is stored in Council's Record Management System (CTRIM). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

- Expressions of Interest (EOI)

Generally, an open invitation for proposed goods and/or services that outlines a general intention to acquire goods and services, and invites suppliers to indicate their interest in being considered to meet the requirement.

This method may be used where there is possibly a large, or speciality, market for the proposed goods and/or service, and Council would like to be able to prepare a short list of suppliers to invite to participate in a tender process. Potential suppliers are generally not required to provide prices as part of the EOI process.

- Panel Contracts

Panel arrangements are established with a select group of suppliers following a RFT approach to the marketplace; once Council has completed its appointment of such suppliers in accordance with this Policy, and can include:~~-~~

- a standing offer from a pool of suppliers for the provision of works, goods ~~and~~ or services on agreed terms; or
- ~~prequalification~~prequalification of certain suppliers who may or may not be engaged on terms to be agreed.

A panel may be appropriate where:-

- there are a number of suppliers who can provide the works, goods~~, works~~ or services and there is some advantage to the Council having a choice of suppliers (e.g. the availability of contractors to provide works services is not always guaranteed, or to avoid conflict of interest);
- there is an ongoing demand from the Council;
- marketplace competitiveness is advantageous;
- the procurement requirement cannot be accurately predicated; or
- ~~the~~The volume of work may be too large for one supplier.

Once a panel has been established, the Council will, in the first instance, seek to purchase the particular goods and/or services through such panel arrangements.

- Strategic Alliances

Procurement is undertaken through contract arrangements already established and administered by other organisations, including:

- LGA Procurement;
- Barossa Regional Procurement Group;
- Other Councils;
- Procurement Australia;
- Department Planning, Transport & Infrastructure;
- State Government Panel contracts;

This electronic copy is the approved version and is stored in Council's Record Management System (CTRIM). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

- SA Tenders; and
- Council Solutions (Regional Authority).

~~6.~~ 5.3 Local Industry Sourcing

With the aim of achieving a value for money outcome, Council will endeavour to, at its discretion and to the full extent permitted by law, support local businesses by:-

- Actively promoting local businesses with opportunities to supply to the Council;
- Structuring the purchasing processes to be accessible to all businesses;
- Giving preference to a local business when all other commercial considerations are equal; and
- Ensuring that, where possible, specifications and purchasing descriptions are not structured in such a way that would potentially exclude local suppliers and contractors.

5.4 ~~8.~~ Considerations for the Council

The appropriate method of procurement will be determined by reference to a number of factors, including:

- Value of the Purchase Threshold (refer **Schedule 1**);
  The Value of the Purchase will be calculated as follows:
  - single one-off purchase – the total amount, or estimated amount, of the purchase (excluding GST);
  - multiple purchases – the gross value, or the estimated gross value, of the purchases (excluding GST); or
  - ~~ongoing~~Ongoing purchases over a period of time – the annual gross value, or the estimated annual gross value, of the purchases (excluding GST).
- Total cumulative spend;
- Cost of an open market approach versus the value of the acquisition and the potential benefits;
- The particular circumstances of the procurement activity;
- The objectives of the procurement;
- The size of the market and the number of competent suppliers;
- The Council's leverage in the marketplace;
- Time constraints;
- A global assessment of the risks associated with the relevant activity and /or project, including the risk profile of the procurement and any risks associated with the preferred procurement method.

Total Cumulative Spend

Council should consider the t~~T~~otal c~~C~~umulative s~~S~~pend with a supplier, or a number of suppliers providing similar goods or services, during the planning phase of their procurement. Council is precluded from splitting the value of the purchase to bring individual purchases into a lower Value of Purchase

This electronic copy is the approved version and is stored in Council's Record Management System (C~~TRI~~M). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

Threshold. Council will monitor the t~~T~~otal C~~c~~umulative s~~S~~pend with suppliers at least annually. If expenditure with a supplier, or a number of suppliers providing similar goods or services, is ongoing in nature, and the cumulative spend is likely to exceed the Value of Purchase t~~T~~hreshold over a 12 month period (financial year), Council should review the procurement method used and pursue opportunities to enter into contracts for the goods or service through a competitive process.

~~7. Records~~

~~Council must record written reasons for utilising a specific procurement method in each activity, and where it uses a procurement method other than tendering.~~

~~8.~~ 5.5 Exemptions from this Policy

This Policy contains general guidelines to be followed by the Council in its procurement activities. There may be e~~E~~mergency s~~S~~ituations, or procurements in which a tender process will not necessarily deliver the best outcome for the Council, and other market approaches may be more appropriate.

In any event, where a contract is entered into other than as a result of a tender process, reasons will be documented.

The Chief Executive Officer has the authority to provide an exemption from using the required method of procurement, in accordance with the expenditure delegations in Schedule 2 and in order to pursue a method which will bring the best outcome for the Council. Reasons for any exemption to the procurement method must be documented and attached to the approved invoice and filed in Council's record management system.

These circumstances may include:

- There may be significant public risk if the procurement is delayed by process requirements, such as e~~E~~mergency s~~S~~ituations threatening life and property; or
- The pressures of time are such that an open call is not feasible, such as where there has been an unanticipated Council or g~~G~~overnment policy decision; or
- Council purchases assets or goods at an auction up to $100,000; or
- Council purchases second-hand assets or goods up to $100,000; or
- The contract is made with, or under arrangement with or made through a strategic alliance pursuant to part 6 of this Policy; or
- A situation presents itself wherein a contractor or consultant has considerable background knowledge and experience or specialist expertise on that particular Council project or asset ~~e.g~~E.g. an extension of a previous project. In such situations the procurement of assets, goods, works or services on negotiated fees and terms through that consultant or contractor alone may be deemed sound and advantageous to the project. This could include engaging the contractor or consultant on a retainer basis for a specified period of time.

~~9.~~ 5.6 Delegations

Council has delegated to the Chief Executive Officer the power in Section 137 of the Act to expend the funds of the Council.

This electronic copy is the approved version and is stored in Council's Record Management System (C~~TRI~~M). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

- Monetary Limitations

All such delegations and sub delegations are subject to limitations set out in the instrument of delegations and sub delegations. ~~and identified specifically within Schedule 2 to this Policy~~.

- Other Limitations

The power to expend funds, outlined in Section 137 of the Act must be exercised by Council (and any Officers with delegated/sub delegated power) in accordance with this Policy.

In addition to the requirements set out in this Policy, and any other Council policies, resolutions or documentation, the following conditions apply to the exercise of the powers and functions by delegates and sub delegates:

- **Monetary Limitation applies to procurement processes:** An Officer may only commence a procurement process in respect of good(s) or service(s) or other purchase or expenditure the total value of which is not more that the monetary limitation set out in their instrument of delegation or sub delegation of the power in Section 137 of the Act to expend the funds of Council.

- **Monetary Limitation applies to contract documentation:** An Officer may only sign contract documentation in respect of good(s) or services (s) or other purchase or expenditure for the total value of which is not more that the monetary limitation set out in their instrument of delegation or sub delegation of the power in Section 137 of the Act to expend the funds of Council.

- **Prohibition on approval of procurement process and signing contract documentation:** An Officer may not sign off on or otherwise approve a procurement process as well as sign contract documentation in relation to the same good(s) or services (s) or other purchase or expenditure (including proposed purchase or expenditure).

~~10.~~ 5.7 Prudential Requirements

Refer to Council's *Prudential Management Policy*.

~~11.~~ 6. Related Documents

Caretaker Policy

Contractor Management Policy

Contractor Management Procedure

Contractor Management Forms and Templates

Disposal of Surplus Land Policy

Internal Financial Controls Policy

Long Term Financial Plan

Procurement Procedure

Pre-Purchase Checklist

Prudential Management Policy

This electronic copy is the approved version and is stored in Council's Record Management System (CTRIM). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

Strategic Plan

~~Pre-Purchase Checklist~~

~~12.~~6. Records Management

All documents relating to this Policy will be registered in Council's Record Management System.

At a minimum, documentation which details the procurement method, risk analysis, evaluation process and outcome, must be prepared and maintained for each relevant procurement. The preferred method of capturing procurement activity records is through use of established templates available to Council Officers.

~~13.~~7. Document Review

This document will be reviewed every two (2) years, including within six (6) months following a Council general election.

8. References

Local Government Act 1999 (SA)

Competition and Consumer Act 2010 (Cth)

Independent Commissioner Against Corruption Act 2012 (SA)

South Australian Industry Participation Policy

Security of Payment Act 2009 (SA)

Work Health and Safety Act 2012 (SA)

Environment Protection Act 1993 (SA)

State Procurement Act 2004

State Procurement Board Guidelines

Relevant Free Trade Agreements (Various)

~~14.~~9. Further Information

Members of the public may inspect this Policy free of charge on Council's website at www.apc.sa.gov.au or at Council's Principal Office at:

2a Wasleys Road, Mallala SA 5502

A copy of this Policy may be obtained on payment of a fee.

Any queries in relation to this Policy must be in writing and directed to the General Manager – Finance and ~~Economic Development~~Business.

This electronic copy is the approved version and is stored in Council's Record Management System (CTRIM). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

Schedule 1 – Value of the Purchase Threshold

Value of Purchase ($)	Method of Procurement	Decision Making Responsibility~~Approver~~
$1 to $5,000	Direct Purchase Based on Advertised Price or Written Quotation	Employees – within the limit of their delegated purchasing authority and the approved budget
$5,001 - ~~Up to~~ $10,000	Direct Purchase Based on Advertised Price or Written Quotation	Chief Executive Officer, General Managers, Managers and Assets Engineer – within the limit of their delegated purchasing authority and the approved budget ~~As per Council Delegation Register~~
$10,001 - $100,000	Three (3) Written Quotations or one (1) Written Quotation from Panel	Chief Executive Officer and General Managers – within the limit of their delegated purchasing authority and the approved budget~~As per Council Delegation Register~~
$100,001 - $500,000	Open Tender or Select Tender (minimum three (3) tenderers) Where j~~J~~ustification e~~E~~xists or three (3) Written Quotations from Panel. Also includes Request for Expression of Interest	Chief Executive Officer. Where the CEO determines that a tender is of commercial or community sensitivity, approval must be obtained by Council resolution.
$500,001 and above	Open Tender	Council resolution

This electronic copy is the approved version and is stored in Council's Record Management System (C~~TRIM~~). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

~~Schedule 2: Delegation of Authority to Commit Funds and Approve Invoices for Payment (within Adopted Budget)~~

~~Position Held~~	~~Commit Funds*~~ ~~(sign purchase order / contract)~~	~~Authorise Payment* (per invoice)~~
~~Chief Executive Officer~~	~~As per Council delegation~~	
~~General Managers~~	~~100,000~~	~~100,000~~
~~Coordinators~~	~~10,000~~	~~10,000~~
~~Executive Assistant to CEO & Mayor~~	~~5,000~~	~~Not applicable~~
~~Team Leaders~~	~~5,000~~	~~Not applicable~~
~~Infrastructure Support Officer**~~	~~5,000~~	~~Not applicable~~
~~Senior Workshop Officer~~	~~5,000~~	~~Not applicable~~
~~General Maintenance Officer~~	~~5,000~~	~~Not applicable~~
~~Standing Delegation~~		
~~Where the relevant General Manager/Coordinator is not available, other General Managers, Coordinators and Chief Executive Officer can authorise invoices for payment.~~		
~~* Purchase orders/invoices should not be split to avoid/bypass dollar thresholds when committing funds or authorise payments.~~		
~~**Up to 20,000 for fuel purchases~~		

This electronic copy is the approved version and is stored in Council's Record Management System (CTRIM). Printed copies are considered uncontrolled. Before using a printed copy please verify that it is the current version.

Adelaide Plains Council	13.1	Gawler River Floodplain Management Authority Special Meeting – 17 March 2021
	Department: Report Author:	Governance and Executive Office Chief Executive Officer
Date: 27 April 2021	Document Ref:	D21/1490

OVERVIEW

The purpose of this report is for Council to receive and note the minutes of the Gawler River Floodplain Management Authority Special Meeting held on 17 March 2021.

RECOMMENDATION

"that Council receives and notes the minutes of Gawler River Floodplain Management Authority Special Meeting held on 17 March 2021."

Attachments

1. Copy of Minutes of the Gawler River Floodplain Management Authority Special Meeting held on 17 March 2021.

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
SPECIAL BOARD

9:45am Wednesday 17 March 2021
City of Playford Civic Centre – 10 Playford Boulevard, Elizabeth

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 124th meeting of the Board.

1.2 Present

- Mr Ian Baldwin, Independent Board Member, Chair
- Cr Terry-Anne Keen, Adelaide Plains Council, Board Member
- Ms Alyssa Denicola, Adelaide Plains Council, Deputy Board Member
- Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
- Mayor Bim Lange, The Barossa Council, Board Member
- Cr Russel Johnstone, The Barossa Council, Deputy Board Member
- Cr Paul Koch, Town of Gawler, Board Member
- Mr Sam Dilena, Town of Gawler, Board Member
- Cr William Close, Light Regional Council, Board Member
- Mr Andrew Philpott, Light Regional Council, Deputy Board Member
- Mr Greg Pattinson, City of Playford, Board Member
- Mr David Hitchcock, Executive Officer

1.3 Apologies

- Mr James Miller, Adelaide Plains Council, Board Member
- Mr Ashley Curtis , Adelaide Hills Council, Board Member
- Mr Gary Mavrinac, The Barossa Council, Board Member

1.4 Appointment of Observers

GRB 21/16 Observers
Moved: Cr T Keen
Seconded: Mr G Pattinson

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

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confidential Matters

2.1 Tenders Stormwater Management Plan

GB21/17 Tenders Stormwater Management Plan
Moved: Cr T Keen
Seconded: Cr M Herrmann

1. *That 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:*
   - *Executive Officer*
   - *Observers*

   in order to consider in confidence agenda item 2.1 Tenders Stormwater Management Plan pursuant to Section 90(3)(d) of the Local Government Act 1999 on the basis that:
   i) commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
   (ii) would, on balance, be contrary to the public interest.

2. *This matter is confidential because the information herein provides commercial terms and conditions for provision of services to deliver a Stormwater Management Plan for the Gawler River and would provide advantage to a third party for negotiations regarding the service.*

3. *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 considers it necessary to consider this matter in confidence.*

CARRIED UNANIMOUSLY

9:55am confidential session commenced.

The meeting considered advice from the GRFMA Stormwater Management Plan Management Team in consideration of tender submissions for delivery of the Gawler River Stormwater Management Plan.

GB21/18 Tenders Stormwater Management Plan
Kept in confidence

Refer Confidential minutes.

GB21/19 Tenders Stormwater Management Plan
Moved: Cr T Keen
Seconded: Cr R Johnstone

1. *That pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the GRFMA orders that the following aspects of item 2.1 Stormwater Management Plan be kept confidential in accordance with the GRFMA Boards reasons to deal with this item in confidence pursuant to section 90(3)(d) of the Local Government Act 1999:*

- *Report and attachments for Item 2.1*
- *Minutes relating to deliberations of Item 2.1*

2. *This order shall operate until terms of agreement are reached with the preferred contractor or until reviewed within twelve (12) months in accordance with the Act , whichever is sooner.*

CARRIED UNANIMOUSLY

10:27am confidential session concluded.

3. GRFMA Budget Review 2 (2020/2021)

GB21/20 GRFMA Budget Review 2 (2020/2021)
Moved: Cr W Close
Seconded: Mr A Philpott

That the GRFMA adopts the 2020/2021 Budget Review 2 Documents February 2021 and the variances contained as its amended and current budget for the period ended 30 June 2021.

CARRIED UNANIMOUSLY

4. Draft GRFMA 2021/2022 Business Plan and Draft GRFMA 2021/2022 Budget

Amendments to the business plan requested:

- Page 7 – Amend wording to reflect current cost estimates for the Gawler River 2016 Flood Review report recommendations for works to be undertaken to indicative costs of $41 Million.
- Page 8 – Fourth dot point: Add following words “The GRFMA recognises the in-kind contribution of the City of Playford in provision of a Project Manager to facilitate development of the Plan”.

GB21/21 Draft GRFMA 2021/2022 Business Plan and Draft GRFMA 2021/2022 Budget
Moved: Mr G Pattinson
Seconded: Mr S Dilena

That the GRFMA:

1. *Notes the report.*
2. *Adopts the Draft 2021/2022 GRFMA Annual Business Plan as amended and Draft 2021/2022 Budget .*
3. *Following receipt of Constituent Council feedback, considers adoption of the GRFMA draft Annual Business Plan and Annual Budget at the June 2021 meeting.*

CARRIED UNANIMOUSLY

13. Closure

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 10:37am.

Chair _____ Date _____

Adelaide Plains Council	13.2	Gawler River Floodplain Management Authority Meeting – 15 April 2021
	Department:	Governance and Executive Office
	Report Author:	Chief Executive Officer
Date: 27 April 2021	Document Ref:	D21/14992

OVERVIEW

The purpose of this report is for Council to receive and note the minutes of the Gawler River Floodplain Management Authority meeting held on 15 April 2021.

RECOMMENDATION

"that Council receives and notes the minutes of Gawler River Floodplain Management Authority Meeting held on 15 April 2021."

Attachments

1. Copy of Minutes of the Gawler River Floodplain Management Authority meeting held on 15 April 2021.
2. Copy of Key Outcomes Summary of Gawler River Floodplain Management Authority meeting held on 15 April 2021.

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

9:45am Thursday 15 April 2021
Adelaide Hills Council Torrens Valley Community Centre – 45 Albert Street, Gumeracha

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 125th 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
- Cr William Close, Light Regional Council, 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

- Mr Brian Carr, Light Regional Council, Board Member
- Cr Peter Rentoulis, City of Playford, Board Member
- Cr Russell Johnstone, The Barossa Council, Deputy Board Member

1.4 Appointment of Observers

GRB 21/22 Observers
Moved: Cr T Keen
Seconded: Mr J Miller

That Cr John Lush be appointed as Observer.

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confirmation of Minutes

2.1 GRFMA Ordinary Meeting Minutes

GB21/23 GRFMA Ordinary Meeting Minutes
Moved: Cr M Herrmann
Seconded: Mr G Mavrinac

That the minutes of the Gawler River Floodplain Management Authority Board meeting held 11/02/2021 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.2 GRFMA Special Meeting Minutes

GB21/24 GRFMA Special Meeting Minutes
Moved: Cr T Keen
Seconded: Cr G Pattinson

That the minutes of the Gawler River Floodplain Management Authority Board Special meeting held 17/03/2021 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.3 GRFMA Special Meeting Confidential Minutes

GB21/25 GRFMA Special Meeting Confidential Minutes
Moved: Mayor B Lange
Seconded: Mr S Dilena

That the confidential minutes of the Gawler River Floodplain Management Authority Board Special meeting held 17/03/2021 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.4 Actions on Previous Resolutions

Nil

2.5 Matters Arising from the Minutes

Nil

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

Nil

6. Audit Committee

GB21/26 Audit Committee
Moved: Cr M Herrmann
Seconded: Mr G Pattinson

That the minutes of the Gawler River Floodplain Management Authority Audit Committee meeting held 10/03/2021 be received.

CARRIED UNANIMOUSLY

Discussion between members noted that some Constituent Council audit committees have questioned the long term viability of the GRFMA. GRFMA Audit Committee Members in attendance advised a key issue was unfunded depreciation and need for establishment of a Strategic Plan, Long Term Financial Plan and Asset Management Plan. The GRFMA Audit Committee will discuss this matter further at the next Audit Committee meeting.

7. Technical Assessment Panel

Nil

8. Reports

8.1 Gawler River Floodplain Mitigation

GB21/27 Gawler River Floodplain Mitigation
Moved: Mr S Dilena
Seconded: Mr G Pattinson

That the GRFMA:

1. *Provides in principle support for a contribution (cash/inkind/asset maintenance) towards projects 3&4 over the life of the project.*
2. *Requests the Local Government GRFMA Project Delivery Group representatives to convene and consider suitable options for relevant GRFMA contributions and ongoing asset maintenance costs and to provide a recommendation report to the June 2021 GRFMA meeting for consideration.*
3. *Writes to the Minister for Environment acknowledging the contribution from the State Government to the "no regret" projects and the GRFMA in principle support for the projects and requesting that:*
    a. *Savings to the State Government from the funding allocated to Projects 1 and 2 by Constituent Councils of the GRFMA is allocated to the development of the long term flood mitigation solutions identified through the Stormwater Management Plan, including detail design and costing, resolution of land tenure issues, community consultation and development of the business case.*

CARRIED UNANIMOUSLY

10:45am – the meeting adjourned for a short break.

10:59am – the meeting reconvened.

8.2 Charter Review 2

GB21/28 Charter Review 2
Moved: Mr G Mavrinac
Seconded: Cr T Keen

That the GRFMA:
1. *Receives the report.*
2. *Requests the Charter Review 2 Working Group further test the draft cost sharing model with the Northern Floodway Proposal.*
3. *Endorses the Executive Officer to utilise 2020/2021 Budget funding up to the amount of $10,000 to facilitate the modelling work.*

CARRIED UNANIMOUSLY

Members noted that the cost sharing model is currently at working draft status. Notwithstanding model testing as indicated in the above resolution, opportunity for further discussion of the detail within each applicable weighting criteria will be facilitated a later date.

8.3 Stormwater Management Plan

GB21/29 Stormwater Management Plan
Moved: Mr G Pattinson
Seconded: Cr M Herrmann

That the GRFMA.
1. *Receives the report.*
2. *Requests regular progress reports on delivery of the Stormwater Management Plan be provided to future GRFMA meetings.*

CARRIED UNANIMOUSLY

8.4 ARTC Bridge

GB21/30 ARTC Bridge
Moved: Mr J Miller
Seconded: Mr A Philpott

That the GRFMA requests the Executive Officer seek establishment of a Levee Bank Management (Gawler River Floodplain) information guideline document and Best Practice Operating Procedures document with the Gawler River Flood Mitigation Business Case Committee.

CARRIED UNANIMOUSLY

8.5 Finance Report

GB21/31 Finance Report
Moved: Cr M Herrmann
Seconded: Mr J Miller

That the GRFMA receives the financial report as at 31 March 2021 showing a balance of $259,944.36 total funds available.

CARRIED UNANIMOUSLY

9. Correspondence

9.1 Adelaide Plains Council – Appointment of Deputy Board Member

GB21/32 Adelaide Plains Council – Appointment of Deputy Board Member
Moved: Cr T Keen
Seconded: Mr J Miller

That the letter from Adelaide Plains Council regarding the appointment of a deputy Board Member be noted.

CARRIED UNANIMOUSLY

10. Confidential

10.1 GRFMA Strategic Plan

GB21/33 GRFMA Strategic Plan
Moved: Mr A Philpott
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:*
   - *Executive Officer; and*
   - *Observers*

   in order to consider in confidence agenda item 10.1 Quotations Strategic Management Plan pursuant to Section 90(3)(d) of the Local Government Act 1999 on the basis that:

   i) commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
   (ii) would, on balance, be contrary to the public interest.

2. *This matter is confidential because the information herein provides commercial terms and conditions for provision of services to deliver a GRFMA Strategic Plan and would provide advantage to a third party for negotiations regarding the service.*

3. *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

11:21am – confidential session commenced.

11:29am – confidential session concluded.

GB21/34 GRFMA Strategic Plan
Moved: Cr T Keen
Seconded: Mr A Philpott

That the GRFMA:
1. *Accepts the quotation of $14,000 from Jeff Tate Consulting for preparation and delivery of the GRFMA Strategic Management Plan 2026; and*
2. *Authorities the GRFMA Executive Officer to finalise contract terms and commence works.*

CARRIED UNANIMOUSLY

On the basis the criteria evaluation results for both quotations were comparable the Board decided to accept the lowest cost quotation.

GB21/35 GRFMA Strategic Plan
Moved: Cr T Keen
Seconded: Mr G Mavrinac

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 GRFMA Strategic Management Plan be kept confidential in accordance with the GRFMA Boards reasons to deal with this item in confidence pursuant to section 90(3) (d) (e) of the Local Government Act 1999:*
   - *Report for Item 10.1*
   - *Attachment for item 10.1*

2. *The minutes for Item 10.1 will not be retained in confidence.*

3. *This order shall operate until reviewed and determined as part of the annual review by the Authority in accordance with Section 91(9)(a) of the Local Government Act 1999.*

CARRIED UNANIMOUSLY

11. Urgent Matters Without Notice

Nil

12. Next Meeting

Date and Time: Thursday 17 June 2021

Host: The Barossa Council

13. Closure

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 11:30am.

Chair _____ Date _____

Gawler River Floodplain Management Authority

Adelaide Hills Council, Adelaide Plains Council, The Barossa Council, Town of Gawler, Light Regional Council, City of Playford

KEY OUTCOMES SUMMARY

GRFMA Special Board Meeting – 15 April 2021

Gawler River Floodplain Mitigation

The meeting resolved to provide in principle support for a contribution (cash/in-kind/asset maintenance) towards projects 3 and 4 of the State Government Gawler River Floodplain Mitigation Program.

The Local Government GRFMA Project Delivery Group representatives will now convene and consider suitable options for relevant GRFMA contributions and ongoing asset maintenance costs and provide a recommendation report to the June 2021 GRFMA Board meeting for consideration.

The Executive Officer was requested to write to the Minister for Environment:

- acknowledging the contribution from the State Government to the "no regret" projects and the GRFMA in principle support for the projects
- requesting that savings to the State Government from the funding allocated to Projects 1 and 2 by Constituent Councils of the GRFMA is allocated to the development of the long term flood mitigation solutions identified through the Stormwater Management Plan, including:
    - detail design and costing;
    - resolution of land tenure issues;
    - community consultation; and
    - development of the business case.

GRFMA Stormwater Management Plan

Members noted that contracts for delivery of the GRFMA Stormwater Management Plan had been finalised and the body of works to deliver the plan have commenced.

Charter Review 2

The meeting requested the Charter Review 2 Working Group to further test the draft cost sharing model with the Northern Floodway Proposal and report back to the June 21 GRFMA Board meeting. It was also noted that the cost sharing model is currently at working draft status.
Notwithstanding model testing being undertaken opportunity for further discussion of the detail within each applicable weighting criteria will be facilitated at a later date.

GRFMA Strategic Management Plan

The meeting accepted the quotation from Jeff Tate Consulting for preparation and delivery of the GRFMA Strategic Management Plan 2026.

Next Ordinary Board Meeting

The next Ordinary Board Meeting will be held at 9:45am on Thursday 17 June 2021 at the Barossa Council.

Adelaide Plains Council	13.2	Gawler River Floodplain Management Authority Meeting – 15 April 2021
	Department: Report Author:	Governance and Executive Office Chief Executive Officer
Date: 27 April 2021	Document Ref:	D21/1490

OVERVIEW

The purpose of this report is for Council to receive and note the minutes of the Gawler River Floodplain Management Authority Meeting held on 15 April 2021.

RECOMMENDATION

"that Council receives and notes the minutes of Gawler River Floodplain Management Authority Meeting held on 15 April 2021."

Attachments

1. Copy of Minutes of the Gawler River Floodplain Management Authority Meeting held on 15 April 2021.

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

9:45am Thursday 15 April 2021
Adelaide Hills Council Torrens Valley Community Centre – 45 Albert Street, Gumeracha

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 125th 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
- Cr William Close, Light Regional Council, 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

- Mr Brian Carr, Light Regional Council, Board Member
- Cr Peter Rentoulis, City of Playford, Board Member
- Cr Russell Johnstone, The Barossa Council, Deputy Board Member

1.4 Appointment of Observers

GRB 21/22 Observers
Moved: Cr T Keen
Seconded: Mr J Miller

That Cr John Lush be appointed as Observer.

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confirmation of Minutes

2.1 GRFMA Ordinary Meeting Minutes

GB21/23 GRFMA Ordinary Meeting Minutes
Moved: Cr M Herrmann
Seconded: Mr G Mavrinac

That the minutes of the Gawler River Floodplain Management Authority Board meeting held 11/02/2021 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.2 GRFMA Special Meeting Minutes

GB21/24 GRFMA Special Meeting Minutes
Moved: Cr T Keen
Seconded: Cr G Pattinson

That the minutes of the Gawler River Floodplain Management Authority Board Special meeting held 17/03/2021 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.3 GRFMA Special Meeting Confidential Minutes

GB21/25 GRFMA Special Meeting Confidential Minutes
Moved: Mayor B Lange
Seconded: Mr S Dilena

That the confidential minutes of the Gawler River Floodplain Management Authority Board Special meeting held 17/03/2021 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.4 Actions on Previous Resolutions

Nil

2.5 Matters Arising from the Minutes

Nil

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

Nil

6. Audit Committee

GB21/26 Audit Committee
Moved: Cr M Herrmann
Seconded: Mr G Pattinson

That the minutes of the Gawler River Floodplain Management Authority Audit Committee meeting held 10/03/2021 be received.

CARRIED UNANIMOUSLY

Discussion between members noted that some Constituent Council audit committees have questioned the long term viability of the GRFMA. GRFMA Audit Committee Members in attendance advised a key issue was unfunded depreciation and need for establishment of a Strategic Plan, Long Term Financial Plan and Asset Management Plan. The GRFMA Audit Committee will discuss this matter further at the next Audit Committee meeting.

7. Technical Assessment Panel

Nil

8. Reports

8.1 Gawler River Floodplain Mitigation

GB21/27 Gawler River Floodplain Mitigation
Moved: Mr S Dilena
Seconded: Mr G Pattinson

That the GRFMA:

1. *Provides in principle support for a contribution (cash/inkind/asset maintenance) towards projects 3&4 over the life of the project.*
2. *Requests the Local Government GRFMA Project Delivery Group representatives to convene and consider suitable options for relevant GRFMA contributions and ongoing asset maintenance costs and to provide a recommendation report to the June 2021 GRFMA meeting for consideration.*
3. *Writes to the Minister for Environment acknowledging the contribution from the State Government to the "no regret" projects and the GRFMA in principle support for the projects and requesting that:*
    a. *Savings to the State Government from the funding allocated to Projects 1 and 2 by Constituent Councils of the GRFMA is allocated to the development of the long term flood mitigation solutions identified through the Stormwater Management Plan, including detail design and costing, resolution of land tenure issues, community consultation and development of the business case.*

CARRIED UNANIMOUSLY

10:45am – the meeting adjourned for a short break.

10:59am – the meeting reconvened.

8.2 Charter Review 2

GB21/28 Charter Review 2
Moved: Mr G Mavrinac
Seconded: Cr T Keen

That the GRFMA:
1. *Receives the report.*
2. *Requests the Charter Review 2 Working Group further test the draft cost sharing model with the Northern Floodway Proposal.*
3. *Endorses the Executive Officer to utilise 2020/2021 Budget funding up to the amount of $10,000 to facilitate the modelling work.*

CARRIED UNANIMOUSLY

Members noted that the cost sharing model is currently at working draft status. Notwithstanding model testing as indicated in the above resolution, opportunity for further discussion of the detail within each applicable weighting criteria will be facilitated a later date.

8.3 Stormwater Management Plan

GB21/29 Stormwater Management Plan
Moved: Mr G Pattinson
Seconded: Cr M Herrmann

That the GRFMA.
1. *Receives the report.*
2. *Requests regular progress reports on delivery of the Stormwater Management Plan be provided to future GRFMA meetings.*

CARRIED UNANIMOUSLY

8.4 ARTC Bridge

GB21/30 ARTC Bridge
Moved: Mr J Miller
Seconded: Mr A Philpott

That the GRFMA requests the Executive Officer seek establishment of a Levee Bank Management (Gawler River Floodplain) information guideline document and Best Practice Operating Procedures document with the Gawler River Flood Mitigation Business Case Committee.

CARRIED UNANIMOUSLY

8.5 Finance Report

GB21/31 Finance Report
Moved: Cr M Herrmann
Seconded: Mr J Miller

That the GRFMA receives the financial report as at 31 March 2021 showing a balance of $259,944.36 total funds available.

CARRIED UNANIMOUSLY

9. Correspondence

9.1 Adelaide Plains Council – Appointment of Deputy Board Member

GB21/32 Adelaide Plains Council – Appointment of Deputy Board Member
Moved: Cr T Keen
Seconded: Mr J Miller

That the letter from Adelaide Plains Council regarding the appointment of a deputy Board Member be noted.

CARRIED UNANIMOUSLY

10. Confidential

10.1 GRFMA Strategic Plan

GB21/33 GRFMA Strategic Plan
Moved: Mr A Philpott
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:*
   - *Executive Officer; and*
   - *Observers*

   in order to consider in confidence agenda item 10.1 Quotations Strategic Management Plan pursuant to Section 90(3)(d) of the Local Government Act 1999 on the basis that:

   i) commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
   (ii) would, on balance, be contrary to the public interest.

2. *This matter is confidential because the information herein provides commercial terms and conditions for provision of services to deliver a GRFMA Strategic Plan and would provide advantage to a third party for negotiations regarding the service.*

3. *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

11:21am – confidential session commenced.

11:29am – confidential session concluded.

GB21/34 GRFMA Strategic Plan
Moved: Cr T Keen
Seconded: Mr A Philpott

That the GRFMA:
1. *Accepts the quotation of $14,000 from Jeff Tate Consulting for preparation and delivery of the GRFMA Strategic Management Plan 2026; and*
2. *Authorities the GRFMA Executive Officer to finalise contract terms and commence works.*

CARRIED UNANIMOUSLY

On the basis the criteria evaluation results for both quotations were comparable the Board decided to accept the lowest cost quotation.

GB21/35 GRFMA Strategic Plan
Moved: Cr T Keen
Seconded: Mr G Mavrinac

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 GRFMA Strategic Management Plan be kept confidential in accordance with the GRFMA Boards reasons to deal with this item in confidence pursuant to section 90(3) (d) (e) of the Local Government Act 1999:*
   - *Report for Item 10.1*
   - *Attachment for item 10.1*

2. *The minutes for Item 10.1 will not be retained in confidence.*

3. *This order shall operate until reviewed and determined as part of the annual review by the Authority in accordance with Section 91(9)(a) of the Local Government Act 1999.*

CARRIED UNANIMOUSLY

11. Urgent Matters Without Notice

Nil

12. Next Meeting

Date and Time: Thursday 17 June 2021

Host: The Barossa Council

13. Closure

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 11:30am.

Chair _____ Date _____

KEY OUTCOMES SUMMARY

GRFMA Special Board Meeting – 15 April 2021

Gawler River Floodplain Mitigation

The meeting resolved to provide in principle support for a contribution (cash/in-kind/asset maintenance) towards projects 3 and 4 of the State Government Gawler River Floodplain Mitigation Program.

The Local Government GRFMA Project Delivery Group representatives will now convene and consider suitable options for relevant GRFMA contributions and ongoing asset maintenance costs and provide a recommendation report to the June 2021 GRFMA Board meeting for consideration.

The Executive Officer was requested to write to the Minister for Environment:

- acknowledging the contribution from the State Government to the "no regret" projects and the GRFMA in principle support for the projects
- requesting that savings to the State Government from the funding allocated to Projects 1 and 2 by Constituent Councils of the GRFMA is allocated to the development of the long term flood mitigation solutions identified through the Stormwater Management Plan, including:
    - detail design and costing;
    - resolution of land tenure issues;
    - community consultation; and
    - development of the business case.

GRFMA Stormwater Management Plan

Members noted that contracts for delivery of the GRFMA Stormwater Management Plan had been finalised and the body of works to deliver the plan have commenced.

Charter Review 2

The meeting requested the Charter Review 2 Working Group to further test the draft cost sharing model with the Northern Floodway Proposal and report back to the June 21 GRFMA Board meeting. It was also noted that the cost sharing model is currently at working draft status.
Notwithstanding model testing being undertaken opportunity for further discussion of the detail within each applicable weighting criteria will be facilitated at a later date.

GRFMA Strategic Management Plan

The meeting accepted the quotation from Jeff Tate Consulting for preparation and delivery of the GRFMA Strategic Management Plan 2026.

Next Ordinary Board Meeting

The next Ordinary Board Meeting will be held at 9:45am on Thursday 17 June 2021 at the Barossa Council.

Adelaide Plains Council	**14.1**	**Draft 2021/2022 Annual Business Plan and Budget for Public Consultation**
	Department:	**Finance and Business**
	Report Author:	**General Manager - Finance and Business**
Date: 27 April 2021	**Document Ref:**	**D21/16301**

EXECUTIVE SUMMARY

- The purpose of this report is to provide for Council consideration, Draft 2021/2022 Annual Business Plan (ABP) and 2021/2022 Budget (budget) before it is released for public consultation.
- Works towards the adoption of the 2021/2022 ABP and the budget has been occurring since January 2021 which comprised of;
  - Three (3) workshops with Elected Members;
  - Two (2) Audit Committee meetings;
  - One (1) Infrastructure and Environment Committee meeting; and
  - One (1) workshop with Council management.
- These workshops have focused on:-
  - Renewing community infrastructure in line with the *Infrastructure and Assets Management Plans* (I&AMP);
  - Sealing of unsealed roads that are vital for the freight and tourism network of the Council region;
  - Allocate additional resources to meet demand for Council services driven by growth;
  - Delivering Council's services and programs to ensure implementation of priorities and strategies identified in the *Strategic Plan 2017 – 2020*;
  - Improving Council's operating performance and long-term financial sustainability;
  - Recovering long-overdue Council rates; and
  - Reviewing Council operations to find saving without impacting core services.
- Council's Infrastructure and Environment (I&E) Committee at its meeting held on 15 March 2021 considered a draft infrastructure program for the next four (4) financial years and recommended *'……to Council that it adopts the draft 2021-2025, 4 Year Capital Renewal Program'.*
- Council's Audit Committee at its meeting held on 12 April 2021 considered a draft ABP and the Budget and recommended that Audit Committee *'…….considers it appropriate to recommend to Council that it consider Option 2 as presented in the rate modelling data which equates to an average rate increase of 2.26%.....''.*
- Audit Committee also advised that it is appropriate to defer updating Long-Term Financial Plan until following strategic documents are updated and initiatives thereof being costed. They are;
  - Strategic Management Plan 2021-2024 (updated in January 2021);
  - Infrastructure and Assets Management Plans;
  - Tourism and Economic Development Strategy;

- Office Accommodation Review;

- The draft 2021/2022 Budget estimates an Operating Deficit of $0.219m which consists of:-
  - Recurrent budget surplus of $0.613m;
  - CWMS Budget deficit of $0.153m; and
  - Net Operating Project budget of $0.679m (**Table 5**).
- The estimated Operating Deficit of $0.219m takes into account an average rate increase of 2.25% (**Table 8**) on existing properties whereas current Long Term Financial Plan adopted in June 2019 assumed an average rate revenue increase of 3.50%.
- Rates income from growth is estimated to be 2.07% in the next financial year which is significantly higher than 1.00% factored in the current Long Term Financial Plan.
- Average rate increase of 2.25% also incorporate an increase to fixed charge from $110 to $112. With the proposed average rate increase, 29% of the properties will have their rates being reduced next year (**Figure 3**).
- The proposed capital expenditure program (**Table 10**) for 2021/2022 is estimated to be $6.251m of which $2.917m (47%) would be spent on assets renewals in line with Council's Infrastructure. and Assets Management Plans.
- The remaining capital expenditure of $3.334m (53%) is proposed to be spent on new and upgraded assets some of which 50% are funded by external grants.
- New short-term loan borrowings (**Table 13**) are proposed to be $2.741m of which;
  - $1.145m is to fund Council's co-contribution required under State Government's Local Government Infrastructure Partnership Program (funding application has been successful);
  - $0.235m is to fund Council's co-contribution required under Building Better Regions Fund and Open Space and Places for People Funding (if the funding application is successful);
  - $0.844m will be spent on other new/upgraded assets across the Council district (**Table 11**);
  - $0.507m will be allocated for loan repayments; and
  - $0.010 will be allocated for other day-to-day Council's operations.
- Annual kerbside waste collection charge is expected to increase by 4.30% to $167 mainly due to increase in recyclable disposal costs.
- CWMS charges for both Mallala and Middle Beach is proposed to increase by 3.00% to $659 and $443 respectively.

RECOMMENDATION

"that Council, having considered Item 14.1 – *Draft 2021/2022 Annual Business Plan and Budget for Public Consultation*, dated 27 April 2021, receives and notes the report and in doing so:

1. **Council has considered its draft Annual Business Plan and Budget for the 2021/2022 Financial Year, presented as Attachment 1 to this Report, and instructs the Chief Executive Officer to commence a period of public consultation in accordance with section 123 of the Local Government Act 1999 and Council's *Public Consultation Policy*, in regard to its proposals for a period of not less than 21 days inviting the public to make written submissions in order that Council is able to consider any feedback from members of the public with regard to its draft Annual Business Plan and Budget for the 2021/2022 Financial Year;**

2. **Acknowledges that as a result of the *Public Access and Public Consultation Notice (No 2) 2020*, in particular the suspension of section 123(4)(a)(i), and in accordance with Council's *Public Consultation Policy*, Council will not hold a public meeting or a special meeting in order to hear public submissions; and**

3. **Instruct that the Chief Executive Officer or his delegate prepare a report on written submissions received during the public consultation period for Council consideration."**

BUDGET IMPACT

Estimated Cost:	$0.219m (operating deficit)
Future ongoing operating costs:	Interest expenses associated with new borrowings
Is this Budgeted?	Yes

RISK ASSESSMENT

Council's main source of revenue is general rates which accounts for 74% of total income. Therefore, if the Council does not generate sufficient income, particularly, rate income, to meet its planned activities, it will not be able to service its payment obligations on time (liquidity/credit risk) without borrowing (financial risk) more money.

Overdue rates have increased significantly over the last 12 months mainly due to COVID-19 Rate Relief provided by the Council from May 2020. It is $1.102m as of 2 April 2021, an increase of 36% when compared to the overdue rates balance of $0.810m as of 30 June 2020. Therefore, increase in overdue rates poses a significant liquidity risk for the Council.

Attachments

1. Draft 2021/2022 Annual Business Plan and Budget to be released for public consultation
2. Presentation made to Elected Member Budget Workshop held on 19 April 2021

DETAILED REPORT

Purpose

The purpose of this report is to provide for Council's consideration, the Draft 2021/2022 Annual Business Plan and 2021/2022 Budget and seek Council endorsement to commence the community consultation process in relation to the aforementioned draft documents required by the Section 123 of the Local Government Act 1999.

Background/History

The legislative background to the annual budget process, outlined in Section 123 of the *Local Government Act 1999* is as follows:-

- There must be an annual business plan and budget for each financial year;
- The annual business plan must include a summary of the council's objectives, activities and performance measures set out a summary of its proposed operating expenditure, capital expenditure and sources of revenue; the rates structure and policies for the financial year;
- The annual business plan and budget must undergo a period of public consultation in accordance with the Council's *Public Consultation Policy*, and Council must make copies of the plan available for the information of the members of the public, who may then lodge submissions to the council about its plans;
- The council must conduct a public hearing or meeting to allow those members of the public the opportunity to present their submission in relation to Council's proposed annual program to the Council;
- Council may then decide whether or not any submission will be taken into account in adopting or amending its proposed annual business plan and budget;
- An annual business plan and a budget must be adopted by a council after 31 May for the ensuing financial year and, except in a case involving extraordinary administrative difficulty, before 31 August in the year to which it relates.

In practical terms however, the Local Government Act requires that a ratepayer must receive at least 30 days' notice of the amount of council rates that they are being requested to pay. Under the terms of the Act council rates instalments fall due in the months of September, December, March and June of each year. Operationally administration must undertake certain processes coinciding with the declaration of the rate by Council, including scheduling rate notice printing with an offsite contractor. These activities in effect decrease the time available for a council to adopt budgets and declare rates while maintaining an adherence to compliancy timeframes stipulated by the Act.

For 2021/2022 Financial Year, 21 days public consultation period will commence on Wednesday, 5 May 2021 and concludes on Tuesday 25 May 2021 at 5.00pm. Public notices will appear on Council's web-site www.apc.sa.gov.au from that date while notices to be appeared in the newspapers generally circulating within Council's region on the Wednesday, 5 May 2021 editions of The Plains Producer.

Special Council meeting to receive verbal budget submissions

In previous years, a Special Council Meeting was held to receive submissions and questions from the community in relation to its draft budget and annual budget plan. However, as a result of the Public

Access and Public Consultation Notice (No 2) 2020, in particular the suspension of section 123(4)(a)(i), and in accordance with Council's Public Consultation Policy, Council will not hold a public meeting or a special meeting in order to hear public submissions.

A subsequent report will be presented to the Ordinary Council Meeting to be held on Monday, 28 June 2021 in order that matters arising out of the public consultation period could be reviewed and considered by the Council before adopting the Annual Business Plan and Budget.

