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

by electronic means

on

Tuesday 26 April 2022 at 6.30pm

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 <u>www.apc.sa.gov.au</u>

INDEX

1 ATTENDANCE RECORD

2 MINUTES

2.1 Confirmation of Minutes – Ordinary Council Meeting – 28 March 2022

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

8 REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED

DEPUTATIONS AND PRESENTATIONS

9	DEPUTATIONS	18
9.1	Mr Alvin Jenkin, Spokesperson for Coalition of Coastal Communities	19
9.2	Ms Anna White and Mr Jack Harris, Spokespersons for Two Wells Regional	22
	Action Group – Christmas Sub-Committee	

10 PRESENTATIONS/BRIEFINGS

Nil

11 PETITIONS

Nil

12 COMMITTEE MEETINGS

- 12.1 Adelaide Plains Council Historical Committee Meeting 6 April 2022
- 26 31

5

13 SUBSIDIARY MEETINGS

Nil

14 REPORTS FOR DECISION

14.1	Draft Annual Business Plan and Budget 2022/2023 – Release for Public	66
	Consultation	
	Attachment Provided Under Separate Cover	
14.2	Legatus Group – Draft Annual Business Plan and Budget 2022/2023	83
14.3	Consultation – Draft SAROC Annual Business Plan 2022-2023	133
14.4	Dog Registration Fees 2022/2023	148
14.5	Parham Float Parking	158
14.6	Two Wells Land Division – Road Naming	202
14.7	Audit Committee – Independent Membership and Sitting Fees	206

15 REPORTS FOR INFORMATION

15.1	Council Resolutions – Status Report	213
15.2	Infrastructure and Environment Department – Monthly Report – April 2022	221
15.3	Amendments to the Local Government (Elections) Act 1999 – Local Government Reform	228
15.4	Library and Community Services Quarterly Report – January to March 2022	243

MATTERS RAISED BY MEMBERS

16 QUESTIONS ON NOTICE

Nil

- 17 QUESTIONS WITHOUT NOTICE
- 18 MOTIONS ON NOTICE

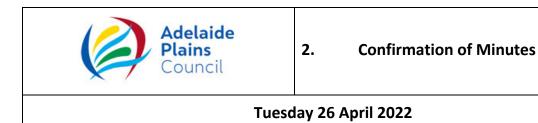
Nil

- **19 MOTIONS WITHOUT NOTICE**
- 20 URGENT BUSINESS

		Number
21	CONFIDENTIAL ITEMS	
21.1	Crown Land, Two Wells – April 2022	253
21.2	Parham Camping Reserve – Management and Road Closure	260

Page

22 CLOSURE



2.1 Confirmation of Council Minutes – Ordinary Council Meeting held 28 March 2022

"that the minutes of the Ordinary Council Meeting held on 28 March 2022 (MB Folios 17549 to 17559 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 28 March 2022 at 6.30pm





28 March 2022

INDEX

The Mayor formally declared the meeting open at 6.30pm.

1. ATTENDANCE RECORD

1.1 **Present:**

Mayor Mark Wasley		by electronic means
Councillor Marcus Strudwicke	Mallala/Dublin Ward	by electronic means
Councillor John Lush	Mallala/Dublin Ward	by electronic means
Councillor Terry-Anne Keen (from 6.31pm)	Mallala/Dublin Ward	by electronic means
Councillor Kay Boon	Two Wells Ward	by electronic means
Councillor Joe Daniele	Two Wells Ward	by electronic means
Councillor Frank Maiolo	Two Wells Ward	by electronic means
Councillor Margherita Panella (from 6.32pm)	Lewiston Ward	by electronic means
Councillor Brian Parker	Lewiston Ward	by electronic means
Councillor Carmine Di Troia	Lewiston Ward	by electronic means

Also in attendance by electronic means:

Chief Executive Officer	Mr James Miller
General Manager – Governance and Executive Office	Ms Sheree Schenk
General Manager – Development and Community	Mr Darren Starr
General Manager – Infrastructure and Environment	Mr Thomas Jones
General Manager – Finance and Business	Mr Rajith Udugampola
Manager Governance and Administration	Ms Alyssa Denicola
Administration and Executive Support Officer/Minute Taker	Ms Stacie Shrubsole
Information Technology Officer	Mr Thomas Harris-Howson
Chair of the Board, Norman Waterhouse Lawyers (from 7.50pm)	Mr Sean Keenihan
Principal, Alinea Group (from 7.50pm)	Mr Ben Koop
Transaction Manager, Alinea Group (from 7.50pm)	Ms Ashlyn Shearer
Director, BRM Advisory (from 7.50pm)	Mr Mark Booth
Managing Director, Powell & Co Pty Ltd (from 7.50pm)	Mr David Powell



7 of 271

2. CONFIRMATION OF MINUTES

2.1 Confirmation of Council Minutes – Ordinary Council Meeting held 28 February 2022 Councillor Keen connected to the meeting at 6.31pm.

Moved Councillor Di Troia Seconded Councillor Parker 2022/066

"that the minutes of the Ordinary Council Meeting held on 28 February 2022 (MB Folios 17535 to 17548 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 due to the COVID-19 public health emergency.

Councillor Panella connected to the meeting at 6.32pm.

5. DECLARATION OF MEMBERS' INTEREST

Nil

6. ADJOURNED BUSINESS

Nil

7. MAYOR'S REPORT

7.1 Mayor's Report

Reporting Period – Thursday 24 February 2022 to Wednesday 23 March 2022

<u>Monday 28 February 2022</u> Pre-Council Meeting – Mayor/Chief Executive Officer/Executive Management Team Ordinary Council Meeting

<u>Friday 4 March 2022</u> Meeting – Mayor/Chief Executive Officer – Various Matters

<u>Monday 7 March 2022</u> Information Briefing Session – Draft Annual Business Plan and Budget

<u>Tuesday 8 March 2022</u> Meeting – Mayor/Deputy Mayor/Chief Executive Officer – Various Matters

<u>Friday 11 March 2022</u> Legatus Group Ordinary Meeting

Ordinary Council Meeting



8 of 271

28 March 2022



<u>Tuesday 15 March 2022</u> Meeting – Mayor/Chief Executive Officer – Various Matters

Wednesday 15 March 2022

South Australia Coastal Councils Alliance Committee Meeting Meeting – Mayor/Chief Executive Officer – Various Matters Adelaide Plains Council Infrastructure and Environment Committee Meeting Adelaide Plains Kennel and Obedience Club Annual General Meeting

<u>Friday 18 March 2022</u> Local Government Association SA – Elected Member Refresher Training

Monday 21 March 2022 Citizenship Ceremony, Two Wells

8. REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED

Nil

9. DEPUTATIONS

9.1 Mr Alvin Jenkin, Spokesperson for Parham and District Action Group and other coastal communities gave a twelve (12) minute deputation in relation to the collection of domestic organic waste in coastal communities, including questions from Elected Members.