Discussion

Budget Workshops/meetings

Preparatory work for the 2021/2022 Budget has been occurring since January 2020 and includes the following workshops/meetings:-

- 27 January 2021 : Budget process, parameters and objectives adopted by the Council;
- 2 February 2021 : Budget process, parameters and objectives adopted by the Audit Committee;
- 10 February 2021 : A bus tour of proposed infrastructure program for 2021/2022.
- 9 March 2021 : Presentation on Draft Four (4) Year Capital Program to Elected Members
- 9 March 2021 : Presentation on the Recurrent & Operating Project Budget to Elected Members
- 15 March 2021 : Presentation of Council's Draft 2021/2022 Capital Project Budget to the I&E Committee.
- 12 April 2021 : Presentation of Council's Draft 2021/2022 Budget and 2 Updated Long Term Financial Plan 2022-2031 to the Audit Committee
- 19 April 2021 : Presentation of Draft Budget to Elected Members

The I&E Committee at its meeting held on 15 March 2021 resolved as follows;

Draft 2021-2025 – 4 Year Capital Program

7.1 Mr Dodson disconnected from the meeting 6.29pm

Mr Dodson reconnected to the meeting 6.33pm.

Committee Resolution

Moved Councillor Lush Seconded Councillor Boon ***2021/ 003***

"that the Committee, having considered Item 7.1 – Draft 2021-2025 – 4 Year Capital Program, dated 15 March 2021, receives and notes the report and in doing so recommends to Council that it adopts the draft 2021-2025, 4 Year Capital Renewal Program as presented at Attachment 1 to this Report."

CARRIED

The Audit Committee at its meeting held on 12 April 2021 resolved as follows;

6.2 Draft 2021/2022 Budget and Updated Long Term Financial Plan 2022-2031

Committee Resolution

Moved Mr Fairlie-Jones Seconded Strudwicke ***2021/ 018***

"that the Audit Committee, having considered Item 6.2 – Draft 2021/2022 Budget and Updated Long Term Financial Plan 2022-2031, dated 12 April 2021, receives and notes the report and in doing so:-

1. ***Notes that the Long-Term Financial Plan projections updated for the draft 2021/22 budget indicate that Council's financial targets can be achieved in the short term;***
2. ***Notes that Council's Long Term Financial Plan has not been updated to include the impact of Council's recently adopted Strategic Plan, nor does it include the impact of the imminent update of Council's Infrastructure and Asset Management Plan, and the Audit Committee recommends to Council that it not commit to any expenditure commitments beyond those included in the draft 2020/21 budget until the Long-Term Financial Plan has been updated;***
3. ***Notes the larger than anticipated draft operating deficit of $270,000 as presented in the report and in acknowledgement of same, considers it appropriate to recommend to Council that it consider Option 2 as presented in the rate modelling data which equates to an average rate increase of 2.26%; and***
4. ***That the charges for the Mallala CWMS do not appear to be compliant with ESCOSA licence conditions and recommend that Council give consideration to revising the charges for the scheme so as to ensure that the broader population is not subsidising the operations of the scheme."***

Strategic Plan

Council aims to deliver a budget that not only contributes to its strategic objectives, but is also financially sound and allows the Council to meet its financing commitments from cash derived from operating activities without placing a burden on ratepayers through excessive and/or ad-hoc rate revenue increases or borrowing money to deliver current Council services that will create ***intergeneration inequality***.

Therefore, the focus in developing the Draft 2021/2022 Budget has been on ensuring that the Council can maintain the service standards for its existing services (business as usual) and that those services receive appropriate funding, balanced with ensuring that the community does not face significant/ad-hoc increases in their annual rates contribution in next year or future years. To achieve above objectives, Council's management has applied "zero based budgeting" by reviewing its current actual level of income and expenditures and comparing it with proposed activities for the next financial year to estimate the appropriate level of income and expenditures for 2021/2022 Financial Year.

At the Ordinary Council meeting held on 27 January 2021, Council reviewed and updated its strategic plan for the period 2021–2024. Therefore, Council staff have developed draft budget and the LTFP presented in this report based on previous 'Strategic Plan 2017-2020' due to not having sufficient time to update the budget and LTFP in line with 'Strategic Plan 2021-2024' initiatives and objectives.

Kerbside Waste Collection Services

Council has been engaging a contractor to deliver kerbside waste collection since February 2018 resulting a 30% reduction in waste levy from $180.00 in 2017/2018 Financial Year to $126.00 in 2018/2019 Financial Year. However, since then, there has been a considerable increase in the disposal costs of waste and recyclables mainly due to changes in the Australian waste collection market following dramatic cuts to the volumes of waste China imports from the rest of the world since January 2018. For 2021/2022 Financial Year, it is estimated that the total cost of the kerbside waste collection program is expected to be increased by 4.30% mainly due to increase cost of recyclables disposal. Therefore, the annual waste collection service charge is expected to increase from $160 to $167.

Draft 2021/2022 Budget

The draft 2021/2022 Budget has two components:-

i. Statement of Comprehensive Income (Profit & Loss Statement) which includes:-

   a) Recurrent Budget covering income and expenses with regard to running day to day Council operations on a "business as usual basis";

   b) Operating Projects Budget (one off service initiatives and programs that support strategic objectives of the Council);

ii. Capital Projects Budget (Income and expenses with regard to renewal/replacement of existing Council assets or creating new/upgraded assets).

*Statement of Comprehensive Income (*Profit & Loss Statement)

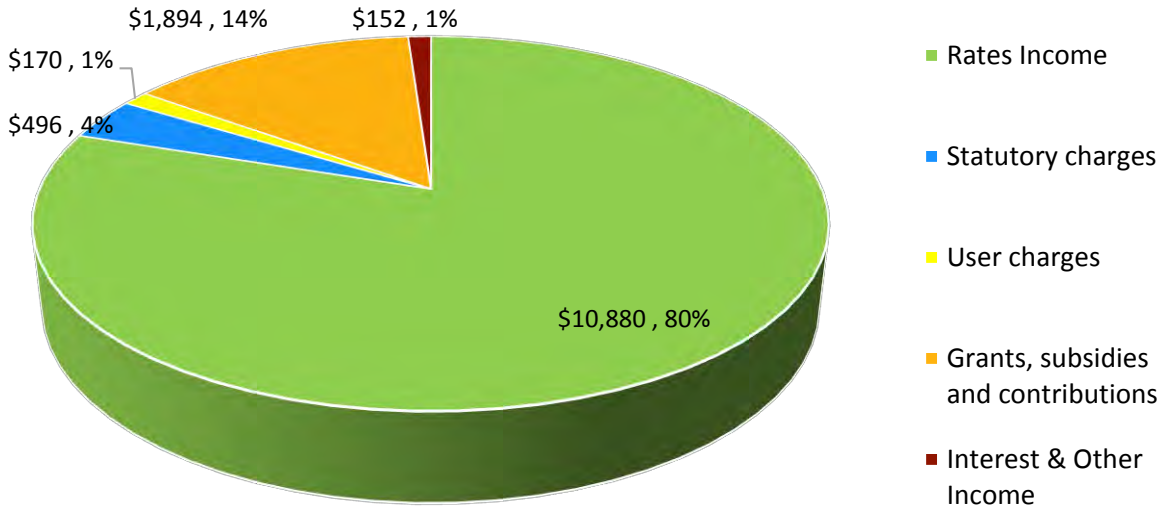
As shown in **Table 1** below, based on a 2.25% increase in average rates and further 2.07% growth from new assessments, it is estimates that for 2021/2022 Financial Year, there will be an Operating Deficit of $0.219m from recurrent and operating project activities.

Table 1: Draft Statement of Comprehensive Income ($'000)

Description	2020/2021 Adopted Budget ($)	2021/2022 Draft Budget ($)	(%)	Budget Movement $	%
OPERATING INCOME					
Rates					
- General Rates - Existing Assessments	9,614	9,830	72	216	2.25
- General Rates - New Assessments	0	214	2	214	
- Rate Rebates	(94)	(93)	(1)	2	(1.74)
- Waste Levy	605	653	5	49	8.07
- Regional Landscape Levy	188	193	1	5	2.50
- Other Rates Income	85	81	1	(3)	(3.98)
Statutory charges	410	496	4	86	21.07
User charges	168	170	1	2	1.18
Grants, subsidies & contributions	1,890	1,894	14	4	0.19
Interest Income	3	3	0	-	-
Reimbursements	125	126	1	1	0.88
Other Income	23	23	0	0	0.47
TOTAL INCOME	**13,016**	**13,592**	**100**	**576**	**4.42**
OPERATING EXPENSES					
Employee Costs	5,289	5,506	42	216	4.09
Materials, contracts and other	4,367	4,606	35	240	5.49
Depreciation	2,683	2,731	21	48	1.79
Interest Expenses	101	72	1	(29)	(28.53)
Share of loss from GRFMA	63	63	0	-	-
TOTAL EXPENSES	**12,503**	**12,979**	**100**	**475**	**3.80**
RECURRENT SURPLUS	512	613	5	100	19.60
Net Cost of the 2 x CWMS	(115)	(153)	(1)	(38)	32.89
Funding for growth initiatives/OPs	(314)	(679)	(5)	(365)	116.14
OPERATING SURPLUS/(DEFICIT)	83	(219)		(302)	

Figure 1 below shows the distribution of recurrent income for 2021/2022 Financial Year

Figure 1: Recurrent Income (Excl. CWMS) -$'000



Major changes in the draft 2021/2022 budget (in comparison to 2020/2021 Adopted Budget)

Below is a summary of major changes in recurrent income in the draft budget ($'000)

Rates		
Additional rates income from growth (2.07% increase)	$ 214	
Additional income from existing ratepayers (2.25% increase)	$ 216	$ 430
Increase in income from Waste Levy		$ 49
Statutory		
Increase in income from Waste water approvals	$ 50	
Increase in Development application fees	$ 60	
Reduction in income from dog infringements	($ 20)	$ 90
		$ 569

For the next financial year, Council is expected to receive following **grant income** ($'000).

- Library operating grant (from State Government)	$ 28
- Financial Assistance Grant (from Federal Government)	$ 1,500
- Roads-to-Recovery (R2R) Grant (from Federal Government)*	$ 263
- Coastal Conservation Officer Grant (Green Adelaide formerly NRM Board)**	$ 102
Total Grants, subsidies & contributions	**$ 1,894**

* *For accounting purpose R2R grant is recorded as operating income. However, as per R2R guidelines, grant should be spent on roads renewal/upgrades (Capital).*

**53% of the Regional Landscape Levy is invested back in the region.

- Below is a summary of major changes in recurrent expenses in the draft budget ($'000)

Reduction in expenses	
Council contribution to Flood Monitoring and Alert System has been over estimated in 20/21	32
Council's contribution to TW Community Fund is not expected to be required	15
Council contribution to Community Passenger Network (20/21 budget was over estimated)	6

Increase in expenses	
Legal fees on planning appeals, regulatory activities, human resources advice in relation to appeals, enforcements, prosecutions and other proceedings).	(80)
Increase in building, reserve & seal road maintenance and street sweeping expenses	(54)
Increase in waste collection costs mainly due to increase in recyclables disposal costs	(26)
Cost to implement Council's Disability Action and Inclusion Plan initiatives	(15)
Council's annual contribution to GRFMA operational and maintenance budget has increased	(15)
Income Protection Insurance (20/21 budget was under estimated)	(17)
Assets management consultancy cost	(15)
Cost of road signs	(11)
Increase in minor plant replacement budget	(10)
Cost of external advice on Council's Risk Evaluation Action Plan	(7)

Employee Costs

Excluding CWMS, the estimated employee costs on recurrent activities is $5.506m as summarised below. It is calculated based on estimated full-time equivalent staff numbers (FTEs) of 57.16 as of 30 June 2021. The estimated employee costs in **Table 2** and the above FTEs are subject to change depending on;

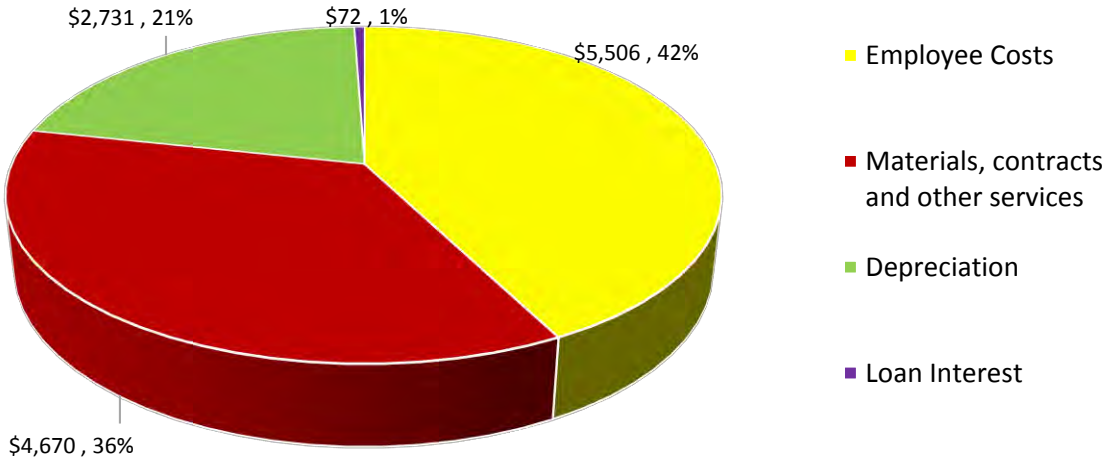
i. the outcome of Enterprise Bargaining Agreement current being negotiated with the Council staff; and
ii. new staff that may be recruited to meet growth in the Council district and develop local economy.

Table 2: Draft Employee Expenses – Excluding CWMS ($'000)

Description	Costs
Salaries & Wages	4,719
Long Service Leave	117
Superannuation	458
Workers Compensation Insurance	212
Total Employee Cost budget	**5,506**

Figure 2 below shows the distribution of recurrent expenditure for 2021/2022 Financial Year

Figure 2: Recurrent Expenses (Excl. CWMS) - '$000



LTFP and Updated Statement of Comprehensive Income comparison

LTFP adopted by the Council on 27 June 2019, forecast that for 2021/2022 Financial Year, the operating deficit would be $0.088m. However as shown below in **Table 3**, the updated operating deficit is $0.219m mainly due to previously unbudgeted expenses and the reduction in average rate rises from 3.50% to 2.25% in the updated budget for 2021/2022 Financial Year.

Table 3: Draft Budget for 2021/2022 in comparison with LTFP Projections ($'000)

OPERATING INCOME	LTFP	DRAFT BUDGET	VAR ($)	VAR (%)
Rates				
- General Rates Revenue	9,921	9,952	31	-
- Waste Levy	556	653	97	18
- Regional Landscape Levy	188	193	5	2
- Other Rates Income	87	81	(6)	(7)
Statutory charges	417	496	79	19
User charges	168	170	2	1
Grants, subsidies and contributions	2,029	1,894	(135)	(7)
Investment Income	3	3	-	-
Reimbursements	111	126	16	14
Other Income	39	23	(17)	(42)
TOTAL INCOME	**13,519**	**13,592**	**73**	**1**
OPERATING EXPENSES				
Employee Costs	5,752	5,506	246	4
Materials, contracts and other services	4,087	4,606	(520)	(13)
Depreciation	3,229	2,731	498	15
Interest Expenses	72	72	-	-
Share of loss from GRFMA	63	63	-	-
TOTAL EXPENSES	**13,203**	**12,979**	**224**	**2**
RECURRENT SURPLUS	316	613	297	94
Net Cost of the 2 x CWMS	(104)	(153)	(50)	48
Net Operating Project Expenses	(300)	(679)	(379)	126
OPERATING DEFICIT	(88)	(219)	(131)	149

Main reasons for increase in operating deficit over and above LTFP forecasts for 2021/2022 are summarised in **Table 4** below.

Table 4: Draft Budget movements for 2021/2022 in comparison with LTFP Projections ($'000)

Description	Amount
Supplementary Local Road Funding for South Australian Councils has not been confirmed by the Federal Government beyond 2020/2021 Financial Year	(130)
Increase in various IT software costs in 2020/2021	(100)
Increase in legal fees	(80)
Increase in building, reserve & seal road maintenance and street sweeping expenses	(54)
Weed Spraying contractor (previously done in-house)	(40)
Assets management and Associated engineering/consultant requirement	(35)
Reduction in income from dog infringements	(20)
NearMap Aerial for Planning & Infrastructure Team (not included in LTFP)	(18)
Income Protection Insurance (20/21 budget was under estimated)	(17)
Cost to implement Council's Disability Action and Inclusion Plan initiatives	(15)
Council's annual contribution to GRFMA operational and maintenance budget has increased	(15)

Assets management consultancy cost	(15)
Cost of road signs	(11)
Increase in minor plant replacement budget	(10)
Increase in come from planning applications and waste water application approvals	110
Budgeted employee costs have reduced compared to LTFP estimates mainly due to combined impact of freeing wage rises in 2020/2021 Financial year and contracting weed spraying and assets register administration work previously executed by Council staff	279
Reduction in depreciation expense due to the remaining life of some road assets being shortened and expired as part of the 01 July 2017 revaluation (in 2017/2018 Financial Year) resulting no depreciation for those assets in subsequent years	498
Total Budget movements for 2021/2022 in comparison with LTFP Projections	**328**

Proposed Operating Project Program 2021/2022

The cost of the draft Operating Project program is estimated to be $0.814m of which $0.135m applicable to three (3) projects is expected to be funded by Federal and State Government grant funding, resulting a net Operating Project Program budget of $0.679m. However, these three (3) projects will not proceed if the grant applications are unsuccessful.

Table 5: Proposed Operating Projects Program for 2021/2022 ($'000)

	Operating Project Name	Estimated Cost
1)	Resources required to meet growth in the Council district and develop local economy.	514
2)	GRFMA Charter Review.	20
3)	Community Survey 2021.	10
4)	Develop Two Wells and Mallala Oval Master Plan.**	200
5)	Develop Recreational trail strategy.*	50
6)	Stage Adelaide Plains Food and Business Festival.*	20
	Total cost of the draft Operating Project Program	**814**

**50% to be funded under *'Open Space and Places for People Funding'*.

*50% to be funded under *'Building Better Regions Programs'*.

Rates Modelling – Property Valuation

An extract from the latest property valuation data (11 April 2021) available from Valuer General (VG) is given below in **Table 6** in comparison to similar information as of 30 June 2020.

Table 6: An Extract from latest valuation data from the VG

Description	11 April 2021	30 June 2020
Increase in number of properties through sub-division	226	173
Sub-Division Growth (valuation increase) - $'Mn	34	24
Building Development Growth (valuation increase) - $'Mn	1	54
Total Development Growth - $'Mn	35	78
Total Development Growth - %	2.07	2.04
Increase in Rates income due to Development Growth - $'Mn	0.214	0.197
Increase in Rates income due to Development Growth - %	2.23	2.15
Natural Growth (valuation increases due to reasons other than development) - %	4.43	1.86

Rates Modelling – Options to consider

Given a significant increase in 'Natural Growth', to achieve a 2.26% increase in average rates as recommended by the Audit Committee (Option 2), a reduction in rate in the dollar by 1.75% will be applied in the rates modelling calculations.

Alternatively, if the Council wish to reduce the reliance on borrowings to deliver new/upgraded assets program it can do so by increasing the average rate by more than 2.26%. Given below are some of the options that the Council can consider.

For example, a 1.28% increase in average rate (Option 1) would reduce the rate income by $0.097m that may need to be funded from new borrowings if not matched by similar reduction in operating expenses. However, a 3% increase in average rates (Option 3) would generate an additional income of $0.072m that could be allocated to the delivery of new/upgraded assets program reducing the need to rely on borrowed funds.

Table 7: Rates modelling – Options to consider

Description	**Option 1**	**Option 2**	**Option 3**
Reduce Rate in the $ by	2.75%	1.75%	1.00%
Increase in Fixed Charge $	112.00	112.00	112.00
Land Use Category	**Option 1**	**Option 2**	**Option 3**
Residential Properties	1.35	2.33	3.06
Commercial	(4.42)	(3.52)	(2.85)
Commercial - Other	(4.86)	(3.93)	(3.23)
Industry - Light	(0.51)	0.45	1.17
Industry - Other	(1.49)	(0.49)	0.26
Primary Production	1.45	2.46	3.21
Vacant Land	(1.06)	(0.17)	0.50
Other	(0.67)	0.26	0.96
Average Rate Increase for all properties	**1.26**	**2.25**	**2.98**
% of ratepayers with less than 2.00% increase in rates	54%	41%	33%
Total Rates Income ($'000)	**9,931**	**10,028**	**10,100**
Increase/(reduction) in Income ($'000)	**(97)**	**-**	**72**

Table 8 below shows the impact on average rate based on Option 2 as recommended by the Audit Committee.

Table 8: Average Existing Rates (Inclusive of building developments on existing properties)

Land Use	2020/2021 $	2020/2021 $	Increase (%)
Residential	1,703	1,743	2.33
Commercial	1,358	1,311	(3.52)
Commercial - Other	2,370	2,277	(3.93)
Industry - Light	1,479	1,485	0.45
Industry - Other	6,262	6,231	(0.49)
Primary Production	2,504	2,565	2.46
Vacant Land	833	832	(0.17)
Other	1,223	1,226	0.26
All Land Use Codes	**1,845**	**1,886**	**2.25**

Actual rate rises

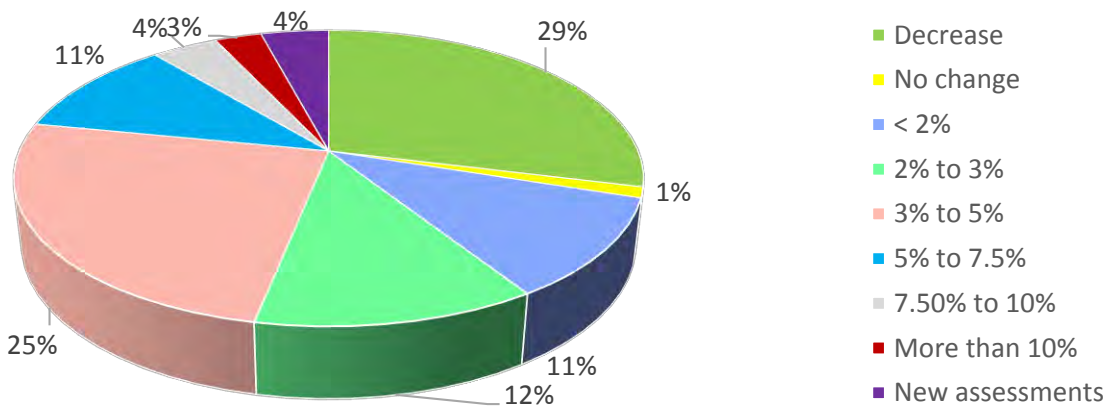
As Council rate is determined by multiplying capital value of the property (decided by the VG) by the rate in the dollar (decided by the Council) applicable to the property, average rate calculated above does not show the actual general rate rises. Actual rate rises is also determined by a combination of other factors such as;

a) development/improvement on the land resulting value of the property being increased,
b) general valuation increase/decrease by VG due to market conditions.

For example, **Figure 3** below shows that under option 2 of rate modelling;

a) 29% of the properties will have their rates being reduced next year;
b) 1% of the properties will have their rates remained unchanged;
c) 11% of the properties will have their rates increased by less than 2.00%;
d) 12% of the properties, will have their rate increase would be between 2% and 3%;
e) 25% of the properties, will have their rate increase would be between 3% and 5%;
f) 11% of the properties, will have their rate increase would be between 5% and 7.5%;
g) 4% of the properties, will have their rate increase would be between 7.5% and 10%;
h) 3% of the properties will have their rates gone up by more than 10.00%.; and
i) 4% new assessments have been created for the next financial year.

Figure 3: Breakdown of General Rates Increase by Percentage (inclusive of development growth)



Depreciation and Assets Renewal

Depreciation is the wearing out, consumption or other loss of value of an asset whether arising from use, passing of time or obsolescence through technological and market changes. *Assets Renewal Expenditure* are the expenditure on an existing asset which returns the service potential or the life of the asset to the level which it had originally.

Infrastructure Backlog

According to sound asset management principles, Council should (on average) spend annually on assets renewal an amount equal to its annual depreciation expenses. Council has been able to achieve this since 2019/2020 Financial Year with a very significant assets renewal expenditures that cleared major part of infrastructure back log in 2019/2020. With the proposed asset renewal expenditures, it is expected that Council will not increase its infrastructure backlog as summarised in the following table.

Table 9: Depreciation and Assets Renewal Expenditure ($'000)

Description	2021/2022	2020/2021	2019/2020	2018/2019	2017/2018
Depreciation	2,862	2,683	2,923	2,696	3,434
Assets Renewal Expenditure	2,917	2,589	3,149	1,454	1,729
Infrastructure (backlog)	**55**	**(94)**	**226**	**(1,242)**	**(1,705)**

Proposed Capital Project Program for 2021/2022

Council is proposing to invest $6.251m in assets renewal and new/upgraded assets in the next financial year as summarised below. The estimated cost of the capital renewal program is $2.917m whereas only $2.400m has been allocated for 2021/2022 in the long term financial plan, an increase of $0.517m.

Table 10: Draft Four (4) Year Capital Works Program ($'000)

Asset Class	2021/2022	2022/2023	2023/2024	2024/2025
Fleet	-	135	120	60
Plant & Equipment	939	534	369	692
Streetscape*	302	397	82	89
Sealed Roads	3,150	3,227	609	609
Unsealed Roads	1,195	974	974	974
Site Improvements	585	538	200	200
Structure	80	-	-	-
Levee	-	272	507	793
Stormwater	-	320	-	-
Pump Station	-	5	-	-
Total Draft Capital Expenditure	**6,251**	**6,401**	**2,861**	**3,417**
Renewal	2,917	2,981	2,300	2,535
Upgrade	504	-	-	-
New	2,830	3,420	561	885
Total Draft Capital Expenditure	**6,251**	**6,401**	**2,861**	**3,417**

* Streetscapes includes Footpath, Kerbing and Street Trees

Extract from LTFP	2021/2022	2022/2023	2023/2024	2024/2025
Renewal	2,400	2,525	2,378	3,122
New/Upgrade	414	392	72	684
Total Capital Expenditure as per I&AMP	**2,814**	**2,917**	**2,450**	**3,806**

New/Upgraded Assets to be delivered with external grant funding

State Government's Local Government Infrastructure Partnership Program (LGIPP) has recently approved $2.340m for Adelaide Plains Council to seal four (4) unsealed roads over two (2) financial years that are vital for the freight and tourism of the area. Council's contribution to these LGIPP works is 50% or $2.340m that is proposed to be funded by new borrowings over two (2) financial years.

In addition, Council has applied for a grant of $0.135m from the Federal Government's Building Better Regions Fund and $0.100m from Open Space and Places for People Funding. While the outcome of these two (2) grant applications are yet to be confirmed, they have been included in the draft budget.

New/Upgraded Assets to be delivered with Council's own funding

The draft capital programme has also identified new/upgraded assets to the value of $0.844m that will be funded from new borrowings. Please refer to **Table 11** below for the reasons for these new/upgraded assets spending.

Table 11: New/Upgraded Assets to be delivered with Council's own funding ($'000)

Type of Expenditure	Description	Budget	Comment
New	Plant Replacement	135	New excavator and trailer – Increase activities requiring an excavator, purchasing will lower the requirements for plant hire.
New	Street Scape (Footpath, Kerbing and Street Trees)	292	Part of IAMP
Upgrade	Intersection Upgrade - Hill Street (Dublin Road and Balaklava Road)	100	Upgrade required due to accelerated deterioration of asset and increased frequently of maintenance.
Upgrade	Germantown Road - Gawler Road to Temby Road	110	Upgrade required due to accelerated deterioration of asset and increased frequently of maintenance.
New	Parham Playground - Shade shelter	60	All playgrounds in APC have shelters over the playground elements except for Parham.
New	Parham Playground - New element	15	To provide further playground equipment for the community enjoyment.
New	Mallala Playground - New element	15	To provide further playground equipment for the community enjoyment.
New	Computer Monitors and Laptops	23	End of Lease Buy-out
Upgrade	Council Chamber and Meeting Rooms Audio/Video equipment	94	Council resolution
Total Expenditure on New/Upgraded Assets		**844**	

CWMS Charges

CWMS charges for both Mallala and Middle Beach is proposed to increase by 3% to $659 and $443 respectively in order to cover the costs associated with full operation of the scheme including maintenance and loan repayments. However, the income generated for Mallala CWMS is not sufficient to cover its operating expenses as shown below in **Table 12.**

Table 12: Budgeted CWMS Income and Expenses with 3% Increase in Service Charge ($'000)

Description	Mallala	Middle Beach
CWMS service charges (345 connections X $659 per connection)	227	
CWMS service charges (52 connections X $443 per connection)		23
Less : CWMS Rebates	(10)	-
Total Income	**217**	**23**
Less : Operating Expenses		
Depreciation	125	5
Salaries and Wages	16	-
Interest Payments - CWMS Loan	80	-
Consultants	10	-
Consumables and Hardware	9	1
Contractors	82	7
Electricity	28	6
Insurance	9	1
ESCOSA Licence Fee	2	-
Materials	10	-
Other Expenses	1	1
Total Expenses	**372**	**21**
Net Operating Surplus/(Deficit)	**(155)**	**2**

Financing the budget with short-term borrowings

An operating deficit means, Council is spending more than what it generates as income in delivering services to the community. In addition, Council has loan obligations to pay as well as the need to fund new and upgraded assets. Therefore, if the Council decides to continue the same level of service and draft operating/capital project program as included in this report with an average rate increase of 2.25%, it has to borrow $2.741m as summarised in the **Table 13** below. Out of the new borrowings;

- $1.145m will be used to fund Council's co-contribution required under State Government's LGIPP;
- $0.235m will be used to fund Council's co-contribution required under Building Better Regions Fund and Open Space and Places for People Funding if the funding application is successful;
- $0.844m will be spent on other new/upgraded assets (**Table 11**) across the Council district;
- $0.507m will be allocated for loan repayments; and
- $0.010 will be allocated for other day-to-day Council's operations.

While the maximum amount to be borrowed is $2.741m, the timing of the actual borrowings would depend on the progress of the operating and capital projects program. Local Government Finance Authority has made available convertible cash advance debenture of 3 years for LGIPP funded projects at a concessionary rate of 1.30% to a maximum limit of $1.238m.

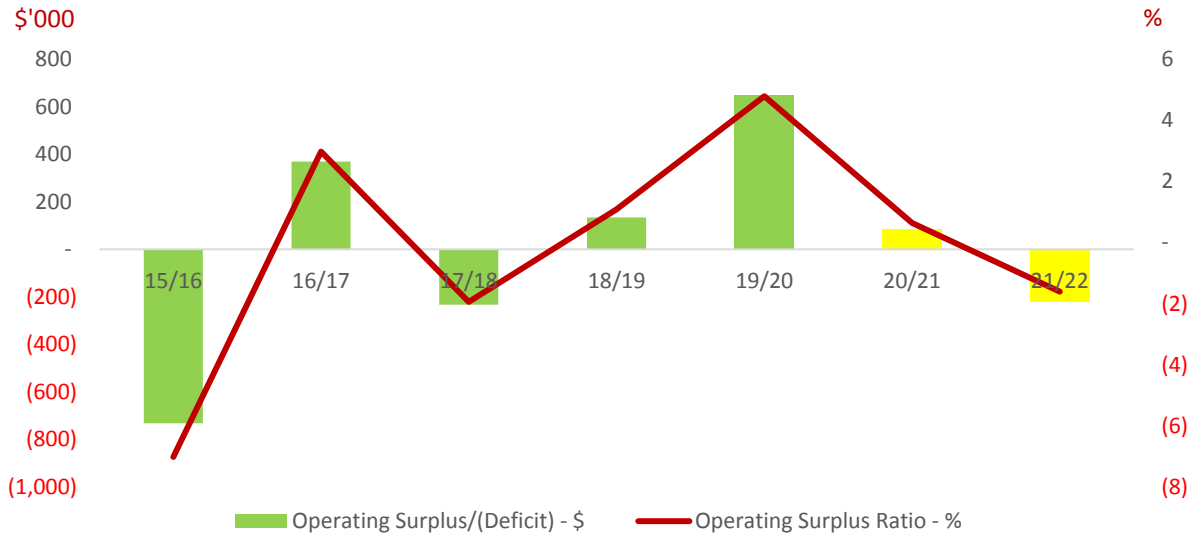
Table 13: Funding Shortfall for 2021/2022 ($'000)

Description	Amount
Cash shortfall due to Operating Deficit	(219)
Cash injection from sale of surplus/replaced assets	67
Share of loss - joint ventures & associates (non-cash transactions)	63
To fund capital Program - Money available through depreciation	2,862
- Proposed assets renewal expenditure	(2,917)
- Proposed new capital expenditure	(3,334)
Grants specifically for new or upgraded assets	1,245
Loan Repayment	(507)
Total funding shortfall	**(2,741)**

Budgeted Financial Indicators

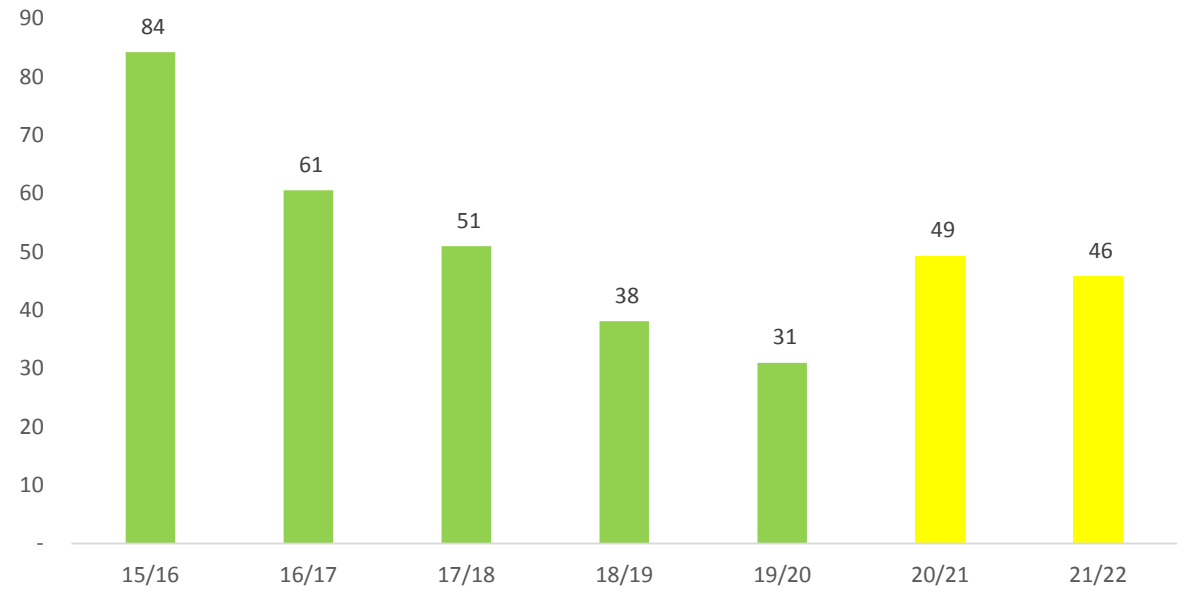
The following graph shows, Adelaide Plains Council's budgeted financial indicators for 2020/2021 and 2021/2022 Financial Years in comparison to actual results for the previous four (4) financial years.

1. Operating Surplus/ (Deficit) Ratio



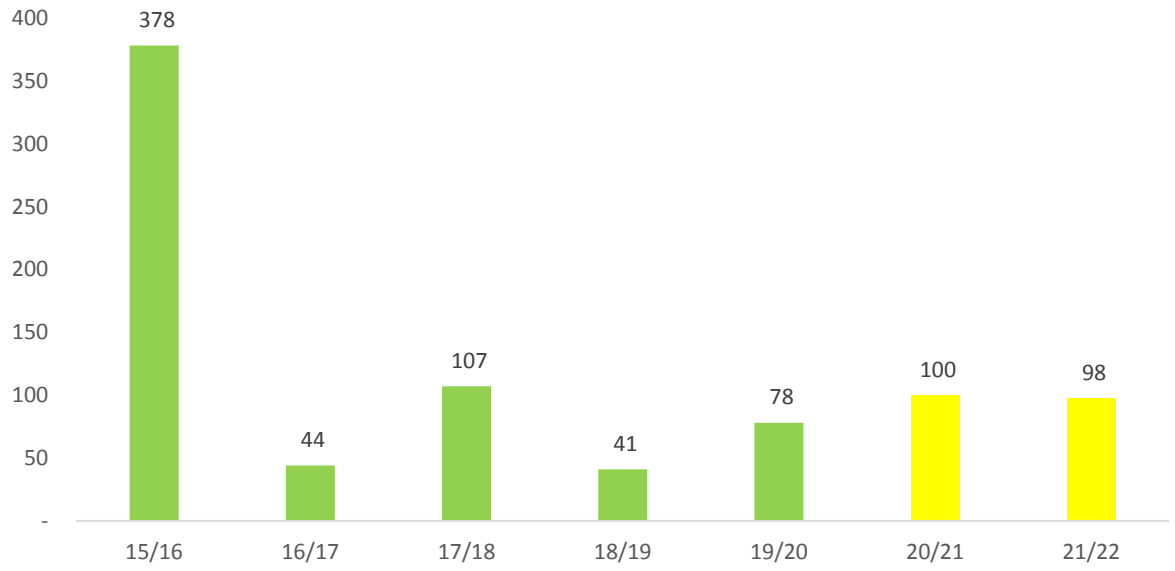
Note: Financial Sustainability Information Paper 9 of the LGA recommend an Operating Surplus Ratio of between 0% and 15% on average over long term.

2. Net Financial Liabilities Ratio (%)



Note: Financial Sustainability Information Paper 9 of the LGA recommend a Net Financial Liabilities Ratio of greater than zero but no more than 100% of total operating revenue on average over long term.

3. Assets Sustainability Ratio (%)



Note: Financial Sustainability Information Paper 9 of the LGA recommend an Asset Sustainability Ratio of greater than 90% but less than 110% on average over long term.

Conclusion

This report will provide the Elected Members with an opportunity to comment on the draft budget for the 2021/2022 Financial Year before it is released for a 21-days pubic consultation. The plan presented

aims to continue the annual reduction in operating deficit with a view to achieving zero operating deficit or breakeven budget as soon as practicable.

References

Legislation

Regulation 9 of the Local Government (Financial Management) Regulations 2011

Section 123 (13) of the Local Government Act 1999gislation

Council Policies/Plans

Budget Management Policy

Council Vehicle Policy

Funding Policy

Treasury Management Policy

Infrastructure and Assets Management Plans

Strategic Plan 2017-2021

Strategic Plan 2021-2024

DRAFT 2021/2022 Annual Business Plan and Budget

For Public Consultation

DRAFT

Contents

1. Preamble 1
2. Foreword from the Mayor 2
3. Message from the Chief Executive Officer 3
4. Summary of 2021/2022 Budget 5
5. Strategic Plan 2017-2020 6
6. Infrastructure and Asset Management Plan 6
7. Assessment of the 2020/2021 Strategic Objectives 7
8. Significant Budget Influences and Assumptions 8
9. Services Provided by the Council to its Community 10
10. 2021/2022 Recurrent and Project Budgets 14
    - 10.1 Sources of Council Revenue 14
    - 10.2 How Council's Revenue is spent? 16
    - 10.3 Budgeted Statement of Comprehensive Income 18
    - 10.4 Operating Income and Expenditure by Council Functions/Services 19
    - 10.5 2021/2022 Operating Project Program 20
    - 10.6 2021/2022 Capital Projects Program 21
    - 10.7 2021/2022 Capital Program in Details 23
11. Loan Borrowings 25
    - 11.1 Current Long-Term Borrowings 26
    - 11.2 New borrowings for 2021/2022 Financial Year 26
12. Rating Structure and Policy 27
    - 12.1 What are Rates? 27
    - 12.2 Strategic Focus 27
    - 12.3 Method Used to Value Land 27
    - 12.4 Impact of Rates 28
    - 12.5 Differential General Rates 31
    - 12.6 Fixed Charge 32
    - 12.7 Regional Landscape Levy 32
    - 12.8 Service Charges 33
    - 12.9 Mandatory Township Kerbside Waste Collection Charges 35

DRAFT

12.10 Payment of Rates 35
12.11 Remission and Postponement of Rates 36
12.12 Rebate of Rates 36
12.13 Sale of Land for Non-Payment of Council Rates 36
13. Budgeted Financial Statements 37
14. How to Measure Council Performance 41

DRAFT

1. Preamble

Under section 123 of the *Local Government Act 1999* (the Local Government Act), a council must have a budget for each financial year. This budget must be considered in conjunction with the council's annual business plan (and be consistent with that plan) and must be adopted before 31 August for the financial year.

Adelaide Plains Council therefore prepares, as part of its budget development process, an Annual Business Plan. Section 123(2) of the Local Government Act provides that each annual business plan of a council must:

(a) include a summary of the council's long-term objectives (as set out in its strategic management plans);

(b) include an outline of:

  (i) the council's objectives for the financial year;

  (ii) the activities that the council intends to undertake to achieve those objectives; and

  (iii) the measures (financial and non-financial) that the council intends to use to assess the performance of the council against its objectives over the financial year;

(c) assess the financial requirements of the council for the financial year and, taking those requirements into account, set out a summary of its proposed operating expenditure, capital expenditure and sources of revenue;

(d) set out the rates structure and policies for the financial year;

(e) assess the impact of the rates structure and policies on the community based on modelling that has been undertaken or obtained by the council;

(f) take into account the council's long-term financial plan and relevant issues relating to the management and development of infrastructure and major assets by the council; and

(g) address or include any other matter prescribed by the regulations.

Before a council adopts its annual business plan it must prepare an annual business plan and undertake a public consultation process that, as a minimum, meets the requirements of section 123(4) of the Local Government Act.

This document presents the draft Annual Business Plan and Budget for 2021/2022 Financial Year for the Adelaide Plains Council for public comment. These draft documents have been developed in consultation with the Council Members, Infrastructure & Environment Committee, Audit Committee and the Council management, in the context of Council's Strategic Plan 2017-2020.

DRAFT

2. Foreword from the Mayor

Here we are 12 months on from the outbreak of the COVID-19 pandemic and the Adelaide Plains region has fared quite well given the circumstances. What this has meant to us as individuals is that we have been able to go about our daily business, keep jobs as much as possible and weather this situation. Your Council has made some tough but necessary decisions along the way resulting in as little disruption to services as possible. Local government has not shut down, in fact, adapting to changes put upon us and implementing different ways of continuing our service has been at the forefront.

Our Council has a relatively low income for its size. Pressure to maintain existing infrastructure and at the same time also provide new facilities for the growing population is indeed a balancing act. The draft budget has been worked through by elected members and staff at many workshops, informal gatherings and sub committees to reach this point.

You will have noticed significant improvements and changes around the district made possible through stimulus funding and grants received from the two higher levels of government – not at ratepayer cost. This is flowing on into the 2021/2022 financial year and with unprecedented external funding available, your Elected Members have seen the value in taking up the "50/50" contribution schemes. What this means is projects such as road sealing for example can be achieved at effectively half price to the ratepayers. Combined with extremely low interest rates, now is an opportune time to achieve these goals which have been out of reach for some time.

There is, however, a limit to how much extra work on top of existing services can be delivered with our existing staff and equipment. Even with the better than projected growth in our area, there is a finite limit. Therefore, a staged approach is needed which the elected members have worked through to ensure realistic goals are achieved. There will never be a better time to borrow money to partner with the governments "50/50" stimulus and grant funding, rather than fully paid for by ratepayers.

The 2021/2022 draft budget is somewhat not what we would have expected 6 months ago, but adapting and overcoming adversity, recognising new opportunities and not being afraid to make changes based on facts has been the reasoning of your elected chamber. I hope you will agree this draft budget builds on our future and is a sign of positive ways forward.

Mark Wasley
Mayor

DRAFT

3. Message from the Chief Executive Officer

2021/2022 promises to be a year like no other.

While the COVID-19 pandemic threw up unprecedented challenges for local government last financial year, this financial year will be centred on the recovery effort; investment, employment, infrastructure delivery and economic prosperity for our region.

This year's draft Annual Business Plan and Budget is the culmination of four months work. I believe it to be a fair and equitable blueprint for our ratepayers as we factor in:-

- valuation increases;
- allotment growth ;
- the need to subsidise government funding and associated loan borrowings to complement same;
- consideration of the COVID-19 climate on our ratepayers;
- delivery of our program to align with both our Long Term Financial Plan (LTFP) and Infrastructure and Asset Management Plan (IAMP).

Our program for 2021/2022 foreshadows:-

- $2.917 million to be spent on asset renewals in line with priorities of the IAMP;
- $3.334 million to be spent on new and upgraded assets, many of which will be participle funded through significant state and federal government grants ;
- concerted freight and tourism road network sealing program to be staged over two years and to include Cheek Road, Aerodrome Road, Middle Beach Road and Aerodrome Road (secured through a $2.340 million state government grant);
- community survey;
- recreation precinct masterplans and tourism/recreational trail strategy;
- Gawler River Floodplain Management Authority Charter Review (primarily focused on a review of percentages for each constituent council toward flood mitigation infrastructure);
- advancement of the Light & Adelaide Plains Region Economic Development Authority (geared at investment and infrastructure spend/delivery).

In order to meet the ever-growing demands of our ever-expanding community, labour will move ahead in line with the projections of the LTFP and largely respond to our obligations under the new Planning and Design Code (health and building surveying), economic development and tourism-led initiatives (noting the Tourism and Economic Development Strategy will be delivered in 2021/2022) and parks and gardens maintenance (noting the substantial green spaces to be handed over at both Eden and Liberty this year and beyond).

To achieve all of the above, your elected members have sought to consult on a modest average rate increase for this financial year of 2.25 percent.

I encourage our community to review this year's draft Budget and provide comment as a means of arriving at a sound and responsible program for 2021/2022. It is against this

DRAFT

backdrop that I commend the draft 2021/2022 Annual Business Plan and Budget to you, the ratepayers and residents of the Adelaide Plains.

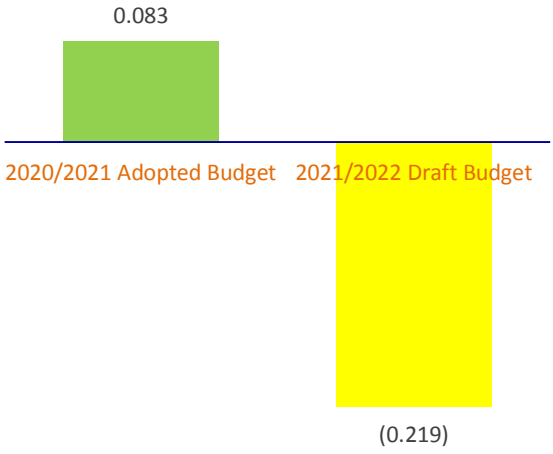
James Miller

Chief Executive Officer

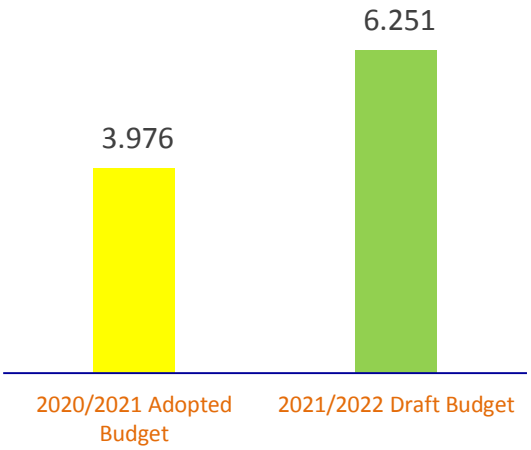
DRAFT

4. Summary of 2021/2022 Budget

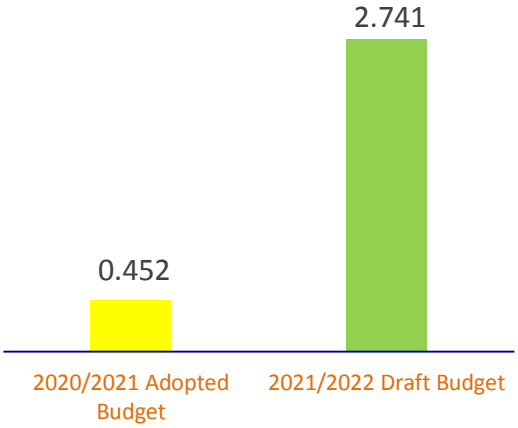
Operating Surplus/(Deficit) ($'Mn)



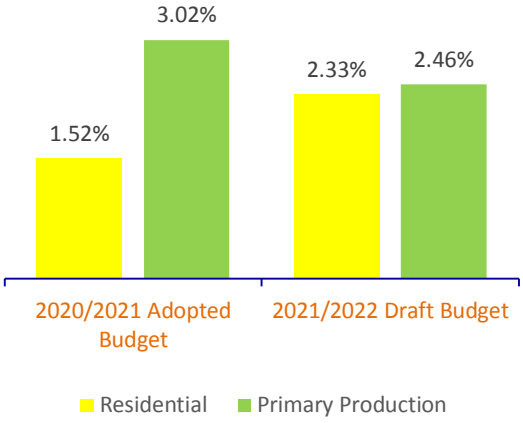
Investment in Infrastructure/assets ($'Mn)



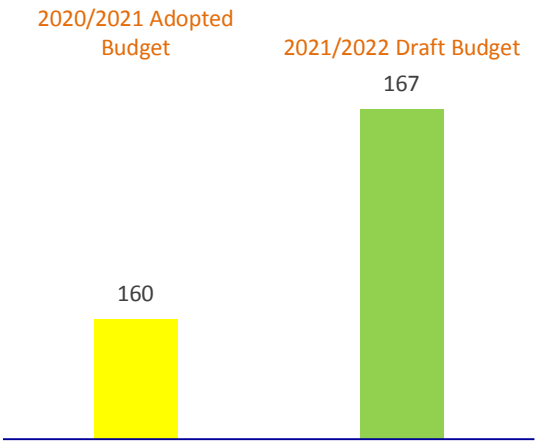
New Borrowings ($'Mn)



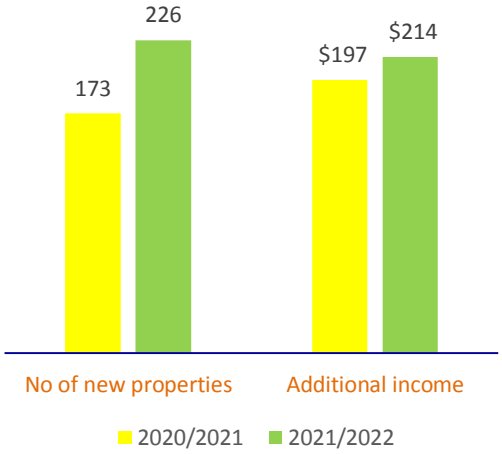
Average Rate Increase (%)



Waste Levy ($)



Growth from development



5. Strategic Plan 2017-2020

Under the Focus area ***"4.5 Accountable & Sustainable Governance"***, the following Council strategies have budgetary implications, in 2021/2022 and beyond.

1. Actively seek government, business and industry funding and partnerships;
2. Streamline Council processes;
3. Engage the community in Council decisions and initiatives;
4. Provide friendly and responsive customer service;
5. Maintain a positive and forward thinking culture;
6. Strategically plan for and sustainably maintain Council's assets and finances;
7. Advocate for and represent the interests of the community;
8. Listen and use evidence to make appropriate organisational decisions based on risk management principles;
9. Attract and retain a skilled competent workforce;
10. Continue to improve staff health, safety and wellbeing;
11. Meet all legislative compliance requirements; and
12. Implement Risk Management Policy and Procedures

Council aims to deliver a budget that not only contributes to its strategic objectives, but is also financially sound and allows the Council to meet its financing commitments from cash derived from operating activities without placing a burden on ratepayers through excessive and/or ad-hoc rate revenue increases or borrowing money to deliver current Council services that will create ***intergeneration inequality***.

Therefore, the focus in developing the 2021/2022 Annual Business Plan and Budget, has been on ensuring that Council can maintain the service standards for its existing services (business as usual) and that those services receive appropriate funding, balanced with ensuring that the community does not face significant increases in their annual rates contribution in this year or in future years.

An update to Council's strategic management plan was adopted by the Council on 27 January 2021. Given the timing of the adoption of Strategic Plan 2021-2024, this draft Annual Business Plan has been underpinned by Strategic Plan 2017-2020. However, based on the updated strategic management plan, Council is currently in the process of updating I&AMP for the period 2021-2024 which in turn will feed in to the Long-Term Financial Plan of the Council which is expected to be reviewed in October/November 2021.

6. Infrastructure and Asset Management Plan

One of the six (6) priorities in Council's *Strategic Plan 2017-202*0 is:-

"Sound management of community assets such as Community Wastewater Management Systems, Built Infrastructure, Roads, Open Space, Stormwater and Flood Management".

Under Focus Area *"4.3 Great Places & Infrastructure*", Council's objective is to ensure that Adelaide Plains Council is a place:-

- Where Council buildings, facilities and assets are actively used by business and community;
- With safe and fit for purpose roads and transport networks;
- Quality design and planning outcomes;
- With attractive pedestrian and cycle friendly open spaces and streetscapes, and inviting town entrances; and
- That celebrates its rural character so close to the city and protects and activates its heritage places;

7. Assessment of the 2020/2021 Strategic Objectives

Following table shows Councils strategic objectives for 2020/2021 Financial Year and the assessment of whether the activities Council has undertaken as of 31 March 2021 have achieved those objectives.

Table 1: Assessment of Strategic Objectives for 2020/2021 Financial Year

Operating Project to achieve Council's Strategic Objective		
Strategic Objective : Growing Economy, Great Places & Infrastructure		
1)	Economic Development Initiatives (Two Wells Crown Land, ITHC), Two Wells main street Grant Funding Application, Two Wells main street design) and GRFMA Charter Review.	In progress
2)	Deliver an annual capital construction and renewal program	In progress
3)	Delivery of annual plant/fleet replacement program	In progress
4)	Establish Horse Floating Park Area following any necessary approvals, at Section 631 the Esplanade, Parham.	Potential carry over to
5)	Middle Beach boat ramp investigation and remediation	In progress
6)	Mallala Office underpinning - realign and stabilise the foundation soil.	Completed
7)	Two Wells Resource Recovery Centre – Additional bin retaining wall and container for mattresses	In progress
8)	Feasibility Study on Lewiston Drainage	In progress
Strategic Objective : Vibrant Community		
9)	Animal Management Plan Review	In progress
10)	Drought Communities Program involving various projects	Completed
Strategic Objective : Resilient Environment & Community		
11)	Parham Community Emergency Management Plan	In progress
Strategic Objective : Accountable & Sustainable Governance		
12)	Prudential Review of office accommodation	In progress
13)	Representation Review	In progress
14)	Review of Rating Structure	Completed

8. Significant Budget Influences and Assumptions

The Annual Business Plan is Council's key annual operational and financial planning document. It describes what services and projects Council plans to deliver to the community in the 2021/2022 Financial Year and how to finance those planned services and projects.

The Annual Business Plan has been developed in the context of delivering Council's long term strategic direction as set out in the *Strategic Plan 2017-2020* and *Infrastructure and Asset Management Plans (I&AMP),* and as required under the Local Government Act.

In this context, in preparing 2021/2022 Annual Business Plan (ABP) and Budget, Council has considered several significant factors/assumptions. These include:

- **External Budget Influences**
  - The Reserve Bank of Australia has an inflationary target of between 2% and 3% per annum.
  - The Mid-Year Economic and Fiscal Outlook released by the Federal Government in December 2020 predicts that the CPI for Australia would be 1.50% in 2021/2022.
  - The CPI for South Australia in 2021/2022 is expected to be 1.25% as per 2020/2021 State Budget.
  - Increase in population due to new residents moving in to the Eden housing development in Two Wells. For example, in 2019/2020 Financial Year, Council has added 173 new rateable properties whereas 226 new properties are already added in the first nine (9) months of 2020/2021 Financial Year.
  - Increase in demand for updated IT infrastructure to ensure cyber security and data integrity.
  - Increase in community demand for new assets such as sealing of unsealed roads, footpaths and stormwater drainage.
  - Adelaide Plains Council population had grown by nearly 5.5% from 2011 to 8,801 in 2016. It is projected to grow by 10,557 persons to a population of 19,358 by 2050 at 1.20% per annum compared to 0.90% for Greater Adelaide.
  - The Estimated Resident Population within the district as per Australian Bureau of Statistics is 9,441 as of 30 June 2020 and 9,137 as of 30 June 2019. Since 30 June 2019, the population within the Council area has grown by 3.33% (Greater Adelaide was 1.19%.);
  - Commitments to projects and partnership initiatives continuing over more than one year e.g. Barossa Regional Procurement Group, Regional Development Australia Barossa Inc, Central Local Government Region of South Australia and Local Government Association of South Australia.

- **Internal Budget Influences**
  - Cost of maintaining infrastructure assets handed over to the Council from Eden housing development in Two Wells. Budget for next financial year will be developed on the assumption that the new infrastructure will have same service level as previously provided by the developer unless Council decides otherwise.

DRAFT

- Demand for labour resources for project management as a result of;
    - Local Roads and Community Infrastructure funding
    - Bridges Renewal Program Round 5 - Wasleys Bridge Upgrade
    - New Two Wells Roundabout – Heavy Vehicle Safety and Productivity Program
    - Strategic project delivery
- Increase demand for labour resources for compliance and inspectoral activities due to significant growth in residential dwellings.
- Overdue Rates balance was $1.004m as at 13/04/2021 ($0.810m as at 30/06/2020 and $0.692m as at 30/06/2019).
- Additional depreciation expenses associated with significant infrastructure spending in 2019/2020 and 2020/2021 financial years.
- Increase in salaries/wages as per enterprise bargaining agreement (being negotiated);
- Council's long-term financial objective of being financially sustainable by achieving an operating break even position and the need to exercise prudent financial management practices to ensure financial sustainability.
- Requirements to maintain and improve infrastructure assets to acceptable standards including roads, kerbing, footpaths, Community Waste Management Scheme, storm water drainage, parks and gardens, and Council's buildings, plants, machinery, equipment, furniture and fittings, in consistent with the I&AMP.

Council is committed to ongoing reviews of its operations in order to provide optimum benefit to the community and also to ensure that Council deliver quality services in the most cost-effective and efficient manner. Therefore, Council will aim to:

- Actively target Federal and State Government grant programs available as part of economic recovery efforts of upper tiers of governments post COVID-19;
- Continuously review, prioritise and validate current services and programs;
- Continuously review systems and procedures to ensure that internal operations are effective and efficient; and
- Empower community organisations with appropriate support to manage and maintain specific community assets by the community itself. It is believed that this will enhance the autonomy of these organisations through site ownership and control.

Figure 1 below shows the growth in Council's operating expenditure since the 2017/2018 Financial Year. While employee costs have remained consistent, around $4.800m from 2017/2018 to 2018/2019 Financial Years, it is has increased since 2020/2021 to strengthen Council's internal capacity to respond to significant increase in economic development opportunities and residential growth within the district over the coming years.

Material, Contracts and Other Expenses are showing an upward trend over the period mainly due to increased cost to Council in relation to contracting kerbside waste collection and disposal service, information technology, general maintenance, water, electricity, insurances, legal fees and the delivery of several new initiatives partially funded by the Federal Government.

Interest Expenses have decreased over the years mainly due to a reduction in Council's short-term cash advance (CAD) loan. In addition, new interest expense of $0.050m has been budgeted for 2021/2022 financial year based on estimated borrowings shown in **Table 12**.

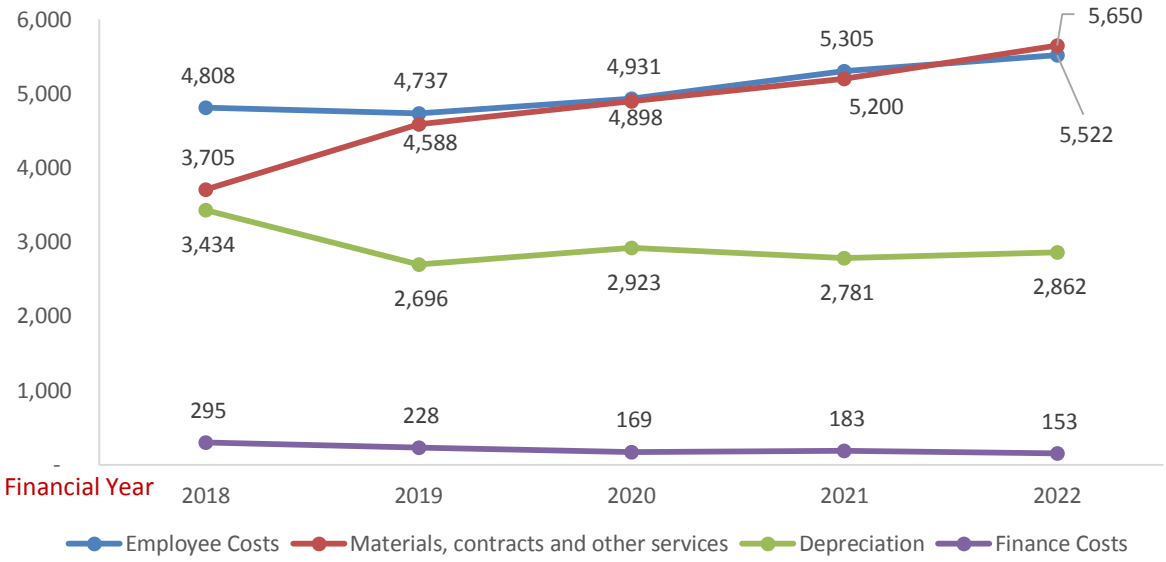


Figure 1: Growth in Council's Operating Expenses (Including CWMS) - $'000

Depreciation Expenses have increased by $0.080m or 2.88% in 2021/2022 when compared to 2020/2021 Financial Year Mainly due to additional depreciation associated with new assets handed over to the Council by developers following the completion of initial maintenance obligations.

9. Services Provided by the Council to its Community

Council provides services in response to the needs and priorities of the community. In providing these services, and carrying out all of its daily functions, Council is highly regulated by the provisions of the Local Government Act as well as various other legislation, including, but not limited to, the following:

- *Burial and Cremation Act 2013* (SA)
- *Community Titles Act 1996* (SA)
- *Crown Land Management Act 2009* (SA)
- *Development Act 1993* (SA)
- *Dog and Cat Management Act 1995* (SA)
- *Environment Protection Act 1993* (SA)
- *Evidence Act 1929* (SA)
- *Expiation of Offences Act 1996* (SA)
- *Fair Work Act 1994* (SA)
- *Fences Act 1975*(SA)
- *Fines Enforcement and Debt Recovery Act 2017* (SA)
- *Food Act 2001* (SA)
- *Freedom of Information Act 1991* (SA)
- *Land and Business (Sale and Conveyancing) Act 1994* (SA)
- *Liquor Licensing Act 1997* (SA)
- *Local Government (Elections) Act 1999* (SA)

- *Local Nuisance and Litter Control Act 2016* (SA)
- *Natural Resources Management Act 2004* (SA)
- *Real Property Act 1886* (SA)
- *Return to Work Act 2014* (SA)
- *Road Traffic Act 1961* (SA)
- *Roads (Opening and Closing) Act 1991* (SA)
- *Safe Drinking Water Act 2011*(SA)
- *South Australian Public Health Act 2011*(SA)
- *Supported Residential Facilities Act 1992* (SA)
- *State Records Act 1977* (SA)
- *Strata Titles Act 1988* (SA)
- *Unclaimed Goods Act 1987* (SA)
- *Work Health and Safety Act 2012* (SA)

In addition to complying with, administering and enforcing the above legislation, there are also various related mandatory regulations and policies, and associated guidelines, that govern daily operations. Generally, a council decides what services they will provide locally (discretionary services), however there are some services that a council is required to provide by law (statutory services).

Discretionary and statutory services provided by each department of Adelaide Plains Council can be summarised as follows:

Governance and Executive Office

The majority of services provided by Council's Governance and Executive Office Department are mandated by legislation.

- Practice adequate records management;
- Work Health and Safety and Risk Management – monitoring, reporting and compliance
- Human Resource Management;
- Management of Council's Governance Framework, including management of Council Code of Conduct complaints and handling queries or requests from the Ombudsman SA and the Independent Commissioner Against Corruption;
- Council Member Support and Training (including the provision of advice and preparation and distribution of agendas and minutes);
- Preparation of Annual Report ;
- Local Government Elections (preparation and assistance);
- Delegations;
- Development and maintenance of statutory and other Council Registers (including register of interest, resolution registers, confidential items register, delegations register, gifts register, policy register, lease register, register of allowances and benefits, register of by-laws);
- Provision of internal and external customer service (including handling customer requests, receive and distribute information, receive and transfer calls and correspondence, daily banking and receipting, assist customers with dog registration requirements, rates enquiries, general enquiries, application forms); and
- Communication and Community Engagement – management of all Council communication platforms, distribution of Council publications including newsletters, public consultation notices and media releases etc.

DRAFT

Development and Community

- Planning and development, including building safety assessment;
- Dog and cat management;
- Preparation of strategic plans for the area;
- Public health services such as monitoring cooling towers for Legionnaire's Disease;
- Fire prevention;
- Provision of advice and support relating to Crown Land under Council's care, control and management;
- Undertake road closures and reviews;
- Libraries;
- Community development;
- Social planning;
- Control of public nuisances;
- Playgrounds;
- Monitoring unsanitary conditions;
- Food safety inspections;
- Footpath planning;
- Stormwater management planning;
- Parks and gardens planning;
- Traffic management planning;
- Traffic management compliance and local road safety;
- Ovals and other sporting facilities (open space) planning;
- Roadside rubbish compliance and clean up;
- Property management assistance;
- Provision of advice and support in relation to Crown Land under Council's care, control and management;
- General animal management;
- Development and Community information service;
- Skate park planning;
- Arts and cultural activities;
- Tourism information and support;
- Environmental management;
- Festival and event planning and facilitation;
- Short stay accommodation planning and facilitation;
- Cemeteries;
- Wetland planning;
- Local Museum and heritage support;
- Coastal management planning;
- Business support;
- Stormwater recycling;
- Landcare program planning;
- Dry zones planning and facilitation;
- Aged care facilitation;
- Cycling path planning;
- Crime prevention through environmental design;
- Community leadership and advocacy; and
- Community Wastewater Management Schemes (SA Water does not provide sewers to townships).

DRAFT

Infrastructure and Environment

- Fleet and plant maintenance;
- Engineering design and specifications;
- Engineering support to development assessment;
- Asset management planning;
- Emergency management and support during floods and fire;
- Administration of Heavy vehicle applications;
- Building and structure maintenance;
- Building security;
- Public toilets;
- Building cleaning;
- Playgrounds;
- Roads (local roads - that is, not national highways or State arterial roads);
- Footpaths;
- Boat ramps;
- Stormwater drains and Flood protection/levees;
- Parks and gardens;
- Weed control;
- Street lights;
- Traffic management and local road safety;
- Reserves and picnic areas;
- Ovals & other sporting facilities;
- Rubbish collection, disposal and recycling;
- Illegal dumping;
- Vandalism;
- Environmental management;
- Support to festivals and events;
- Campgrounds;
- Cemeteries maintenance;
- Wetlands maintenance;
- Local Museums and Heritage support;
- Coast Care projects and Landcare programs; and
- Community Wastewater Management Schemes.

Finance and Business

- Administer and maintain Council's property database and Council's assessment records;
- Collect overdue Council rates;
- Administer Council cemeteries;
- Accounts payable and receivable;
- Administer and process Council payroll system;
- Administer and maintain Council's accounting system including assets registers;
- Prepare annual business plan and budgets and carry out quarterly budget revisions;
- Regulatory compliance in relation to the reporting of GST, Fuel Tax Credits, FBT, PAYG;
- Process insurance claims relating to fleet vehicles;
- Management of Council insurances with Local Government Risk Services;
- Review and completion of grant acquittals;
- Annual review of Council fees and charges;

DRAFT

- Assist Council's Audit Committee to carry out its legislated functions;
- Manage Council cash flow in order to minimise interest expenses;
- Preparation of Council's Annual Financial Statements;
- Assist Council auditors to carry out interim and final audit of Council accounting records;
- IT services and support, including development and implementation of programs and processes;
- Provide administrative assistance to Adelaide Plains Historical Committee; and
- Review and maintain finance related Council policies and monitor their implementation.

10. 2021/2022 Recurrent and Project Budgets

Council's 2021/2022 Budget consists of Recurrent Budget, Operating Projects and Capital Projects Budgets.

Recurrent Budget

The Recurrent Budget includes the amount of operating income that Council will receive in 2021/2022 Financial Year from general rates, service charges, government grants, fees and charges and investment and operating expenditures to provide Council's day-to-day operations and services in the course of its normal operating activities (on a 'business as usual' basis) such as kerbside rubbish collection, street lighting, parks and ovals maintaining and issuing building consents. It also includes costs related to the capital expenditure programme such as interest on loan obtained for capital program, maintenance of Council assets and depreciation.

Operating Projects

Some programs/activities of Council are categorised as Operating Projects rather than Recurrent Budget, where that program or activity does not make up part of Council's regular core services or there is a finite funding life required.

Capital Projects

The expenditure included in the Capital Projects category is the amount of money Council will invest either in upgrading existing assets or in the creation of new assets in accordance with the Council's Strategic Plan objectives and Infrastructure and Asset Management Plans.

10.1 Sources of Council Revenue

In order to fund its operations and programs, Council collects revenue from sources such as general rates, fees and charges levied on Council services (Statutory Charges and User Charges), grants from State and Federal Governments, interest income from investing excess cash in short-term investments, reimbursements and other sundry revenue sources. **Figure 2** below illustrates the main sources of the estimated Council revenues in 2021/2022 Financial Year (excluding income from Community Wastewater Management Scheme).

DRAFT

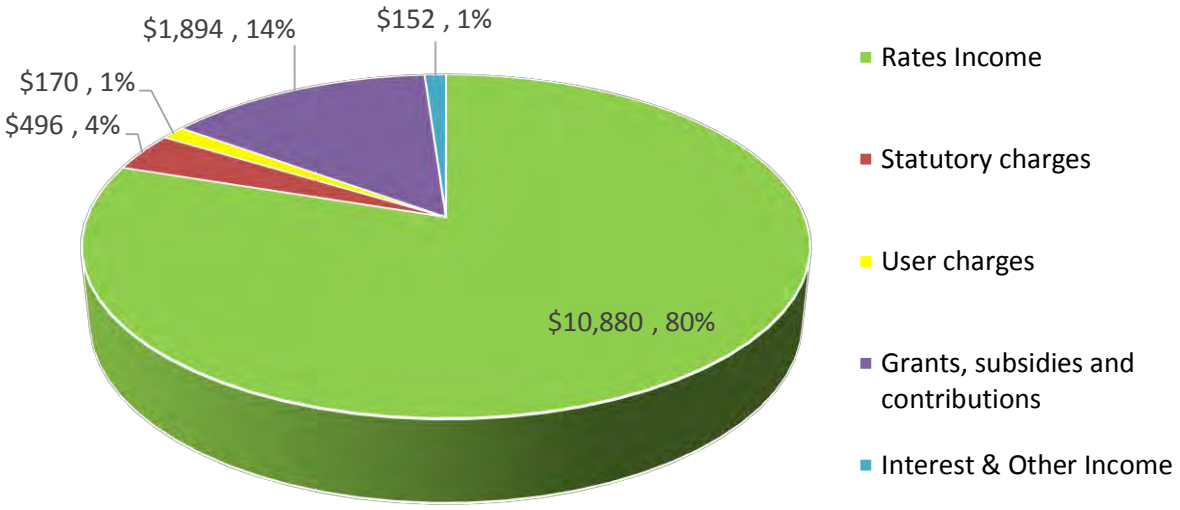


Figure 2: Distribution of Operating Income in 2021/2022 ($'000 & %) – Excluding CWMS

Rates

Rates are the main sources of funding for the Council. A total of $10.880m ($10.398m in 2020/2021) are to be collected in 2021/2022 Financial Year, to help pay for essential, non-discretionary services such as roads maintenance, public lighting, kerbside waste collection and disposal, citizenship ceremonies, public health and safety as well as discretionary services such as Council libraries, outdoor cinemas, and assistance to community programs and events.

Statutory Charges

Statutory Charges relate mainly to fees and fines levied in accordance with legislation and include development application fees, animal registrations, health act registrations and parking fines. It is estimated that the Council will collect statutory charges of $0.496m in 2021/2022 Financial Year ($0.410m in 2020/2021).

User Charges

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include rent income from Mallala Aged Homes, charges for the use of Council facilities, library printing and photocopy charges, Section 7 property searches and burial fees. User charge income is expected to increase marginally from $0.168m in 2020/2021 Financial Year to $0.170m in 2021/2022 Financial Year.

Grants, subsidies and contributions

Grants include monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Grants income has been budgeted based on confirmed funding only. The main sources of grant to be received by the Council are;

Table 2: Summary for Estimated Operating Grants Income for 2021/2022 (S'000)

Grant Program	Amount
Financial Assistance grant (FAG) from Federal Government	1,500
Roads to Recovery (R2R) grant from Federal Government *	263
Library operating grant from State Government	29
Coastal Officer Grant (Green Adelaide formerly NRM Board)**	102
Total Grants, subsidies and contributions Income	1,894

* *For accounting purpose R2R grant is recorded as operating income. However, as per R2R guidelines, grant should be spent on roads renewal/upgrades (Capital)*

**53% of the Regional Landscape Levy collected from Adelaide Plains Council is invested back in the region through this grant.

Investment Income

The Council earns investment income primarily in the form of interest from the investment of cash surpluses throughout the financial year and loans to community organisations.

Reimbursements

Council is part of the self-funded insurance scheme administered by Local Government Risk Services (LGRS). Annually LGRS redistribute part of its profit from the operations of Workers Compensation Scheme and other insurance schemes back to the Council along with performance rebates. During 2021/2022, it is estimated that the Council will receive reimbursements of $0.126m of which majority is from LGRS compared to $0.125m in 2020/2021.

Other Income

Other income relates to a range of unclassified items that do not fit within the aforementioned main revenue categories. Other income is expected to be remained unchanged at $0.023m in the 2021/2022 Financial Year.

10.2 How Council's Revenue is spent?

Employee Expenses

Employee expenses include all labour related expenditure such as salaries, wages, allowances and on-costs (Annual Leaves, Long Service Leaves, Superannuation, Workers Compensation Insurances etc.). For 2021/2022 Financial Year, employee costs on recurrent operations (excluding CWMS operations) are expected to increase to $5.506m compared to $5.289m in 2020/2021, an increase of 4% exclusive of any employee costs associated with new positions that may be created as part of increasing resources required to meet growth in the Council district and develop local economy.

DRAFT

Table 3: Estimated Employee Expenses for 2021/2022 Financial Year – Exc. CWMS ($'000)

Description	Costs
Salaries & Wages	4,719
Long Service Leave	117
Superannuation	458
Workers Compensation Insurance	212
Total Employee Cost budget	5,506

Figure 3 below shows Council's staff levels at the end of each financial year from 2012/2013 Financial Year, and the budgeted staff numbers for 2021/2022 financial year on a full-time equivalent basis (FTE). Accordingly, the budgeted FTEs for 2021/2022 is 57 which is the same level of FTEs as in 2016/2017 Financial Year.

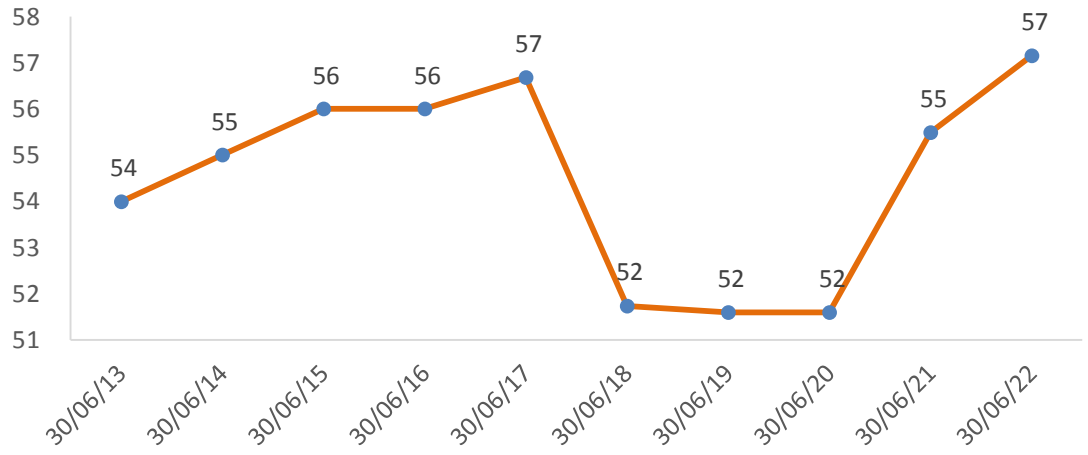


Figure 3: Adelaide Plains Council Workforce (FTEs)*

*30/06/13 to 30/06/20 are actual staff numbers and 30/06/2021 and 30/06/22 are budgeted (FTE) staff numbers.

Materials, Contracts and Other Expenses

Materials include items such as electricity, water, fuel, road products, library books, printing and stationary costs. Contracts relate to the provision of Council services by external providers and include items such as kerbside waste collection, street sweeping, security, leases and infrastructure repairs and maintenance.

Other Expenses relate to a range of unclassified items including contributions to community groups, advertising, insurances, motor vehicle registrations, payment of the Regional Landscape levy and other miscellaneous expenditures.

It is estimated that the Council will spend $4.670m in 2021/2022 Financial Year on Materials, Contracts and Other Expenses, compared to $4.430m in 2020/2021 Financial Year, an increase of $.0240m or a 5.49% mainly due to increase in legal costs, building reserve & seal road maintenance and kerbside recyclable disposal costs.

Depreciation, Amortisation and Impairment

Depreciation is an accounting charge which measures the usage of Council's property, plant and equipment (including infrastructure assets such as roads and drains) over the estimated effective useful life of the assets. In 2021/2022 the forecast amount of depreciation is $2.731m compared to $2.683m for 2020/2021, an increase of $0.048m or 1.79% mainly due to new depreciation expenses associated with infrastructure assets handed over to the Council by developers after the initial maintenance period.

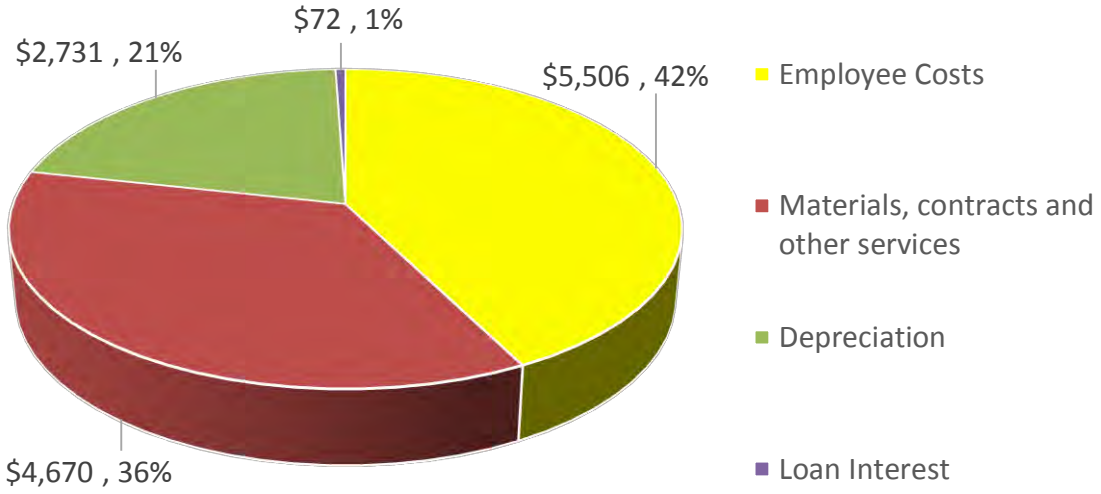


Figure 4: Distribution of Operating Expenses in 2021/2022 ($'000 & %) – Excluding CWMS

Finance Charges

Finance charges relate to interest charged by the Local Government Financing Authority on funds that have been borrowed by Council. Interest costs have been estimated based on Council's loan portfolio as at June 2021 and expected new borrowings for the next year.

Interest costs are expected to decrease by 29% from $0.101m in 2020/2021 Financial Year to $0.072m in 2021/2022, mainly due to the combined impact of interest being paid reduced progressively when repaying loan instalments overtime and additional interest expenses of $0.050m associated with new borrowings required for 2021/2022 Financial Year.

10.3 Budgeted Statement of Comprehensive Income

For the 2021/2022 Financial Year, the estimated operating deficit is $0.219m from recurrent and operating project activities based on 2.25% increase in average rates. The estimated operating deficit consists of;

- Recurrent budget surplus of $0.613m;
- CWMS Budget deficit of $0.153m; and
- Net Operating Project budget of $0.679m (**Table 6**).

Table 4: Statement of Comprehensive Income for 2021/2022 Financial Year ($'000)

Operating Income	LTFP	Draft Budget	Variance ($)	Variance (%)
Rates				
- General Rates Revenue	9,921	9,952	31	-
- Waste Levy	556	653	97	18
- Regional Landscape Levy	188	193	5	2
- Other Rates Income	87	81	(6)	(7)
Statutory charges	417	496	79	19
User charges	168	170	2	1
Grants, subsidies and contributions	2,029	1,894	(135)	(7)
Investment Income	3	3	-	-
Reimbursements	111	126	16	14
Other Income	39	23	(17)	(42)
Total Operating Income	13,519	13,592	73	1
Operating Expenses				
Employee Costs	5,752	5,506	246	4
Materials, contracts and other services	4,087	4,606	(520)	(13)
Depreciation	3,229	2,731	498	15
Interest Expenses	72	72	-	-
Share of loss from GRFMA	63	63	-	-
Total Operating Expenses	13,203	12,979	224	2
Recurrent Surplus	316	613	297	94
Net Cost Of The 2 X CWMS	(104)	(153)	(50)	48
Net Operating Project Expenses	(300)	(679)	(379)	126
Operating (Deficit)	(88)	(219)	(131)	149

10.4 Operating Income and Expenditure by Council Functions/Services

The following table shows operating income and expenditure for the 2021/2021 Financial Year by the Council functions/service *excluding* operating projects. (*Council administration covers functions such as financial management, Chief Executive Officer, Council offices and chambers maintenance, customer service, human resources management, communications & public relations, payroll management, information technology, rates administration, governance, Work, Health and Safety & Risk management, records management and Council's assets management).

Table 5: Operating Income and Expenditure by Council Functions/Services ($'000)

Council Services/Functions	Income	Expenses	Net Costs
Volunteer Administration	-	7	7
Economic Development	-	10	10
Children & Youth Services	-	10	10
Community Events/Bus/Donations	(2)	32	31
Bridges and culverts Maintenance	(1)	19	18
Illegal Roadside Dumping	(1)	29	29
Heritage	(1)	36	36
Cemeteries	(50)	49	(1)
Mallala Aged Units	(58)	53	(5)
Street Lighting	-	56	56
Emergency Services and fire prevention	(4)	64	60
Community Safety	(8)	66	59
Street Cleaning	-	70	70
Public Conveniences	-	76	76
Resource Recovery Centre	(30)	79	49
Ovals, Playgrounds & Other Sporting Facilities	-	87	87
Community Services	-	102	102
Stormwater Management	-	110	110
Coastal Conservation	(102)	118	16
Flood Prevention	-	124	124
Environmental Health	(100)	124	24
Dog & Cat Control	(199)	162	(37)
Elected Members	-	172	172
Building Maintenance	-	182	182
Footpaths & kerbing Maintenance	-	193	193
Libraries	(30)	352	322
Community Wastewater Management	(240)	394	153
Parks, Gardens & Reserve Maintenance	-	555	555
Depot operation	(4)	621	617
Kerbside Waste Collection	(649)	647	(2)
Plant Maintenance	-	658	658
Planning & Compliance	(187)	1,340	1,153
Roads Maintenance	(1)	2,297	2,296
Government Grants	(1,763)	-	(1,763)
Council Administration*	(10,401)	4,475	(5,926)
Total Income and Expenses	**(13,832)**	**13,373**	**(459)**

10.5 2021/2022 Operating Project Program

The cost of the draft Operating Project program is estimated to be $0.814m of which $0.135m applicable to three (3) projects is expected to be funded by Federal and State Government grant funding, resulting a net Operating Project Program budget of $0.679m. However, these three (3) projects will not proceed if the grant applications are unsuccessful.

Table 6: Proposed Operating Projects Program for 2021/2022 ($'000)

Operating Project Name	Estimated Cost
Resources required to meet growth in the Council district and develop local economy.	514
GRFMA Charter Review.	20
Develop Two Wells and Mallala Oval Master Plan. **	200
Develop Recreational trail strategy.*	50
Stage Adelaide Plains Food and Business Festival.*	20
Community Survey 2021.	10
Total cost of the draft Operating Project Program	814

**50% to be funded under *'Open Space and Places for People Funding'*.

*50% to be funded under *'Building Better Regions Programs'*.

10.6 2021/2022 Capital Projects Program

Depreciation and Assets Renewal

Depreciation is the wearing out, consumption or other loss of value of an asset whether arising from use, passing of time or obsolescence through technological and market changes. *Assets Renewal Expenditure* are the expenditure on an existing asset which returns the service potential or the life of the asset to the level which it had originally.

Infrastructure Backlog

According to sound asset management principles, Council should (on average) spend annually on assets renewal an amount equal to its annual depreciation expenses. Council has been able to achieve this since 2019/2020 Financial Year with a very significant assets renewal expenditures that cleared major part of infrastructure back log in 2019/2020. With the proposed asset renewal expenditures, it is expected that Council will not increase its infrastructure backlog as summarised in the following table.

Table 7: Depreciation and Assets Renewal Expenditure ($'000)

Description	21/22	20/21	19/20	18/19	17/18
Depreciation	2,862	2,683	2,923	2,696	3,434
Assets Renewal Expenditure	2,917	2,589	3,149	1,454	1,729
Infrastructure (backlog)	**55**	**(94)**	**226**	**(1,242)**	**(1,705)**

Adelaide Plains Council is responsible for a large portfolio of assets with a value of $164m as of 30 June 2020 and an estimated depreciation expense of $2.862m (including depreciation on CWMS assets) in 2021/2022 Financial Year. It is therefore critical for the long term sustainability of assets that the Council engages in practises that optimise assets useful lives for the benefit of the community.

Proposed Capital Project Program for 2021/2022

Council is proposing to invest $6.251m in assets renewal and new/upgraded assets in the next financial year as summarised below. The estimated cost of the capital renewal program is

$2.917m whereas only $2.400m has been allocated for 2021/2022 in the long term financial plan, an increase of $0.517m.

Table 8: Draft Four (4) Year Capital Works Program ($'000)

Asset Class	2021/2022	2022/2023	2023/2024	2024/2025
Fleet	-	135	120	60
Plant & Equipment	939	534	369	692
Streetscape*	302	397	82	89
Sealed Roads	3,150	3,227	609	609
Unsealed Roads	1,195	974	974	974
Site Improvements	585	538	200	200
Structure	80	-	-	-
Levee	-	272	507	793
Stormwater	-	320	-	-
Pump Station	-	5	-	-
Total Draft Capital Expenditure	6,251	6,401	2,861	3,417

Renewal	2,917	2,981	2,300	2,535
Upgrade	504	-	-	-
New	2,830	3,420	561	885
Total Draft Capital Expenditure	6,251	6,401	2,861	3,417

* Streetscapes includes Footpath, Kerbing and Street Trees

Extract from LTFP	2021/2022	2022/2023	2023/2024	2024/2025
Renewal	2,400	2,525	2,378	3,122
New/Upgrade	414	392	72	684
Total Capital Expenditure as per I&AMP	2,814	2,917	2,450	3,806

Next year capital program is planned to deliver;

a) 35.80 km of road resheeting;
b) 10.90 km of road resealing;
c) 19.15 km of sealing of unsealed roads;
   - 2021-2022 – 10.25km (Aerodrome, Barabba and Cheek Roads)
   - 2022-2023 – 8.90km (Middle Beach Road)
d) 1 km of new footpath, kerbing and street trees

<u>New/Upgraded Assets to be delivered with external grant funding</u>

State Government's Local Government Infrastructure Partnership Program (LGIPP) has recently approved $2.340m for Adelaide Plains Council to seal four (4) unsealed roads over two (2) financial years that are vital for the freight and tourism of the area. Council's matching contribution to these LGIPP works $2.340m that is proposed to be funded by combination of new borrowings and rates income over two (2) financial years.

In addition, Council has applied for a grant of $0.135m from the Federal Government's Building Better Regions Fund and $0.100m from Open Space and Places for People Funding Program. While the outcome of these two (2) grant applications are yet to be confirmed, they

have been included in the draft budget with the expectation that if the grant application is unsuccessful those programs will not proceed.

New/Upgraded Assets to be delivered with Council's own funding

The draft capital programme has also identified new/upgraded assets to the value of $0.844m that will be funded from a combination of new borrowings and rates income. Please refer to **Table 9** below for the details and the reasons for spending in those new/upgraded assets.

Table 9: New/Upgraded Assets to be delivered with Council's own funding ($'000)

Type of Expenditure	Description	Budget	Comment
New	Plant Replacement	135	New excavator and trailer – Increase activities requiring an excavator, purchasing will lower the requirements for plant hire.
New	Street Scape (Footpath, Kerbing and Street Trees)	292	Part of IAMP
Upgrade	Intersection Upgrade - Hill Street (Dublin Road and Balaklava Road)	100	Upgrade required due to accelerated deterioration of asset and increased frequently of maintenance.
Upgrade	Germantown Road - Gawler Road to Temby Road	110	Upgrade required due to accelerated deterioration of asset and increased frequently of maintenance.
New	Parham Playground - Shade shelter	60	All playgrounds in APC have shelters over the playground elements except for Parham.
New	Parham Playground - New element	15	To provide further playground equipment for the community enjoyment.
New	Mallala Playground - New element	15	To provide further playground equipment for the community enjoyment.
New	Computer Monitors and Laptops	23	End of Lease Buy-out
Upgrade	Council Chamber and Meeting Rooms Audio/Video equipment	94	Council resolution
Total Expenditure on New/Upgraded Assets		844	

10.7 2021/2022 Capital Program in Details

Table 10 below provides details of the capital program proposed for 2021/2022 Financial Year.