10. PRESENTATIONS/BRIEFINGS

Nil

11. PETITIONS

Nil

12. COMMITTEE MEETINGS

12.1 Adelaide Plains Council Historical Committee Meeting – 2 March 2022

MovedCouncillorKeenSecondedCouncillorLush2022/067"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committeemeeting held 2 March 2022."

CARRIED

17552

"that Council receives and notes the minutes of the Infrastructure and Enviror Meeting held 16 March 2022."							iment Committee	
	Moved	Councillor	Keen	Seconded	Councillor	Boon	2022/068	
12.2	Infrastructure and Environment Committee Meeting – 16 March 2022							

CARRIED

Ordinary Council Meeting



9 of 271

28 March 2022

12.2MovedCouncillorBoonSecondedCouncillorLush2022/069

"that Council endorses resolution 2022/002 of the Infrastructure and Environment Committee and in doing so endorses the draft 2022-2026, 4 Year Capital Renewal Program, as presented at Attachment 1 to this Report, for inclusion in the draft Annual Business Plan and Budget 2022/2023, noting that the draft Annual Business Plan and Budget will be released for public consultation in due course."

CARRIED

13. SUBSIDIARY MEETINGS

 13.1
 Legatus Group Meeting – 11 March 2022

 Moved
 Councillor
 Lush

 Seconded
 Councillor
 Keen

 2022/070
 "that Council receives and notes the minutes of the Legatus Meeting held on 11 March 2022."

 CARRIED

14. **REPORTS FOR DECISION**

14.1 2022/2023 Gawler River Floodplain Management Authority Draft Annual Business Plan and Budget

Moved Councillor Parker Seconded Councillor Strudwicke **2022/071**

"that Council, having considered Item 14.1 – 2022/2023 Gawler River Floodplain Management Authority Draft Annual Business Plan and Budget, dated 28 March 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to write to the Executive Officer of the Gawler River Floodplain Management Authority to advise that Council does not object to thrust and direction of the 2022/2023 Gawler River Floodplain Management Authority Draft Annual Business Plan and Budget, noting of course that Council has already adopted positions regarding a number of initiatives currently on foot at subsidiary level which form part of next year's program."

CARRIED

2022/072

14.2 Tourism and Economic Development Strategy – Endorsement

Moved Councillor Lush Seconded

onded Councillor Maiolo

Walolo

"that Council, having considered Item 14.2 – *Tourism and Economic Development Strategy* – Endorsement, dated 28 March 2022, receives and notes the report and endorses the Tourism and

CARRIED

14.3 Review of Council Accommodation and Services – Update

Moved Councillor Keen

Economic Development Strategy."

Seconded Councillor Di Troia

2022/ 073

"that Council, having considered Item 14.3 – *Review of Council Accommodation and Services* – *Update*, dated 28 March 2022, receives and notes the report and in doing acknowledges the Chief Executive Officer's intention to further workshop the Review of Council Accommodation and Services in May 2022."

CARRIED

Ordinary Council Meeting

Ordinary Council Meeting



26 April 2022

14.4 Council Assessment Panel Membership

Moved Councillor Strudwicke Seconded Councillor Daniele 2022/074

"that Council, having considered Item 14.4 – *Council Assessment Panel Membership*, dated 28 March 2022, receives and notes the report and in doing so:

- 1. Extends the term of the current Council Member (Councillor Margherita Panella) and Deputy Council Member (Councillor Brian Parker) on the Council Assessment Panel to the end of the current Council term.
- 2. Instructs staff to undertake an Expression of Interest process for an Independent Presiding Member, three (3) Independent Members and a Deputy Independent Member of the Council Assessment Panel for a term commencing 1 July 2022 and concluding 30 June 2024 (inclusive).
- 3. Authorises the Chief Executive Officer to advertise, at the appropriate time, for Expressions of Interest for independent members and a deputy independent member of the Adelaide Plains Council Assessment Panel pursuant to the *Planning, Development and Infrastructure Act 2016* for the term commencing 1 July 2022, having regard to the need for accreditation pursuant to this legislation.
- 4. Notes that Council staff will prepare a report to Council that summarises the Expression of Interest process with recommendations for appointment of Independent Presiding Member, three (3) Independent Members and a Deputy Independent Member."

CARRIED

15. REPORTS FOR INFORMATION

15.1 Council Resolutions – Status Report

MovedCouncillorKeenSecondedCouncillorDaniele2022/075"that Council, having considered Item 15.1 – Council Resolutions – Status Report, dated 28 March2022, receives and notes the report."

CARRIED

2022/076

```
15.2 Infrastructure and Environment Department – Monthly Report – March 2022
```

Moved Councillor Parker Seconded

"that Council, having considered Item 15.2 – *Infrastructure and Environment Department* – *Monthly Report* – *March 2022*, dated 28 March 2022 receives and notes the report."

Councillor Keen

CARRIED

15.3 Light Adelaide Plains Region Economic Development Authority – Status Update

Moved Councillor Keen Seconded Councillor Lush 2022/077

"that Council, having considered Item 15.3 – *Light Adelaide Plains Region Economic Development Authority* – *Status Update*, dated 28 March 2022 receives and notes the report and in doing so instructs the APC and LRC Mayors to meet with the Minister for Local Government."

The Mover, with consent of the Seconder, sought leave of the meeting to vary motion 2022/077. Leave was granted.