Table 10: Draft 2021/2022 Capital Project Budget in Details ($'000)

	Capital Project to achieve Council's Strategic Objective	Rationale	Type	Costs
Strategic Objective : Great Places & Infrastructure				
1)	Plant Replacement	A	Renewal	687
2)	Plant Replacement	B	New	135
3)	End of Lease Buyout of Computer Monitors and Laptops	B	New	23
4)	Council Chamber/Meeting Rooms Audio/Video Upgrade	B	Upgrade	94
	Investment in Plant & Equipment Program			939

5)	Elizabeth Street - William Street to Donaldson Road	A	New	31
6)	Donaldson Road - Elizabeth Street to Wilson Road	A	New	58
7)	Second Street (Dublin) - Sixth Street to Seventh Street	A	New	28
8)	Mary Street - Chivell Street to Elizabeth Street	A	New	24
9)	Elizabeth Street (Mallala) - Joseph Street to Mary Street	A	New	41
10)	Joseph Street - Chivell Street to Elizabeth Street	A	New	22
11)	Butler Street - Irish Street to End of Seal	A	New	88
12)	Pram Ramp renewal to DDA compliant	A	Renewal	10
	Investment in Street Scape (Footpath, Kerbing and Street Trees)			302
13)	Intersection Upgrade - Hill St (Dublin Rd and Balaklava Rd)	A	Upgrade	100
14)	Germantown Road - Gawler Road to Tembys Road	A	Upgrade	110
15)	Dawkins Road (Judd Road to Boundary Road)	A	Renewal	165
16)	Hayman Road (Williams to Boundary)	A	Renewal	485
17)	Sealing of Cheek Road	C	New	620
18)	Sealing of Barabba Road	C	New	1,020
19)	Aerodrome Road	C	New	650
	Investment in Sealed Road Program			3,150
20)	Artesian Road West - Fertile Avenue to Buckland Park	A	Renewal	21
21)	Boundary Road - Bache Road to Redbanks Road	A	Renewal	69
22)	Bubner Road - Port Parham Road to Ruskin road	A	Renewal	47
23)	Cowan Road - Buckland Park Road to Halstead Rd West	A	Renewal	22
24)	Davies Road - Fidge Road to Collins Road	A	Renewal	34
25)	Day Road - Hall Road to Germantown Road and Matters Road to Verner Road	A	Renewal	67
26)	Frost Road North - Gawler Road to Sharpe Road	A	Renewal	82
27)	Griggs Road - Port Gawler Road to Shellgrit Road	A	Renewal	10
28)	Halstead Road West - Buckland Park Road to End	A	Renewal	30
29)	Hunters Road - Port Wakefield Road to Shannon Road	A	Renewal	71
30)	Johnson's Road - Calomba Road to Shannon Road	A	Renewal	90
31)	Navvy Hill Road - Porter Road to Church Road	A	Renewal	47
32)	Owen Road - Farrelly Road to March Road	A	Renewal	185
33)	Pritchard Road (Windsor) - Long Plains Rd to Avon Rd	A	Renewal	63
34)	School Road - Rowe Road to Church Road	A	Renewal	21
35)	Shannon Road - Hunters Road to Carslake Road	A	Renewal	98
36)	Tembys Road - Williams Road to Hall Road	A	Renewal	71
37)	Verner Road - Paddys Bridge Road to Tembys Road and Germantown Road to Hall Road	A	Renewal	59
38)	Wasleys Road - End Bridge to Pritchard Road	A	Renewal	20
39)	Welivere Road - Long Plains Road to House	A	Renewal	20
40)	Williams Road - Kenner Road to Simpkin Road	A	Renewal	34
41)	Windsor Road - Port Wakefield Road to Carter Road	A	Renewal	32
	Investment in Unsealed Road Program			1,195
42)	Two Wells Oval - Irrigation system	A	Renewal	95
43)	Parham Playground - Shade shelter	B	New	60
44)	Parham Playground - New element	B	New	15
45)	Mallala Playground - New element	B	New	15

46)	Two Wells Oval Entrance - Paths, landscaping, furniture.	B	Renewal	70
47)	Dublin Lions Park - Paths, landscaping, furniture.	B	Renewal	70
48)	Lewiston Reserve - Fencing	B	Renewal	10
49)	Various locations - Reserve and street furniture	B	Renewal	15
50)	Various locations - Signage - wayfinding and information	B	Renewal	35
51)	Parham Short Stay Facility Upgrade	C	Upgrade	200
	Investment in Site Improvements Program			585
52)	Dublin Institute/ Hall - Toilets	A	Renewal	80
Investment in Buildings & Structure Program				80
Total Council Investment in Infrastructure and Assets in 2021/2022 Financial Year				6,251

Renewal of existing assets as per Assets Management Plans	2,917
Upgraded Assets	504
New assets	2,830
Total Council Investment in Infrastructure and Assets in 2021/2022 Financial Year	6,251

Rationale

A. Infrastructure & Asset Management Plan;

B. Staff initiatives to reduce cost and improve productivity/service standard; and

C. Grant applications

11. Loan Borrowings

In developing the Long Term Financial Plan, borrowing was identified as an important funding source, particularly for bridging short-term cash flow gaps. Borrowings are undertaken in accordance with Council's *Treasury Management Policy* which underpins Council's decision making financing its operations in the context of cash flow, budgeting, borrowings and investments.

As borrowing is an important financial management tool in the overall context of funding Council's expenditures, Council's *Treasury Management Policy* links closely to the Council's overall strategic management plans in the context of:

- Strategic planning for the future of the Council, covering short, medium and long term spending and investment issues;
- Current and estimated future revenues and the ability to increase the revenue stream through Council rates, user charges or additional grant funds;
- Inter-generational equity considerations in terms of the ratepayers who benefit from the expenditure and therefore on a user pay basis who should pay for the costs associated with such expenditure;
- Current and future funding needs for both operating and capital expenditures;
- Potential movements in interest rates; and
- Any other strategic imperative such as development of local economy that is linked to revenue and expenditure capacities (for example, sealing of major freight routes servicing commercial sector).

DRAFT

11.1 Current Long-Term Borrowings

At the end of 2020/2021 Financial Year, Council has five (5) outstanding fixed rates long-term borrowings with a total value of $2.297m. **Table 11** below shows the details of the outstanding long-term borrowings.

Table 11: Outstanding Long-term Loans as at 30 June 2021 ($'000)

Purpose of the Loan	Amount	To be repaid on
Gawler River Scheme - Flood Plain Management	44	15/01/2022
To purchase community land in Mallala	19	15/05/2022
Resource Recovery shed and Ruskin Shannon Rd Development	38	15/06/2022
Funding Mallala Depot Construction and Other Capital Program	384	16/04/2022
Council investment in Mallala CWMS	1,812	15/06/2036
Total outstanding long-term loans	2,297	

11.2 New borrowings for 2021/2022 Financial Year

An operating deficit means, Council is spending more than what it generates as income in delivering services to the community. In addition, Council has loan obligations to pay as well as the need to fund new and upgraded assets. Therefore, if the Council decides to continue the same level of service and draft operating/capital project program as included in this report with an average rate increase of 2.25%, it has to borrow $2.741m as summarised in the **Table 12** below. Out of the new borrowings;

- $1.145m will be used to fund Council's co-contribution State Government's LGIPP;
- $0.235m will be used to fund Council's co-contribution required under Building Better Regions Fund and Open Space and Places for People Funding if the funding application is successful;
- $0.844m will be spent on other new/upgraded assets (**Table 9**) across the Council district;
- $0.507m will be allocated for loan repayments; and
- $0.010 will be allocated for other day-to-day Council's operations.

While the maximum amount to be borrowed is $2.741m, the timing of the actual borrowings would depend on the progress of the operating and capital projects program. Local Government Finance Authority has made available convertible cash advance debenture of 3 years for LGIPP funded projects at a concessionary rate of 1.30% to a maximum limit of $1.238m.

Table 12: Funding Shortfall for 2021/2022 ($'000)

Description	Amount
Cash shortfall due to Operating Deficit	(219)
Cash injection from sale of surplus/replaced assets	67
Share of loss - joint ventures & associates (non-cash transactions)	63
To fund capital Program - Money available through depreciation	2,862
- Proposed assets renewal expenditure	(2,917)

DRAFT

- Proposed new capital expenditure	(3,334)
Grants specifically for new or upgraded assets	1,245
Loan Repayment	(507)
Total funding shortfall	(2,741)

Interest expenses associated with new borrowings is approximately $0.050m.

12. Rating Structure and Policy

12.1 What are Rates?

Rates are levied as a tax on property in accordance with the provisions of the Local Government Act. Rates are not a service or user charge. For example, some property owners may choose to not use the library, but nevertheless make a contribution to the service through their rates. Because rates are levied on the value of property, those in higher valued properties pay more in rates than those in lower valued properties.

General Rates are the principal source of funding for Council services representing approximately 74% of total operating income in 2021/2022 and 2020/2021 Financial Years.

12.2 Strategic Focus

In adopting its rates for the 2021/2022 Financial Year, Council will consider its *Strategic Plan 2017-2020*, the current economic climate, specific issues faced by the community, the budget requirements for the 2021/2022 Financial Year.

Land use categories as provided in the *Local Government (General) Regulations 1999* are used as the basis of Council's general rate calculation.

12.3 Method Used to Value Land

All land within a council area, is rateable, except for land specifically exempt e.g. Crown land, council occupied land. Council continues to use capital value as the basis for valuing land within the council area. Council considers that this method of valuing land provides the fairest method of distributing the rates across all ratepayers because:

- Property value is a relatively good indicator of market value of a property, providing the fairest method of calculating rates and therefore, it is the most appropriate measure of relative wealth in the community;
- As a measure of wealth it most closely reflects property owners' the capacity to pay; and
- It accords with the taxation principle, that people should contribute to the community social and physical infrastructure, in accord with their capacity to pay, as measured by property wealth.

Other valuation methods available are site value (value of land only) and annual value (value of rental potential of property). These are not considered appropriate with regard to Adelaide Plains Council.

Council will be adopting the valuations made by the Valuer-General and which are applicable for the financial year commencing 1 July 2021. If a property owner is dissatisfied with a property valuation, then an objection may be made to the Valuer-General in writing, within 60 days of receiving notice of the valuation, explaining the basis for the objection. Further contact details can be obtained from Council's Rates Officer on (08) 8527 0200. *It is important to note that Council has no role in the valuation process.*

12.4 Impact of Rates

General Council rates of a property are determined by two factors:

- valuation of a property as determined by the Valuer of General of South Australia; and
- rates in the dollar specific to land use code (LUC) of the property which is determined by the Council.

The following tables outline these factors:

Rates in the dollar	- As determined by the Council for the past 5 years;
Increate in the rate in the $	- Annual increase in the rate in the $; and
relativity	- This shows the relationship between various LUCs where rate in the dollar applicable to commercial and industrial properties is 30% more than that of residential properties and for primary producers it's 9% less than residential properties.

Table 13: Rates information for the past five (5) financial years and proposed for 2021/2022

Land Used	16/17	17/18	18/19	19/20	20/21	21/022
Residential, Vacant Land & Other	0.00452	0.00463	0.00463	0.00463	0.00458	0.00450
Commercial & Industrial	0.00587	0.00602	0.00602	0.00602	0.00596	0.00585
Primary Production	0.00411	0.00421	0.00421	0.00421	0.00417	0.00409
Fixed Charge	100.00	102.50	105.06	108.21	110.00	112.00

Change in the Rate in the dollar (%)

Land Used	16/17	17/18	18/19	19/20	20/21	21/22
Residential, Vacant Land & Other	3.40	2.50	0.00	0.00	(1.00)	(1.75)
Commercial & Industrial	3.40	2.50	0.00	0.00	(1.00)	(1.75)
Primary Production	3.40	2.50	0.00	0.00	(1.00)	(1.75)
Fixed Charge increase	0.00	2.50	2.50	3.00	1.65	1.82

Relativity

Land Used Code	16/17	17/18	18/19	19/20	20/21	21/22
Residential, Vacant Land & Other	1.00	1.00	1.00	1.00	1.00	1.00
Commercial & Industrial	1.30	1.30	1.30	1.30	1.30	1.30
Primary Production	0.91	0.91	0.91	0.91	0.91	0.91

Rates Modelling – Property Valuation

An extract from the latest property valuation data (11 April 2021) available from Valuer General (VG) is given below in **Table 14** in comparison to similar information as of 30 June 2020.

Table 14: An Extract from latest valuation data from the VG

Description	11 April 2021	30 June 2020
Increase in number of properties through sub-division	226	173
Sub-Division Growth (valuation increase) - $'Mn	34	24
Building Development Growth (valuation increase) - $'Mn	1	54
Total Development Growth - $'Mn	35	78
Total Development Growth - %	2.07	2.04
Increase in Rates income due to Development Growth - $'Mn	0.214	0.197
Increase in Rates income due to Development Growth - %	2.23	2.15
Natural Growth (valuation increases due to reasons other than development) - %	4.43	1.86

A summary of movement in number of properties and the property valuation is given below based on most recent valuation data from the Valuer General.

Table 15: Movement in Number of Properties and Property Valuation (11 April 2021)

Land Use	2020/2021 FY		2021/2022 Financial Year (Valuation as at 11 April 2021) - Inclusive of Growth							
	No of Properties	Total Property Valuation ($Mn)	No. of Existing Assessments	Total Existing Properties Valuation ($Mn)	% Increase in existing properties valuation	No of New Properties	New Property Valuation ($Mn)	% increase in valuation due to new properties	Total No of Properties	Total District Valuation ($Mn)
Residential (Excl. Eden)	2,959	1,020	2,964	1,068	0.05	3	1	0.09%	2,967	1,069
Commercial	26	6	27	6	(0.01)	-	-	0.00%	27	6
Commercial - Other	75	29	77	29	(0.02)	-	-	0.00%	77	29
Industry - Light	6	1	6	1	0.02	-	-	0.00%	6	1
Industry - Other	17	16	15	16	(0.01)	-	-	0.00%	15	16
Primary Production	1,403	815	1,398	847	0.04	10	3	0.43%	1,408	850
Vacant Land (Excl. Eden & Liberty)	464	65	461	66	0.01	56	11	17.25%	517	77
Other	53	13	53	13	0.02	-	-	0.00%	53	13
Vacant Land - Eden	34	10	27	8	(0.23)	77	14	137.06%	104	22
Residential - Eden	100	45	106	48	0.07	3	0	1.08%	109	49
Vacant Land - Liberty	42	11	31	10	(0.10)	77	12	103.76%	108	22
Residential - Liberty	27	8	38	11	-	-	-		38	11
All Land Use Codes	5,206	2,040	5,203	2,122	0.04	226	42	2.07%	5,429	2,165

Rates Modelling – Options to consider

Given a significant increase in 'Natural Growth', to achieve a 2.26% increase in average rates as recommended by the Audit Committee (Option 2), a reduction in rate in the dollar by 1.75% will be applied in the rates modelling calculations.

Alternatively, if the Council wish to reduce the reliance on borrowings to deliver new/upgraded assets program, it can do so by increasing the average rate by more than 2.26%. Given below are some of the options that the Council can consider.

For example, a 1.28% increase in average rate (Option 1) would reduce the rate income by $0.097m that may need to be funded from new borrowings if not matched by similar reduction in operating expenses. However, a 3% increase in average rates (Option 3) would generate an additional income of $0.072m that could be allocated to the delivery of new/upgraded assets program reducing the need to rely on borrowed funds.

Table 16: Rates modelling – Options to consider

Description	Option 1	Option 2	Option 3
Reduce Rate in the $ by	2.75%	1.75%	1.00%
Increase in Fixed Charge $	112.00	112.00	112.00
Land Use Category	Option 1	Option 2	Option 3
Residential Properties	1.35	2.33	3.06
Commercial	(4.42)	(3.52)	(2.85)
Commercial - Other	(4.86)	(3.93)	(3.23)
Industry - Light	(0.51)	0.45	1.17
Industry - Other	(1.49)	(0.49)	0.26
Primary Production	1.45	2.46	3.21
Vacant Land	(1.06)	(0.17)	0.50
Other	(0.67)	0.26	0.96
Average Rate Increase for all properties	1.26	2.25	2.98
% of ratepayers with less than 2.00% increase in rates	54%	41%	33%
Total Rates Income ($'000)	9,931	10,028	10,100
Increase/(reduction) in Income ($'000)	(97)	-	72

Table 17 below shows the impact on average rate based on Option 2.

Table 17: Average Existing Rates (Inclusive of building developments on existing properties)

Land Use	2020/2021 ($)	2020/2021 ($)	Increase (%)
Residential	1,703	1,743	2.33
Commercial	1,358	1,311	(3.52)
Commercial - Other	2,370	2,277	(3.93)
Industry - Light	1,479	1,485	0.45
Industry - Other	6,262	6,231	(0.49)
Primary Production	2,504	2,565	2.46
Vacant Land	833	832	(0.17)
Other	1,223	1,226	0.26
All Land Use Codes	1,845	1,886	2.25

Actual rate rises

As Council rate is determined by multiplying capital value of the property (decided by the VG) by the rate in the dollar (decided by the Council) applicable to the property, average rate calculated above does not show the actual general rate rises. Actual rate rises is also determined by a combination of other factors such as;

a) development/improvement on the land resulting value of the property being increased,
b) general valuation increase/decrease by VG due to market conditions.

For example, **Figure 5** below shows that under option 2 of rate modelling;

a) 29% of the properties will have their rates being reduced next year;
b) 1% of the properties will have their rates remained unchanged;
c) 11% of the properties will have their rates increased by less than 2.00%;
d) 12% of the properties, will have their rate increase would be between 2% and 3%;
e) 25% of the properties, will have their rate increase would be between 3% and 5%;
f) 11% of the properties, will have their rate increase would be between 5% and 7.5%;
g) 4% of the properties, will have their rate increase would be between 7.5% and 10%;
h) 3% of the properties will have their rates gone up by more than 10.00%.; and
i) 4% new assessments have been created for the next financial year.

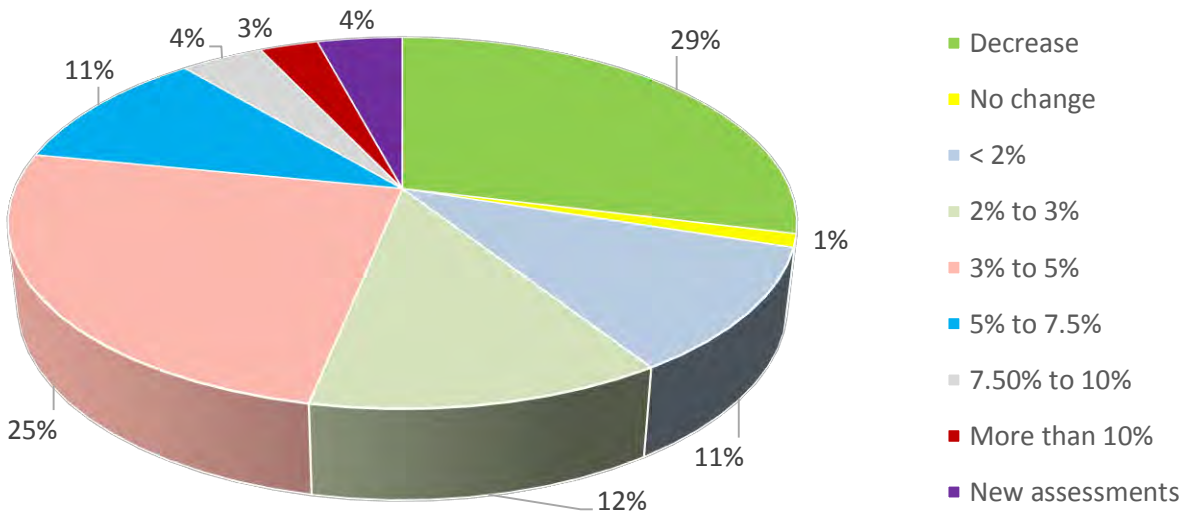


Figure 5: Breakdown of General Rates Increase by Percentage (incl. development growth)

12.5 Differential General Rates

Every resident will benefit from the general amenity of the Council area in some way, whether that is at the present time or in the future. The amenity includes the local economy, general Council operations and the option to use Council facilities.

It is acknowledged that the system of council rates is in essence a system of taxation against property prescribed through the provisions of the Local Government Act. However, Council has assessed that the level of differential rating imposed is governed in part by the ability to

pay, the potential for income tax deductions and the perception of accessibility or useability of council services by the residents and consumers. To this end, Council has determined the following.

Commercial Properties

Commercial properties generally have available to them, their employees and customers the same services as other ratepayers. However, in most cases commercial users have a greater impact on the main services such as road maintenance and generally derive a greater benefit from the services provided. In addition, commercial properties have potential taxation benefits.

Industrial Properties

Industrial properties generally have available to them, their employees and customers the same services as other ratepayers. However, in most cases industrial users have a greater impact on the main services such as road maintenance and generally derive a greater benefit from the services provided, particularly where, for example, large amounts of raw or unrefined product is delivered to site for processing utilising Council's infrastructure. Similar to commercial properties, industrial properties have potential taxation benefits.

Primary Production Properties

Primary Production properties tend to be more remote from some of the services provided by Council. In terms of infrastructure adjacent to their properties, they may not have sealed or formed roads, footpaths or street lighting. However they do have capacity to enjoy the formed roads, footpaths or street lighting and enjoy the same level of amenity as other residents of the Council area. Primary production properties also have potential taxation benefits.

12.6 Fixed Charge

A council may impose a fixed amount payable by way of rates, provided that it has not imposed a minimum charge. Where two or more adjoining properties have the same owner and are occupied by the same occupier, only one fixed charge is payable by the ratepayer.

In 2021/2022 the fixed charge is proposed to increase from $110 to $112. This will be applicable to approximately 4,994 rateable properties. Council considers it appropriate that all rateable properties make a base level contribution to the cost of administering Council's activities and to the cost of creating and maintaining the physical infrastructure that supports each property.

12.7 Regional Landscape Levy

The whole of the Council area is located within the boundaries of the Northern & Yorke Natural Resource Management Board. An estimated contributions of $0.193m are sought for 2021/2022 Financial Year ($0.188m in 2020/2021). Council is operating as a revenue collector for the Northern & Yorke Natural Resource Management Board in this regard. It does not retain this revenue or determine how the revenue is spent.

12.8 Service Charges

Community Wastewater Management System (CWMS)

Mallala CWMS Charge

Mallala CWMS charges is proposed to increase from $640 to $659 (3% increase) in 2021/2022 in order to cover the costs associated with full operation of the scheme including maintenance and loan interest payments. The estimated income in **Table 13** below was calculated based on a CWMS charge of $659 per connection but notwithstanding this, the total income is not sufficient to cover the estimated operating costs for 2021/2022 Financial Year by $0.155m.

Middle Beach CWMS Charge

In relation to the Middle Beach Scheme, the CWMS charge for both "small tank" and "large tank" is to increase from $430 to $443, an increase of 3%.

Notwithstanding above service fee increase, the income generated for Mallala CWMS is not sufficient to cover its operating expenses as shown below in **Table 12** and not compliant with National Water Initiative Pricing Principles and Essential Services Commission's (ESCOSA) price determination that is applicable to CWMS. Therefore, Council is planning to gradually increase Mallala CWMS service charge over several years in order to comply with ESCOSA.

Table 18: CWMS Budget for 2021/2022 ($'000)

Description	Mallala	Middle Beach
CWMS service charges (345 connections X $659 per connection)	227	
CWMS service charges (52 connections X $443 per connection)		23
Less : CWMS Rebates	(10)	-
Total Income	**217**	**23**
Less : Operating Expenses		
Depreciation	125	5
Salaries and Wages	16	-
Interest Payments - CWMS Loan	80	-
Consultants	10	-
Consumables and Hardware	9	1
Contractors	82	7
Electricity	28	6
Insurance	9	1
ESCOSA Licence Fee	2	-
Materials	10	-
Other Expenses	1	1
Total Expenses	**372**	**21**
Net Operating Surplus/(Deficit)	**(155)**	**2**

DRAFT

Kerbside Waste Collection Program

Council provides a three bin refuse collection service (Domestic Waste, Recycling and Organic) within the townships of Mallala, Two Wells and Dublin and a two bin refuse collection service (Domestic Waste and Recycling) in rural and coastal settlement areas. The service is provided to those ratepayers in Council's area that are able to access the service along the designated collection routes. In addition, Council provides a weekly service in which all public bins (street, parks and reserves and sporting club bins) with in the district are emptied to ensure the continued ambiance of public space.

Council has engaged a contractor to carry out kerbside waste collection since February 2018. Outsourcing this service has resulted in a 30% reduction in waste levy from $180.00 in 2017/2018 Financial Year to $126.00 in 2018/2019 Financial Year. However, since then, there has been a considerable increase in the disposal costs of waste and recyclables mainly due to changes in the Australian waste collection market following dramatic cuts to the volumes of waste China imports from the rest of the world since January 2018.

In addition, there was a substantial increase in Solid Waste Levy by the South Australian government from 1 July 2019 (Waste levy applicable to Adelaide Plains Council has increased from $55 per tonne from 1 July 2019 to $71.50 per tonne from 1 July 2020) which has resulted in a significant increase in Council's Waste Levy for 2020/2021. This upward trend in waste disposal costs is expected to continue in to 2021/2022 Financial Year.

Kerbside Waste Collection Charges

For 2021/2022 Financial Year, it is estimated that the total cost of the kerbside waste collection program is expected to be increased by 4.30% mainly due to increase cost of recyclables disposal. Therefore, the annual waste collection service charge is expected to increase from $160 to $167. Accordingly, following waste collection charges are proposed for next financial year.

Table 19: Proposed Waste Collection Service Charge for 2021/2022 ($'000)

Waste Service Description	Annual Waste Levy ($)
Standard 3-bin or 2-bin waste Service	167
Additional Organic Bin	72
Additional Recycle Bin	55
Additional General Waste Bin	80
Waste Service 1 (distance to pick up point) - 25% discount	125
Waste Service 2 (distance to pick up point) - 50% discount	83

Where the service is provided to rebated land, a service charge is still levied against the land.

Some residents may have to utilise one of 21 collection points to have their bin emptied as the waste collection truck does not traverse all roads in the district. Those residents are entitled to the following waste levy reductions if the resident's collection point is greater than 500 metres from the access point to their land:-

1. If greater than 500 metres but no more than 2 kilometres from the resident's access point to their land, 75% of the annual levy is charged;
2. If greater than 2 kilometres but less than 5 kilometres, 50% of the annual levy is charged;
3. If 5 kilometres or more from the resident's access point to their land, no annual levy is charged.

12.9 Mandatory Township Kerbside Waste Collection Charges

The waste levy is mandatory for properties located within the townships of Mallala, Two Wells and Dublin.

12.10 Payment of Rates

Under section 181 of the Local Government Act, Council must provide the opportunity for all ratepayers to pay rates by quarterly instalments. Council payment dates for the 2021/2022 Financial Year will be 3 September 2021, 3 December 2021, 4 March 2022 and 3 June 2022.

Late Payment of Rates

The Local Government Act provides that Council may impose an initial penalty of 2% on any payment for rates, whether by instalment or otherwise, that is received late. A payment that continues to be late is then charged an interest rate, set each year according to a formula in the Act, for each month it continues to be late. Council allows a further three working days after the due date for payment as a grace period. Thereafter late payment penalties are applied in accordance with the Local Government Act.

Council issues a final notice for payment of rates when rates are overdue i.e. unpaid by the due date. Should rates remain unpaid more than 28 days after the issue of the final notice, then Council will refer the debt to their debt collection agency for collection. All Court costs incurred by Council in the recovery of outstanding rates and fines are payable by the ratepayer. When Council receives a payment in respect of overdue rates, Council applies the money received as follows:

i. firstly – in payment of any costs awarded to, or recoverable by, the Council in any court proceedings undertaken by the Council for the recovery of the rates;
ii. secondly – in satisfaction for any liability for interest;
iii. thirdly – in payment of any fine;
iv. fourthly – in satisfaction of liabilities for rates in the order in which those liabilities arose in payment of rates, in date order of their imposition (starting with the oldest account first).

DRAFT

12.11 Remission and Postponement of Rates

Postponement or Rates - Hardship

Section 182 of the Local Government Act permits Council, on the application of the ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship. Where a ratepayer is suffering hardship in paying rates they are invited to contact Council's Rates Officer, on (08) 8527 0200 to discuss the matter. Such enquiries are treated confidentially by Council.

Seniors Rate Postponement

Section 182A of the Local Government Act provides the option for State Senior Card holders to apply to postpone part of their council rates on a long term basis. The deferred amount is subject to a monthly interest charge, with the accrued debt being payable on the disposal or sale of the property. Postponement is similar to a reverse mortgage by relying on the equity in the property. A ratepayer who has a State Seniors Card may apply for postponement of a portion of the council rates payable on property they own if it is their principal place of residence and if no other person other than their spouse has an interest as owner of the property and there is appropriate equity in the property. Further information can be obtained from Council's Rates Officer on (08) 8527 0200.

12.12 Rebate of Rates

The Local Government Act requires councils to rebate the rates payable for certain land uses. This includes a 100% rate rebate granted on places of worship, public cemeteries, hospitals and land occupied by universities, and 75% rate rebates have been granted on educational facilities (subject to some qualifications).

Discretionary rebates may be applied by the Council under section 166 of the Local Government Act. Council annually considers many applications for rate rebates and has in the past, and is again for the 2021/2022 Financial Year, has rebated rates charged to various district community and sporting organisations.

12.13 Sale of Land for Non-Payment of Council Rates

The Local Government Act provides that a council may sell any property where the rates have been in arrears for three years or more. The Council is required to provide one (1) month's notice to the principal ratepayer and the owner (if not the same person) of the land of its intention to sell the land and provide the owner with details of the outstanding amounts. If payment of the outstanding amount is not received within one month the property may be sold. Except in extraordinary circumstances, Council enforces the sale of land for arrears of rates, in accordance with the Local Government Act.

DRAFT

13. Budgeted Financial Statements

Budgeted financial statements for the 2021/2022 Financial Year are given below.

ADELAIDE PLAINS COUNCIL

BUDGETED STATEMENT OF COMPREHENSIVE INCOME FOR 2021/2022

INCOME	**$'000**
Rates	10,880
Statutory charges	496
User charges	170
Grants, subsidies and contributions	1,894
Investment Income	3
Reimbursements	126
Other Income	23
TOTAL INCOME	**13,592**
EXPENSES	
Employee Costs	5,506
Materials, contracts and other services	4,607
Depreciation, Amortisation & Impairment	2,731
Finance Costs	72
Share of loss - joint ventures & associates	63
TOTAL EXPENSES	**12,979**
OPERATING SURPLUS / (DEFICIT)	613
Net Cost of the CWMS (Mallala & Middle Beach)	(153)
Net Operating Project Expenses	(679)
OPERATING SURPLUS / (DEFICIT)	(219)
Asset Disposal & Fair Value Adjustments	67
Amounts specifically for new or upgraded assets	1,245
Physical resources received free of charge	2,000
NET SURPLUS (DEFICIT)	**3,093**
OTHER COMPREHENSIVE INCOME	
Changes in assets revaluation surplus	1,500
TOTAL COMPREHENSIVE INCOME	**4,593**

ADELAIDE PLAINS COUNCIL

BUDGETED STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2021

	$'000
ASSETS	
Current Assets	
Cash and cash equivalents	306
Trade & other receivables	1,031
Inventories	154
Total Current Assets	**1,491**
Non-Current Assets	
Financial Assets (Investment in GRFMA)	5,928
Infrastructure, Property, Plant and Equipment	124,385
Other Non-current Assets	14
Total Non -Current Assets	130,327
Total Assets	**131,818**
LIABILITIES	
Current Liabilities	
Trade & Other Payables	1,353
Borrowings	3,216
Provisions	1,009
Total Current Liabilities	**5,578**
Non-current Liabilities	
Borrowings	1,767
Provisions	220
Total Non-current Liabilities	1,987
Total Liabilities	7,565
NET ASSETS	**124,253**
EQUITY	
Accumulated Surplus	40,834
Asset Revaluation Reserve	81,130
Other Reserves	2,289
TOTAL EQUITY	**124,253**

ADELAIDE PLAINS COUNCIL
BUDGETED STATEMENT OF CASH FLOWS FOR 2021/2022

	$'000
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts	
Rates - general & other	11,120
Fees & other charges	496
User charges	170
Investment receipts	3
Grants utilised for operating purposes	2,029
Reimbursements	126
Other revenues	23
Payments	
Employee costs	(5,522)
Materials, contracts & other expenses	(5,587)
Finance payments	(153)
Net Cash provided by (or used in) Operating Activities	**2,705**
CASH FLOWS FROM INVESTING ACTIVITIES	
Receipts	
Grants specifically for new or upgraded assets	1,245
Sale of replaced assets	67
Payments	
Expenditure on renewal/replacement of assets	(2,917)
Expenditure on new/upgraded assets	(3,334)
Net Cash provided by (or used in) Investing Activities	**(4,939)**
CASH FLOWS FROM FINANCING ACTIVITIES	
Receipts	
Proceeds from New Borrowings	2,741
Payments	
Repayments of Borrowings	(507)
Net Cash provided by (or used in) Financing Activities	**2,234**
Net Increase (Decrease) in cash held	**(0)**
Cash & cash equivalents at beginning of period	306
Cash & cash equivalents at end of period	**306**

ADELAIDE PLAINS COUNCIL
BUDGETED STATEMENT OF CHANGES IN EQUITY AS AT 30 JUNE 2021

	$'000
ACCUMULATED SURPLUS	
Balance at end of previous reporting period	37,741
Net Result for Year	3,093
Balance at end of period	**40,834**
ASSET REVALUATION RESERVE	
Balance at end of previous reporting period	79,630
Gain on revaluation of infrastructure, property, plant & equipment	1,500
Balance at end of period	**81,130**
OTHER RESERVES	
Balance at end of previous reporting period	2,289
Balance at end of period	**2,289**
TOTAL EQUITY AT END OF REPORTING PERIOD	**124,253**

ADELAIDE PLAINS COUNCIL
BUDGETED UNIFORM PRESENTATION OF FINANCES FOR 2021/2022

	$'000
Operating Revenues	13,967
less Operating Expenses	(14,186)
Operating Surplus / (Deficit) before Capital Amounts	**(219)**
***less* Net Outlays on Existing Assets**	
Capital Expenditure on renewal and replacement of Existing Assets	2,917
less Depreciation, Amortisation and Impairment	(2,862)
less Proceeds from Sale of Replaced Assets	(67)
	(12)
***less* Net Outlays on New and Upgraded Assets**	
Capital Expenditure on New and Upgraded Assets	3,334
less Amounts received specifically for New and Upgraded Assets	(1,245)
	2,089
Net Lending / (Borrowing) for Financial Year	**(2,297)**

14. How to Measure Council Performance

Council's success is measured by the achievement of the strategic objectives outlined in the *Strategic Plan 2017-2020*, which also identifies the desired outcomes expected from the strategic objectives. In addition to the strategic outcomes, Council also measures its achievements through the following non-financial and financial Indicators.

Non-Financial Indicators

To ensure that Council delivers on the strategic objectives set out in the *Strategic Plan 2017-2020* and *Annual Business Plan*, it is paramount that annual budget activities and projects are completed on time while delivering project outcomes as planned. Therefore, the progress of the activities and projects will be closely monitored to ensure that there will be no project delays and budget overruns.

Financial Indicators

When evaluating activities undertaken during any given financial year, Council considers a number of factors, one being its future financial sustainability.

A series of financial indicators have been developed by the local government sector to assist in determining whether a council is financially sustainable or moving to a position of financial sustainability.

Financial indicators which are used by the Council to measure performance and financial sustainability as recommended by the Model Financial Statements approved by the Minister for Local Governments and Local Government Association of South Australia are:-

1. Operating Surplus Ratio - Desired level is 0% and 10% on average over long term;
2. Asset Sustainability Ratio - Desired level is greater than 90% but less than 110% on average over long term; or
3. Net Financial Liabilities Ratio- Desired level is greater than 0% but no more than 100% on average over long term.

Operating Surplus/ (Deficit) Ratio

Council's long term financial sustainability is dependent upon ensuring that, on average over time, its operating income is higher than operating expenses (i.e. an operating surplus).

The operating surplus ratio is the operating surplus (deficit) expressed as a percentage of operating income. A positive ratio indicates the percentage of operating income available to help fund planned capital expenditure. A negative ratio indicates the percentage increase in operating income or the approximate decrease in operating expenses required to achieve a break-even operating result.

DRAFT

Figure 6 below shows Adelaide Plains Council's operating results and Operating Surplus/(Deficit) Ratio since 2015/2016 Financial Year. Accordingly it has reported an operating deficit throughout the period, except for in two (2) financial years.

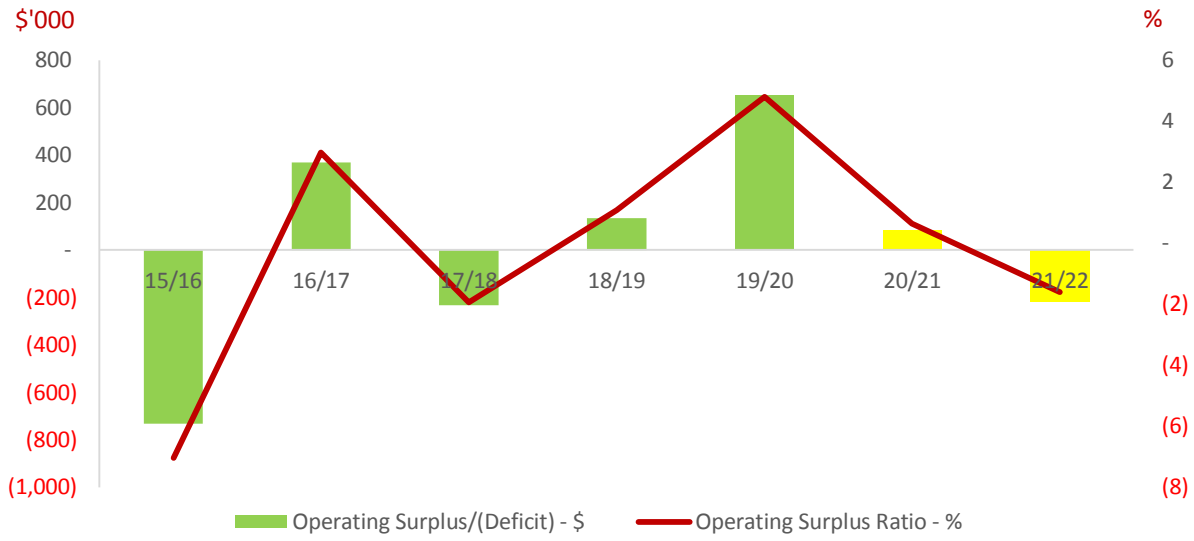


Figure 6: Operating Surplus/ (Deficit) Ratio

Asset Sustainability Ratio

Asset Sustainability Ratio measures whether Council is renewing or replacing existing physical assets (roads, footpaths, stormwater drainage, buildings, plant and equipment and furniture and fittings etc.) at the same rate the stock of these assets is wearing out. The ratio is calculated by measuring actual capital expenditure on renewal or replacement of assets, relative to the expenditure on renewal or replacement of assets as per Council's Infrastructure and Asset Management Plan.

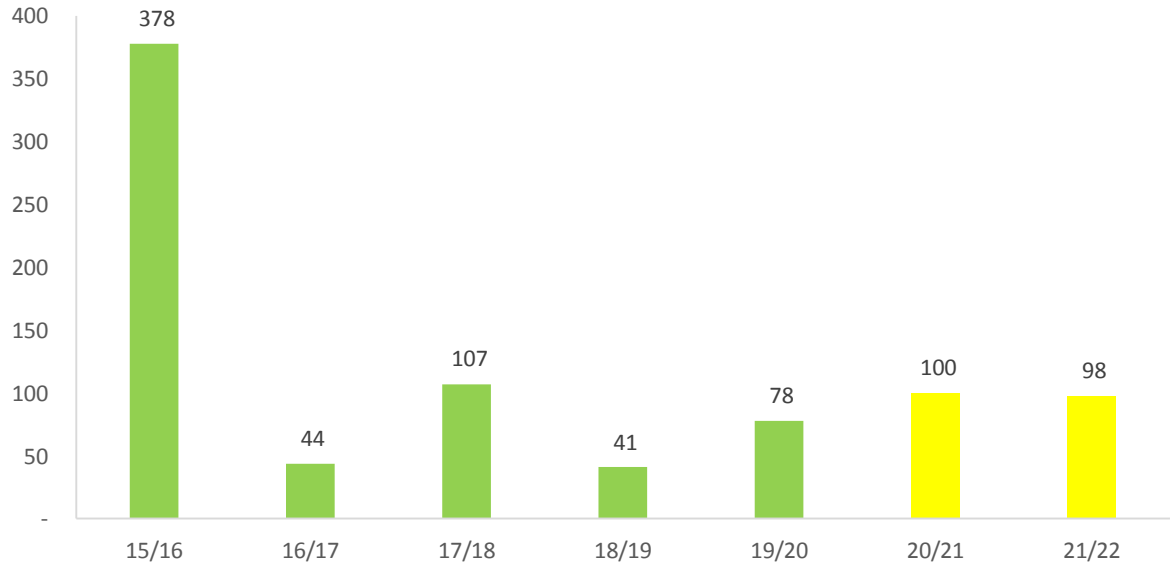


Figure 7: Asset Sustainability Ratio (%)

Net Financial Liabilities Ratio

This ratio indicates the extent to which the net financial liabilities of Council or its total indebtedness can be met by Council's total operating revenue. Net financial liabilities measure a council's indebtedness. It is a broader measure than net debt as it includes all of a council's obligations including provisions for employee entitlements and creditors.

The net financial liabilities ratio is calculated by expressing net financial liabilities at the end of a financial year as a percentage of operating income for the year. Net financial liabilities equals total liabilities less financial assets where financial assets include cash, investments, and loans to community groups, receivables and prepayments. Where the ratio is increasing, it indicates a greater amount of a council's operating revenues is required to service its financial obligations.

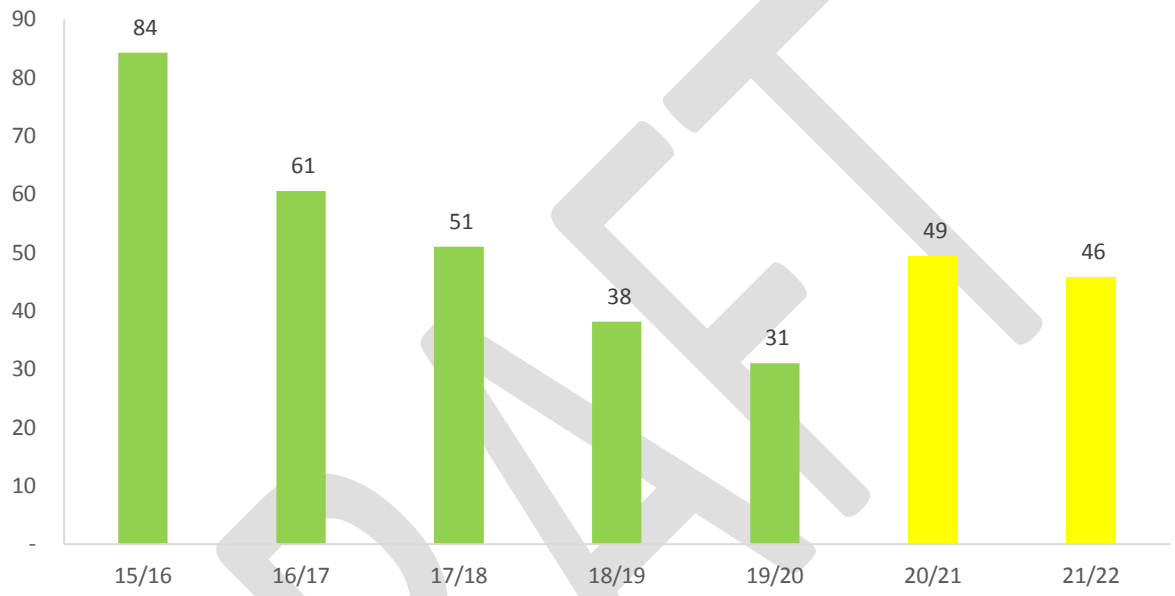


Figure 8: Net Financial Liabilities Ratio (%)

DRAFT

Adelaide Plains Council

2021/2022 Budget Discussion

Monday, 19 April 2021

Audit Committee Resolutions on the budget

Notes that the Long-Term Financial Plan projections updated for the draft 2021/22 budget indicate that Council's financial targets can be achieved in the short term

Audit Committee Resolutions on the budget

Notes that Council's Long Term Financial Plan has not been updated to include the impact of Council's recently adopted Strategic Plan, nor does it include the impact of the imminent update of Council's Infrastructure and Asset Management Plan, and the Audit Committee recommends to Council that it not commit to any expenditure commitments beyond those included in the draft 2021/22 budget until the Long-Term Financial Plan has been updated

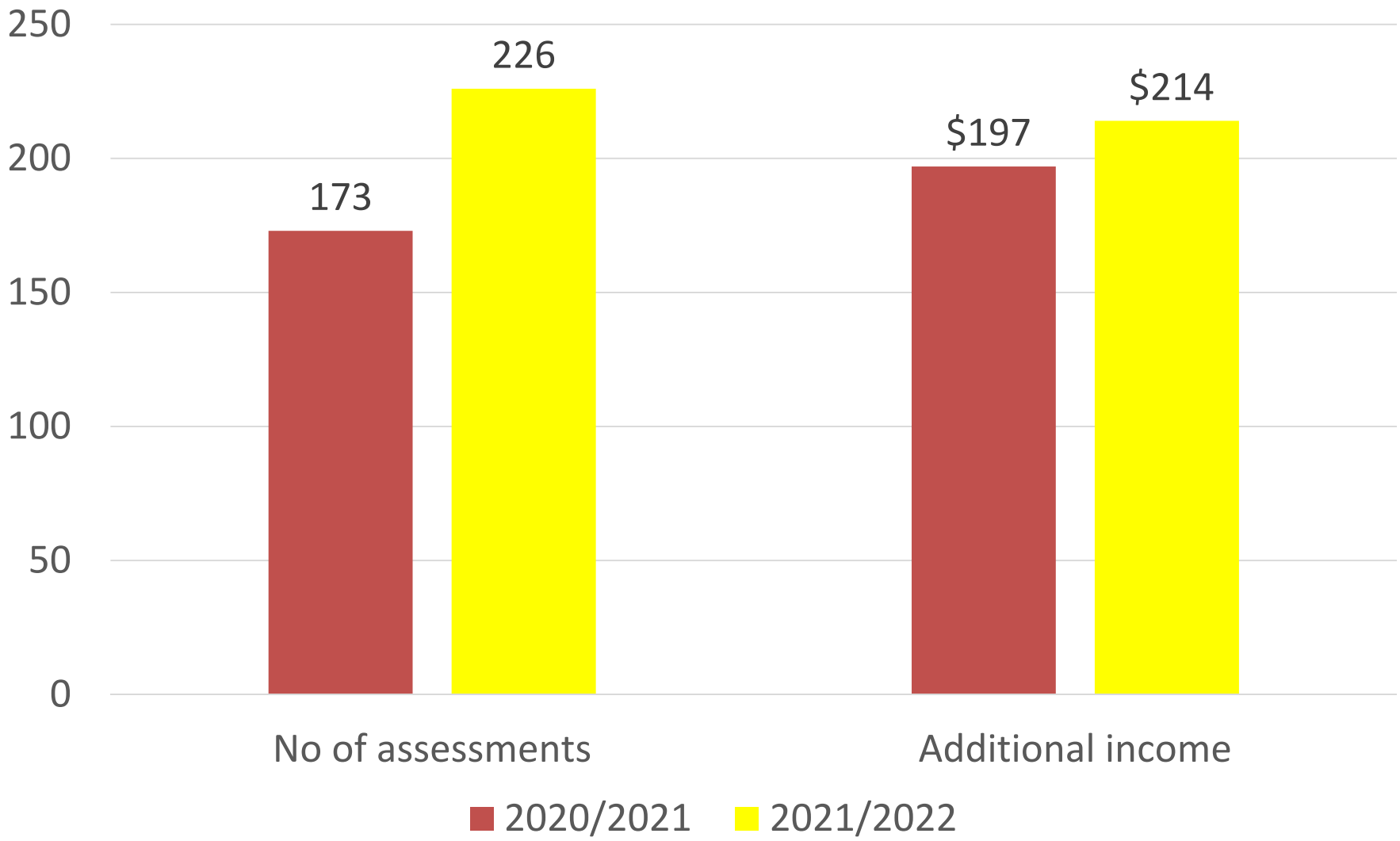
Audit Committee Resolutions on the budget

Notes the larger than anticipated draft operating deficit of $270,000 as presented in the report and in acknowledgement of same, considers it appropriate to recommend to Council that it consider Option 2 as presented in the rate modelling data which equates to an average rate increase of 2.26%

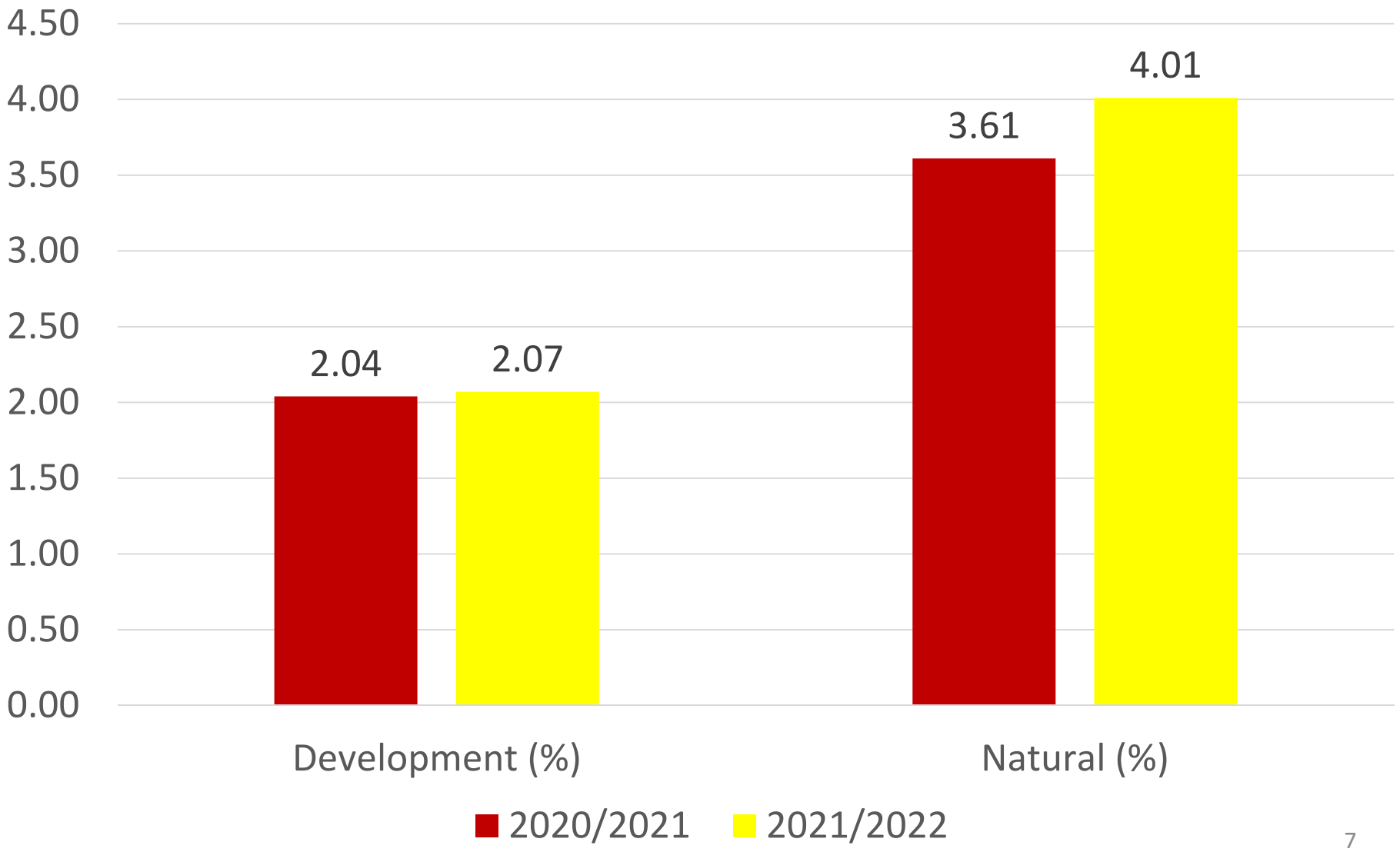
Audit Committee Resolutions on the budget

That the charges for the Mallala CWMS do not appear to be compliant with ESCOSA licence conditions and recommend that Council give consideration to revising the charges for the scheme so as to ensure that the broader population is not subsidising the operations of the scheme

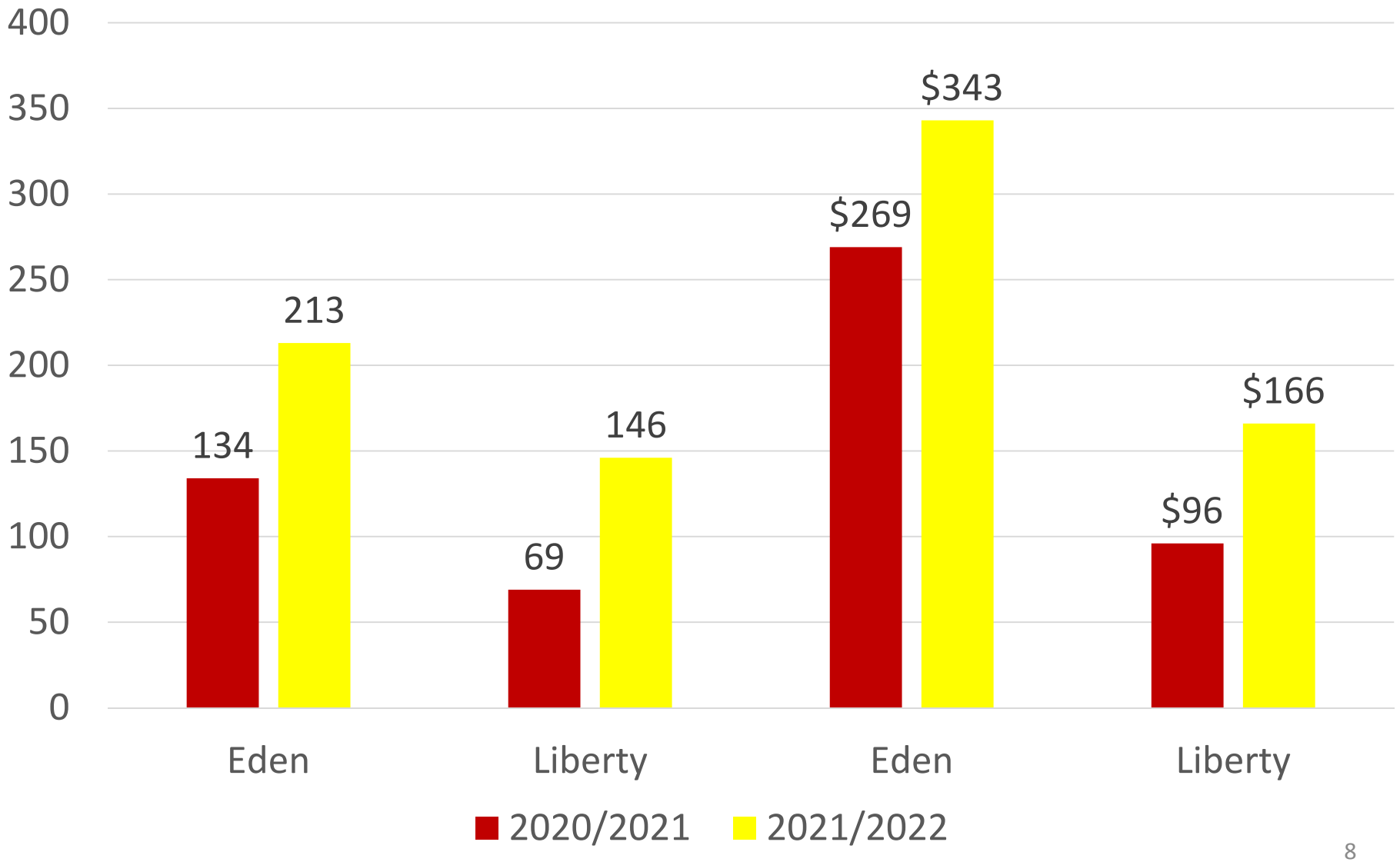
Growth


250
200
150
100
50
0
173
226
$197
$214
No of assessments
Additional income
2020/2021
2021/2022

Development & Natural Growth



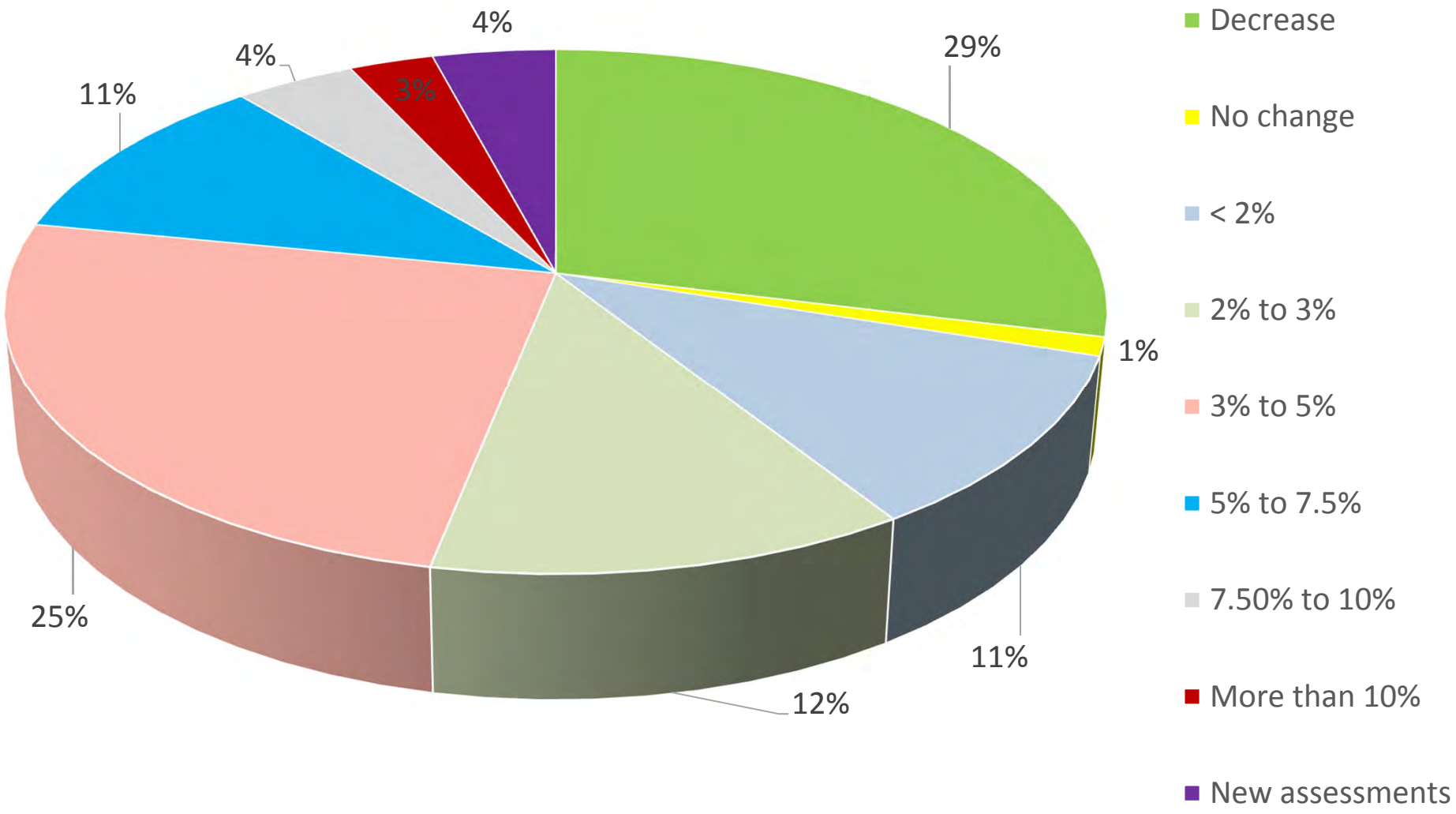
Eden & Liberty
(No of Assessments and Rates Income)



Rates Modelling – Options

Description	Option 1	Option 2	Option 3
Reduce Rate in the $ by	2.75%	1.75%	1.00%
Increase in Fixed Charge $	112.00	112.00	112.00
Land Use Category	Option 1	Option 2	Option 3
Residential Properties	1.35	2.33	3.06
Commercial	(4.42)	(3.52)	(2.85)
Commercial - Other	(4.86)	(3.93)	(3.23)
Industry - Light	(0.51)	0.45	1.17
Industry - Other	(1.49)	(0.49)	0.26
Primary Production	1.45	2.46	3.21
Vacant Land	(1.06)	(0.17)	0.50
Other	(0.67)	0.26	0.96
Average Rate Increase for all properties	1.26	2.25	2.98
% of ratepayers with less than 2.00% increase in rates	54%	41%	33%
Total Rates Income ($'000)	9,931	10,028	10,100
Increase/(reduction) in Income ($'000)	(97)	-	72

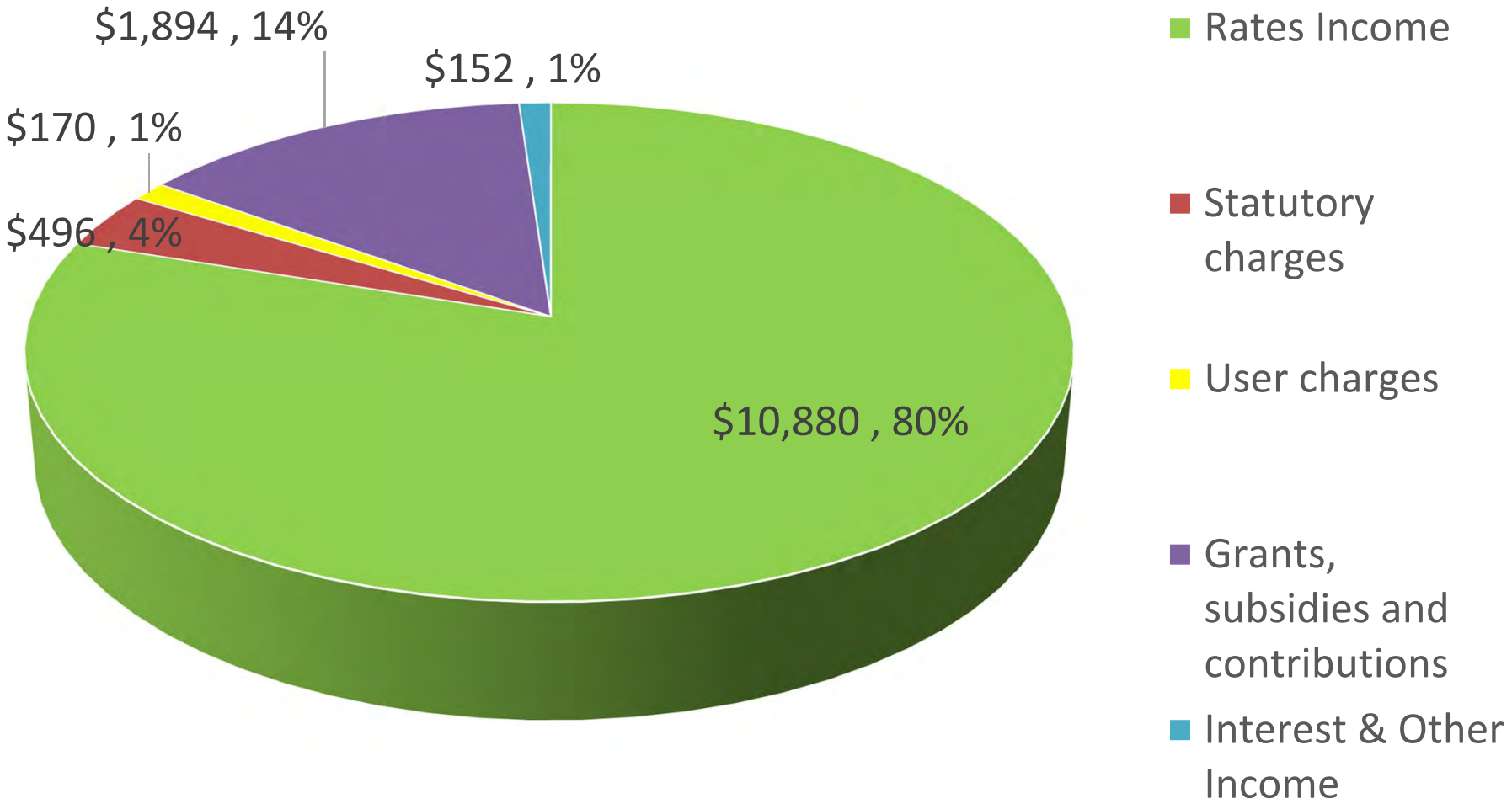
Actual Rate Rises (Option 2)



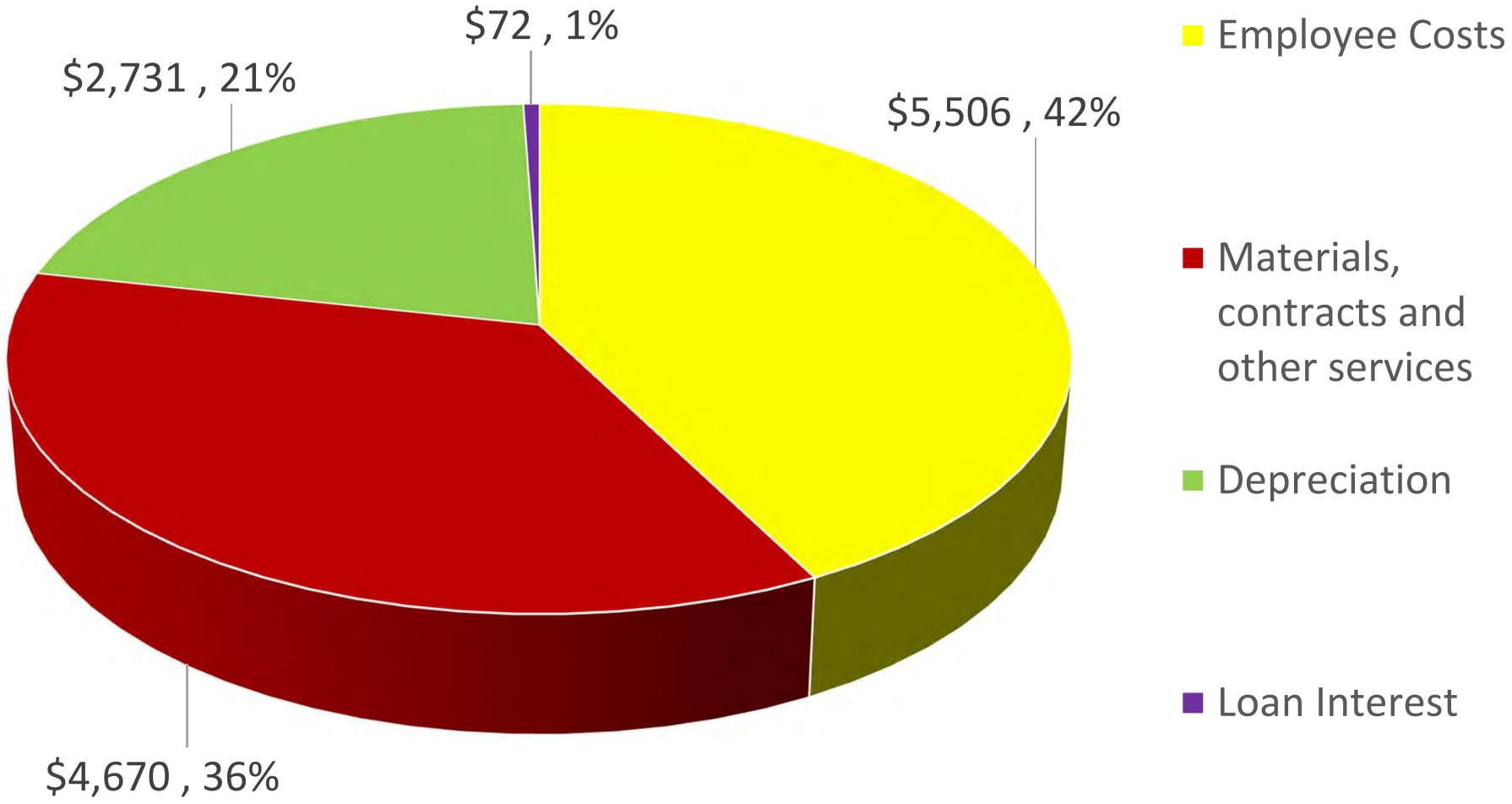
Updated 2021/2022 P&L vs.2020/2021 ($'000)

Description	2020/2021	2021/2022 (Draft Budget)		Draft Budget Movement	
	Adopted Budget ($)	($)	(%)	$	%
OPERATING INCOME					
Rates					
- General Rates - Existing Assessments	9,614	9,830	72	216	2.25
- General Rates - New Assessments	0	214	2	214	
- Rate Rebates	(94)	(93)	(1)	2	(1.74)
- Waste Levy	605	653	5	49	8.07
- Regional Landscape Levy	188	193	1	5	2.50
- Other Rates Income	85	81	1	(3)	(3.98)
Statutory charges	410	496	4	86	21.07
User charges	168	170	1	2	1.18
Grants, subsidies & contributions	1,890	1,894	14	4	0.19
Interest Income	3	3	0	-	-
Reimbursements	125	126	1	1	0.88
Other Income	23	23	0	0	0.47
TOTAL INCOME	13,016	13,592	100	576	4.42
OPERATING EXPENSES					
Employee Costs	5,289	5,506	42	216	4.09
Materials, contracts and other	4,367	4,606	35	240	5.49
Depreciation	2,683	2,731	21	48	1.79
Interest Expenses	101	72	1	(29)	(28.53)
Share of loss from GRFMA	63	63	0	-	-
TOTAL EXPENSES	12,503	12,979	100	475	3.80
RECURRENT SURPLUS	**512**	**613**	**5**	**100**	**19.60**
Net Cost of the 2 x CWMS	(115)	(153)	(1)	(38)	32.89
Funding for growth initiatives/OPs	(314)	(679)	(5)	(365)	116.14
OPERATING SURPLUS/(DEFICIT)	83	(219)		(302)	

Recurrent Income (Excl. CWMS)'$000



Recurrent Expenses (Excl. CWMS)'$000



Service Charges

- CWMS charges for both Mallala and Middle Beach is proposed to increase by 3% to $659 and $443 respectively.
- A review of Mallala CWMS charges is currently being carried out by John Comrie
- If the proposed Mallala CWMS charge is not compliant with ESCOSA guidelines, John review will also propose a path to achieve ESCOSA compliance over time.
- Standard 3-bin waste levy is proposed to increase from $160 to $167

Operating Projects Program

Operating Project Name	Estimated Cost
Resources required to meet growth in the Council district and develop local economy	514
GRFMA Charter Review	20
Community Survey 2021	10
Develop Two Wells and Mallala Oval Master Plan**	200
Develop Recreational trail strategy*	50
Stage Adelaide Plains Food and Business Festival*	20
Total cost of the draft Operating Project Program	814

**50% to be funded under '*Open Space and Places for People Funding*'.
*50% to be funded under '*Building Better Regions Programs*'.

Infrastructure and Environment Committee Resolutions on the budget

Council at its meeting held on 22 March 2021, endorsed the recommendation from the 15 March 2021 Infrastructure and Environment Committee and in doing so adopted the draft 2021-2025 4 Year Capital Program.

Externally Funded Projects

In addition to the 2021-2022 Capital Program, there is significant externally funded projects programed;

- Local Roads and Community Infrastructure Program – December 2021
  - Coats Road – Construct and Seal
  - Middle Beach - New shelter, Barbeque, seating and site improvements

Externally Funded Projects

- Local Government infrastructure Partnership Program – June 2023
  - Cheek Road
  - Aerodrome Road
  - Barabba Road
  - Middle Beach Road

- Other Projects
  - Carslake Road – June 2021
  - Wasleys Bridge – December 2021
  - Two Wells Roundabout – November 2022

Infrastructure and Asset Management Plan

The IAMP review is now underway and is anticipated to be workshopped with Elected members in May 2021. Elements to be workshopped with Elected members are;

- Priority of projects (derived from Strategic Plan and other endorsed documents)
- Service Levels
- Future demand

Draft 4-Year Capital Program

Asset Class	2020/2021	2021/2022	2022/2023	2023/2024
Fleet	-	135	120	60
Plant & Equipment	939	534	369	692
Street Scape (Footpath, Kerbing and Street Trees)	302	397	82	89
Sealed Roads*	3,150	3,227*	609	609
Unsealed Roads	1,195	974	974	974
Site Improvements	585	538	200	200
Structure	80	-	-	-
Levee	-	272	507	793
Stormwater	-	320	-	-
Pump Station	-	5	-	-
Total Draft Capital Expenditure	6,251	6,401	2,861	3,417
Renewal (47%)	2,917	2,981	2,300	2,535
Upgrade (8%)	504	-	-	-
New (45%)	2,830	3,420	561	885
Total Draft Capital Expenditure	6,251	6,401	2,861	3,417

* Sealing of Middle Beach will be delivered in 2022/2023 with 50% funding from LGIPP

Capital Program

- Resheets – 35.8km
- Reseals – 10.9km
- Construct and Seal – 19.15km

  2021-2022 – 10.25km (Aerodrome, Barabba and Cheek Roads)

  2022-2023 – 8.90km (Middle Beach Road)
- Footpath – 1km

New Short-term Loan Borrowings

An operating deficit means;

- Council is spending more than what it generates as income in delivering services and programs to the community;
- Council also has loan obligations to pay;
- Provide 50% co-contribution to government grants; and
- fund new and upgraded assets not covered under grant programs

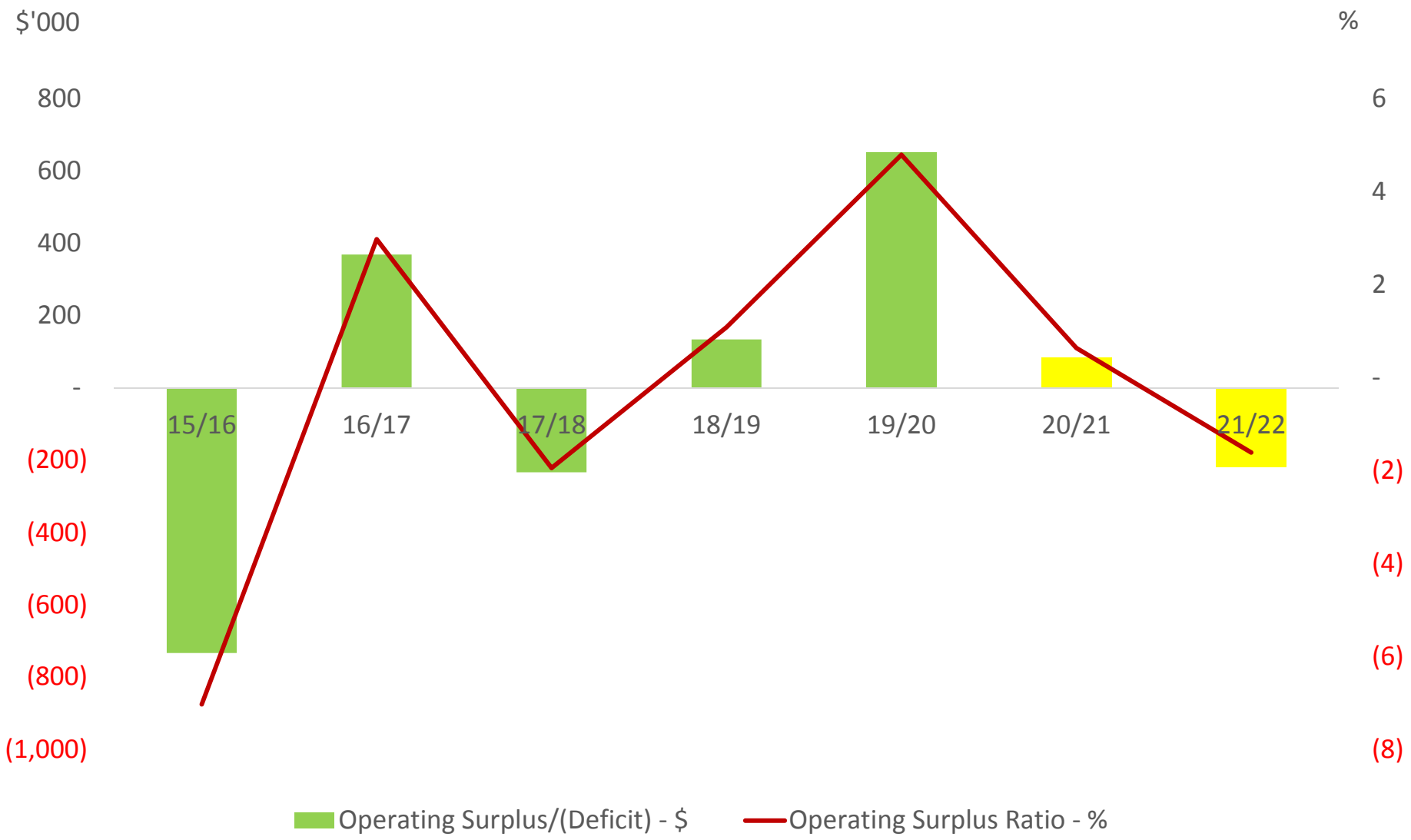
Therefore, if the Council decides to continue the same level of service and draft operating/capital project program as included in this presentation with an average rate increase of 2.25%, the estimated short-borrowings in the next year is $2.741m.

New Short-term Loan Borrowings

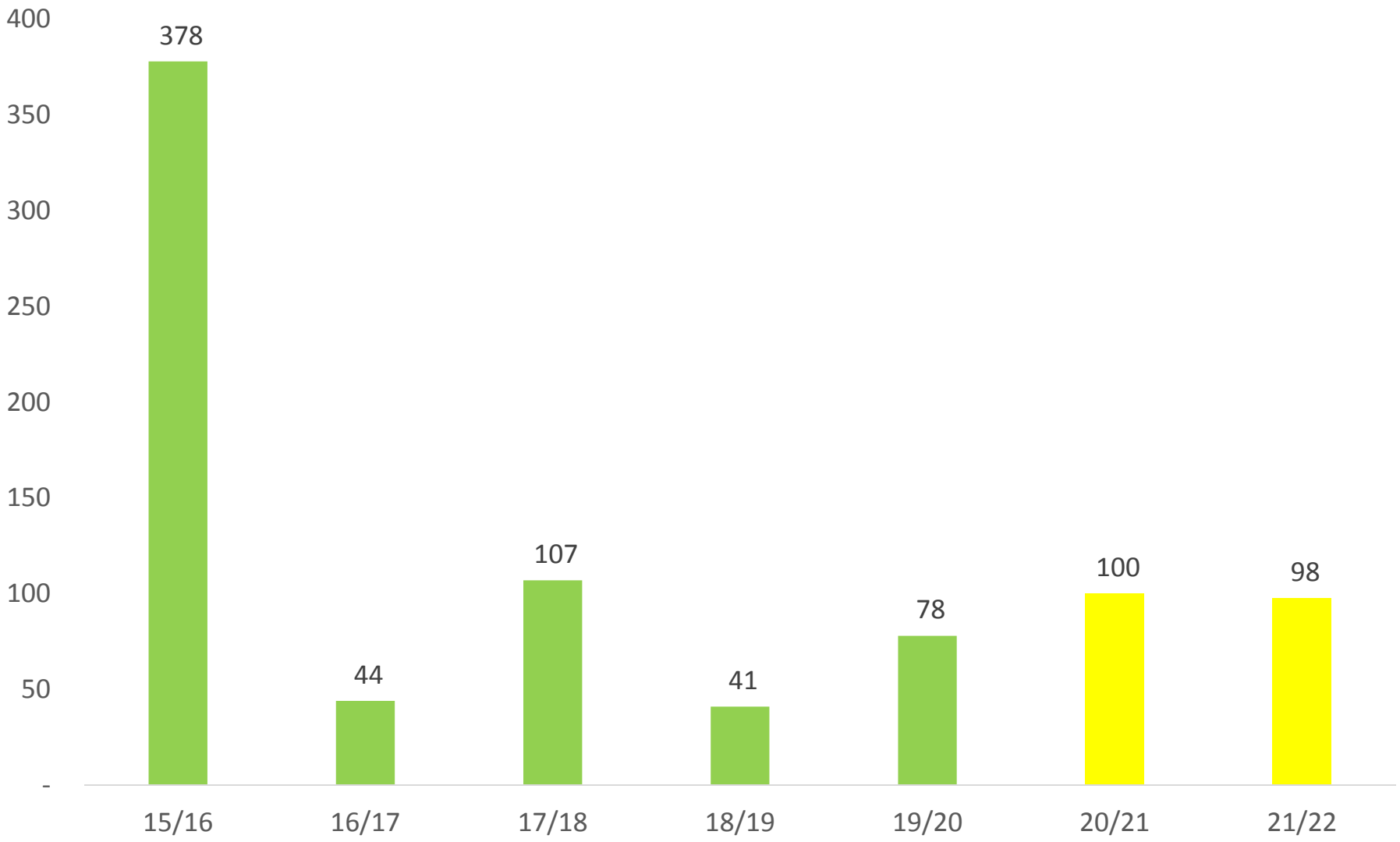
- $1.145m will be used to fund Council's co-contribution required under State Government's LGIPP*;
- $0.235m will be used to fund Council's co-contribution required under Building Better Regions Fund and Open Space and Places for People Funding if the funding application is successful;
- $0.844m will be spent on other new/upgraded assets across the Council district;
- $0.507m will be allocated for loan repayments; and
- $0.010 will be allocated for other day-to-day Council's operations.

* LGFA has made available short-term loan of 3 years for LGIPP funded projects at a concessionary rate of 1.30% to a maximum limit of $1.238m. Remaining short-term funds to be borrowed at 2.05%

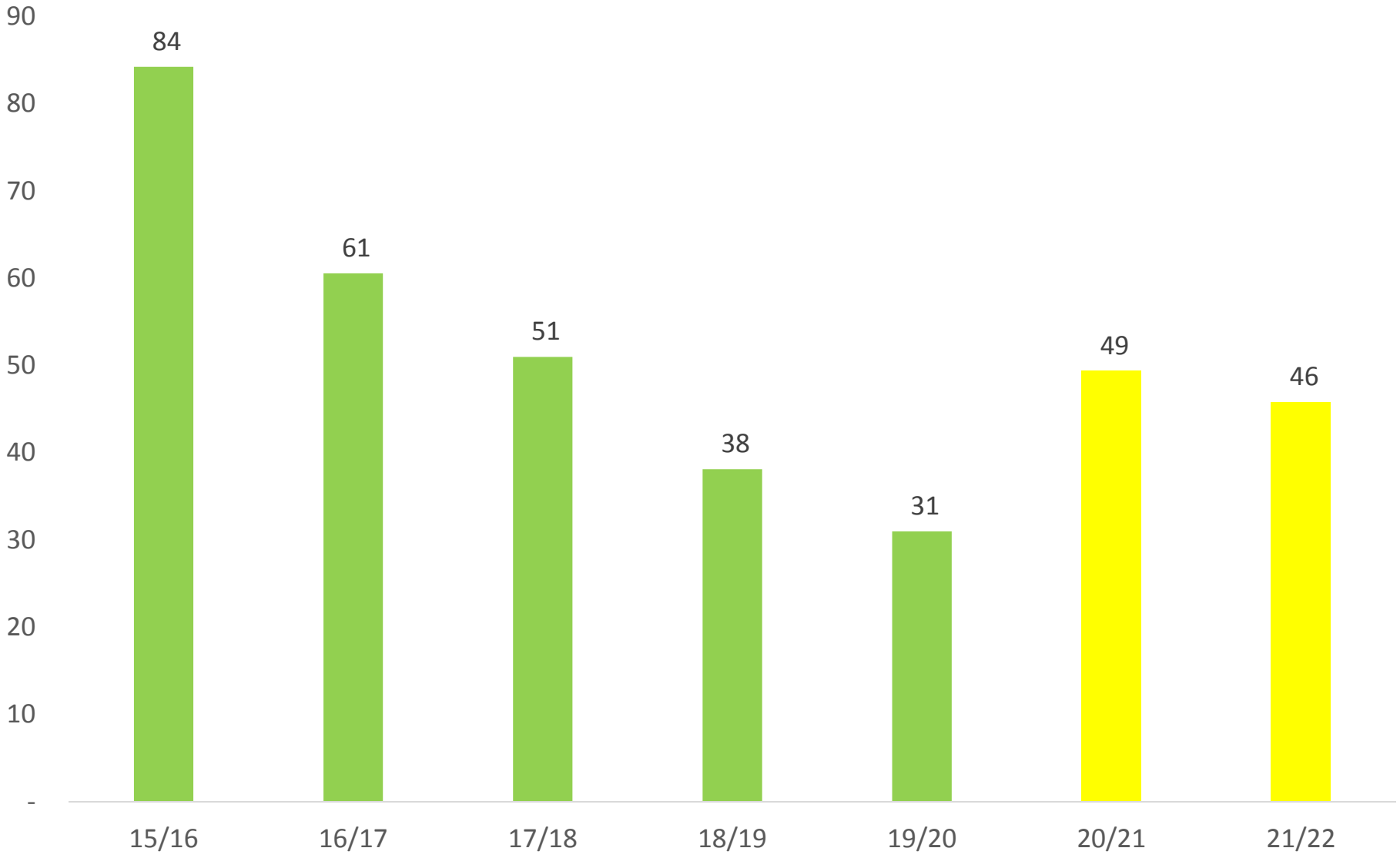
Operating Surplus/(Deficit) Ratio



Asset Sustainability Ratio (%)



Net Financial Liabilities Ratio (%)



Next steps….

A report to the April Council meeting seeking Council endorsement to release draft Annual Business Plan and the budget for 2021/2022 for public consultation.

Adelaide Plains Council	14.2	Dog Registration Fees 2021/2022 – Dogs and Cats Online (DACO)
	Department: Report Author:	Development and Community Manager Regulatory
Date: 27 April 2021	Document Ref:	D21/15743

EXECUTIVE SUMMARY

- The purpose of this report is for Council to set dog registration and management fees for 2021/2022.
- The DACO state-wide registration system was introduced on 1 July 2018 under the *Dog and Cat Management Act 1995*. Council is required to enter dog registration fee data for 2021/2022 into the DACO system by early June 2021.
- Due to increasing dog registration numbers and a 40% increase in the Non-Standard dog registration fee adopted by Council over the 2018/2019 to 2019/2020 period, it is recommended that:-
    - dog registration fees not be increased
    - dog management fees not be increased, with the exception of the surrender fee, and
    - a continued tiered business registration fee structure and an Assistance Dog registration category be maintained.

RECOMMENDATION 1

"that Council, having considered Item 14.2 – *Dog Registration Fees 2021/2022 – Dogs and Cats Online (DACO)*, dated 27 April 2021, sets the 2021/2022 registration fee for a:

1. **Non-Standard dog at $70; and**
2. **Standard dog (desexed and microchipped) at $35 (50% off the Non-Standard dog fee as previously recommended by the Dog and Cat Management Board)."**

RECOMMENDATION 2

"that Council, having considered Item 14.2 – *Dog Registration Fees 2021/2022 – Dogs and Cats Online (DACO)*, dated 27 April 2021, sets the 2021/2022 dog business registration fees at:

- **$365 for 1-19 business dogs (no additional rebates)**
- **$470 for 20 or more business dogs (no additional rebates)"**

RECOMMENDATION 3

"that Council, having considered Item 14.2 – *Dog Registration Fees 2021/2022 – Dogs and Cats Online (DACO)*, dated 27 April 2021, continues to offer an Assistance Dog registration category in 2021/2022, with no fee, as required by the *Dog and Cat Management Act 1995*."

RECOMMENDATION 4

"that Council, having considered Item 14.2 – *Dog Registration Fees 2021/2022 – Dogs and Cats Online (DACO)*, dated 27 April 2021, offers the following discretionary dog registration fee rebates in 2021/2022:

- **Working livestock dog** **$30.00 flat fee (no additional rebates)**
- **Racing greyhound** **$30.00 flat fee (no additional rebates)**
- **Concession card** **50%."**

RECOMMENDATION 5

"that Council, having considered Item 14.2 – *Dog Registration Fees 2021/2022 – Dogs and Cats Online (DACO)*, dated 27 April 2021, offers dog registration fee rebates in 2021/2022 to holders of the following Centrelink concession cards :

- **DVA Gold Card**
- **Pensioner Card - All**
- **Seniors Health Card."**

RECOMMENDATION 6

"that Council, having considered Item 14.2 – *Dog Registration Fees 2021/2022 – Dogs and Cats Online (DACO)*, dated 27 April 2021, sets the following dog management fees for 2021/2022:

- **Late registration** **$25.00**
- **Impounding** **$55.00**
- **Daily pound holding** **$25.00**
- **Surrender** **$250.00."**

BUDGET IMPACT

Estimated Cost:	Nil
Future ongoing operating costs:	Nil
Is this Budgeted?	Not Applicable

RISK ASSESSMENT

If Council does not set and enter 2021/2022 dog registration fees into DACO by early June 2021, renewal letters sent out by the Dog and Cat Management Board will specify a zero fee, and the DACO online system will charge a zero fee, i.e. dog owners will receive free registration. This will effectively remove the ability of Council to collect dog registration fee income in 2021/2022.