Ordinary Council Meeting



11 of 271

26 April 2022

	MOTION	2022/077 AS	S VARIED				
	Moved	Councillor	Keen	Seconded	Councillor	Lush	2022/ 077
	Authority instructs progress	y – <i>Status Up</i> the Chief Ex the LAPRED	considered Item 15 odate, dated 28 Ma ecutive Officer to a A application, core or and Chief Execu	arch 2022 rece arrange a mee dially inviting	eives and not eting with Mi the Adelaide	tes the report nister Geoff Bi	and in doing so rock in order to
							CARRIED
15.4	2022 Ger	neral Election	Timetable				
	Moved	Councillor	Boon	Seconded	Councillor	Daniele	2022/ 078
		-	considered Item 1 tes the report."	5.4 – 2022 Ge	eneral Electio	on Timetable, c	lated 28 March
					1	5	CARRIED
15.5	Coalition	of Coastal Co	ommunities – Spons	sorship Reque	st		
	Coalition	of Coastal Co	red a perceived cor ommunities and ind in the meeting, but	dicated that h	e would deal	with the perce	
	Moved	Councillor	Strudwicke	Seconded	Councillor	Keen	2022/ 079
		-	considered Item		-	l Communities	s – Sponsorship
	Councillo	or Lush voted	in the affirmative.				
							CARRIED
15.6	Sale of La	and for Non-P	Payment of Rates –	March 2022 U	pdate		
	Moved	Councillor	Parker	Seconded	Councillor	Daniele	2022/ 080
C \			considered Item 15 rch 2022, receives a	-	-	ayment of Rate	es – March 2022
							CARRIED
16.	QUESTIO		CE				
	Nil						

17. QUESTIONS WITHOUT NOTICE

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

Ordinary Council Meeting

18. MOTIONS ON NOTICE

Nil

- 19. MOTIONS WITHOUT NOTICE Nil
- 20. URGENT BUSINESS

Nil

21. CONFIDENTIAL ITEMS

21.1 Crown Land, Two Wells – March 2022

MovedCouncillorKeenSecondedCouncillorDi Troia2022/081

Councillor Parker left the meeting at 7.47pm.

"that:

- Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Development and Community, General Manager – Infrastructure and Environment, Manager Governance and Administration, Executive Support Officer/Minute Taker, Information Technology Officer, Mr Sean Keenihan of Norman Waterhouse Lawyers, Mr Ben Koop and Ms Ashlyn Shearer of Alinea Group, Mr David Powell of Powell & Co Pty Ltd and Mr Mark Booth of BRM Advisory be excluded from attendance at the meeting of Council for Agenda Item 21.1 – Crown Land, Two Wells – March 2022
- 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 March 2022* 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 and would on balance be contrary to the public interest; and
 - b. legal advice, being a verbal briefing by Mr Sean Keenihan, Chair, 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."

CARRIED



13 of 271





28 March 2022

Ordinary Council Meeting



15 of 271

28 March 2022

"that Council, having considered the matter of Item 21.1 – *Crown Land, Two Wells* – *March 2022* in confidence under sections 90(2), 90(3)(b) and 90(3)(h) of the Local Government Act 1999, resolves that:

- The report, the minutes, Attachment 1 and Attachment 2 of the meeting pertaining to Item 21.1 – Crown Land, Two Wells – March 2022 remain confidential and not available for public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;
- 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

There being no further business, Mayor Wasley declared the meeting closed at 9.21pm.

Confirmed as a true record.



Mayor:

Date: ____/___/____

Ordinary Council Meeting



INDEX

Adelaide Plains Council		7.1	Mayor's Report	
		Document No:		D22/15466
Report Date:	26 April 2022	Prepared for:		Mayor Mark Wasley

Reporting Period – Thursday 24 March 2022 to Thursday 21 April 2022

<u>Friday 25 March 2022</u> Meeting – Mayor/Chief Executive Officer – Various Matters

Monday 28 March 2022

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

Monday 11 April 2022 Audit Committee Meeting

<u>Tuesday 12 April 2022</u> Meeting – Mayor/Chief Executive Officer – Various Matters

<u>Wednesday 13 April 2022</u> LGA Briefing – Local Government Reform – Zoom

Tuesday 19 April 2022

Meeting – Potential Motion to April Ordinary Council Meeting – Mayor/Councillor/Chief Executive Officer/General Manager – Governance and Executive Office/General Manager – Infrastructure and Environment

Meeting – Potential Motion to April Ordinary Council Meeting – Mayor/Councillor/Chief Executive Officer/General Manager – Governance and Executive Office

Council Member Information/Briefing Session – Draft Annual Business Plan and Budget

Wednesday 20 April 2022

Light and Adelaide Plains Regional Economic Development Authority Meeting – Adelaide Plains Council and Light Regional Council Chief Executive Officers, Mayors and Deputy Mayors



Tuesday 26 April 2022

9.

- 9.1 Mr Alvin Jenkin, Spokesperson for Coalition of Coastal Communities Inc To present the Coalition's Strategic Plan
- 9.2 Ms Anna White and Mr Jack Harris, Spokespersons for Two Wells Regional Action Group Christmas Sub-Committee

Request for Council to assist with the Two Wells Twinkling 2022



DEPUTATION REQUEST FORM

Please complete this request and return to the principal office of Adelaide Plains Council <u>five (5) clear</u> <u>days</u>* 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 reque	I/We hereby request to be heard at the next meeting of Council on 26 / 04 /2022					
Surname:	JENKIN					
Given Name(s):	ALVIN J	ИНС	14			
Address:	1					
Postal Address:						
(if different from above)						
Contact Number:						
Email Address:	coalitic	oncoastal@gmail.com				
I will be speaking o	on my ov	vn behalf	□ Yes			
or						
As the spokesperson of a group of persons I Yes						
Name/Details of Person or Group Representing: (if applicable)			ommunities Inc		1.1	
If you have a set of Rules by which the group is governed, please provide a copy of these.						

TOPIC OR ISSUE

Adelaide Plains Council - PO Box 18, MALLALA SA 5502 Website: www.apc.sa.gov.au Ph: (08) 8527 0200 Fax: (08) 8527 2242

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)

This deputation will introduce elected members to the Coalition of Coastal Communities Incorporated (CCC), and present the Coalition's Strategic Plan for tourism and development management for the coastal region of the Adelaide Plains Council.

There are a number of outcomes from the Strategic Plan, some of which can be considered long term and others are short term.

A high priority in the view of the CCC is the creation of accommodation opportunities in the coastal region, and to this end the CCC recommends that the Adelaide Plains Council take immediate action to develop a camp ground/caravan park on available crown land at Dublin.

The CCC is a group of volunteers from various volunteer organisations representing coastal communities and has no income source. There are costs in establishing and operating the CCC and we are seeking Council support through a once off grant to the organisation (\$1,000 is suggested)

The outcomes we seek from this deputation are:

1. The acceptance by Adelaide Plains Council of the Coalition of Coastal Communities Strategic Plan for tourism and economic development in the coastal areas of the APC

A commitment by Council to commence activity to establish suitable accommodation options at Dublin
 A financial commitment from the Council to assist the Coalition of Coastal Communities in achieving its objectives through a grant.

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

GUIDELINES

Adelaide Plains Council - PO Box 18, MALLALA SA 5502 Website: <u>www.apc.sa.gov.au</u> Email: <u>info@apc.sa.gov.au</u> Ph: (08) 8527 0200 Fax: (08) 8527 2242



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 sc	anned before lo	ading
to Council's network ready for presentation	OYes	No	
<u>Option 2</u> : Email (*please note - files are not to exceed 10mb*)	D Yes	No	

Option 3: Connect straight from your tablet/laptop to the projector **D**Yes **S**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:	ALVIN	JOHN	JENKIN				
	//		(In full – Ple	ease Print)			
Signature:	y	•		Date:	13/4/22		
Once completed, please return to the Adelaide Plains Council, either in person, by post, facsimile							
or email <u>(info@apc.sa.gov.au)</u>							

Adelaide Plains Council - PO Box 18, MALLALA SA 5502 Website: <u>www.apc.sa.gov.au</u> Email: <u>info@apc.sa.gov.au</u> Ph: (08) 8527 0200 Fax: (08) 8527 2242

Adelaide Plains Council RECEIVED 13 APR 2022



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

	e heard at the next meeting		(/20	22
Surname: h	Ihite ma Cornelia			+	Jack
Given Name(s):	nna Cornelia	Theodora	- Maria		
Address:					1
Postal Address:					
(if different from above)					
Contact Number:					
Email Address:					
I will be speaking on my o	wn behalf	O Yes			
or					
As the spokesperson of a		TYes			
Name/Details of Person or Group Representing: (if applicable)	christmas Su	rat	ittee		
If you have a set of Rules by which the group is governed, please provide a copy of these.					

TOPIC OR ISSUE

Adelaide Plains Council - PO Box 18, MALLALA SA 5502 Website: www.apc.sa.gòv.au Ph: (08) 8527 0200 Fax: (08) 8527 2242

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)

Please see attachment "Requests" to assist with The Two welks Twinkling

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

GUIDELINES

Adelaide Plains Council - PO Box 18, MALLALA SA 5502 Website: <u>www.apc.sa.gov.au</u> Ph: (08) 8527 0200 Fax: (08) 8527 2242

2 | Page

r

¥

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	O Yes	D No

 Option 2: Email (*please note - files are not to exceed 10mb*)
 DYes

 Ontion 2: Email (*please note - files are not to exceed 10mb*)
 DYes

- **Option 3:** Connect straight from your tablet/laptop to the projector **D**Yes **D**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: <u>Anna Cornelia Theodora Maña Hutte</u> (In full-Please Print) nature: <u>awhite</u> Date: 13.04.22 Signature:

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

Adelaide Plains Council - PO Box 18, MALLALA SA 5502Website: www.apc.sa.gov.auPh: (08) 8527 0200Fax: (08) 8527 2242

INDEX

REQUESTS

The Christmas Sub-Committee of TWRAT requests from the APC:

- Infrastructure eg erection, connection and dismantling of Christmas tree
- Mayor to award competition winners at launch 9/12/22 + Penny Pratt MP to light Christmas tree
- Advertising in next 2 x Communicator, the ECHO, Plains Producer & Bunyip
- Extra lighting in main street to make a real and bigger impact
- Financial support of \$1,000 to cover costs of activities and Christmas Parade + supplement insurance for activities {if required}
- Loans
 - Large outdoor games eg Tic Tac Toe
 - Sound system on all three nights
 - Cones for Street Parade marshalling area

Adelaide Plains Council		12.1	Adelaide Plains Council Historical Committee Meeting – 6 April 2022		
		Department:		Development and Community	
		Report Author:		Manager Library and Community	
Date: 26 April 2022		Docum	ent Ref:	D22/14588	

OVERVIEW

The purpose of this report is to receive and note the minutes from the 6 April 2022 Adelaide Plains Council Historical Committee (APCHC) meeting.

Six members were able to attend the zoom meeting.

Some of the matters discussed at the meeting are summarised below:

- Purchasing two drop signs to be positioned at vantage points when the Mallala Museum is open to the general public eg Sunday afternoons; Remembrance Day.
- The Mallala Monument reaching a milestone celebration 100 years anniversary on 15 October 2022. The Members agreed to take on a supporting role with any planned dedication functions.
- The Transport Gallery's second lot of Interpretative panels have now been ordered, members are now working on the wording and selecting photographs for the final 12 panels.

RECOMMENDATION

"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting held 6 April 2022."

Attachment

1. Minutes of Adelaide Plains Council Historical Committee meeting held 6 April 2022

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

Via Electronic Means

on

Wednesday 6 April 2022 At 7:00pm The Presiding Member formally declared the meeting open at 7.00pm.

1. <u>ATTENDANCE</u>

1.1 **Present**

Mr S M Strudwicke (Presiding Member)	by electronic means
Mr R Bevan	by electronic means
M J Franks	by electronic means
Ms L Parsons	by electronic means
Mr G Tucker	by electronic means
Mrs C Young	by electronic means

Also in attendance by electronic means:

Manager Library and Community	Ms A Sawtell
Information Technology Support Officer	Mr S Murphy

1.2 Apologies

Mr P Angus Mr V Chenoweth

1.3 Not Present / Leave of Absence Nil

2. <u>CONFIRMATION OF MINUTES</u>

2.1 **Committee Resolution**

Moved Mrs Young Seconded Mr Bevan

"that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 2 March 2022 (*MB Folio 151 to 155 inclusive*), be accepted as read and confirmed."

CARRIED

2022/007

3. <u>BUSINESS ARISING</u>

Nil

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

Nil

5. ADJOURNED BUSINESS

Nil

6. <u>REPORTS FOR INFORMATION</u>

6.1 Resolutions Actions Report – March 2022

Committee Resolution

Moved Mrs Young Seconded Mr Franks

"that the Adelaide Plains Historical Committee, having considered Item 6.1 – *Resolution Actions Report* – *March 2022* dated 6 April 2022, receives and notes the report."