Attachments

1. Nil

DETAILED REPORT

Purpose

The purpose of this report is for Council to set dog registration and management fees for 2021/2022.

Background/History

In 2016 State Parliament passed significant changes to the *Dog and Cat Management Act 1995* (the Act). The first changes were implemented on 1 July 2017 and included:

- Introduction of Standard and Non-Standard dog registration fee categories
- Complete Council discretion in setting dog registration fees
- Increased power of authorised persons, and
- Increases to maximum penalties and expiation fees.

The second phase came into effect on 1 July 2018 and incorporated the following major reforms:

- Mandatory microchipping (dogs and cats over 12 weeks of age) by 1 July 2018
- Mandatory desexing (dogs and cats born after 1 July 2018 must be desexed by 6 months of age – exemptions apply)
- Breeder registration and provisions relating to the sale and advertising of dogs and cats, and
- Lifetime dog registration tags/numbers.

Significantly, councils retain discretion over whether they introduce cat registration, limits on numbers or cat confinement, by way of a cat bylaw.

To support the need for increased data collection and management resulting from the above changes, the Board introduced a new state-wide registration system – Dogs and Cats Online (DACO). The Board worked with Local Government to develop the DACO database and web portal. Council community safety and administration staff were extensively involved in the planning, testing and implementation process, in particular in relation to the migration of Council's dog registration data into the new system.

To assist with the design, build and maintenance of the DACO system, the percentage of dog registration fees required to be submitted to the Board (Council's annual contribution) increased from 10% to 12%.

Advantages of the DACO system include:

- A more practical alternative to the upgrading of 69 Council systems throughout the state
- The ability to include microchip numbers, desexing details, dog control orders, dog incident records, assistance dog records, register of dog and cat breeders, etc
- Council is no longer required to send renewal letters or issue dog registration discs
- Customers can register dogs and cats online rather than attending a Council office. They can also update their contact and animal details, upload animal photos and transfer registration between councils – all from various IT devices
- 24/7 availability with remote access for Council community safety staff.

Importantly, dog owners who do not have access to the internet or choose not to use the DACO system are still able to register their dogs at a Council office.

Discussion

DACO fee data

Councils are required to set dog, and where applicable, cat registration fees annually pursuant to the Act, and are also able to set other dog/cat management fees (e.g. impounding, daily holding, etc).

In accordance with Section 26(3) of the Act, money received from dog registrations must be expended in the administration or enforcement of the provisions of the Act relating to dogs.

Council is required to enter dog registration fee data for 2021/2022 into the DACO system by early June 2021. If this does not occur, renewal letters sent out by the Board in early July will specify a zero fee, and DACO will charge a zero fee, i.e. dog owners will receive free registration. This will effectively remove the ability of Council to collect dog registration fee income in 2021/2022.

The current dog registration and management fees charged by Council were set by Council on 27 April 2020, and remained unchanged from the previous year, apart from the surrender fee.

The previous two years (2018/2019 and 2019/2020) saw a $20 (40%) increase, however prior to that had not increased since 27 April 2012, at which time they were approved by the Minister.

Standard and Non-Standard Dogs

Councils are required to offer two mandatory registration fee categories.

1. 'Standard' (mandatory legislated rebate)

This applies only to a dog or cat (in those Councils where cat registration is applicable) that is both desexed and microchipped. All Councils are required to provide a mandatory percentage rebate off the 'non-standard' fee, for a 'standard' dog registration or 'standard' cat registration (where applicable).

The Board has previously recommended that Councils set a 50% rebate for a 'standard dog' or 'standard cat', however Councils have the discretion to determine the percentage rebate they wish to

offer. Since the implementation of DACO, Council has adopted the 50% rebate recommendation of the Board.

2. <u>'Non-standard' (full fee)</u>

This applies to all other kinds of dogs or cats (where applicable), even if they are exempt from the requirement to desex or microchip (e.g. dogs/cats belonging to registered breeders, working livestock dogs, etc).

It is recommended, given dog registration numbers are increasing and that fees increased by $20 (40%) over the 2018/2019 to 2019/2020 period, that Council maintain the 'Non-standard' or full dog registration fee at $70.

This fee would be generally consistent with current fees set by Light Regional Council and Wakefield Regional Council and would also be consistent with the current State average of approximately $70.

As a comparison, the full Non-standard registration fee currently charged by adjoining Councils is as follows:

- Town of Gawler $94.00
- Light Regional Council $75.00
- Wakefield Regional Council $70.00
- City of Playford $65.00
- The Barossa Council $80.00

It is also recommended that the 50% rebate for a 'Standard dog' (desexed and microchipped) previously recommended by the Board and currently applied by Council again be adopted for the 2021/2022 registration period. This would amount to a fee of $35.00.

<u>Business Registration and Assistance Dogs</u>

It is also proposed that Council continue to offer a two tiered business registration option on the DACO database. This tiered system was introduced by Council at the 21 May 2018 Ordinary Meeting and includes a current fee of $365 for between 1 and 19 business dogs, and $470 for 20 or more business dogs. A tiered system provides a more equitable system of business fee registration, dependent on dog numbers.

It is proposed that the business registration fees not be increased for 2021/2022.

It is noted that the registration fee amount for 19 non-business dogs (Non-standard dogs) would be $1330, which reflects the significant savings still offered by the above tiered structure.

It is also proposed that Council continues to offer an Assistance Dog registration category on DACO for 2021/2022, with no fee, as required by the *Dog and Cat Management Act 1995*. An Assistance Dog is defined under the Act and means a dog trained for the purpose of assisting a person living with a disability.

Discretionary rebates

Councils also have the discretion to offer additional non-mandatory or discretionary registration fee rebates if they choose to (e.g. for concession card holders, working livestock dogs, desexed only, training, etc), which provides flexibility for Councils to tailor registration fees to their local community. These rebates can only be applied once the mandatory 'standard dog or cat' rebate has been applied (if applicable).

In relation to working dogs and racing greyhounds the current $30 flat fee is proposed to be maintained, which is a significant reduction from the proposed $70.00 Non-standard fee.

Rebate percentages for concession card holders, currently at 50%, are proposed to be retained.

The Board have provided a list of concession card options on the DACO database which Council may choose to accept when offering dog registration fee concessions, as shown below:

- DVA Gold Card
- Pensioner Card – All OR Pensioner Card – AGED Only
- Seniors Health Card
- Health Care Card

Council currently gives concession to DVA Gold Card, Pensioner Card (All) and Seniors Health Card holders. Council resolved to remove Health Care Cards from the list of accepted concession cards in 2019/2020 due to instances where some dog owners had taken advantage of the Health Care Card concession, e.g. transferring dog ownership to another Health Care Card holder in a family to gain concession.

It is recommended that Council again only offer the 50% rebate to DVA Gold Card, Pensioner Card (All) and Seniors Health Card holders.

Other Council approved fees for dog management

Under the Act, Councils are also able to set additional fees relating to dog and cat management.

Late registration fees and pound-related fees are proposed to remain the same, in line with Non-standard and Standard dog fees, and some will also be required to be entered onto the DACO system.

A surrender fee of $250 is proposed for those people wishing to surrender a dog to Council. This increased fee will cover the increase in fee proposed to be charged by the Animal Welfare League (AWL) in 2021/2022 for dogs delivered by Council for assessment and possible re-homing. The current fee charged by the AWL is $158.00, which is Council's 2020/2021 surrender fee.

Conclusion

The implementation of a new Dogs and Cats Online (DACO) state-wide registration system is a key component of the second phase of the *Dog and Cat Management Act 1995* legislative changes which came into effect on 1 July 2018.

Dog registration fee data for 2021/2022 is required to be entered into the DACO system by early June 2021, and in light of increasing dog registration numbers and significant fee increases over the 2018/2019 to 2019/2020 period, fees are proposed to remain the same as those for 2020/2021.

The only dog management fee proposed to be increased is the surrender fee, to cover a proposed increase to AWL fees.

An Assistance Dog registration category is proposed to be continued, along with the current discretionary rebate listing, including for concession card holders.

References

Legislation

Dog and Cat Management Act 1995

Adelaide Plains Council	14.3	Policy Revocation – Building and Swimming Pool Inspection Policy
	Department: Report Author:	Development and Community Manager Development Assessment
Date: 27 April 2021	Document Ref:	D21/16439

EXECUTIVE SUMMARY

- The purpose of this report is to advise Council of its building and swimming pool inspection obligations under the provisions of the PDI Act 2016 and to formally revoke its existing Building and Swimming Pool Inspection Policy given the introduction of mandatory inspection requirements by the State.
- The Planning, Development and Infrastructure (PDI) Act 2016 is progressively replacing the Development Act 1993. Providing a new framework for the creation of planning policy, assessment of development applications (planning and building) and monitoring of development compliance. The PDI Act underpins South Australia's regulatory building system, aimed at ensuring the delivery of high-quality building assessment and inspection standards for the benefit of the community.
- As part of the implementation of the PDI Act, the State Planning Commission has mandated a consistent range of inspections to be implemented in all councils by way of Practice Directions.
- Practice Directions mandating minimum building work and swimming pool inspections under the Planning, Development and Infrastructure Act 2016 replace the current Council Building and Swimming Pool Inspection Policy.
- It is now timely, and indeed necessary, for Council to formally revoke its Building and Swimming Pool Inspection Policy to ensure consistency and compliance with current legislation.

RECOMMENDATION

"that Council, having considered Item 14.X – Policy Revocation – Building and Swimming Pool Inspection Policy, dated 27 April 2021, receives and notes the report and in doing so:

1. **Acknowledges that Council's Building and Swimming Pool Inspection Policy, presented at Attachment 1 to this Report, has been superseded by Practice Direction 8 – Council Swimming Pool Inspections 2019 and Practice Direction 9 – Council Inspection 2020; and**
2. **Accordingly, revokes the Building and Swimming Pool Inspection Policy."**

BUDGET IMPACT

Estimated Cost:	Nil
Future ongoing operating costs:	Council will require appropriately qualified and accredited professionals on staff to undertake the necessary inspection requirements and/or engage suitable consultants.
Is this Budgeted?	Not Applicable

RISK ASSESSMENT

Council's Building and Swimming Pool Inspection Policy has been superseded by Practice Directions made under the PDI Act 2016. It is therefore recommended, and necessary, for Council to revoke its Policy to ensure consistency with current legislation.

Attachments

1. Building and Swimming Pool Inspection Policy
2. Practice Direction 8 - Council Swimming Pool Inspections 2019
3. Practice Direction 9 - Council Inspections 2020

DETAILED REPORT

Purpose

The purpose of this report is to advise Council of its building and swimming pool inspection obligations under the provisions of the PDI Act 2016 and to formally revoke its existing Building and Swimming Pool Inspection Policy given the introduction of mandatory inspection requirements by the State.

Background

The PDI Act 2106 requires the State Planning Commission to issue Practice Directions requiring councils to carry out inspections under the PDI Act. A Practice Direction is a statutory instrument, is non-discretionary, and must be complied with by a council.

Practice Directions mandate minimum levels of inspections to be undertaken to provide for occupant and public safety and maintain confidence and integrity in the development system. While these Practice Directions set minimum standards for inspections, they do not limit council's undertaking additional inspections where local circumstances may warrant.

While the APC maintains a high standard of inspections, these changes are intended to ensure consistency across the state, achieving a higher standard of assessment, inspection and compliance in the building sector generally.

Discussion

New Inspections and Practice Directions

Practice Direction 8 (Council Swimming Pool Inspections 2019) has been issued to ensure swimming pool safety features are installed, replaced and upgraded in accordance with requirements to ensure the safe use of swimming pools, particularly for young children. (Refer Attachment B)

Practice Direction 9 (Council Inspections 2020) has been issued to ensure Councils are undertaking inspection of buildings and that public interest is maintained through integrity of the development system based on a risk based approach. (Refer Attachment C)

Together the Practice Directions require the following minimum level of inspections to be undertaken within the relevant financial year:

- 100% of swimming pools and swimming pool safety features within 2 weeks of the Council being notified of its completion
- 66% of building work of Class 1 buildings (houses/habitable buildings)
- 50% of farm buildings and farm sheds
- 90% of Class 2-9 buildings (commercial buildings)

In order to ensure that accurate information and advice is provided to the community, and in consideration of the Practice Directions mandating minimum building work and swimming pool inspections under the Planning, Development and Infrastructure Act 2016. The Building and Swimming Pool Inspection Policy should be revoked and removed from Council's website.

Other Matters

Records and Reporting

In relation to ongoing records and reporting under the PDI Act 2016, councils must keep records of the inspections carried out in relation to the Practice Directions and should include an inspection and assessment of as many building construction elements that are present at the time of inspection.

Fees and Charges

The PDI Act 2016 has introduced changes to the existing fees and charges remitted to Council through the assessment process to better facilitate councils cost recovery. The new fee structure introduces a compliance fee to better recognise the compliance function played by councils.

Under the Development Act 1993 the only inspection fee received by Council was in relation to applications lodged for Swimming Pools. This has been broadened to include other classes of development like residential and commercial buildings.

It is important to note while compliance fees will assist in better acknowledging resources dedicated by councils to its compliance function, this compliance fee will in part offset other fees that will now be redistributed to the Department of Planning

Community Implications

There will be significant implications for the community as a result of the introduction of the new planning and building system and the broader reform program. The amendments facilitated through the practice directions issued by the State Planning Commission have been in the interest of public safety whilst also balancing out the financial and resource implications of councils.

Cost Shifting Implications / Legislative Cost Imposts

The full extent of the costs to Council of the new inspection requirements and fee structure is unknown, however they will become clearer overtime. While the new compliance fee for applications will assist in funding resources dedicated to compliance, this will in part be offset by other fees that will now be redistributed to the Government. Close monitoring and reporting of fees and any resourcing implications for Council will to be undertaken and reported to Council.

Conclusion

The Planning, Development and Infrastructure (PDI) Act 2016 is progressively replacing the Development Act 1993. Providing a new framework for the creation of planning policy, assessment of development applications (planning and building) and monitoring of development compliance. The PDI Act underpins South Australia's regulatory building system, aimed at ensuring the delivery of high-quality building assessment and inspection standards for the benefit of the community.

As part of the implementation of the PDI Act 2016, the State Planning Commission has mandated a consistent range of inspections to be implemented in all councils by way of Practice Directions.

Practice Directions mandating minimum building work and swimming pool inspections under the Planning, Development and Infrastructure Act 2016 replace the current Council Building and Swimming Pool Inspection Policy.

It is now timely, and indeed necessary, for Council to formally revoke its Building and Swimming Pool Inspection Policy to ensure consistency and compliance with current legislation.

References

Legislation

Planning, Development and Infrastructure Act 2016

Practice Direction 8 - Council Swimming Pool Inspections 2019

Practice Direction 9 - Council Inspections 2020

Council Policies/Plans

Building and Swimming Pool Inspection Policy

Strategic Plan 2021-2024

	Building and Swimming Pool Inspection Policy	
Adelaide Plains Council	**Version Adoption by Council:** 2014 **Resolution Number:** 203/2014 **Current Version:** V2	
	Administered by: General Manager Development and Community	**Last Review Date:** 2014 **Next Review Date:** 2016
TRIM CON: 12/232	**Strategic Outcome 3.2:** Effective and efficient planning and building control.	

1. Objective

This Policy sets out the Council's requirements in relation to the inspection of buildings and structures, including swimming pools, within the District in accordance with the *Development Act 1993* ("the Act").

Building Inspections

Pursuant to *Section 71A (1)* of the *Act*, Council must prepare and adopt a Building Inspection Policy. The Policy must specify the following:

- a level, or levels, of audit inspections to be carried out by Council on an annual basis, with respect to building work within its area (including building work assessed by private certifiers under *Part 12* of the *Act*), involving classes of buildings prescribed by the *Development Regulations 2008* ("the Regulations"); and
- the criteria that are to apply with respect to selecting the buildings that are to be inspected under the Policy.

Regulation 80AB requires that this Policy be applied in respect of Class 1 and 2 buildings under the *Building Code of Australia*. However Council's Policy also encompasses Class 3-10 buildings.

Swimming Pool Inspections

Pursuant to *Section 71AA(7)* of the *Act* and *Regulation 76D(4a)*, Council must prepare and adopt a Swimming Pool Inspection Policy.

2. Policy Development

In preparing this Policy Council has used a risk assessment approach, taking into account the following matters required under *Section 71A(4)* of the *Act*:

- the financial and other resources of Council, and of the local community;
- the impact that a failure to inspect a certain number of buildings of the relevant

classes over a period of time may have on the local community;

- past practices of Council with regard to inspections and the assessment of building work in the area;
- whether the area, or a particular part of the area, of Council is known to be subject to poor building conditions;
- information in the possession of Council on poor building standards within the local community; and
- the public interest in monitoring the standard of building work within the community and in taking steps to provide for the safety and health of people who use buildings.

This Policy will assist in ensuring that building work within the District is of a high standard and compliant with the relevant Development Approvals issued by Council.

3. Scope

This Policy will apply to all notifications received by Council involving building work undertaken within the Council area.

4. Notifications

Pursuant to *Section 59(1)* of the *Act* and *Regulation 74(1)*, either the licensed building work contractor who is carrying out building work or who is in charge of carrying out building work or, if there is no such licensed building work contractor, the building owner must give Council the following notification of each of the following stages of building work:

- one (1) business day's notice of the intended commencement of building work on the site;
- one (1) business day's notice of the intended commencement of any stage of building work which was specified by Council by notice in writing to the building owner as requiring notification on or before Development Approval was granted in respect of the work;
- one (1) business day's notice of the intended completion of any stage of building work which was specified by Council by notice in writing to the building owner as requiring notification on or before Development Approval was granted in respect of the work;
- without limiting a preceding bullet point, one (1) business day's notice of the completion of all roof framing forming part of the building work (including top and bottom chord restraints, bracing and tie-downs);
    - without limiting a preceding bullet point, one (1) business day's notice of the following:
    - the completion of construction of a swimming pool (before the pool is filled with

water);

- o the completion of construction of a safety fence or barrier for a swimming pool; and
- o in relation to some other form of building work where swimming pool safety features (within the meaning of Section 71AA of the Act) are relevant – the completion of that aspect or those aspects of the building work relating to the swimming pool safety features;

- one (1) business day's notice of completion of the building work.

Pursuant to *Regulation 74(5)*, the person who notified Council of the completion of all roof framing forming part of the building work (including top and bottom chord restraints, bracing and tie-downs) must provide Council with a completed Minister's Schedule 5 Roof Framing Checklist – the Supervisor's Checklist – as completed by a registered building work supervisor within one (1) business day of providing the notification to Council.

All applicants who have been granted Development Approval from Council will be advised of the relevant notifications in writing at the time of issuing the Development Approval.

Notifications can be made to Council in the following ways:

- by leaving a written notice with an Authorised Officer of Council;
- in writing by post to PO Box 18 Mallala SA 5502;
- by facsimile on 8527 2242;
- by email to info@apc.sa.gov.au; or
- by telephone on 8527 0200.

Authorised Officers will actively pursue notifications for inspections and shall, after reasonable warning, issue expiation notices for building work undertaken without mandatory notification being provided to Council.

A copy of any notification received shall be placed in the Development Application file for the development and if such notification is made over the phone, the Officer taking the phone notification shall place a note in the file describing the details of the notification, including the notification stage, name of the person providing the advice, development application number or site address, date and time of notification.

5. Audit Inspection Levels

Council shall undertake inspections, as a minimum, of building work as follows:

5.1 New Dwellings / Dwelling Additions

90% of all approvals for Class 1 and 2 buildings, including buildings where the

Building Rules Consent has been issued by a Private Certifier.

5.2 Commercial / Industrial Development

90% of all approvals for Class 3 to 9 buildings, including buildings where the Building Rules Consent has been issued by a Private Certifier.

5.3 Swimming Pools (including safety fences and barriers associated with such swimming pools)

Pursuant to *Regulation 76D(4b)(a)* (effective 1 April 2014) at least 80% of swimming pools constructed over the course of the year must be inspected within two (2) weeks of Council being notified of the completion of:

- in the case of a swimming pool the construction of which required the construction of a safety fence or barrier- the construction of the safety fence or barrier; or
- in any other case - the construction of the swimming pool.

Pursuant to *Regulation 76D(4b)(b)* (effective 1 April 2014) the remaining 20% of swimming pools constructed over the course of the year must be inspected within two (2) months of the Council being notified of the completion of:

- in the case of a swimming pool the construction of which required the construction of a safety fence or barrier- the construction of the safety fence or barrier; or
- in any other case - the construction of the swimming pool.

Based upon the above, 100% of all swimming pools shall be inspected.

5.4 Sheds / Garages / Shipping Containers

10% of all approvals for Class 10a buildings.

5.5 Verandahs / Pergolas / Carports attached to roof frame

90% of all approvals for Class 10a buildings.

5.6 Verandahs / Pergolas / Carports not attached to roof frame

10% of all approvals for Class 10a buildings.

5.7 Minor Structures

10% of all approvals for Class 10b approvals (excluding swimming pools) i.e., for retaining walls, fences, towers, etc.

5.8 Other Approvals

10% of all approvals for demolition applications and minor variations.

5.9 General

Council buildings at all stages of construction; and

All Essential Safety Provision inspections prior to occupancy (where required).

5.10 Obligations

All dangerous structures as soon as they are identified; and

All sites for which there is a report of non-compliance.

Note: The above audit inspection levels satisfy the requirements of Regulation 80AB(2) which specifies that in excess of 66% of all applications for building rules consent where the roof framing work is carried out by a licensed building work contractor and 90% of all applications for building rules consent where the roof framing work is **not** carried out by a licenced building work contractor shall be inspected. Class 10 buildings that are not attached to any part of the roof framing of a building of another class are not included.

The audit inspection levels described above are summarised in the table below.

AUDIT INSPECTION TARGETS

Building Class	Number of DAs a year on average	% Required	Target number of inspections a year on average	Total % of all development applications to be inspected
Class 1 & 2 Built by a builder who is a licenced building works contractor.	54	90	48	
Class 1 & 2 additions Built by a builder who is a licenced building works contractor.	11	90	10	
Class 3-9	21	90	19	
Class 10a Verandah, pergola or carport attached to existing roof frame.	62	90	56	
Class 10a Shed, garage, shipping container, verandah, pergola or carport not attached to existing roof frame.	100	10	10	
Class 10b Swimming pool.	13	100	13	
Class 10b Retaining wall, fence or tower, etc.	14	10	1	
Other Demolition applications and minor variation applications.	16	10	2	

Applications not needing building rules consent	30	0	0	
TOTAL	321		159	**50%**

Note:

- The average DA numbers were calculated over a three (3) year period from 2011 to 2013;
- The target number of inspections were rounded up or down to the nearest whole figure;
- The total number of inspections required per year may vary depending on the total number of applications received;
- Where residential buildings are occupied prior to the notification of completion of the building work, the occupants may be notified in writing of Council's desire to inspect and afforded the opportunity to make an appointment time for a final inspection; and
- Privately certified building work will not be treated differently from work approved by Council.

Based upon the audit inspection targets the overall inspection target is **50% of all applications** involving building work.

6. Criteria for selection of buildings to be inspected

Inspections of development where this Policy requires less than 100% of approvals be inspected will be determined by the relevant Officer at the time of notification and will be based on the following criteria:

- ensuring a mixture of inspections of both owner builders and registered builders;
- where the notification is made by a registered builder, the reputation of the registered builder and previous experience Council has had with that builder;
- local environmental factors in the area in which the building work is being undertaken (e.g. wind speeds, flooding, poor soil conditions);
- whether the building work was approved subject to conditions; and
- any other reason determined by the relevant Council Officer.

7. Dispute Resolution

Council will, where possible, try to resolve any issues arising from an inspection in a quick and efficient manner.

The review of such circumstances will be monitored by Council's Building Officer or delegated Authorised Officer with qualifications in accordance with *Regulation 87* of the *Development Regulations 2008.*

Where a dispute is not resolved amicably; the person(s) or Authorised Officer engaged within the dispute may use an alternative third party with relevant experience in the field to help resolve the issue.

8. Monitoring and Reporting

Records will be kept of all inspections and collated on a monthly basis to account for the performance of Council in meeting the requirements of this Policy. Each inspection completed shall be recorded in the relevant Development Application file (where applicable) on a standard inspection sheet.

9. Records Management

All documents relating to this Policy will be registered in Council's Record Management System and remain confidential where identified.

10. Document Review

This Policy will be reviewed periodically to ensure legislative compliance and that it continues to meet the requirements of Council its activities and programs.

11. References

Building Code of Australia

Development Act 1993

Development Regulations 2008

12. Further Information

Members of the public may inspect this Policy free of charge on Council's website at www.apc.sa.gov.au or at Council's Principal Office at:

2a Wasleys Rd, Mallala SA 5502

On payment of a fee, a copy of this Policy may be obtained.

Any queries in relation to this Policy must be in writing and directed to the Development Services Coordinator.

PRACTICE DIRECTION 8

Council Swimming Pool Inspections 2019

STATE PLANNING COMMISSION

This practice direction is issued by the State Planning Commission (the Commission) under section 42 of the *Planning, Development and Infrastructure Act 2016* (Act) for the purposes of section 156(5) of the Act to ensure that swimming pools and designated safety features for swimming pools (swimming pool safety features) are inspected.

Introduction

Section 156(5) of the Act allows the Commission to issue a practice direction that requires councils to carry out inspections of swimming pools to ascertain compliance with that section of the Act.

This policy applies to all areas of the State within a council area and the requirements set out within this practice direction apply uniformly across all such areas.

A council must comply with the requirements of this practice direction as it relates to the council.

Practice direction

Part 1 – Preliminary

1 – Citation

This practice direction may be cited as the State Planning Commission Practice Direction (Council Swimming Pool Inspections) 2019.

2 – Commencement of operation

This practice direction will come into operation on the day on which it is published on the SA planning portal.

3 – Object of practice direction

The object of this practice direction is to ensure that swimming pool safety features are installed, replaced or upgraded in accordance with prescribed requirements, to ensure the safe operation and use of swimming pools, particularly for young children.

4 – Interpretation

In this practice direction, unless the contrary intention appears –

Act means the *Planning, Development and Infrastructure Act 2016*.

authorised officer has the same meaning as within section 3(1) of the Act;

council has the same meaning as within section 3(1) of the Act;

Commission means the State Planning Commission established under Part 3 Division 1 of the Act;

Regulations means the Planning, Development and Infrastructure (General) Regulations 2017.

swimming pool has the same meaning as under section 3(1) of the Act.

swimming pool safety features has the same meaning as under section 3(1) of the Act.

Note: The terms above have been included merely for ease of reference. Section 14 of the Acts Interpretation Act 1915 provides that an expression used in an instrument made under an Act has, unless the contrary intention appears, the same meaning as in the Act under which the instrument was made.

Part 2 –Inspections

1 – Application

(1) Upon commencement this practice direction applies to all councils.

2 – Mandatory inspections

(1) Councils must comply with the following minimum requirements relating to the inspection of swimming pools (including all swimming pool safety features), within the area of the council:

a. councils must inspect 100% of swimming pools and swimming pool safety features constructed over the course of the relevant reporting year within 10 business days of the council being notified of the completion of—

(i) in the case of a swimming pool, the construction of which required the construction of swimming pool safety features—the construction of those safety features; or

(ii) in any other case—the construction of the swimming pool and swimming pool safety features.

Part 3 – Authorised officers

1 – General requirements

(1) Only authorised officers appointed by a council may carry out inspections for the purpose of this practice direction.

(2) A council must ensure that an inspection under Part 2(2) of this practice direction is carried out by a person who has the appropriate qualifications, skills, knowledge and experience to carry out an inspection assigned to that officer under this practice direction.

Part 4 – Other matters

1 – Record keeping

(1) In relation to developments that received final development approval under the Act, councils must keep records of inspections carried out in accordance with this practice direction, and keep those records in a register that is available for inspection by the Commission upon 5 business days' notice.

(2) In relation to developments that received final development approval under the *Development Act 1993*, councils must ensure that records of these inspections are available for inspection within a timeframe determined by the Commission.

(3) Records of inspections should include, without limitation, the following details: date and time of an inspection, type of inspection, who undertook the inspection, elements inspected, breaches, issues, or faults found, rectification required, requirements for re-inspections (including timing) and enforcement action, as is appropriate in the circumstances.

(4) The relevant reporting year for purposes of record keeping is the year commencing 1 July and ending 30 June of the following year (**relevant reporting year**).

(5) This clause does not derogate from any authorisation to dispose of records under the *State Records Act 1997*.

2 – Counting inspections

(1) The first inspection of swimming pool safety features under the mandatory inspection requirements is to be counted as one inspection.

(2) Where an issue is detected requiring further inspection, any further inspection related to the particular issue is to be counted as part of the prior inspection related to that issue.

3 – Review

(1) This policy will be reviewed after two years of operation or at an earlier time if appropriate.

Versions

Version 4	25 March 2021
Version 3	24 December 2020
Version 2	12 March 2020
Version 1	5 September 2019

PRACTICE DIRECTION 9

Council Inspections 2020

STATE PLANNING COMMISSION

This practice direction is issued by the State Planning Commission (the Commission) under section 42 of the *Planning, Development and Infrastructure Act 2016* for the purposes of section 144 of the Act to require certain councils to carry out inspections of certain developments in their respective areas.

Introduction

Section 144 of the Act requires the Commission to issue a practice direction that requires councils to carry out inspections of development in their respective areas.

Section 156 of the Act provides that the Commission may also issue a practice direction that requires councils to carry out inspections of swimming pools and buildings to ascertain compliance with that section relating to designated safety features. A separate practice direction has been issued in respect of swimming pool safety features.

In issuing this direction, the Commission has taken into account the matters set out in section 144(3) of the Act. These are:

(a) the financial and other resources of councils;

(b) the impact that a failure to inspect a certain number of developments over a period of time may have on local communities;

(c) the various sizes of the areas of councils and differences in population;

(d) the amount of development undertaken in the various areas of the State;

(e) the type of development that predominates in the various areas of the State;

(f) in relation to building work, building conditions in the various areas of the State; and

(g) the public interest in ensuring that development is undertaken in accordance with the requirements of this Act.

While the Act envisages that the Commission may require councils to carry out inspections relating to 'development', as that term is defined in the Act, more broadly, this practice direction is limited to mandating inspections directed towards securing the objects stated in clause 3 of Part 1 of this practice direction.

The public interest in protecting public safety and in maintaining confidence and integrity in the development control system within the State has been balanced against other matters outlined in s 144(3).

The Commission has sought to identify the risks posed by certain building types. This practice direction reflects the Commission's view that the risks associated with certain buildings, particularly in relation to safety, including, for example fire protection and other safety features, should be treated equally irrespective of where they are constructed in the State and that this approach reflects community expectations.

This instrument is certified pursuant to section 52(1) of the *Planning, Development and Infrastructure Act 2016*

Associated with the above, while this practice direction mandates certain inspections, councils should continue to appropriately address broader compliance issues, whether these are detected during an inspection that is required under this practice direction or otherwise.

This may include inspections related to planning or building rules consent matters, which councils may choose to carry out through a separate council policy or on an as-needs basis.

Practice direction

Part 1 – Preliminary

1 – Citation

This practice direction may be cited as the *State Planning Commission Practice Direction (Council Inspections) 2020*.

2 – Commencement of operation

This practice direction will commence operation in each council area on the day on which, pursuant to Schedule 8, clause 9(7) of the Act, the Minister for Planning, by notice in the Gazette, revokes the Development Plan created under the *Development Act 1993* as it is relevant to the particular council area.

3 – Objects of practice direction

(1) The objects of this practice direction are to, in relation to areas within a council, require councils to carry out inspections so as to:

(a) provide for occupant and public safety; and

(b) maintain confidence and integrity in the development control system.

(2) Councils must have regard to the objects in sub-clause 3(1) of Part 1 in making determinations under this practice direction.

(3) Without limiting sub-clause 3(2) of Part 1, councils must have regard to the objects when determining:

(a) the timing of inspections;

(b) the elements and buildings to be inspected; and

(c) whether to carry out additional inspections.

4 – Interpretation

(1) In this practice direction, unless the contrary intention appears –

Act means the *Planning, Development and Infrastructure Act 2016*;

Accredited Professionals Regulations means the Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019;

authorised officer has the same meaning as within section 3(1) of the Act;

Building Code has the same meaning as within section 3(1) of the Act;

Building Rules has the same meaning as within section 3(1) of the Act;

building work has the same meaning as within section 3(1) of the Act;

Note: 'building work' includes any work or activity that results in a change to the classification of a building under regulation 3E of the Regulations.

business day has the same meaning as within section 3(1) of the Act;

Chief Executive has the same meaning as within section 3(1) of the Act;

Commission means the State Planning Commission established under Part 3 Division 1 of the Act;

construct has the same meaning as within section 3(1) of the Act, and ***construction*** has a corresponding meaning;

council has the same meaning as within section 3(1) of the Act;

designated building product has the same meaning as within regulation 3(1) of the Regulations;

farm buildings **and** ***farm sheds*** have the same meaning as within the Building Rules;

fire authority has the same meaning as within section 3(1) of the Act;

floor area has the same meaning as within the Building Rules;

Metropolitan Adelaide means Metropolitan Adelaide as defined by a plan deposited in the General Registry Office by the Minister for the purposes of this definition and identified by the Minister by notice in the Gazette;

performance solution means a performance solution under the Building Code;

private bushfire shelter has the same meaning as within regulation 3(1) of the Regulations; and

Regulations means the Planning, Development and Infrastructure (General) Regulations 2017.

Note: The terms above have been included merely for ease of reference. Section 14 of the Acts Interpretation Act 1915 provides that an expression used in an instrument made under an Act has, unless the contrary intention appears, the same meaning as in the Act under which the instrument was made.

Part 2 – Inspections

1 – Application

(1) Upon commencement this practice direction applies to the councils.

(2) This practice direction does not apply to development not within a council area.

Note: Practice Direction 8 - Councils Swimming Pool Inspections has been issued detailing inspection requirements for swimming pools and designated features for swimming pools.

2 – Mandatory inspections

(1) A council must comply with the requirements set out at **Appendix 1** relating to:

(a) the kinds of development which require inspection;

(b) the proportion of developments which require inspection in each council area;

(c) the timing of any inspection required in relation to each building; and

(d) the number of inspections required in relation to each building,

(**mandatory inspection requirements**).

(2) A council must take all reasonable steps to ensure that each inspection carried out under this practice direction includes an inspection and assessment of the following elements (**elements**), as may be present at the time of inspection:

(a) primary structural elements;

(b) structural framing and roof trusses;

(c) wet areas and waterproofing;

(d) barriers to prevent falls;

(e) cladding;

(f) egress provisions;

(g) bushfire protection systems;

(h) passive and active fire safety elements;

(i) private bushfire shelters; and

(j) performance solutions.

(3) In this clause, 'passive and active fire safety elements' includes, but is not limited to, the following elements, as may be applicable in the circumstances:

(a) fire rated construction;

(b) fire safety elements, including, but not limited to, smoke alarms; and

(c) fire protection systems, including, but not limited to, bushfire protection systems.

3 – Additional inspections

(1) Clause 2 of Part 2 is not an exhaustive statement as to when a council should carry out an inspection.

(2) A council should consider carrying out an inspection in addition to any specified in clause 2 of Part 2 (**additional inspection**) if it has information to indicate that the circumstances warrant it, having regard to the objects of this practice direction.

(3) Circumstances that may warrant an additional inspection, having regard to the objects of this practice direction, include building work in relation to, but not limited to:

(a) a building intended for use or occupation by large numbers of people, particularly simultaneously;

(b) a building intended for use or occupation by vulnerable persons or persons with a disability;

(c) a building in respect of which the council has been made aware of a complaint or regulatory issue, whether directly or indirectly, relating to the building or any person involved in the building work;

(d) a building with energy efficiency requirements;

(e) a building constructed by a person who is not a licensed building work contractor under the *Building Work Contractors Act 1995*;

(f) a building subject to local environmental conditions in respect of which additional measures are required to protect the environment, the building and its occupants or users; or

(g) a building incorporating construction properties or products, including but not limited to fire-rated construction, fire safety elements or designated building products.

4 – Inspections generally

(1) The proportion of developments in each council area to be inspected in accordance with the mandatory inspection requirements above and the tables at **Appendix 1** are to be calculated each year commencing 1 July and ending 30 June of the following year (**relevant reporting year**).

(2) Where a council elects to carry out an inspection in accordance with the mandatory inspection requirements on completion of construction the inspection must be carried out:

(a) within 2 business days of receipt of the completed Statement of Compliance in respect of development within Metropolitan Adelaide; and

(b) within 3 business days of receipt of the completed Statement of Compliance for development outside Metropolitan Adelaide.

(3) Building work listed in Schedule 7 of the Regulations is not subject to the mandatory inspection requirements, however, councils should consider if an additional inspection may be appropriate.

Part 3 – Authorised officers

1 – General requirements

(1) Only authorised officers appointed by a council may carry out inspections for the purpose of this practice direction.

(2) A council must ensure that an inspection under this practice direction and subsequent assessment of each of the applicable elements in sub-clause 2(2) of Part 2 is carried out by a person who has the appropriate qualifications, skills, knowledge and experience to carry out an inspection assigned to that officer under this practice direction.

(3) A person with the qualifications prescribed by r 112(1) of the Regulations may carry out an inspection under this practice direction. However, an assessment of the adequacy of applicable elements may require a person to hold particular knowledge, skills and qualifications and should be taken into account when applying this practice direction.

Part 4 – Other matters

1 – Record keeping

(1) In relation to developments that received final development approval under the Act, councils must keep records of inspections carried out in accordance with this practice direction, and keep those records in a register that is available for inspection by the Commission upon 5 business days' notice.

(2) In relation to developments that received final development approval under the *Development Act 1993*, councils must ensure that records of these inspections are available for inspection within a timeframe determined by the Commission.

(3) Records of inspections should include, without limitation, the following details: date and time of an inspection, type of inspection, who undertook the inspection, elements inspected, breaches, issues, or faults found, rectification required, requirements for re-inspections (including timing) and enforcement action, as is appropriate in the circumstances.

(4) This clause does not derogate from any authorisation to dispose of records under the *State Records Act 1997*.

2 – Counting inspections

(1) The first inspection of a building under the mandatory inspection requirements is to be counted as one inspection.

(2) Where a building is inspected at a particular stage, and any issue is detected requiring further inspection, any further inspection related to the particular issue is to be counted as part of the prior inspection related to that issue.

(3) Except as provided by sub-clause 2(2) of Part 4, 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.

3 –Review

(1) This policy will be reviewed after two years of operation or at an earlier time if appropriate.

Versions

Version 2 25 March 2021

Version 1 12 March 2020

Appendix 1 – Mandatory Inspection Requirements

Table 1. Class 1 buildings

The inspection requirements in Table 1 apply to building work in relation to a class 1 building under the Building Rules.

Timing of inspection	Minimum number of inspections for each development	Proportion of developments in council area to be inspected
During construction or on completion An inspection may be carried out at any time during construction or on completion.	At least one inspection of each development.	Minimum 66% of building work commenced in the relevant reporting year.

Table 2. Farm buildings and farm sheds

The inspection requirements in Table 2 apply to building work in relation to a farm building or a farm shed with a floor area of 500m^2 or greater, under the Building Rules.

Timing of inspection	Minimum number of inspections for each development	Proportion of developments in council area to be inspected
During construction or on completion An inspection may be carried out at any time during construction or on completion.	At least one inspection of each development.	Minimum 50% of building work commenced in the relevant reporting year.

Table 3. Class 2-9 buildings

The inspection requirements in Table 3 apply to building work in relation to a class 2 to 9 buildings inclusive (other than a farm building or a farm shed) under the Building Rules.

Timing of inspections	Minimum number of inspections for each development	Proportion of developments in council area to be inspected
During construction or on completion An inspection may be carried out at any time during construction or on completion.	At least one inspection of development.	Minimum 90% of building work commenced in the relevant reporting year.

Adelaide Plains Council	14.4	Mallala and District Lions Club – Mallala Oval Clubroom Proposal
	Department:	Infrastructure and Environment
	Report Author:	General Manager – Infrastructure and Environment
Date: 27 April 2021	Document Ref:	D21/16391

EXECUTIVE SUMMARY

- The purpose of this report is for Council to consider a request to issue a lease over a small portion of land at Mallala Oval to establish a Clubroom for the Mallala and District Lions Club.
- This parcel of land currently sits within the Major Sports and Recreation Precincts classification in the Community Land Management Plan. Mallala and District Lions Club existing Clubroom is located within this reserve.
- Leasing is permitted under the Community Land Management Plan.
- Council, at its Ordinary Council Meeting held on 27 January 2021 resolved to seek funding through the Open Space and Places for People funding stream for the following project: Two Wells Oval and Mallala Oval MasterPlan. The outcome of the applications will be released by June 2021.
- Management have considered the Mallala and District Lions Club proposal and believe its location to be the most suitable within the Mallala Oval precinct and is unlikely to compromise the outcome of the MasterPlan.
- As the subject land is classified as Community Land, prior to entering into a lease agreement, Council is required to undertake public consultation pursuant to Section 202 of the Local Government Act 1999 and in accordance with Council's Public Consultation Policy.

RECOMMENDATION

"that Council, having considered 14.4 – *Mallala and District Lions Club – Mallala Oval Clubroom Proposal,* dated 27 April 2021, receives and notes the report and in doing so instructs the Chief Executive to commence the public consultation process pursuant to Section 202 of the Local Government Act 1999 and in accordance with the Council's Public Consultation Policy, in regard to the leasing of a portion of Allotment 20 DP 95617, Mallala, known as Mallala Oval and comprised in Certificate of Title Volume 6163 Folio 218."

BUDGET IMPACT

Estimated Development Cost:	Approx. $500 (public consultation advertising)
Future ongoing operating costs:	Nil
Is this Budgeted?	No

RISK ASSESSMENT

In establishing a lease over the parcel of land, it provides an element of care and control for the lessee to manage and maintain that parcel and in doing so, relieves Council from that same responsibility.

Attachments

1. Mallala and District Lions Clubroom proposal.
2. Proposed site location.
3. Mallala Football Club support letter.

DETAILED REPORT

Purpose

The purpose of this report is for Council to consider a request to issue a lease over a small portion of land at Mallala Oval to establish a Mallala and District Lions Clubroom.

Background

Council, at its Ordinary Council Meeting held on 27 November 2020 resolved as follows:-

19.1 Motion without notice

Moved Councillor Lush Seconded Councillor Keen ***2020/ 418***

"that the Chief Executive Officer meet with the Mallala and Districts Lions Club and bring back a report outlining options for Council to consider, based on the Lions Club proposal as presented to Council by way of deputation address to the November 2020 Ordinary Meeting, to further expand the campground and all associated issues."

CARRIED

Council, at its Ordinary Council Meeting held on 28 January 2021 resolved as follows:-

15.7 Mallala and District Lions Club – Request to Relocate to the Mallala Camp Ground

Moved Councillor Keen Seconded Councillor Lush ***2021/ 039***

"that Council, having considered Item 15.7 – Mallala and District Lions Club – Request to Relocate to the Mallala Camp Ground, dated 27 January 2021 receives and notes the report."

CARRIED

Discussion

The Mallala and District Lions Club proposal presented as **Attachment 1** to this Report seeks to utilise a small portion of land at Mallala Oval (to the north of the current campground toilet facilities previously being the skate board ramp location) to construct a facility to be used as the Mallala District Lions Clubroom. The proposed site location is presented as **Attachment 2** to this Report. The land to the north of the current campground toilet facilities is leased to the Mallala Football Club, with a support letter from the Mallala Football Club presented as **Attachment 3** to this Report.

Community Land Management

This parcel of land currently sits within the Major Sports and Recreation Precincts classification in the Community Land Management Plan. Mallala District Lions Club existing Clubroom is located within this reserve.

Leasing is permitted under the Community Land Management Plan provided that the lease can address one or more of the following:

- support community recreation;
- provide meeting spaces for community groups and organisations;
- support the ongoing occupation, use, management and upkeep of buildings and other community facilities;
- enable temporary use of buildings and other community facilities for specific functions, activities and events;

The objectives of the Community Facilities Community Land Management Plan are to:

- provide community facilities that are safe for community use and suitable for the purposes for which they are used.
- provide safe and amenable outdoor areas associated with community facilities.
- allocate appropriate tenancies for the occupation and utilisation of community facilities and ensure that land is managed by tenants in accordance with the terms of relevant leases and licences.

As the subject land is classified as Community Land, prior to entering into a lease agreement, Council is required to undertake public consultation pursuant to Section 202 of the Local Government Act 1999 and in accordance with Council's Public Consultation Policy.

Open Space Master Plan

Council, at its Ordinary Council Meeting held on 27 January 2021 resolved to seek funding through the Open Space and Places for People funding stream for the following project: Two Wells Oval and Mallala Oval MasterPlan. The outcome of the applications will be released by June 2021.