CARRIED

2022/008

6.2 Monthly Financial Report – March 2022

Committee Resolution

2022/009

Moved Mr Tucker Seconde

Seconded Mr Franks

"that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – *Monthly Financial Report* – *March 2022* dated 6 April 2022, receives and notes the report."

CARRIED

6.3 Monthly Correspondence, School & Group Visits Report – March 2022

Committee	Resolution		2022/ 010	
Moved Ms	s Parsons	Seconded	Mrs Young	
"that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – <i>Monthly Correspondence, School and Group Visits Report – March</i> 2022 dated 6 April 2022, receives and notes the report."				

CARRIED

7. <u>REPORTS FOR DECISION</u>

Nil

8. <u>QUESTIONS ON NOTICE</u>

Nil

9. <u>QUESTIONS WITHOUT NOTICE</u>

Nil

10. MOTIONS ON NOTICE

Nil

11. MOTIONS WITHOUT NOTICE

11.1 Museum Promotional Tear Drop Signs – purchase

Committee Resolution

2022/011

Moved Ms Parsons Seconded Mr Bevan

"that the Adelaide Plains Council Historical Committee, authorises the Manager Library and Community to purchase two tear drop signs in accordance with Council's Procurement Policy."

CARRIED

12. URGENT BUSINESS

Nil

13. <u>CONFIDENTIAL ITEMS</u>

Nil

14. <u>NEXT MEETING</u>

14.1 Wednesday 4 May 2022

15. <u>CLOSURE</u>

There being no further business, the Presiding Member declared the meeting closed at 7.35 pm.

Confirmed as a true record.

Presiding Member:

Date: ____/___/

	12.2	Audit Committee Meeting – 11 April 2022		
Adelaid Plains	le Departme	ent:	Finance and Business	
Council	Report Au	ithor:	General Manager – Finance and Business	
Date: 28 February 202	2 Documen	t No:	D22/15669	

OVERVIEW

The purpose of this report is to facilitate the receiving and noting of the minutes from the 11 April 2022 Audit Committee Meeting (**Attachment 1**) and seek Council's endorsement of the recommendations from the Audit Committee to the Council. A summary of the items for Council consideration are noted below:

- Policy Review Credit Card Policy
- Policy Review Treasury Management Policy
- Policy Review Funding Policy
- Policy Review Internal Financial Controls Policy
- Policy Review Rates Arrears and Debtor Management Policy
- Update on Audit Committee Annual Work Program 2021/2022

The Audit Committee's recommendations (Committee Resolutions 2022/019 and 2022/020) in relation to Audit Committee Item 6.1 – *Draft 2022-2023 Budget* will be dealt with at Agenda Item 14.1 – Draft Annual Business Plan and Budget 2022/2023 – Release for Public Consultation.

<u>Click here to view the Agenda</u> for the Audit Committee Meeting on 11 April 2022.

RECOMMENDATION 1

"that Council receives and notes the minutes of the Audit Committee Meeting held on 11 April 2022 as presented at Attachment 1 to this Report."

Policy Review – Credit Card Policy

RECOMMENDATION 2

"that Council endorses resolution 2022/021 of the Audit Committee and in doing so adopts the revised Credit Card Policy as presented at Attachment 2 to this Report."

Note: Audit Committee Resolution 2022/021 requested an amendment to the Credit Card Policy - replacing the word 'authorised' with the word 'reviewed' at clause 3.17. This has been completed. Although not contemplated by the Audit Committee, Management has made a further amendment to the draft Credit Card Policy for consistency - replacing the word 'authoriser' with the word 'reviewer' at clause 3.18.

Policy Review – Treasury Management Policy

RECOMMENDATION 3

"that Council endorses resolution 2022/023 of the Audit Committee and in doing so adopts the revised Treasury Management Policy as presented at Attachment 3 to this Report."

Policy Review – Funding Policy

RECOMMENDATION 4

"that Council endorses resolution 2022/024 of the Audit Committee and in doing so adopts the revised Funding Policy as presented at Attachment 4 to this Report."

Policy Review – Internal Financial Controls Policy

RECOMMENDATION 5

"that Council endorses resolution 2022/025 of the Audit Committee and in doing so adopts the revised Internal Financial Controls Policy as presented at Attachment 5 to this Report."

Policy Review – Rates Arrears and Debtor Management Policy

RECOMMENDATION 6

"that Council endorses resolution 2022/026 of the Audit Committee and in doing so adopts the revised Rates Arrears and Debtor Management Policy as presented at Attachment 6 to this Report."

Update on Audit Committee Annual Work Program 2021-2022

RECOMMENDATION 7

"that Council endorses resolution 2022/027 of the Audit Committee and in doing so acknowledges the progress made to complete the activities identified for Audit Committee during 2021/2022 Financial Year."

Attachments

- 1. Copy of Minutes of Audit Committee Meeting held on 11 April 2022.
- 2. Copy of Credit Card Policy.
- 3. Copy of Treasury Management Policy.
- 4. Copy of Funding Policy.
- 5. Copy of Internal Financial Controls Policy.
- 6. Copy of Rates Arrears and Debtor Management Policy.

MINUTES

of the

Audit Committee Meeting

of the



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

HELD

by electronic means

on

Monday 11 April 2022 at 4.30pm

Audit Committee Meeting



207

The Chairperson formally declared the meeting open at 4.30pm and acknowledged that the meeting is taking place on Kaurna and Narungga lands.

1. ATTENDANCE AND WELCOME

1.1 Present

Mr Alan Rushbrook (Chairperson) **Mr Peter Fairlie-Jones** Mayor Mark Wasley Deputy Mayor Marcus Strudwicke **Councillor Margherita Panella**

By audio-visual link By audio-visual link By audio-visual link By audio-visual link By audio-visual link

Also in Attendance by audio-visual link:

Chief Executive Officer General Manager – Finance and Business General Manager – Governance and Executive Office General Manager - Development and Community General Manager – Infrastructure and Environment Manager Governance and Administration Administration and Executive Support Officer/Minute Taker Information Technology Support Officer Mr Sean Murphy

Mr James Miller Mr Rajith Udugampola Ms Sheree Schenk Mr Darren Starr Mr Thomas Jones Ms Alyssa Denicola Ms Stacie Shrubsole



2.1 Confirmation of Minutes – Meeting held 14 February 2022

Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones 2022/015

"that the minutes of the Audit Committee Meeting held on Monday 14 February 2022 (MB Folios 199 to 206, inclusive), be accepted as read and confirmed."

CARRIED

209

3. BUSINESS ARISING

Nil

4. DECLARATION OF MEMBERS' INTERESTS

Nil

5. ADJOURNED BUSINESS

Nil

The Chairperson sought leave of the meeting to bring forward Item 8.1 – *Crown Land, Two Wells* – *April 2022 Audit Committee Update*. Leave was granted.

8. CONFIDENTIAL ITEMS

8.1 Crown Land, Two Wells – April 2022 Audit Committee Update

Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mayor Wasley 2022/016

"that:

- 1. Pursuant to section 90(2) of the Local Government Act 1999, the Audit Committee orders that all members of the public, except Chief Executive Officer, General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Development and Community, General Manager – Infrastructure and Environment, Manager Governance and Administration, Administration and Executive Support Officer/Minute Taker and Information Technology Support Officer be excluded from attendance at the meeting of the Audit Committee for Agenda Item 8.1 – Crown Land, Two Wells – April 2022 Audit Committee Update;
- 2. The Audit Committee is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 8.1 Crown Land, Two Wells April 2022 Audit Committee Update 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 in relation to ongoing negotiations regarding Crown Land at Two Wells;

Audit Committee Meeting



INDEX

3. The Audit Committee is satisfied that the principle that Audit Committee 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 Panella disconnected from the meeting at 4.54pm. Councillor Panella reconnected to the meeting at 4.59pm.

8.1 **Committee Resolution**

Moved Deputy Mayor Strudwicke Seconded Mayor Wasley 2022/017

"that the Audit Committee, having considered Item 8.1 – *Crown Land, Two Wells* – *April 2022 Audit Committee Update,* dated 11 April 2022, receives and notes the report."

CARRIED UNANIMOUSLY

8.1 **Committee Resolution**

Moved Mr Fairlie-Jones Seconded Councillor Panella 2022/ 018

"that the Audit Committee, having considered the matter of Item 8.1 – *Crown Land, Two Wells* – *April 2022 Audit Committee Update* in confidence under sections 90(2) and 90(3)(b) of the *Local Government Act 1999*, resolves that:

- 1. The report and attachment pertaining to Item 8.1 *Crown Land, Two Wells April 2022 Audit Committee Update* 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 UNANIMOUSLY

6. REPORTS FOR DECISION

6.1

Draft 2022/2023 Budget

Committee Resolution

MovedMayor WasleySecondedCouncillor Panella2022/019

"that the Audit Committee, having considered Item 6.1 – *Draft 2022/2023 Budget*, dated 11 April 2022, receives and notes the report and in doing so:

- 1. Notes the lower than anticipated draft operating deficit of \$1.230m as presented in the report; and
- 2. Recommend to the Council that it consider Option 2 as presented in the rate modelling data which equates to an average rate increase of 3.25% as the basis for rate rises in 2022/2023 Financial Year."

CARRIED UNANIMOUSLY

Audit Committee Meeting



11 April 2022

6.1 Committee Resolution

Moved Mr Fairlie-Jones Seconded Deputy Mayor Strudwicke 2022/020

"that the Audit Committee, having considered Item 6.1 – *Draft 2022/2023 Budget*, recommend that Council consider reviewing the level of the fixed charge and examine any other measures that may reduce the operating deficit further, bearing in mind the significant operating deficit currently facing Council."

The Mover, with consent of the Seconder, sought leave of the meeting to vary motion 2022/020. Leave was granted.

MOTION 2022/020 AS VARIED

6.1 **Committee Resolution**

Moved Mr Fairlie-Jones Seconded Deputy Mayor Strudwicke 2022/020

"that the Audit Committee, having considered Item 6.1 – *Draft 2022/2023 Budget*, recommend that Council consider increasing the level of the fixed charge and examine any other measures that may reduce the operating deficit further, bearing in mind the significant operating deficit currently facing Council."

CARRIED UNANIMOUSLY

6.2 Policy Review – Credit Card Policy

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2022/021

"that the Audit Committee, having considered Item 6.2 – *Policy Review* – *Credit Card Policy*, dated 11 April 2022, receives and notes the report and in doing so recommends to Council that it adopt the Credit Card Policy as presented in Attachment 1 to this report, subject to, at clause 3.17, replacing the word 'authorised' with the word 'reviewed'."

CARRIED

Committee Resolution

Moved Deputy Mayor Strudwicke

Seconded Councillor Panella

2022/ 022

"that the Audit Committee, having considered Item 6.2 – *Policy Review* – *Credit Card Policy*, dated 11 April 2022, requests that a further report be brought back to the Audit Committee regarding the reporting of credit card transactions."

CARRIED

Audit Committee Meeting



6.3 Policy Review – Treasury Management Policy

Committee Resolution

Moved Mr Fairlie-Jones Seconded Mayor Wasley 2022/023

"that the Audit Committee, having considered Item 6.3 – *Policy Review* – *Treasury Management Policy*, dated 11 April 2022, receives and notes the report and in doing so recommends to Council that it adopt the Treasury Management Policy as presented in Attachment 1 to this report."

CARRIED UNANIMOUSLY

6.4 Policy Review – Funding Policy

Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones 2022/024

"that the Audit Committee, having considered Item 6.4 – *Policy Review* – *Funding Policy*, dated 11 April 2022, receives and notes the report and in doing so recommends to Council that it adopt the Funding Policy as presented in Attachment 1 to this report."

CARRIED

6.5 Policy Review – Internal Financial Controls Policy

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2022/025

"that the Audit Committee, having considered Item 6.5 – *Policy Review* – *Internal Financial Controls Policy*, dated 11 April 2022, receives and notes the report and in doing so recommends to Council that it adopt the Internal Financial Controls Policy as presented in Attachment 1 to this report."

CARRIED UNANIMOUSLY

6.6 Policy Review – Rates Arrears and Debtor Management Policy

Committee Resolution

Moved Councillor Panella

Seconded Deputy M

Deputy Mayor Strudwicke 2022/ 026

"that the Audit Committee, having considered Item 6.6 – *Policy Review* – *Rates Arrears and Debtor Management Policy*, dated 11 April 2022, receives and notes the report and in doing so recommends to Council that it adopt the Rates Arrears and Debtor Management Policy as presented in Attachment 1 to this report."