Management have considered the Mallala and District Lions Club proposal and believe its location to be the most suitable with in the Mallala Oval precinct and is unlikely to compromise the outcome of the MasterPlan.

Lease

Management considers that any Ground Lease agreement with Mallala and District Lions Club for the long term use of Mallala Oval should include the following terms and conditions;

- Initial Term – Ten years
- Right of Renewal – one right of renewal of ten years
- Rent - $1.00 per annum (exclusive of GST) payable on demand
- Public Liability Insurance - $20 million
- Improvements – construction of improvements on the land will be subject to Council consent and at the lessees cost including ongoing maintenance
- Costs – Lessee to pay 50% of advertising costs for public consultation required under the Local Government Act 1999 for leasing of Community Land and preparation of the Lease Agreement

- Rates and Taxes – responsibility of Lessee subject to Rebate of Council Rates under Section 166 of the Local Government Act 1999
- Specific Lease area
- Car parking provision

Council staff will commence preliminary discussions with the Mallala and District Lions Club regarding the Terms and Conditions to be included in a Lease Agreement.

Development Approval

The construction of a new clubroom building, associated use of the land for clubrooms, provision of car parking and landscaping are among a series of issues that will be addressed by the requirement to submit a development application and obtain development approval. A development application will be assessed by Council planning staff against the provisions of the Planning and Design Code and if necessary a recommendation will be put to the Council Assessment Panel.

Conclusion

As the subject land is classified as community land, public consultation will be required pursuant to Section 202(2) of the Local Government Act 1999, before entering into a long term lease agreement. It is now for the Elected body to consider the request.

References

Legislation

Local Government Act 1999

Retail and Commercial Leases Act 1995

Council Policies/Plans

Council Strategic Plan

MALLALA AND DISTRICTS LIONS CLUB

Dear Tom,

Firstly thanks very much for catching up with me at short notice once again, to discuss the latest option for proposed construction for the new Lions building at the oval complex.

I have previously emailed you the concept plans for the location and layout of the new building.

I've attached a response from the Mallala Football Club, who considered the proposal I put forward to them, and unanimously voted in favour of effectively constructing the new building in the location of the old skate park.

The actual area as per the plan I sent:
Between the western end of the skate park (small fence on western border), to the western main strainer post for the 9mtre wide gate in the north easter corner.
From the Wasleys Rd fence to the small fences in front of the southern side of the old skate park.

During negotiations for the camping ground lease it was proposed that the Lions include all the area from the ablution block and Wasleys Rd, a concern from the Football Club was they had a requirement to have access to that emergency egress gate, our proposal satisfies their requirements.

As I discussed with you the other day, when more area becomes available (e.g. when the recycled water sprinklers are relocated), the Lions Club would like to get together with other community groups (football, cricket, netball and school), and the council to develop a long term plan to develop a recreational area which could include walking / fitness track, bike track etc, this should satisfy the question from the football club regarding the skate park.

I believe this is the most practical solution to enable construction of the new building, and effectively decreases construction costs significantly.

If you agree with this proposal can you please forward to CEO and chamber for consideration, if there are any issues can you please contact me to discuss.

Cheers and once again thanks

Brenton Bell OAM
Secretary
Mallala and Districts Lions Club
0498492114

28/03/21

President and Committee Members,

Due to issues beyond the control of the Lions Club, the RSL has approached the council to end the agreement between Mallala and Districts Lions Club and RSL (they want to use the "Lions Den" to upgrade toilets etc.), although the Lions Club extension to the RSL was built by the Lions Club in 1991.

After consultation the Lions Club have agreed that if we can obtain a suitable location we will build a new building, the option proposed by council was to build in the area adjacent to the new camping ground (where the recycled water sprinklers are), SA Water have advised we cannot build on that land or on the Old Marshman Road.

We believe a viable location would be in the area where the old skate park was,(see attachments PLAN and New Building), in effect it would start at the small wire fence on the western side of the old skate park and extend eastwards finishing at the western post of the existing emergency egress gate, (3 metres past the existing small wire fence on the eastern end of the skate park. The current egress path to the gate would remain the same.

One of the issues with the Lions Club no longer being able to use the RSL hall, is what would happen in the event of another major emergency such as the Pinery Fires, as most people would be aware the Lions Club and families were instrumental in running of the Relief Centre at the RSL, and we believe we are the best community group to do this (we already have the Emergency Relief trailer).

Our overall plan is to make a hub for such emergencies providing for:

1. Accommodation: If required in the event of an emergency, it is our plan to evacuate the camping ground to enable people affected by the fire accommodation, (we will be advertising to ask people if they would be willing to lend their vans in the event of an emergency, (maintaining a list at all times).
2. Enabling suitable venues to house donated items, to enable this we have obtained a grant to build a 9m X 12M x 3M shed in the exiting camping ground, and the new building would be suitable for smaller items and a cool place for emergency services to cool off whilst resting, (we couldn't do this using the RSL hall).
3. If Blaze Aid were to have made their hub here during the Pinery fires, it would have substantially increased revenue to the local community, we would be better suited to accommodate Blaze Aid or such like in the future.
4. We have been very successful with the camping ground in the first 5 months, with close to 50% occupancy rates, interest has been shown by RV associations to book out all sites, so we have a requirement to enable them to have a communal meeting place.

Over the next few years it is envisaged that we will substantially increase the size of the camping ground (whenever the recycled water issue is resolved), therefore requiring more ablution facilities, as part of this new building we will effectively double the available ablutions to camping ground.

If we are to move out of the "Lions Den" we would require a meeting place, so the building would also be used for that.

From coming in the gates, past the shelter, the netball shelter, playground and bbq's, coaches boxes around to the ablution block and camping ground, all these have been funded either fully or partially by the Mallala & Districts Lions Clubs, indicating our level of support for our community and as we can only spend monies on projects in our local area, that level of support will continue, (probably a

greater rate and higher values as a result of camping ground income, we have made a profit of over $8,000 in the first 5 months of operating).

Advantages to Football Club

1. Provide second bar for the football clubs use for major events.
2. Provide second kitchen for the football clubs use for major events.
3. Provide additional ablution facilities (double) for the football club use for major events.
4. Extra income would be available from Lions Club for projects.

Disadvantages to Football

1. Allowing use of skate park, that is currently not being used.
2. Allowing use of 3 metres by 15 metres between exiting skate park and gate.

Advantages to Lions Club

1. Throughout development of ablution block, camping ground and new shed infrastructure for power, water and CWMS is close, enabling big savings to the project.
2. Enables a “hub” for Lions Club.
3. Adequate parking is readily available (building not used during football games).

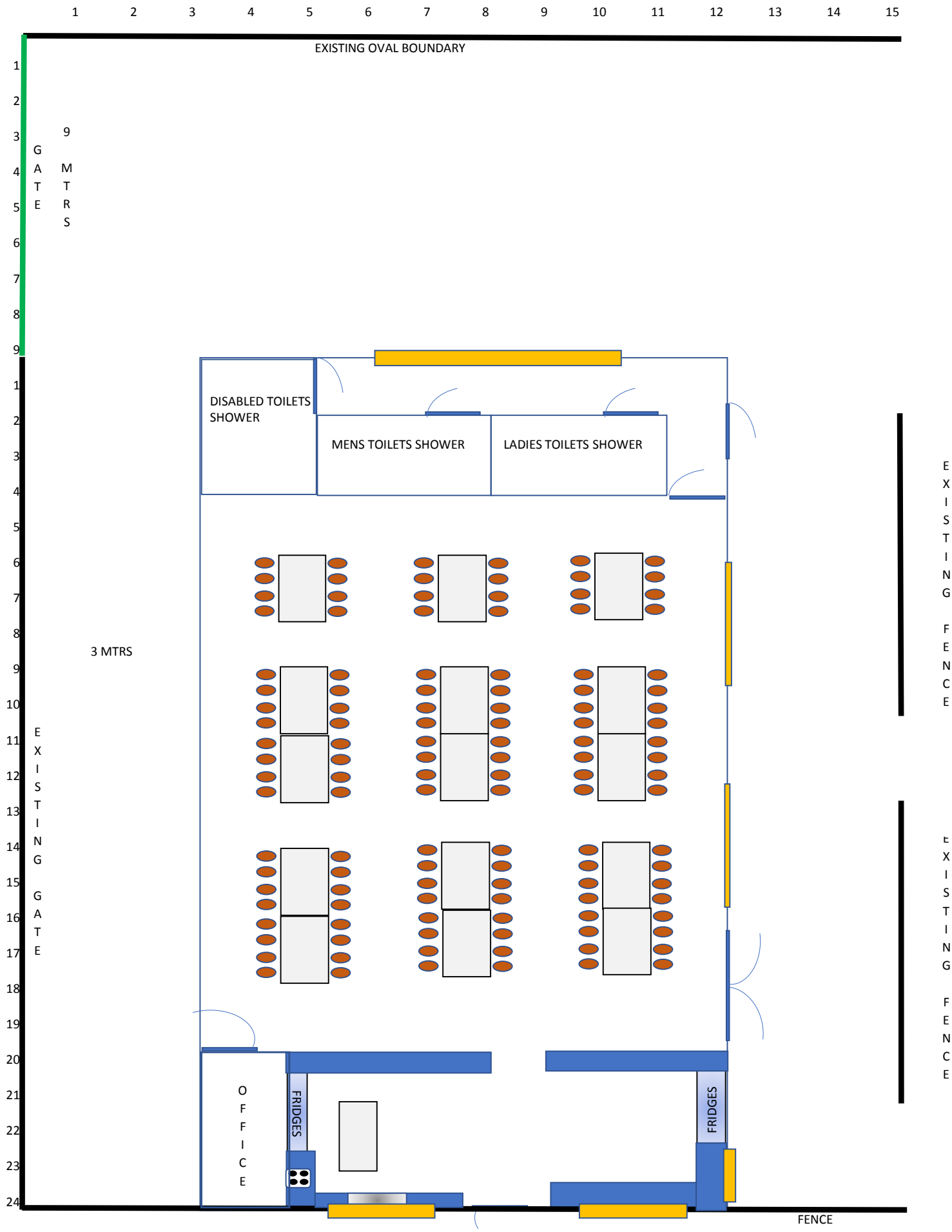
Disadvantages to Lions Club Nil.

In closing I’m forwarding this as the Secretary of the Lions Club, I believe by being honest and upfront I will not be compromising my position on the Football Club Committee, as most would realise to get things done in a small community, people tend to get involved with several groups, as in my case. If this is put to a vote I will abstain from voting to ensure integrity or any perceived conflict of interest.

Cheers and thanks

Belly

Brenton Bell OAM


EXISTING OVAL BOUNDARY
GATE
9 MTRS
DISABLED TOILETS SHOWER
MENS TOILETS SHOWER
LADIES TOILETS SHOWER
3 MTRS
EXISTING GATE
EXISTING FENCE
EXISTING FENCE
OFFICE
FRIDGES
FRIDGES
FENCE

INDEX

ADELAIDE PLAINS COUNCIL

Contact Details	Disclaimer
Adelaide Plains Council PO Box 18, Mallala, SA 5502 T: 08 8527 0200 F: 08 8527 2242 E: info@apc.sa.gov.au	This advice and/or information is given for your private use only. The accuracy of the advice and information is not guaranteed and no responsibility is accepted by Adelaide Plains Council for any loss or damage caused by reliance upon this advice and/or information, as a result of any errors, omission, incorrect description or statement therein whether caused by negligence or otherwise.

Mallala Football Club Inc

Premiers: 1912, 1913, 1914, 1915, 1919, 1920, 1921, 1923, 1924, 1925, 1953, 1955, 1959, 1962, 1963, 1970, 1974, 1978, 1979, 1990, 1993, 1997,2007,2009,2010,2013, 2016,2020

Post Office Box 85
MALLALA SA 5502
Phone 8527 2207
Email: mallala.footballclub@gmail.com

ABN 79 938 251 886

24th of March 2021

Re: Proposal to build New Building

To whom it may concern:

Thank you for your letter outlining the reasons for and against the Building of a new 'Lions Club Hub'.

We agree that the reasons you have listed will benefit the Mallala and Districts Lions Club, the Mallala Football Club, but also the Mallala community and beyond.
We are grateful for the ongoing work that the Lions Club has completed within the community and especially in close proximity to the Football Club.

We support the Mallala and Districts Lions Club and if approved, we look forward to seeing the progress as the 'Hub' evolves.

We do feel that there does need to be a skate park available for the youth of the community and ask that you consider working towards this in the future.

The Football Club has for a long time, had a close relationship with Lions Club, and without their involvement in the local Community would be a huge loss to the players, families and the greater Community of all ages as well as our own Club.

We look forward to being able to utilize the facilities to increase the services we will be able to offer to our patrons and community.

In closing, the Mallala Football Club and Mallala and Districts Lions Club are both clubs that are proud of their history and achievements, and we look forward to continuing this in the future. Generations to come will be able to enjoy and utilise what both our clubs have to offer now, and in the future.

Yours sincerely

Brian Tiller
Secretary

0419804414
bootiller21@gmail.com

	15.1	**Council Resolutions – Status Report**
	Department: **Report Author:**	**Governance and Executive Office** **Acting General Manager – Governance and Executive Office**
Date: 27 April 2021	**Document Ref:**	**D21/14865**

OVERVIEW

The purpose of this report is to provide an update in relation to the status of Council Resolutions currently being actioned, for Council Members' information and monitoring.

Attachment 1 provides the status of Council Resolutions that have not yet been finalised for the period February 2019 to February 2021. Previously outstanding items that have been finalised since the last report to Council are included by way of update. The Council Resolutions for March 2021 are provided, in full, for Council Members' information.

Management acknowledges the efficiencies afforded to both Council Members and staff by regular reporting and monitoring of the status of Council Resolutions. The practice of providing transparent updates also facilitates performance monitoring and builds confidence.

RECOMMENDATION

"that Council, having considered Item 15.1 – *Council Resolutions - Status Report*, dated 27 April 2021, receives and notes the report."

Attachments

1. Resolution Status Report

References

Legislation

Local Government Act 1999 (SA)

Local Government (Procedures at Meetings) Regulations 2013 (SA)

Resolution Register - March 2021 - All						
Meeting Date	**Item Number**	**Title**	**Resolution Description**	**Resolution Number**	**Status/ Comments ('Deferred, Ongoing, Agenda, Completed')**	**Responsible Department**
09-Mar-21	4.1	Carslake Road Funding Deed	**"that: 1. Pursuant to section 90(2)(3)(b) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Support Officer be excluded from attendance at the meeting of Council for Agenda Item 4.1 – Carslake Road Funding Agreement; 2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 4.1 – Carslake Road Funding Deed concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations; and 3. Council is satisfied that the principle that Council meetings should be Conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**	**2021/103**	Completed	Governance and Executive Office
09-Mar-21	4.1	Carslake Road Funding Deed	**"that Council, having considered Item 4.1 – Carslake Road Funding Deed, dated 9 March 2021, receives and notes the report and in doing so instructs the Mayor and Chief Executive Officer to execute under common seal, pursuant to sections 38 and 44 of the Local Government Act 1999, the Deed of Agreement between the Minister for Infrastructure and Transport and Adelaide Plains Council as provided for as Attachment 1 to the report."**	**2021/104**	Completed	Governance and Executive Office
09-Mar-21	4.1	Carslake Road Funding Deed	**"that Council, having considered Item 4.1 – Carslake Road Funding Deed, dated 9 March 2021, receives and notes the report and acknowledges the significant volume of work associated with management of the Carslake Road project, a deliverable that allows for labour to be fully funded in the first two years and conceivably beyond, and in doing so notes the Chief Executive Officer's intentions to secure a resource to manage this project as well as other projects including but not limited to: • Two Wells CWMS • Wasleys Road Bridge Renewal • Mallala Road Roundabout • Capital Projects arising from State and Federal funding grants. In acknowledging the above, Council notes that the necessary budget variations will occur at the third quarter budget review."**	**2021/105**	Completed	Infrastructure and Environment
09-Mar-21	4.1	Carslake Road Funding Deed	**"that Council, having considered the matter of Item 4.1 – Carslake Road Funding Deed in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that: 1. Attachment 1 pertaining to Item 4.1 – Carslake Road Funding Deed remain confidential and not available for public inspection until further order of the Council; 2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and 3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**	**2021/106**	Completed	Governance and Executive Office
22-Mar-21	2.1	Confirmation of Minutes	**"that the minutes of the Ordinary Council Meeting held on 22 February 2021 (MB Folios 17303 to 17317 inclusive), be accepted as read and confirmed."**	**2021/107**	Completed	Governance and Executive Office
22-Mar-21	2.1	Confirmation of Minutes	**"that the minutes of the Adjourned Ordinary Council Meeting held on 23 February 2021 (MB Folios 17318 to 17324 inclusive), be accepted as read and confirmed."**	**2021/108**	Completed	Governance and Executive Office
22-Mar-21	2.1	Confirmation of Minutes	**"that the minutes of the Special Council Meeting held on 9 March 2021 (MB Folios 17325 to 17328 inclusive), be accepted as read and confirmed."**	**2021/109**	Completed	Governance and Executive Office
22-Mar-21	12.1	Committee Meeting	**"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting 3 March 2021."**	**2021/110**	Completed	Development and Community
22-Mar-21	12.2	Committee Meeting	**"that Council receives and notes the minutes of the Infrastructure and Environment Committee meeting held 15 March 2021."**	**2021/111**	Completed	Infrastructure and Environment

22-Mar-21	12.2	Committee Meeting	**"that Council endorses resolution 2021/003 of the Infrastructure and Environment Committee and in doing so adopts the draft 2021-2025, 4 Year Capital Program as presented at Attachment 2 to the Report."**	**2021/112**	Completed	Infrastructure and Environment
22-Mar-21	13.1	Legatus Group Meeting	**"that Council receives and notes the minutes of the Legatus Group Ordinary Meeting held on 5 March 2021."**	**2021/113**	Completed	Governance and Executive Office
22-Mar-21	14.1	Middle Beach Mangroves and Coastal Infrastructure Tourism Initiative	**"that Council, having considered Item 14.1 – *Middle Beach Mangroves and Coastal Infrastructure Tourism Initiative* , dated 22 March 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to continue the early engagement with relevant stakeholder groups, as a means of advancing the Middle Beach Mangroves and Coastal Infrastructure Tourism Initiative and formally write to the Minister for Tourism setting out the unique opportunities and financial rewards that the Middle Beach tourism alternative provides to South Australia."**	**2021/114**	Completed	Governance and Executive Office
22-Mar-21	14.2	Reforms to Council Member Behavioural Management Framework - Feedback Sought	**"that Council, having considered Item 14.2 – Reforms to Council Member Behavioural Management Framework – Feedback Sought, dated 22 March 2021, receives and notes the report and, in doing so: 1. Acknowledges the opportunity to provide feedback to the Local Government Association in relation to the proposed reforms to the council member behavioural management framework and 2. Resolves that it does not wish to provide feedback to the LGA at this time, noting that further sector consultation will be undertaken as development of the behaviour management framework progresses."**	**2021/115**	Completed	Governance and Executive Office
22-Mar-21	14.3	Adelaide Plains Council Representation Review - Representation Review Report and Public Consultation	**"that Council, having considered Item 14.3 – *Adelaide Plains Council Representation Review – Representation Review Report and Public Consultation* , dated 22 March 2021, receives and notes the report and in doing so endorses the Representation Review Report (Attachment 1 to this Report) to be released for a three week public consultation period in accordance with section 12(9) of the Local Government Act 1999."**	**2021/116**	Completed. Public Consultation from Wednesday 24 March to Wednesday 21 April. Three submissions were received. Submissions report to be presented to Council May 2021.	Governance and Executive Office
22-Mar-21	14.4	Policy Review - Short Stay Accommodation Policy - Outcome of Public Consultation	**"that Council, having considered Item 14.4 – *Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation* , dated 22 March 2021, receives and notes the report and in doing so acknowledges that Council has undertaken public consultation in relation to the Short Stay Accommodation Policy and that five (5) submissions were received."**	**2021/117**	Completed	Development and Community
22-Mar-21	14.4	Policy Review - Short Stay Accommodation Policy - Outcome of Public Consultation	**"that Council, having considered Item 14.4 – *Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation* , dated 22 March 2021 and adopts the draft Short Stay Accommodation Policy as presented in Attachment 1 to this Report."**	**2021/118**	Completed	Development and Community
22-Mar-21	15.1	Council Resolutions - Status Report	**"that Council, having considered Item 15.1 – *Council Resolutions – Status Report* , dated 22 March 2021, receives and notes the report."**	**2021/119**	Completed	Governance and Executive Office
22-Mar-21	15.2	Infrastructure and Environment Department Monthly Report - March 2021	**"that Council, having considered Item 15.2 – *Infrastructure and Environment Department – Monthly Report – March 2021* , dated 22 March 2021 receives and notes the report."**	**2021/120**	Completed	Infrastructure and Environment
22-Mar-21	15.3	Two Wells Village Green - Monthly Report - March 2021	**"that Council, having considered Item 15.3 – *Two Wells Village Green – Monthly Report – March 2021* , dated 22 March 2021 receives and notes the report."**	**2021/121**	Completed	Infrastructure and Environment

22-Mar-21	15.4	Drought Communities Programme – Monthly Report – March 2021	**"that Council, having considered Item 15.4 – *Drought Communities Programme – Monthly Report – March 2021* , dated 22 March 2021 receives and notes the report."**	**2021/122**	Completed	Development and Community
22-Mar-21	15.5	Planning Reform Update - Phase 3 Planning and Design Code Introduction March 2021	**"that Council, having considered Item 15.5 – *Planning Reform Update – Phase 3 Planning and Design Code Introduction – March 2021,* dated 22 March 2021 receives and notes the report."**	**2021/123**	Completed	Development and Community
22-Mar-21	15.6	State and Federal Funding Applications Update	**"that Council, having considered Item 15.6 – *State and Federal Funding Applications Update* , dated 22 March 2021 receives and notes the report."**	**2021/124**	Completed	Infrastructure and Environment
22-Mar-21	15.7	Sealing of Thompson Beach Esplanade, Parham Esplanade and Webb	**"that Council, having considered Item 15.7 – *Sealing of Thompson Beach Esplanade, Parham Esplanade and Webb Beach Road Options* , dated 22 March 2021, receives and notes the report."**	**2021/125**	Completed	Infrastructure and Environment
22-Mar-21	15.7	Projects Expected to be Carry Over to 2021/2022 Financial Year	**"that Council, having considered Item 15.8 – *Projects Expected to be Carry Over to 2021/2022 Financial Year* , dated 22 March 2021, receives and notes the report."**	**2021/126**	Completed	Finance and Business
22-Mar-21	15.9	Rates Review - Final Discussion Paper	**"that Council, having considered Item 15.9 – *Rates Review – Final Discussion Paper* , dated 22 March 2021, receives and notes the report."**	**2021/127**	Completed	Finance and Business
22-Mar-21	18.1	Motion on Notice	**"that the following Resolution be rescinded: Resolution 2020/339:- "that Council, having considered Item 15.6 – Electronic Participation in Council Meetings – Update – September 2020, dated 28 September 2020, receives notes the report and acknowledges the need to continue holding Council Meetings via electronic means until such time that the relevant declarations (under the South Australian Public Health Act 2011 and the Emergency Management Act 2004) have been revoked.""**	**2021/128**	Completed	Governance and Executive Office
22-Mar-21	18.1	Motion on Notice	**"that Council resolves that resolution 2020/439 in relation to the Ordinary Council Meeting Schedule 2021 be amended in order for Ordinary Council Meetings to take place in the Mallala Chamber from Tuesday 27 April 2021."**	**2021/129**	Completed	Governance and Executive Office
22-Mar-21	21.1	Crown Land, Two Wells Update - March 2021	**that: 1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.1 – Crown Land, Two Wells Update – March 2021; 2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.1 – Crown Land, Two Wells Update – March 2021 concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations in relation to Crown Land at Two Wells; and 3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**	**2021/130**	Completed	Governance and Executive Office
22-Mar-21	21.1	Crown Land, Two Wells Update - March 2021	**"that Council, having considered Item 21.1 – *Crown Land, Two Wells – March 2021* dated 22 March 2021, receives and notes the report."**	**2021/131**	Completed	Governance and Executive Office

22-Mar-21	21.1	Crown Land, Two Wells Update - March 2021	**"that Council, having considered the matter of Item 21.1 – Crown Land, Two Wells Update – March 2021 in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:** **1. The report, Attachment 1 and Attachment 2 pertaining to Item 21.1 – Crown Land, Two Wells Update – March 2021 confidential and not available for public inspection until further order of the Council;** **2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and** **3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**	**2021/132**	Completed	Governance and Executive Office
22-Mar-21	21.2	Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board	**"that:** **1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.2 – Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board;** **2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.2 – Gawler River Floodplain Management Authority – Status Update on Projects and Priorities of the Board contains commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations; and** **3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been**	**2021/133**	Completed	Governance and Executive Office
22-Mar-21	21.1	Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board	**"that Council, having considered Item 21.2 – *Gawler River Floodplain Management Authority – Status Update on Projects and Priorities of the Board* dated 22 March 2021, receives and notes the report."**	**2021/134**	Completed	Governance and Executive Office
22-Mar-21	21.2	Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board	**"that Council, having considered the matter of Item 21.2 – Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:** **1. The report pertaining to Item 21.2 – Gawler River Floodplain Management Authority - Status Update on Projects and Priorities of the Board remain confidential and not available for public inspection until further order of the Council;** **2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and** **3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**	**2021/135**	Completed	Governance and Executive Office
22-Mar-21	21.2	Appointment of Consultant - Review of Council Accommodation and Services	**"that:** **1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.3 – Appointment of Consultant – Review of Council Accommodation and Services;** **2. Council is satisfied that pursuant to section 90(3)(d) of the Local Government Act 1999, Item 21.3 – Appointment of Consultant – Review of Council Accommodation and Services concerns commercial information of a confidential nature, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party, and would, on balance, be contrary to the public interest, being proposals provided by two consultants as part of the relevant Request for Quote process; and** **3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**	**2021/136**	Completed	Governance and Executive Office
22-Mar-21	21.2	Appointment of Consultant - Review of Council Accommodation and Services	**"that Council, having considered Item 21.3 – Appointment of Consultant – Review of Council Accommodation and Services, dated 22 March 2021, receives and notes the report and in doing so:** **1. Instructs the Chief Executive Officer to engage the services of Holmes Dyer to undertake a Review of Council Accommodation and Services in accordance with the proposal at Attachment 2 to this report; and** **2. Acknowledges that an allocation of $11,745 (quote less $10k already budgeted) will be incorporated into the third quarter 2020/2021 budget revision."**	**2021/137**	Completed	Governance and Executive Office

22-Mar-21	21.3	Appointment of Consultant - Review of Council Accommodation and Services	**"that Council, having considered the matter of Item 21.3 – Review of Council Accommodation and Services – Appointment of Consultant in confidence under sections 90(2) and 90(3)(d) of the Local Government Act 1999, resolves that:** **1. The staff report and minutes of the meeting pertaining to Item 21.3 – Review of Council Accommodation and Services – Appointment of Consultant remain confidential and not available for public inspection until both consultants who provided proposals for the Review of Council Accommodation and Services have been notified of the Council's decision;** **2. Attachment 1, Attachment 2 and Attachment 3 pertaining to Item 21.3 – Review of Council Accommodation and Services – Appointment of Consultant remain confidential and not available for public inspection until further order of the Council;** **3. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and** **4. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Council delegates the power to revoke this confidentiality order to the Chief Executive Officer."**	**2021/138**	Completed	Governance and Executive Office
22-Mar-21	21.4	Aged Living Review Stage 2	**"that:** **1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Development and Community, General Manager – Finance and Business, General Manager – Infrastructure and Environment, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.4 - Aged Living Review Stage 2.** **2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.4 – Aged Living Review Stage 2 concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council, being a third party report prepared on behalf of Council;** **3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**	**2021/139**	Completed	Development and Community
22-Mar-21	21.4	Aged Living Review Stage 2	**"that Council, having considered Item 21.4 – *Aged Living Review* , dated 22 March 2021, receives and notes the report."**	**2021/140**	Completed	Development and Community
22-Mar-21	21.4	Aged Living Review Stage 2	**"that Council, having considered the matter of Item 21.4 – Aged Living Review – Stage 2 in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:** **1. The report and Attachment 1 pertaining to Item 21.4 – Aged Living Review – Stage 2 remain confidential and not available for public inspection until further order of the Council;** **2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and** **3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**	**2021/141**	Completed	Development and Community
22-Mar-21	21.5	Wheller Road, Two Wells – Land Division Application 312/357/2018	**"that:** **1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.5 – Wheller Road, Two Wells – Land Division Application 312/357/2018.** **2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.5 – Wheller Road, Two Wells – Land Division Application 312/357/2018 concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being a summary of correspondence received from the developer's legal representatives; and** **3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**	**2021/142**	Completed	Infrastructure and Environment

22-Mar-21	21.5	Wheller Road, Two Wells – Land Division Application 312/357/2018	**"that Council, having considered Item 21.5 – *Wheller Road, Two Wells - Land Division Application 312/357/2018 dated* 22 March 2021, receives and notes the report and instructs the Chief Executive Officer to seek legal advice regarding the gazettal and/or status of Wheller Road."**	**2021/143**	Completed. Wheller Road confirmed as a public road from Coats Road to the northern boundary of 12A Wheller Road. Road was created by a land division in 1960 - Gazettal not required.	Governance and Executive Office
22-Mar-21	21.5	Wheller Road, Two Wells – Land Division Application 312/357/2018	**"that Council, having considered the matter of Item 21.5 – Wheller Road, Two Wells- Land Division Application 312/357/2018 in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:** **1. The report and Attachment 1 pertaining to Item 21.5 – Wheller Road, Two Wells- Land Division Application 312/357/2018 confidential and not available for public inspection until further order of the Council;** **2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and** **3. 3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**	**2021/144**	Completed	Infrastructure and Environment

Resolution Register - February 2019 - February 2021 - Ongoing						
Meeting Date	**Item Number**	**Title**	**Resolution Description**	**Resolution Number**	**Status/ Comments ('Deferred, Ongoing, Forward Agenda, Agenda, Completed')**	**Responsible Department**
25-Feb-19	19.1	Motion Without Notice	**"that the Chief Executive Officer bring back a report to Council, with accompanying proposed policy in relation to the management of horses on the coastal beaches of the Adelaide Plains Council. The Policy should take into account:- 1. Consistency with the Adelaide International Bird Sanctuary Management Plan; 2. The ability to safely park horse floats in the proximity of areas allowed for exercising of horses; 3. The health and safety of the general public, horses and handlers; and 4. The potential impact on flora and fauna in coastal areas."**	**2019/080**	Management of horses will be considered in developing draft Tourism and Economic Development Strategy	Development and Community
25-Mar-19	12.2	Infrastructure and Environment Committee Meeting - 13 March 2019	**"that Council endorses resolution 2019/020 of the Infrastructure and Environment Committee, and in doing so instructs the Chief Executive Officer to have particular regard to the financial impact of relevant design specifications, in assessing Eden and Liberty development applications, until a policy is adopted."**	**2019/119**	A policy framework will be developed through the IAMP review	Infrastructure and Environment
25-Mar-19	18.2	Motion on Notice - APC Services	**"that the Chief Executive Officer initiate a review of services administered by Adelaide Plains Council to identify any areas of cost efficiency and or new processes not covered by the organisational review."**	**2019/129**	Preliminary service review has been incorporated into scope of works for Review of Office Accommodation	Governance and Executive Office
23-Apr-19	18.5	Motion on Notice - Cemetery Expansion at Two Wells and Mallala	**"that in consideration of forecast growth at both Two Wells and Mallala, coupled with the diminishing space at the Two Wells Cemetery, the Chief Executive Officer bring a report back to Council that explores opportunities for cemetery expansion to service the townships of Two Wells and Mallala."**	**2019/184**	Forward Agenda - June 2021	Development and Community
23-Sep-19	14.9	Two Wells Scout Group Relocation	**"that Council, having considered Item 14.9 – Two Wells Scout Group Relocation, dated 23 September 2019, receives and notes the report and in doing so, authorises the Chief Executive Officer to:- 1. Undertake engagement with relevant stakeholders including but not limited to Two Wells Bowling Club, Two Wells Tennis Club, Two Wells Football and Netball Club; 2. Formally request of the Two Wells Scout Group that Council be provided with the following information:- a. Proposed facility concept plan; b. Development Assessment Application; 3. To bring back a further report at the appropriate juncture."**	**2019/389**	Ongoing. Council is working with the Two Wells Scouts Group in relation to obtaining the necessary information prior to engaging with stakeholders including meeting with Scouts SA	Governance and Executive Office/ Infrastructure and Environment

28-Oct-19	14.5	Horse Management In Coastal Areas	**"that Council having considered Item 14.5 – Horse Management in Coastal Areas, dated 28 October 2019, instructs the Chief Executive Officer to investigate with the Department of Environment and Water and Natural Resources Management and Department of Planning, Transport and Infrastructure, and introduce appropriate signage to promote Parham as an area suitable for well managed and environmentally sensitive horse float parking and horse riding, subject to a horse float parking area being approved at Section 631 The Esplanade, Parham, CR:6202/438."**	**2019/457**	Ongoing. Application has been made to DEW for access to land. Most recent update provided at Ordinary Meeting on 23 November 2020	Development and Community
16-Dec-19	19.1	Motion Without Notice	**"that Members instruct the Chief Executive Officer to provide a letter of support to Port Parham Sports and Social Club in relation to their application to remove the restriction on the newly issued Liquor Licence which restricts liquor sales for consumption of the licenced premises to members only."**	**2019/529**	Ongoing. Letter sent to PPSSC on 20 December 2019 requesting copy of relevant application, so that letter of support can be provided accordingly. Further update sought in July 2020 and early 2021. No response from PPSSC	Governance and Executive Office
24-Feb-20	14.7	Two Wells District Tennis Club Lease Request	**"that Council, having considered Item 14.7 – Two Wells District Tennis Club Lease Request, dated 24 February 2020, receives and notes the report and in doing so: 1. Authorises the Chief Executive to seek the assistance of Norman Waterhouse Lawyers and to negotiate and finalise the Lease Agreement between Council and the Two Wells District Tennis Club Inc for the lease of a portion of land within Crown Reserve 5753, Folios 647, adjacent to the Two Wells Netball Club on Old Port Wakefield Road, Two Wells 2. Authorises, pursuant to section 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the lease agreement between the Adelaide Plains Council and the Two Wells District Tennis Club and 3. In accordance with section 166(1)(j) of the Local Government Act 1999, Council, being satisfied that the whole of a portion of land within Crown Reserve 5753, Folios 647, adjacent to the Two Wells Netball Club on Old Port Wakefield Road, Two Wells, is being used by an organisation which, in the opinion of Council, provides a benefit or service to the local community, grants a discretionary rebate of 100% of the rates imposed, effective from the 2020/21 rating year."**	**2020/055**	Ongoing. Tennis Club has executed the lease. APC Mayor and CEO to execute upon receipt of Ministerial consent	Governance and Executive Office/ Infrastructure and Environment
23-Nov-20	14.6	Mallala Resource Recovery Centre - Twelve Month Closure Review	**"that Council, having considered Item 14.6 – Mallala Resource Recovery Centre – Twelve Month Closure Review, dated 23 November 2020, instructs the Chief Executive Officer to bring back a report to Council exploring future land use/disposal options in relation to the former Mallala Resource Recovery Centre site."**	**2020/407**	Forward Agenda - I&E Committee 2021	Infrastructure and Environment

23-Nov-20	15.5	Smoke Free Areas	**"that Council, having considered Item 15.5 – Smoke Free Areas, dated 23 November 2020, receives and notes the report and in doing so acknowledges that: 1. Under the Tobacco and E-Cigarette Products Act 1997 (the Act) and Tobacco and E-Cigarette Products Regulations 2019 (the Regulations) the following areas are declared 'smoke free': a. Enclosed public areas; b. Outdoor dining areas; c. Workplaces e.g. buildings or any part of a building; d. Public transport waiting areas e. Shared areas; f. Playgrounds; and require the installation of signage; 2. Having reviewed the Schedule of Relevant Public Areas (presented as Attachment 1 to this Report), all areas that are appropriate to be 'smoke free' are already covered under the Act and Regulations; and 3. There is currently no need to designate additional smoke free areas at this time."**	**2020/413**	Completed	Governance and Executive Office
14-Dec-20	14.6	Recommencement Review of Infrastructure and Asset Management Plan	**"that Council, having considered Item 14.6 – Recommencement Review of Infrastructure and Asset Management Plan, dated 14 December 2020, receives and notes the report and in doing so instructs the Chief Executive Officer to recommence work on the review of Infrastructure and Asset Management Plan post adoption of the Strategic Plan 2020-2024."**	**2020/447**	Forward Agenda - I&E Committee 2021	Infrastructure and Environment
14-Dec-20	14.7	Third Creek Road Closure - Outcome of Public Consultation	**"that Council, having considered Item 14.7 – Third Creek Road Closure – Outcome of Public Consultation, dated 14 December 2020, receives and notes the report and in doing so: 1. Acknowledges that public consultation was undertaken in relation to the proposed closure of Third Creek Road and that no submissions were received; and 2. Instructs the Chief Executive Officer to finalise Third Creek Road closure in accordance with the Roads (Opening and Closing) Act 1991."**	**2020/448**	Ongoing	Infrastructure and Environment
27-Jan-21	9	Motion Without Notice	**"that the Chief Executive Officer contact all relevant government agencies and stakeholder groups with a view of facilitating a community forum that seeks to address escalating trends associated with public nuisance/public safety throughout the Council area."**	**2021/002**	Ongoing. Council is currently liaising with SAPOL and AIBS in relation to potential dates for this community forum. We anticipate the forum to be held within the next 3 months in Dublin, in person (subject to COVID-19 restrictions).	Development and Community
27-Jan-21	12.2	Committee Meeting	**"that Council endorses resolution 2020/038 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to continue to pursue an Infrastructure Agreement with the developer to detail the required infrastructure upgrades, being: • upgrade to the existing portion of Wheller Road - 10m wide pavement with a 7.5m 14/7 two-coat spray seal and drainage swales on both sides of the road with 100% of cost borne by developer."**	**2021/005**	Agenda - 27 April 2021 (Item 18.2)	Infrastructure and Environment

28-Jan-21	14.12	Donaldson Road - Twl Wells	**"that Council, having considered Item 14.12 – Donaldson Road – Two Wells, dated 27 January 2021 receives and notes the report and in doing so, endorses that a portion of Donaldson Road (D112594 Lot 53 to Elizabeth Street) is renamed to Longview Road."**	**2021/030**	Ongoing	Infrastructure and Environment
22-Feb-21	9	Motion Without Notice	**"that the Chief Executive Officer investigate and bring back a report on the cost and options of providing a green waste collection in the coastal communities of Middle Beach, Parham, Webb Beach and Thompson Beach consulting with residents and ratepayers as necessary."**	2021/051	Forward Agenda - May/June 2021	Infrastructure and Environment
22-Feb-21	14.1	Light & Adelaide Plains Region Economic Development Authority - Regional Subsidiary Charter	**"that Council, having considered Item 14.1 – Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter, dated 22 February 2021, receives and notes the report and in doing so:** **1. Confirms its intention to establish a regional subsidiary under section 43 of the Local Government Act 1999, to be known as the Light & Adelaide Plains Region Economic Development Authority (the Regional Subsidiary) and** **2. Instructs the Chief Executive Officer to, on the Council's behalf, and following a further joint Informal Gathering between Adelaide Plains Council and Light Regional Council, apply to the relevant Minister, under Schedule 2 Part 2 of the Local Government Act 1999, in relation to the proposed establishment of the Regional Subsidiary."**	2021/062	Ongoing. Informal Gathering was held on 20 April 2021. Application to Minister is being prepared.	Governance and Executive Office
22-Feb-21	14.2	Rates Review - Draft Discussion Paper	**"that the Council, having considered Item 14.2 – Rates Review – Draft Discussion Paper, dated 22 February 2021, receives and notes the report and in doing so Council has considered 'Rates Review – Draft Discussion Paper', presented as Attachment 1 to this Report and acknowledge that the Elected Members are satisfied with the current rating methodology of the Adelaide Plains Council due to following reasons: -** **a) There is currently no strong agitation for change from any particular class of ratepayers.** **b) The current three (3) differentials rating system based on capital value of properties is a fair and an equitable system. It is also easy to administer.** **c) Any reduction in rates for one land use category will result in an increase in rates for other land use categories."**	2021/063	Completed	Finance and Business
22-Feb-21	14.4	APC Representation Review - Submissions Report and Preferred Ward Structure and Composition	**"that Council, having considered Item 14.4 – *Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition*, dated 22 February 2021, and in consideration of Council resolutions 2021/066, 2021/067 and 2021/069, instruct the Chief Executive Officer to bring back a final Representation Review Report, pursuant to section 12(8a) of the Local Government Act 1999, for consideration at the March 2021 Ordinary Council Meeting, noting that same will be the subject of further public consultation thereafter."**	2021/070	Completed	Governance and Executive Office
22-Feb-21	14.6	Planning Reform Update February 2021	**"that Council, having considered Item 14.6 – *Planning Reform Update February 2021– Phase 3 Planning and Design Code Introduction*, dated 22 February 2021 in consideration of 1 and 2 above, instructs the CEO to, as part of the upcoming budget process, bring back detailed reports, trends, statistics and analysis in relation to the impacts of urban growth on APC and the need to ensure resourcing is commensurate with workload impost."**	2021/075	Forward Agenda - June 2021	Development and Community
22-Feb-21	18.1	Motion on Notice	**"that the Chief Executive Officer bring back a report outlining the funding options to enable sealing of Thompson's Beach Esplanade (End of Road North of Kestrel Crescent to Car park East of Heron Crescent – 3.39km), Port Parham Esplanade (North Parham Road to End of Road South of Wilson Street – 1.32km) and Webb Beach Road (Parham Road to Boat Ramp - 1.88km)."**	2021/091	Completed	Infrastructure and Environment
23-Feb-21	18.2	Motion on Notice	**"that the CEO bring back a report to council on a strategy to engage with the relevant government and non-government agencies with a view to garnering funding and infrastructure to:** **1. Provide an alternative option for tourists and stakeholders in the pursuit of mangrove, marine and wildlife experiences.** **2. Build on and enhance the existing infrastructures.** **3. Bring forward planned works within the AIBS."**	2021/092	Completed	Governance and Executive Office

23-Feb-21	19.1	Motion on Notice	**"that the Chief Executive Officer bring back a report naming all the subsidiaries and like organisations to which APC subscribes, attends, and is otherwise involved, and the annual fees applicable to each, including attendance requirements/costs and a cost benefit analysis."**	2021/093	Forward Agenda - May/June 2021	Governance and Executive Office
23-Feb-21	21.1	Crown Land, Two Wells Update - February 2021	**Confidential Item**	2021/096	Completed	Governance and Executive Office
23-Feb-21	21.1	Crown Land, Two Wells Update - February 2021	**Confidential Item**	2021/097	Completed	Governance and Executive Office
23-Feb-21	21.1	Crown Land, Two Wells Update - February 2021	**Confidential Item**	2021/098	Ongoing	Governance and Executive Office

Adelaide Plains Council	15.2	Infrastructure and Environment Department – Monthly Report – April 2021
	Department: Report Author:	Infrastructure and Environment General Manager – Infrastructure and Environment
Date: 27 April 2021	Document Ref:	D21/17099

OVERVIEW

Purpose

The purpose of this report is to provide an update in relation to the status of the Infrastructure and Environment Department 2020-2021 Capital Works and Operating Program, for Council Members' information and monitoring.

Background

Council has adopted a significant Capital Works Program for delivery in 2020-21 totalling just over $5.3 million. Management have established a project management framework for managing and monitoring projects to ensure that every effort is made to deliver the projects on time and within budget.

Attachment 1 provides a list and status of the 2020-2021 Capital projects, and **Attachment 2** provides a list and status of the 2020-2021 Operating projects.

Additionally **Attachment 3** provides a list of Local Roads and Community Infrastructure projects.

Further to this, Management provides the following update of some of the activities and projects carried out by the Infrastructure and Environment Department over the last month.

Civil

The civil team is currently working at Webb Beach Levee and Causeway projects. Additionally, street scape renewal are underway at Old Port Wakefield Road, and William Road, which include tree removal, street tree planting and footpaths installation. Preparation works are now being undertaken at Carslake road, the civil contractors are anticipated to be onsite from May.

Horticulture

The horticulture team is currently carrying out routine maintenance activities within parks, gardens and oval precincts. Additionally, road side and reserve slashing, revegetation and reserve tree planting is being undertaken.

LRCI

The list provided as **Attachment 3** to this report outlines the list of Local Roads and Community Infrastructure projects for round 1 and 2. Federal approval has now been granted for all projects, with significant works to be undertaken between May and June 30 to achieve the 30 June 2021 deadline for round 1 projects.

RECOMMENDATION

"that Council, having considered Item 15.2 – *Infrastructure and Environment Department – Monthly Report – April 2021*, dated 27 April 2021 receives and notes the report."