CARRIED UNANIMOUSLY

Audit Committee Meeting



Committee Resolution

Moved Councillor Panella Seconded Deputy Mayor Strudwicke 2022/027

"that the Audit Committee, having considered Item 6.7 – *Update on Audit Committee Annual Work Program 2021/2022*, dated 11 April 2022, receives and notes the report and in doing so recommends to Council that it acknowledge the progress made to complete the activities identified for Audit Committee during the 2021/2022 Financial Year."

CARRIED UNANIMOUSLY

213

7. REPORTS FOR INFORMATION

7.1 Committee Resolutions

Committee Resolution

Moved Mr Fairlie-Jones

Seconded Mayor Wasley

2022/ 028

"that the Audit Committee, having considered Item 7.1 – *Committee Resolutions*, dated 11 April 2022, receives and notes the report and in doing so notes that Committee Resolution 2020/016 remains outstanding."

CARRIED

9. GENERAL BUSINESS

The Chairperson noted that the tenure of Audit Committee independent members will conclude on 30 June 2022. Council's General Manager – Finance and Business confirmed that Council will consider Audit Committee membership at the Ordinary Council Meeting scheduled to be held on 26 April 2022.

10. NEXT MEETING

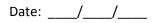
Monday 6 June 2022 at 4.30pm

11. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 6.37pm.

Confirmed as a true record.

Chairperson:.....



Audit Committee Meeting

Ordinary Council Meeting



11 April 2022

Adelaide	Credit Car	d Policy
Plains	Version Adopted by Council : 16 Resolution Number: 2018/146 2 Current Version: V <u>3</u> 2	
	Administered by:	Last Review Date: 2022
	Chief Executive Officer	Next Review Date: 2024
	Strategic Objective:	
	Proactive Leadership	
	Strategic and sustainable fina	ancial management
DOCUMENT NO: D22/1087	Proactively engage in Loo continuous improvement.	cal Government Reform and

1. Objective

This Policy provides guidance on how Council's corporate credit cards are to be allocated, used and administered to ensure that the credit cards assist Council in the delivery of its services while minimising the potential for misuse and fraud.

The use of credit cards to make small value purchases is a cost effective purchasing method. Credit card use therefore improves the efficiency of transactions and reduces the administrative burden on Council employees when spending money on behalf of Council, including those who travel on Council business. In the case of expenditure on travel and entertainment, Council credit cards also reduce the likelihood of personal financial burden.

2. Scope

This policy outlines the principles governing the use of Council credit cards and the procedures for the issue and acquittal of credit cards, and extends to Council employees who have the delegated authority to use an Adelaide Plains Council corporate credit card. The cardholder is responsible for the correct use of the card at all times.

No Council credit card may be issued or used except in accordance with this policy.

3. Specific Provisions / Responsibilities

Issue of Credit Cards

- 3.1 Council credit cards may be issued only to approved employees on the authority of the Chief Executive Officer (CEO) or in the case of a credit card for use by the CEO, with the approval of the Mayor.
- 3.2 Credit cards are not to be issued to short-term contractors, consultants, or contract personnel who have contracts that provide for them to be reimbursed costs incurred.

Appropriate Use of Credit Cards and Records Keeping

- 3.3 Only credit cardholders authorised to incur expenditure can approve expenditure on Credit Cards.
- 3.4 Council Credit Cards must not be used to incur personal expenditure, or expenditureon behalf of other organisations, even if the expenditure will be reimbursed at a later date. In the event that a Council credit card is used to pay for personal expenses by accident, the cardholder must reimburse the Council as soon as possible upon being made aware (and in any event, upon receipt of the monthly credit card statement).
- 3.5 The cardholder is the employee whose name appears on the corporate credit card. It is the cardholder's responsibility to adhere to the following:
 - ensure use of the credit card is within Council's Procurement policy
 - sign the credit card immediately upon receipt
 - keep the credit card in a secure place
 - keep cardholder and account details up to date
 - retain all original tax invoices, sales vouchers and receipts and register these in Council's Electronic Document and Record Management System.
 - notifying the bank and General Manager Finance and Business if the card is lost or stolen.
- 3.6 Misuse of a Council Credit Card may lead to the Card being cancelled, and the cardholder may be required to pay restitution to Council and disciplinary action maybe taken against the cardholder.
- 3.7 Cardholders are responsible for the safe custody of credit cards and the security of credit card information, and are trusted to spend Council funds prudently.
- 3.8 Cardholders must retain supporting documentation for all expenses incurred on their credit card and acquit their expenses in accordance with the *Credit Card Receipts Procedure*.
- 3.9 Credit cards may only be used for transactions associated with Council business. Misuse of a Council credit card is in breach of this policy and may result in the cancellation or withdrawal of the card and disciplinary action. Misuse includes, but is not limited to:
 - Intentionally using the credit card for a private transaction such as a personal purchase or purchases for the sole benefit of the cardholder;
 - Assigning or transferring the credit card to another person;
 - Using the credit card after the cardholder's employment has been suspended orterminated;
 - Using a Council credit card when they are not the cardholder named on the card and without the named cardholders specific written authority;
 - Not complying with Council's procurement policies;
 - Using the credit card for a transaction in excess of budget or for which there are insufficient funds; and
 - Using the credit card for expenditure not previously approved where prior approval was

required – e.g. training or travel-related expenses.

- 3.10 Credit cardholders must return their Council credit card permanently when:
 - they leave their employment or engagement with Council, or
 - they no longer require use of a card as part of their duties.
- 3.11 Credit cardholders must return the Council credit card <u>temporarily</u> for safekeeping when:
 - their employment with the Council is temporarily suspended pending an investigation.
- 3.12 Council credit cards may be withdrawn or cancelled by the CEO at any time.
- 3.13 Credit limits on Council credit cards is to be a maximum of \$5,000 with each individual limit to be determined by the CEO at the time approval is granted.
- 3.14 Credit cardholders prior to being issued with a Council credit card must sign the Adelaide Plains Council *Credit Cardholder Declaration Form*.
- 3.15 Credit cardholders will not be entitled to any rewards program or access to rewards that may be offered as part of Council incurring expenditure.
- 3.16 It is the responsibility of the credit cardholder to resolve issues of disputed transactions, lost, stolen or replacement cards and immediately report this to the card issuing bank first and advise the General Manager Finance and Business as soon as practicable thereafter.
- 3.17 Except for the CEO's credit card, and noting that credit cards will generally only be issued to senior management, all of the transactions in monthly credit card statements must be approved by the CEO. With regard to the CEO's credit card, all transactions must be approved by the Mayor.
- 3.18 The approver of credit card transactions are responsible for reviewing and approving all transactions on the credit cards. When reviewing credit card transactions, the approver must consider the appropriateness of expenses and ensure that they comply with Council's *Procurement Policy.*

4. Related Documents

Credit Cardholder Declaration Form Credit Card Receipts Procedure Financial Internal Controls Policy Human Resource Management Policy Procurement Policy

5. Records Management

All documents relating to this Policy will be registered in Council's Electronic Document adRecord Management System, and remain confidential where identified.