Attachments

1. Capital Project Progress Report 2020-2021 – April 2021
2. Operating Project Progress Report 2020-2021 – April 2021
3. Local Roads and Community Infrastructure 2020-2021 – April 2021

References

Legislation

Local Government Act 1999

Council Policies/Plans

Annual Business Plan

Procurement Policy

Infrastructure and Asset Management Plan

Long Term Financial Plan

CAPITAL PROJECT PROGRESS REPORT 2020-2021 - APRIL 2021

Budget No	Project Name	Adopted Budget	Carried Forward from 19/20	Total Budget	YTD March Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
70002	Two Wells Service Centre - Air Conditioner	3,000	-	3,000		3,000	Yes	Mar-21	Mar-21	Yes	100%
72723	Two Wells Cemetery - Cremation wall 50 Plots		35,844	35,844	37,854	(2,010)	Yes	Sep-20	Oct-20	Yes	100%
72725	Shannon Road - Stage 2 Intersection Upgrade		404,346	388,532	175,509	213,023	Yes	Jul-20	Apr-21	No	80%
72731	Two Wells Library – Carpet, Sunscreen Blinds and Security Screen Door		9,796	5,153	18,947	(13,794)	Yes	Jul-20	Nov-20	Yes	100%
72732	Two Wells Old Council Chamber improvements		37,447	36,608	20,839	15,769	Yes	Jul-20	Dec-20	No	95%
72742	Webb Beach Levee & Access Road Upgrade		271,854	253,787	105,972	147,815	Yes	Sep-20	May-21	No	70%
72746	New Public Toilet at the Village Green, Two Wells		182,179	182,179	5,966	176,213	Yes	Jul-20	May-21	No	35%
72750	Thompson Beach Foreshore - Southern car park		30,833	34,401	47,637	(13,236)	Yes	Sep-20	Dec-20	Yes	100%
72776	Two Wells Main Street Upgrade (DCP 2)	700,000	-	700,000	242,617	457,383	Yes	Jul-20	May-21	No	70%
72777	Footpath - William Street (TWs) - Chapman Street to Elizabeth Street	69,000	-	69,000	751	68,249	Yes	Oct-20	May-21	No	30%
72778	Footpath : Butler Street - Redbanks Road to Irish Street	55,000	-	55,000	-	55,000	Yes	Oct-20	May-21	No	80%
72779	Footpath : Gameau Road - Connection to Gawler Road	11,000	-	11,000	-	11,000	Yes	Oct-20	May-21	No	5%
72780	Footpath/Kerbing/Reseal : Old PWR(TW)/Mall - TWs Road/Gawler Road	199,502	-	249,502	78,718	170,784	Yes	Oct-20	May-21	No	80%
72781	Street Lighting : Old PWField Road/Gawler River Road	40,000	-	40,000	43,657	(3,657)	Yes	Aug-20	Nov-20	Yes	100%
72782	Seal : Dawkins Road/Bethesda Road Intersection	70,000	-	70,000	-	70,000	No	Nov-20	Not Applicable	No	N/A
72783	Reseal - Dawkins Road - Old Port Wakefield Road to Judd Road (R2R Project)	316,897	-	316,897	261,578	55,319	Yes	Nov-20	Dec-20	Yes	100%
72784	Reseal - Ruskin Road – Bubner Road to The Esplanade	224,353	-	224,353	301,238	(76,885)	Yes	Nov-20	Dec-20	Yes	100%
72785	Reseal - Aerodrome Road – Carmel Street to Mallala Raceway gate	58,962	-	58,962	-	58,962	No	Nov-20	Not Applicable	No	N/A
72786	Resheet : Raise Middle Beach Road Height	55,000	-	55,000	428	54,572	Yes	Apr-21	May-21	No	5%
72787	Resheet - Avon Road – Council Boundary to Ridley Road	133,008	-	133,008	135,984	(2,976)	Yes	Nov-20	Dec-20	Yes	100%
72788	Resheet - Brady Road – Tank Road to Fidge Road	36,381	-	36,381	30,760	5,621	Yes	Feb-21	Feb-21	Yes	100%
72789	Resheet - Collins Road – Farrelly Road to Marshman Road	61,818	-	61,818	49,444	12,374	Yes	Feb-21	Mar-21	Yes	100%
72790	Resheet - Daniel Road – Long Plains Road to End of Seal	40,231	-	40,231	31,043	9,188	Yes	Nov-20	Nov-20	Yes	100%
72791	Resheet - Day Road – Germantown Road to Humphrey Road	104,004	-	104,004	104,097	(93)	Yes	Sep-20	Oct-20	Yes	100%
72792	Resheet - Frost Road (Lower Light) – Big Rabbit Road to Limerock Road	136,327	-	136,327	115,643	20,684	Yes	Feb-21	Mar-21	Yes	100%
72793	Resheet - Gregor Road – Boundary Road to Aunger Road North	70,359	-	70,359	55,334	15,025	Yes	Aug-20	Aug-20	Yes	100%
72794	Resheet - Hall Road (Grace Plains) – Ross Road to Broster Road	57,511	-	57,511	51,972	5,539	Yes	Sep-20	Oct-20	Yes	100%
72795	Resheet - Johns Road – Pederick Road to Baker Road	68,013	-	68,013	78,280	(10,267)	Yes	Mar-21	Apr-21	Yes	100%
72796	Resheet - Pederick Road – Gawler River Road to Johns Road	26,189	-	26,189	12,313	13,876	Yes	Mar-21	Apr-21	Yes	100%
72797	Resheet - Powerline Road – Calomba Road to Tiller Road	268,734	-	268,734	241,438	27,296	Yes	Jul-20	Sep-20	Yes	100%
72798	Resheet - Slant Road – Wild Horse Plains Road to Lyons Road	50,348	-	50,348	47,821	2,527	Yes	Jan-21	Jan-21	Yes	100%
72799	Resheet - Wasleys Road – End of Seal to Davies Road	60,492	-	60,492	65,768	(5,276)	Yes	Jan-21	Feb-21	Yes	100%
72800	Water Tank Replacement(Thomson/Webb/Middle/Parham)	83,000	-	83,000	73	82,927	Yes	Oct-20	May-21	Yes	80%
72801	Site Improvements - Mallala Oval (BBQ, Picnic Setting, Bench Seat, Shelter)	48,959	-	48,959	-	48,959	Yes	Oct-20	May-21	No	20%
72802	Dublin Lions Park - Toilet Block Renewal	180,000	-	180,000	2,255	177,745	Yes	Sep-20	Jun-21	No	5%
72803	Local Road and Community Infrastructure Program (R1)	345,459	-	345,459	38,540	306,919	Yes	Sep-20	Jun-21	No	15%
72894	Dublin Saleyard Access Upgrade Project(Carslake Rd)	-	-	1,073,000	-	1,073,000	Yes	Mar-21	Jun-21	No	5%
72805	Local Road and Community Infrastructure Program (R2)	-	-	470,489	-	470,489	No	Mar-21	Dec-21	No	0%
74015	Pram Ramp renewal to DDA compliant	10,000	-	10,000	-	10,000	No	Nov-20	Jun-21	No	0%
75000	Fleet Replacement	40,000	24,597	102,392	104,379	(1,987)	Yes	Sep-20	Jun-21	No	100%
75100	Plants and Equipment Replacement	352,000	343,840	740,478	501,609	238,869	Yes	Sep-20	Jun-21	No	90%
		3,975,547	1,340,736	6,956,410	3,008,464	2,404,457					

OPERATING PROJECT PROGRESS REPORT 2020-2021 - APRIL 2021

Budget No	Project Name	Adopted Budget	Carried Forward from 19/20	Total Budget	YTD March March Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
80020	Installation of single lane roundabout	-	500,000	500,000	-	500,000	No	Jul-20	Dec-22	No	
80013	Two Wells Library - Fans/AC	-	3,000	3,000	-	3,000	Yes	Oct-20	Nov-20	Yes	100%
80013	Dublin Toilet Block (Septic Upgrade)		10,000	10,000	-	10,000	Yes	Sep-20	Apr-21	Yes	100%
80011	Two Wells Main Street Upgrade – Detailed design work	-	142,000	142,000	91,247	50,753	Yes	Sep-20	Jun-21	No	80%
80015	Relocation - AP Kennel & Obedience Club		145,770	145,770	133,801	11,969	Yes	Jul-20	Dec-20	Yes	100%
80022	Relocation - TW Trotting Club		40,000	40,000	6,026	33,974	Yes	Sep-20	Jun-21	No	10%
80030	Wasleys Bridge Maintenance			215,000	7,927	207,073	Yes	Feb-21	Dec-21	No	10%
80059	Establish a horse float parking area in Parham	50,000		50,000	-	50,000	No	Sep-20	Jun-21	No	0%
80060	Mallala Office underpinning	25,000		25,000	21,982	3,018	Yes	Sep-20	Nov-20	Yes	100%
80061	Feasibility Study - Lewiston Drainage	40,000		40,000	-	40,000	Yes	Sep-20	Jun-21	No	10%
80063	Middle Beach boat ramp investigation and remediation	44,000		44,000	-	44,000	Yes	Sep-20	Jun-21	No	40%
80064	Two Wells Resource Recovery Centre - Bin Retaining Wall/Container for Mattresses	25,000		25,000	1,818	23,182	Yes	Sep-20	Jun-21	No	15%
		184,000	840,770	1,239,770	254,874	769,896					

LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 1 (30 JUNE 2021)

Budget No	Project Name	Adopted Budget	Actual Spent	Remaining Budget	Percentage of Completion
72803	RV dump point Two Wells	5,000	-	5,000	5%
72803	Mallala Museum – cleaning, upstairs painting and floor coverings	38,000	30,479.80	7,520	80%
72803	Clara Harniman Reserve – external fencing	8,060.00	8,060.00	-	100%
72803	Parham Campgrounds Toilet Facility	110,459	-	110,459	15%
72803	Mallala Museum - Upstairs air conditioning	11,940	-	11,940	0%
72803	Clara Harniman Reserve - water and power connection to APEC	10,000	-	10,000	0%
72803	Lewiston Reserve – Half Court Basketball and site improvements	22,000	-	22,000	0%
72803	Two Wells Oval – Toilet Block	140,000	-	140,000	15%
		345,459	38,540	306,919	

LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 2 (31 DECEMBER 2021)

Budget No	Project Name	Adopted Budget	Actual Spent	Remaining Budget	Percentage of Completion
72805	Coats Road - Construct and Seal	376,000	-	376,000	0%
72805	Middle Beach - New shelter, Barbeque, seating and site improvements	94,489	-	94,489	0%
		470,489		470,489	

Adelaide Plains Council	15.3	Two Wells Village Green – Monthly Report – April 2021
	Department: Report Author:	Infrastructure and Environment Asset Engineer
Date: 27 April 2021	Document Ref:	D21/17138

OVERVIEW

Purpose

The purpose of this report is to provide an ongoing update in relation to the status of the Drought Communities Programme Stage 2 (DCP2) Two Wells Village Green project, for Council Members' information.

Background

Following the adoption of resolution 2020/433 the contract for the building component was awarded, with works commencing onsite from December 2020. The landscaping component has also now been awarded and the completion date was late April / early May.

Discussion

Due to some procurement delays of specific steel members required for the toilet super structure about two weeks has been lost on the critical path of the program. The completion date will now be around mid-May. This delay has not impacted on Council's DCP funding obligations. The remaining works are to be funded from the allocated budget of $186,000.

Summary of the Village Green works progress to date:-

- Disconnection of power and meter abolishment undertaken by SAPN.
- Final demolition of the existing toilet block, which also involved asbestos removal.
- Perimeter fencing established with signage information about the temporary toilet units installed next to the Two Wells Chamber and the toilet at the Two Wells Oval.
- A temporary ramp has be installed to facilitate disability access to the library due to the side entrance being inaccessible during the construction phase.
- The foundation pad for the toilet block has been constructed ready for the footing trenches to be excavated.
- Removal of the stobie pole and an upgrade to existing power supply to the library as part of the Village Green power supply works.
- All the waste water subsurface (first fix) plumbing for the toilet block and the new waste water disposal system has been installed.
- Upstand walls and toilet block concrete slab complete.

- Demolition of the old ramp to the library side door.
- Honing / polishing of the concrete that will be in the unisex cubicles.
- Provision of water supply and stormwater conduits.
- Profiling and construction of Old Port Wakefield Road for new kerb alignment.
- Excavation of the tree pits and planter beds behind the back of the new kerb alignment.
- Removal of the two radiata pine trees in front of the SAPOL site.
- Initial framing of the cubicles and construction of the frame which will form the "bridge" from the paved terrace to the library side door.
- Plumbing of the drinking fountain / water bottle filling station.
- Paving along the Old Port Wakefield Rd verge footpath.
- Reinstatement of the spray seal along the new kerb alignment and the tree removal area.
- Electrical trenching for BBQ, post top and festoon lighting.

Upcoming Village Green works for the remainder of the Project 2021:-

- Installation of steel columns and roofing structure (prefabricated and procurement delay).
- Installation of steel edging and nature play elements along the southern boundary.
- All second fix plumbing and installation of all sanitary ware.
- Installation of external cladding, hardwood timber battens and doors.
- Installation of all lighting fixtures and the power distribution box.
- Construction of shelter and BBQ.
- Construction of all bench seating and picnic setting.
- Internal compacted gravel path network.
- Irrigation installation.
- Turf establishment.
- Tree and garden bed planting.

Summary

This report is provided to Members by way of progress update. It is likely to be the final update report as the project completion date is likely to be before the May Ordinary Council Meeting. If the completion date of the Village Green is delayed any further, another report will be provided to Members at the May Ordinary Council Meeting.

RECOMMENDATION

"that Council, having considered Item 15.3 – *Two Wells Village Green - Monthly Report – April 2021,* dated 27 April 2021 receives and notes the report."

Attachments

1. Nil

References

Legislation

Local Government Act 1999

Council Policies/Plans

Annual Business Plan

Procurement Policy

Adelaide Plains Council	15.4	Drought Communities Programme – Monthly Report – April 2021
	Department:	Development and Community
	Report Author:	Economic Development Officer
Date: 27 April 2021	Document Ref:	D21/15767

OVERVIEW

Purpose

The purpose of this report is to provide an update in relation to the status of the Drought Communities Round 2 (DCP2) projects, for Council Members' information.

Background

In 2019 Council endorsed and commenced the DCP 'shovel ready' projects and commenced activities to bring these projects to fruition. There were 12 community projects ensuring local economic stimulus; along with the coordination, business support workshops and celebration event delivered by 31 December 2020. In 2020, as part of a second round of Drought Communities Program funding, Council endorsed and commenced another 14 projects to ensure local economic stimulus to be delivered by 31 December 2020. Late 2020, an extension was approved to complete and expend all DCP2 projects, by 31 March 2021.

Discussion

The following attachments are provided to assist in monitoring the delivery of the various projects:

- **Attachment 1** provides a list and status of DCP 2 Community projects; and
- **Attachment 2** shows the timeline for the delivery of the DCP2 projects

All DCP 2 projects met the 31 March 2021 deadline for the expenditure of federal government funds.

Summary

With the completion of the Drought Communities Projects on 31 March 2031, one final piece of work to be completed by 31 May 2021 is the Financial Audit requirements associated with the Federal Government allocation of funds as part of the Drought Communities Program. This task is currently underway.

While presenting a series of challenges the positive outcomes of the Drought Communities Programme will continue for many years throughout Adelaide Plains Council.

RECOMMENDATION

"That Council, having considered Item 15.4 – *Drought Communities Programme – Monthly Report – April 2021,* dated 27 April 2021 receives and notes the report.

Attachments

1. Drought Communities Programme 2 - Project Progress Report - April 2021
2. Drought Communities Programme 2 – Gantt Chart – April 2021

References

Legislation

Local Government Act 1999

Council Policies/Plans

Annual Business Plan

Procurement Policy

Drought Communities Programme Extension 2 - Monthly Status	2020							2021		
Projects	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Two Wells Mainstreet - See seperate report										
Mallala Bowling Club – installation of synthetic green	0	0	0	100	100	100	100	100	100	100
Two Wells Golf Club – Upgrade to Club Infrastructure (including kitchen, flooring, air conditioning, toilet, septic, de	0	10	30	50	60	75	80	95	98	100
Adelaide Plains Equestrian Club – Further develop and upgrade the facility	0	0	10	100	100	100	100	100	100	100
Mallala RSL – Upgrade to Club Infrastructure (including aluminium doors, new ceiling, painting, lights)	0	70	80	100	100	100	100	100	100	100
Two Wells Tennis Club Lighting (eight sports flood lights, electrical installation for lighting)	0	10	10	10	20	40	70	70	80	100
Port Parham – Interpretative Centre (baseworks, shelter, seating, fencing, completion celebration)	0	10	20	20	30	60	80	100	100	100
Township of Dublin – Fencing off and protecting the native vegetation surrounding the township of Dublin	0	0	10	10	20	30	30	100	100	100
Wifi – Provision of wifi within the 4 main townships of Two Wells, Mallala,Dublin & Thompsons Beach	0	20	40	90	95	95	95	95	95	100
United Football Club – Irrigation Upgrades, resulting in increased water efficienecies	0	0	0	0	50	100	100	100	100	100
Community support programs programs throughout the community with the local suicide prevention network.	50	50	50	50	50	50	50	50	50	50
Appointment of a Project Coordinator – to deliver the programme	10	20	30	40	50	60	70	80	90	100
Final Celebration Event DCP2- Location TBC, large event,	0	0	0	0	0	0	0	0	0	0
Adverse Event Plan - Federal Government Requirement to Develop this Plan	0	0	0	30	100	100	100	100	100	100

ADELAIDE PLAINS COUNCIL **PROJECT NAME: Drought Communities Project 2**

	JUNE				JULY				AUG				SEPT				OCT				NOV				DEC				JAN				FEB				MAR			
Project	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Two Wells Main Street																																								
Drought Coordinator																																								
Mental Health Project																																								
Mallala Bowling Club																																								
Two Wells Golf Club																																								
Adelaide Plains Equestrian																																								
Mallala RSL																																								
Two Wells Tennis Club																																								
WiFi																																								
United Football Club																																								
Parham Interpretative Project																																								
Adverse Event Plan																																								
DCP 2 Completion Event																																								

	15.5	Planning and Design Code Update April 2021
	Department: Report Author:	Development and Community General Manager – Development and Community
Date: 27 April 2021	Document Ref:	D21/16041

EXECUTIVE SUMMARY

- The Planning, Development and Infrastructure (PDI) Act 2016 is progressively replacing the Development Act 1993. Providing a new framework for the creation of planning policy, assessment of development applications (planning and building) and monitoring of development compliance.
- Phase 3 of the Planning and Design Code (the Code) for use in planning assessment in the metropolitan area of Adelaide was introduced on 19 March 2021.

RECOMMENDATION

"that Council, having considered Item 15.5– *Planning and Design Code Update April 2021*, dated 27 April 2021 receives and notes the report."

DETAILED REPORT

Purpose

The purpose of this report is to briefly outline for members the structure and content of the Planning and Design Code within Adelaide Plains Council.

Discussion

A key element of the Planning, Development and Infrastructure (PDI) Act 2016 is the establishment of a Planning and Design Code. The Phase 3 Planning and Design Code replaced the Mallala Development Plan on the 19th March 2021. The Code will be used by Council Development Assessment Planners, Council Assessment Panel (CAP) and Private Planning Certifiers to assess development applications. As part of the introduction of the Code, new categories of development will be introduced with a focus on more straight forward development obtaining fast approvals and an increased role for private planning certifiers in the assessment process.

Planning & Design Code 19 March 2021

Code Structure

The proposed Code contains a number of components including the 'Rules of Interpretation', Zones, Sub-Zones, Overlays, General Development Policies, Land Use Definitions & Administrative Definitions.

Zones are the primary organising layer, with all land throughout the state being located within a zone (much in the same way as what occurs now through Development Plans). Zones will set out policies and rules primarily relating to the land use, land use intensity and built form characteristics (such as building setbacks and height) that are anticipated for an area – in effect outlining 'what' can happen in an area. This is consistent with the structure of the current Development Plan. Zones also set out the level of assessment for various types of development. The assessment levels will be;

- accepted development - no planning consent is required. For example, a small shed will require no planning or building consent and a shop fit out would require building consent only.
- code assessed development – development that is either:
  - 'deemed-to-satisfy'
  - 'performance assessed'

  Developments such as a detached house in a residential zone will likely be deemed-to-satisfy development applications.
- impact assessed development – development that is:
  - restricted development
  - impact assessed development
  - declared by the Minister as being impact assessed development.

Subzones can be created for areas where there is a unique difference from the zone to warrant the need for additional policy.

Zones & Sub-Zones

Zones are set out within the Planning and Design Code and the South Australian Property and Planning Atlas (SAPPA) displays current zoning across South Australia.

Attachment 1 outlines the zones applicable to APC.

Noting the scale of the plan a link to the Plan SA website where zoning maps for each Council can be found is also provided:

https://plan.sa.gov.au/development_applications/before_you_lodge/zoning_for_a_property

Within APC the following zones and sub-zones, along with the desired outcome for each zone, apply:

Employment

DO 1 A diverse range of low-impact light industrial, commercial and business activities that complement the role of other zones accommodating significant industrial, shopping

and business activities.

DO 2 Distinctive building, landscape and streetscape design to achieve high visual and environmental amenity particularly along arterial roads, zone boundaries and public open spaces.

Employment (Bulk Handling)

DO 1 Agricultural and other commodities are received, stored and dispatched in bulk to generate wealth and employment for the state.

DO 2 A pleasant visual amenity when viewed from adjacent arterial roads, adjoining zones, and entrance ways to towns, settlements and cities.

Strategic Employment

DO 1 A range of industrial, logistical, warehousing, storage, research and training land uses together with compatible business activities generating wealth and employment for the state.

DO 2 Employment-generating uses are arranged to:

a) support the efficient movement of goods and materials on land in the vicinity of major transport infrastructure such as ports and intermodal freight facilities
b) maintain access to waterfront areas for uses that benefit from direct water access including harbour facilities, port related industry and warehousing, ship building
c) and related support industries
d) create new and enhance existing business clusters
e) support opportunities for the convenient co-location of rural related industries and allied businesses that may detract from scenic rural landscapes
f) be compatible with its location and setting to manage adverse impacts on the amenity of land in adjacent zones

DO 3 A pleasant visual amenity from adjacent arterial roads, adjoining zones and entrance ways to cities, towns and settlements.

Coastal Waters & Offshore Islands

DO 1 Protection and enhancement of the natural marine and coastal environment and recognition of it as an important ecological, commercial, tourism and recreational resource and passage for safe watercraft navigation.

DO 2 A limited number of small-scale, low-impact developments supporting conservation, navigation, science, recreation, tourism, aquaculture or carbon storage

Conservation

DO 1 The conservation and enhancement of the natural environment and natural ecological processes for their ability to reduce the effects of climate change, for their historic, scientific, landscape, habitat, biodiversity, carbon storage and cultural values and provision of opportunities for the public to experience these through low-impact recreational and tourism development.

Recreation

DO 1 Provision of a range of accessible recreational facilities.

Neighbourhood

DO 1 Housing supports a range of needs and complements the existing local context. Services and community facilities contribute to making a convenient place to live without compromising the residential amenity and character of the neighbourhood

Master Planned Township

DO1 Expansion of an existing township with a range of housing that caters to prevailing and emerging housing needs and lifestyles within easy reach of services, facilities and

open space.

DO2 Development complementary to existing township settlement patterns, adjacent rural landscapes and natural features.

Residential Park

DO 1 Affordable living, short term accommodation and associated small-scale services and facilities are provided in an open landscaped setting.

Rural Horticulture

DO 1 Intensive agriculture in the form of horticulture and associated value-adding enterprises and activities.

DO 2 The establishment of appropriately scaled industries for washing, processing, bottling and packaging primary produce and servicing and supporting horticulture.

DO 3 Manage interface conflict between horticulture and other land uses.

Rural

DO 1 A zone supporting the economic prosperity of South Australia primarily through the production, processing, storage and distribution of primary produce, forestry and the generation of energy from renewable sources.

DO 2 A zone supporting diversification of existing businesses that promote value-adding such as industry, storage and warehousing activities, the sale and consumption of primary produce, tourist development and accommodation

Rural Living

DO 1 A spacious and secluded residential lifestyle within semi-rural or semi-natural environments, providing opportunities for a range of low-intensity rural activities and home based business activities that complement that lifestyle choice.

Deferred Urban

DO 1 To safeguard land for future urban growth

Rural Settlement

DO 1 A small mixed-use settlement supporting a limited range of residential development, tourist, recreation and community facilities grouped together to serve the local community and visitors.

DO 2 Development contributes to and enhances the local context and development pattern comprising the settlement.

Township Main Street

DO 1 A cohesive, active, accessible and welcoming main street environment for residents and visitors to shop, work, meet, entertain and relax.

DO 2 Development contributes to the vibrancy and activity of public spaces and reinforces the traditional main street character

Township Activity Centre

DO 1 A cohesive, active, accessible and welcoming centre for local residents and visitors to shop, work, meet, entertain and relax in an attractive and safe environment.

DO 2 The range of land uses that occur in the centre provide important services to town residents, rural hinterland and the broader region.

Township

DO 1 A township supporting a range of residential, community, retail, business, commercial and light industry uses and facilities.

DO 2 Development contributes to and enhances streetscapes and the settlement patterns comprising the township.

Sub-Zones

Animal Husbandry

> *DO 1 Large-scale horse keeping and dog kennelling in association with detached dwellings on large allotments.*

Emerging Township Activity Centre

> *DO1 Activity centres, employment, and community services make neighbourhoods a healthy and convenient place to live.*

Overlays

Overlays within the Code address defined issues applying to any zone or subzone, identifying areas where there is a particular sensitivity to development (e.g. a heritage place), a constraint on land or development outcomes (e.g. flood prone areas), or where a particular opportunity or outcome for development is sought.

Key overlays that apply with APC include Affordable Housing, Bushfire Risk, Environment & Food Production, Flooding, Noise & Air Emissions and Infrastructure.

General Development Policies

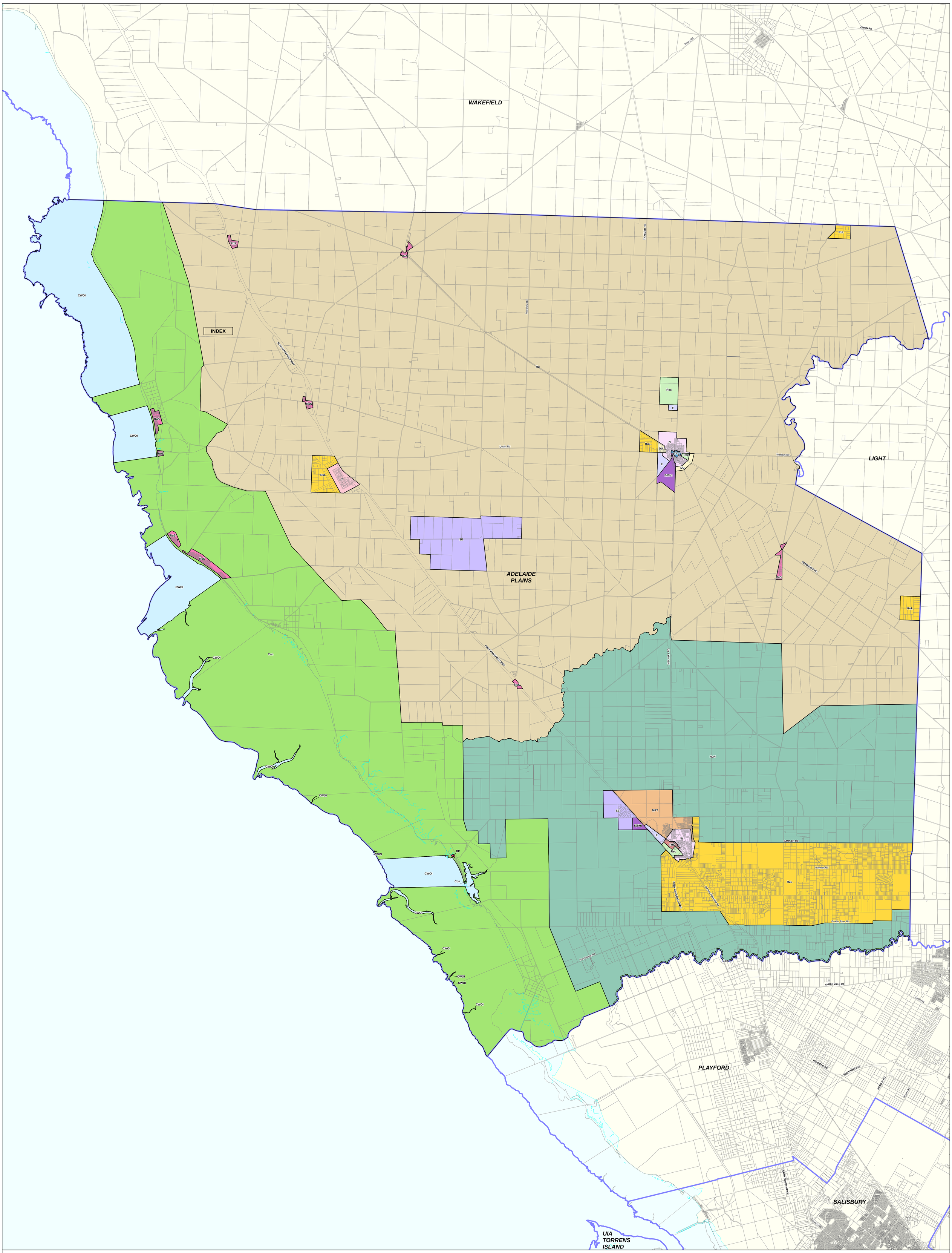
General Development Policies relate to 'how' a development should occur across multiple zones. The Code also contains land use definitions, covers referrals to relevant agencies and sets out how the Code should be interpreted and used for assessment.

Conclusion

The introduction of the Planning and Design Code within APC represents the biggest change to planning assessment in South Australia since the introduction of the Development Act 1993. Significant changes to the way in which development applications are lodged (e-planning) and assessed will impact on Council's operations and the full extent of the impact will not be completely felt until the system has commenced and the staff can experience the operation of the new system.

Attachments

1. Adelaide Plains Planning and Design Code Zones



Adelaide Plains

P&D Code Zones

P&D Code Zones

Employment Zones
- Employment
- Employment (Bulk Handling)
- Strategic Employment

Natural Resources and Environment Zones
- Coastal Waters and Offshore Islands
- Conservation
- Recreation

Neighbourhood and Corridor Zones
- Neighbourhood
- Master Planned Township
- Residential Park

Rural Zones
- Rural Horticulture
- Rural
- Deferred Urban

Township and Settlement Zones
- Rural Settlement
- Township Main Street
- Township Activity Centre
- Rural Living
- Township
- Local government boundary
- Cadastre
- Coastline HWM

P&D Code Zones Abbreviations
CWOI - Coastal Waters and Offshore Islands
Con - Conservation
DU - Deferred Urban
E - Employment
E(BH) - Employment (Bulk Handling)
MPT - Master Planned Township
N - Neighbourhood
RP - Residential Park
Rec - Recreation
Ru - Rural
RuH - Rural Horticulture
RuL - Rural Living
RuS - Rural Settlement
SE - Strategic Employment
T - Township
TAC - Township Activity Centre
TMS - Township Main Street

N

0 1300 2600 3900 metres

Produced by Attorney-General's Department
Planning and Land Use Services
GPO Box 1815 Adelaide SA 5001
www.sa.gov.au

Projection Lambert Conformal Conic
Compiled 19 March 2021

© Government of South Australia 2021
No part of this document may be reproduced, stored in a retrieval system, or transmitted in any form, or by any means, without the prior written permission of the publisher, the Attorney-General's Department.

While every reasonable effort has been made to ensure that this document is correct at the time of publication, the State of South Australia and its agencies, instrumentalities, employees and contractors disclaim any and all liability to any person in respect to anything or the consequence of anything done or omitted to be done in reliance upon the whole or any part of this document.

PlanSA

Government of South Australia
Attorney-General's Department

PLN ID: 5989

Adelaide Plains Council	15.6	Tourism and Economic Development Strategy Update
	Department: Report Author:	Development & Community General Manager Development & Community
Date: 27 April 2021	Document Ref:	D21/16641

OVERVIEW

The purpose of this report is to update members on the preparation of the Tourism and Economic Development Strategy (TEDS).

The development of an integrated Tourism and Economic Development Strategy is widely recognised as a priority project for the growing Adelaide Plains economy and a community sited at the fringe of metropolitan Adelaide in the company of key coastal and regional partners.

An informal gathering was held in November 2020 to discuss the status of the Economic & Tourism Strategy with consultants Homes Dyer, Elected Members and the Executive Management Team participating. At that session Holmes Dyer outlined the issues and opportunities that had arisen in their initial stakeholder engagement around tourism and economic development.

Key themes in the preparation of the Draft Tourism and Economic Development Strategy revolve around the Adelaide Plains Coast, Main Streets and Townships, Primary Industries and Food and Business Support and Growth. Supporting themes revolve around Population, Infrastructure and Employment.

Consultation with relevant stakeholders, along with feedback from Elected Members, will inform the development of a draft Tourism and Economic Development Strategy that will soon be provided to Council staff.

Staff will review the draft in detail and will also schedule an Informal Gathering with Elected Members in May 2021 (date subject to receipt of the draft Strategy) to discuss the content of the draft Strategy and provide feedback to Holmes Dyer on the draft document.

A further report (likely to the May 2021 Ordinary Council Meeting) will be put to Council to consider the suitability of the draft undergoing public notification, including the issues and opportunities paper previously prepared. If the draft Strategy is suitable then approval will be sought from Council to commence public consultation.

RECOMMENDATION

"that Council, having considered Item 15.6 – *Tourism and Economic Development Strategy Update,* dated 27 April 2021, receives and notes the report.

Attachments

Nil

References

Legislation

Local Government Act 1999 (SA)

Adelaide Plains Council	15.7	State and Federal Funding Applications Update
	Department: Report Author:	Infrastructure and Environment General Manager – Infrastructure and Environment
Date: 27 April 2021	Document Ref:	D21/16432

OVERVIEW

Purpose

The purpose of this report is to provide an update in relation to the State and Federal funding applications recently submitted.

Background

Council, at its Ordinary Council Meeting held on 27 January 2021, resolved as follows:-

14.10 State and Federal Funding Opportunities

Moved Councillor Strudwicke Seconded Councillor Lush ***2021/ 018***

"that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:

1. ***Instructs the Chief Executive Officer to seek funding through the Building Better Regions Fund funding stream for the following projects:***
   a) ***Parham Short Stay***
   b) ***Recreational Trails***
   c) ***Food and Business Festival***
2. ***2. Acknowledges that, subject to an offer of funding under the Building Better Regions Fund, Council's estimated contribution of $135,000 (being 50% of the total cost of the projects $270,000) will be incorporated into the third quarter 2020/2021 budget revision."***

CARRIED

And

14.10 State and Federal Funding Opportunities

Moved Councillor Daniele Seconded Councillor Di Troia ***2021/ 019***

"that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:

1. ***Instructs the Chief Executive Officer to seek funding through the Open Space and Places for People funding stream for the following project: Two Wells Oval and Mallala Oval Masterplan and***

2. ***Acknowledges that, subject to an offer of funding under the Open Space and Places for People, Council's contribution of $100,000 (being 50% of the total cost of the project $200,000) will be incorporated into a future budget revision, or the 2021/2022 budget."***

CARRIED

And

14.10 *State and Federal Funding Opportunities*

Moved *Councillor Boon* *Seconded* *Councillor Strudwicke* ***2021/ 023***

"that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:

1. ***Instructs the Chief to seek funding through the Local Government Infrastructure Partnership funding stream for the following projects:***
   a) ***Cheek Road***
   b) ***Barabba Road***
   c) ***Middle Beach Road and***
2. ***Acknowledges that, subject to an offer of funding under the Local Government Infrastructure Partnership, Council's estimated contribution of $2,015,000 (being 50% of the total cost of the projects $4,030,000) will be incorporated into a future budget revision, or the 2021/2022 budget."***

CARRIED

And

14.10 *State and Federal Funding Opportunities*

Moved *Councillor Lush* *Seconded* *Councillor Maiolo* ***2021/ 026***

"that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021 determines the allocation of $470,489 funding under the Local Roads and Community Infrastructure Program Extension funding stream towards Coats Road at an estimated cost of $376,000, mindful that further resolutions will follow at the February 2021 meeting of Council in relation to apportioning the balance of $94,489."

CARRIED

And

14.10 *State and Federal Funding Opportunities*

Moved *Councillor Lush* *Seconded* *Councillor Strudwicke* ***2021/ 028***

"that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:

1. ***Instructs the Chief Executive Officer to seek funding through the Local Government Infrastructure Partnership funding stream for the Aerodrome Road project and***
2. ***Acknowledges that, subject to an offer of funding under the Local Government Infrastructure Partnership, Council's estimated contribution of $325,000 being***

50% of the total cost of the project $650,000 will be incorporated into a future budget revision, or the 2021/2022 budget."

CARRIED

Council, at its Ordinary Council Meeting held on 22 February 2021, resolved as follows:-

14.7 *Local Roads and Community Infrastructure Program Funding*

Moved Councillor Boon *Seconded Councillor Panella* ***2021/ 076***

"that Council's resolution 2020/279 in relation to Local Roads and Community Infrastructure Program Round 1 be amended in order for funding allocated to Middle Beach – construction of levee ($30,000) and Clara Harniman Reserve – external fencing ($13,940) totalling $43,940 to be reallocated to the following shovel ready projects and expended by the 30 June 2021 deadline:

1. ***Mallala Museum $11,940***
2. ***2. Clara Harniman Reserve (water and power to Adelaide Plains Equestrian Club) $10,000***
3. ***Lewiston Half Court $22,000***

subject to approval by the Federal Government."

CARRIED

And

14.7 *Local Roads and Community Infrastructure Program Funding*

Moved Councillor Strudwicke *Seconded Councillor Boon* ***2021/ 079***

"that Council, having considered Item 14.7 – Local Roads and Community Infrastructure Program Funding, dated 22 February 2021, determines the allocation of $94,489 funding under the Local Roads and Community Infrastructure Program Round 2 to Middle Beach – New barbeque, seating, shelter and site improvements, subject to approval by Federal Government."

CARRIED

<u>Discussion</u>

Building Better Regions Fund

The applications were submitted and the outcome of the applications will be released by June 2021.

Open Space and Places for People Fund

The applications were submitted and the outcome of the applications will be released by June 2021.

Local Roads and Community Infrastructure Program

The round 1 project amendment have been approved by the Federal Government with a 30 June 2021 deadline.

- RV dump point Two Wells
- Mallala Museum – cleaning, upstairs painting and floor coverings
- Clara Harniman Reserve – external fencing
- Parham Campgrounds Toilet Facility
- Mallala Museum - Upstairs air conditioning
- Clara Harniman Reserve - water and power connection to APEC
- Lewiston Reserve – Half Court Basketball and site improvements
- Two Wells Oval – Toilet Block

The round 2 project have been approved by the Federal Government with a 31 December 2021 deadline.

- Coats Road - Construct and Seal
- Middle Beach - New shelter, Barbeque, seating and site improvements

Local Government Infrastructure Partnership Fund

On 21 March 2021 Council was advised by Hon Rob Lucas MLC of the successful Local Government Infrastructure Partnership funding application for Adelaide Plain Council Rural Road Sealing – Freight and Tourism project. The Rural Roads being funding are;

- Aerodrome Road, Mallala which starts from the intersection of Hall Road and heads north 2.9km to the intersection of Farrelly Road
- Barabba Road, Mallala which starts from the intersection of Redbank's Road and heads south 4.6km to the intersection of Mallala Road
- Cheek Road, Redbank's which starts from the intersection of Redbank's Road and heads north 2.75km to the intersection of Wasleys Road
- Middle Beach Road, Two Wells which starts from the intersection of Road Train Drive and heads north 8.9km to the end of seal Middle Beach Township.

Survey and design is currently underway with the works schedule being Cheek Road, Aerodrome Road, Barabba Road, and Middle Beach Road.

RECOMMENDATION 1

"that Council, having considered Item 15.7 – *State and Federal Funding Applications Update,* dated 27 April 2021 receives and notes the report."

RECOMMENDATION 2

"that Council, having considered Item 15.7 – *State and Federal Funding Applications Update,* dated 27 April 2021 thank The State Government - The Hon Rob Lucas for funding 50% ($2,340,000) of the Rural Road Sealing – Freight and Tourism project."

Attachments

Nil

References

Legislation

Local Government Act 1999

Council Policies/Plans

Annual Business Plan

Procurement Policy

Infrastructure and Asset Management Plan

Long Term Financial Plan

Adelaide Plains Council		18.1	Motion on Notice – Sealing Coastal Roads
		Document No:	D21/16077
Report Date:	27 April 2021	Submitted by:	Councillor Lush

Preamble:	As part of the Tourism and Infrastructure development strategy of APC encompassing our coastal communities it is important to upgrade our infrastructure to enable an attractive environment for both our own ratepayers and tourists. As stated at the RDA workshop in Dublin the first beneficiaries of upgraded infrastructure are local residents with spinoffs for tourism and local businesses. A successful tourism venture is under pinned in the first instance by good roads and to complement the sealing of Middle Beach Road it is very important for the rest of the coastal access roads to be sealed to offer the optimum experience. I believe that by sealing these roads we will be able to approach stakeholders with confidence and ask for state and federal funding to further build on the momentum we have created. Sealing these roads will add enormous weight to Mayor Wasley's motion to further engage the state government in a joint venture to make the coastal area of APC a destination. Private enterprise will look much more favourably at investing in the area when council has done the work of creating the basic needs for Tourism and Business development, good roads.
Proposed Motion 1:	**"that Council:** **1. Instructs the Chief Executive Officer to undertake detailed design in relation to the construction and sealing of Thompson Beach Esplanade (end of road north of Kestrel Crescent to car park east of Heron Crescent – 3.39km), Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km) and Webb Beach Road (Parham Road to boat ramp – 1.88km) and** **2. Acknowledges that an allocation of $70,000 will be incorporated into the third quarter 2020/2021 budget revision."**
Proposed Motion 2:	**"that Council instructs the Chief Executive Officer to explore all relevant funding opportunities with relevant stakeholder groups and interested parties in relation the construction and sealing of Thompson Beach Esplanade (end of road north of Kestrel Crescent to car park east of Heron Crescent – 3.39km), Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km) and Webb Beach Road (Parham Road to boat ramp – 1.88km) and associated tourism and business opportunities."**

Adelaide Plains Council		18.2	Motion on Notice – Rescind Motion 2021/005
		Document No:	D21/16840
Report Date:	27 April 2021	Submitted by:	Councillor Parker

Preamble:	N/A
Proposed Motion 1:	**"that the following Resolution be rescinded:** ***2021/005:*** ***"that Council endorses resolution 2020/038 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to continue to pursue an Infrastructure Agreement with the developer to detail the required infrastructure upgrades, being:*** ***upgrade to the existing portion of Wheller Road - 10m wide pavement with a 7.5m 14/7 two-coat spray seal and drainage swales on both sides of the road with 100% of cost borne by developer.""***
Proposed Motion 2:	**"that Council:** **1. Accepts the developer's offer (set out within the letter from Botten Levinson Lawyers to Council dated 15 March 2021) of $34,000 as their contribution to the sealing of Wheller Road, Two Wells in respect of the development application DA 312/357/2018 Lot 12A Wheller Road, Two Wells** **2. Acknowledges that the remaining costs to construct and seal Wheller Road, Two Wells will be incorporated into a future budget revision, following the completion of detailed design at which time the full costs of the works will be known."**

Adelaide Plains Council		18.3	Motion on Notice – Sealing Johns Road
		Document No:	D21/18049
Report Date:	27 April 2021	Submitted by:	Councillor Maiolo

Preamble:	N/A
Proposed Motion:	**"that Johns Road be included in the next budget to be sealed."**

Adelaide Plains Council	**21.1 Confidential Item**
27 April 2021	

21.1 Crown Land, Two Wells – April 2021

RECOMMENDATION

"that:

1. **Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.1 – *Crown Land, Two Wells – April 2021*;**

2. **Council is satisfied that pursuant to section 90(3)(b) and 90(3)(h) of the Local Government Act 1999, Item 21.1 – *Crown Land, Two Wells – April 2021* concerns:**

    a. **commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations in relation to Crown Land at Two Wells; and**

    b. **legal advice, being advice received from Norman Waterhouse Lawyers in relation to the matter of Crown Land at Two Wells;**

3. **Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."**

RECOMMENDATION

"that Council, having considered the matter of Item 21.1 – *Crown Land, Two Wells – April 2021* in confidence under sections 90(2), 90(3)(b) and 90(3)(h) of the *Local Government Act 1999,* resolves that:

1. **The report, Attachment 1 and Attachment 2 pertaining to Item 21.1 – *Crown Land, Two Wells – April 2021* remain confidential and not available for public inspection until further order of the Council;**
2. **Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and**
3. **Pursuant to section 91(9)(c) of the *Local Government Act 1999,* the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**