6. Document Review

This Policy will be reviewed periodically to ensure legislative compliance and that itcontinues to meet the requirements of Council, its activities and programs.

7. References

Section 124 (Accounting Records to be Kept) of the Local Government Act 1999 (SA)

Section 125 (Internal Control Policies) of the Local Government Act 1999 (SA)

Procurement Policy

Financial Internal Controls Policy

8. Further Information

Members of the public may inspect this Policy free of charge on Council's website at <u>www.apc.sa.gov.au</u> 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 Chief Executive Officer.

	Treasury Ma	nagement Policy
Adelaide	Version Adoption by Cour	ncil: 24 February 2020<u>26 April</u>
Plains	Resolution Number: 2020)/039 _2022/TBC
Council	Current Version: V1.67	
	Administered by:	Last Review Date: 2022
	General Manager – Finance and Business	Next Review Date: 2024
	Strategic Objective:	
	Proactive Leadership – Stra	ategic and sustainable financial
Document No: D22/6650	management	

1. Objective

Council is committed to adopting and maintaining a Long Term Financial Plan and operating in a financially sustainable manner.

This Policy establishes a decision framework to ensure that:

- funds are available as required to support approved outlays;
- interest rate and other risks (e.g. liquidity and investment credit risks) are acknowledged and responsibly managed; and
- the net interest costs associated with borrowing and investing are reasonably likely to be minimised on average over the longer term.

2. Scope

This Policy provides clear direction to Council and staff in relation to the treasury function of Council. It underpins Council's decision-making regarding the financing of its operations as documented in its Annual Budget and Long Term Financial Plan and associated projected and actual cash flow receipts and outlays.

3. Specific Provisions/Responsibilities

3.1 Treasury Management Strategy

Council's operating and capital expenditure decisions are made on the basis of:

- identified community need and benefit relative to other expenditure options;
- cost effectiveness of the proposed means of service delivery; and
- affordability of proposals having regard to Council's long-term financial sustainability (including consideration of the cost of capital and the impact of the proposal on Council's Net Financial Liabilities and Interest Cover ratios).

Council will manage its finances in accordance with its overall financial sustainability strategies and targets. This means Council will:

- maintain target ranges for its Net Financial Liabilities;
- not retain and quarantine money for particular future purposes unless required by legislation or agreement with other parties;
- borrow funds in accordance with the requirements set out in its Long Term Financial Plan; and
- apply any funds that are not immediately required to meet approved expenditure (including funds that are required to be expended for specific purposes but are not required to be kept in separate bank accounts) to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required.

3.2 Interest Rate Risk Exposures

Council has set range limits for both fixed and variable interest rate borrowings in order to minimise net interest costs on average over the longer term and at the same time manage interest rate movement risks within acceptable limits.

3.3 Fixed Interest Rate Borrowings

To ensure an adequate mix of interest rate exposures, Council will restructure its portfolio of borrowings, as old borrowings mature and new ones are raised, to progressively achieve and thereafter maintain on average in any year, of not less than 30% of its gross debt in the form of fixed interest rate borrowings.

In order to spread its exposure to interest rate movements, Council will aim to have a variety of maturity dates on its fixed interest rate borrowings over the available maturity spectrum.

In circumstances where Council needs to raise new fixed interest rate borrowings it will consider using medium to long term borrowings (3 years or more duration) that:

- have a fixed interest rate;
- require interest payments only; and
- allow the full amount of principal to be repaid (or rolled over) at maturity.

Council will ensure that no more than 25% of its fixed interest rate borrowings mature in any year.

3.4 Variable Interest Rate Borrowings

Council will restructure its portfolio of borrowings, as old borrowings mature and new ones are raised, to progressively achieve, and then maintain, not less than 30% of its gross debt on average in any year in the form of variable interest rate borrowings.

Council will establish, and make extensive use of, a long term variable interest rate borrowing facility/<u>LGFA</u>'s Cash Advance Debenture facility, that requires interest payments only and that

enables any amount of principal to be repaid or redrawn at call. The redraw facility will provide Council with access to liquidity when needed.

3.5 Borrowing for Council or Local Community/Sporting Organisations

No officer of the Council is authorised to undertake the establishment of a new loan facility without the authorisation of the Council.

Loans funds may be raised on behalf community and sporting organisation that are situated within the Council area, the purpose of which should be for capital items or infrastructure.

Before providing loans to local organisation, the Council shall take into account:

- the ability of the organisation to satisfactorily meet loan repayments
- provision of security in the event that repayments cannot be met
- a financial assessment must occur which shall include provision of the organisations' last three financial years activities and its projected activity following the provision of the loan funds

Each application made by a community or sporting organisation will be treated on a case by case basis. If approved, the Council shall disburse the funds to the organisation which shall provide an acquittal statement of use at the conclusion of the project being undertaken.

3.6 Investments

Council funds that are not immediately required for operational needs and cannot be applied to either reduce existing borrowings or avoid the raising of new borrowings will be invested. The balance of funds held in any operating bank account that does not provide investment returns at least consistent with 'at call' market rates shall be kept at a level that is no greater than is required to meet immediate working capital requirements.

Council funds available for investment will be lodged 'at call' or, having regard to differences in interest rates for fixed term investments of varying maturity dates, may be invested for a fixed term. In the case of fixed term investments the term should not exceed a point in time where the funds otherwise could be applied to cost-effectively either defer the need to raise a new borrowing or reduce the level of Council's variable interest rate borrowing facility.

When investing funds Council will select the investment type that delivers the best value having regard to investment returns, transaction costs and other relevant and objectively quantifiable factors.

Staff may from time to time invest surplus funds in:

- deposits with the Local Government Financing Authority; and/or
- Interest bearing deposits with authorised Deposit-taking Institutions (ADIs) such as banks, building societies or credit unions where the Australian Government guarantees deposits up to \$250,000.

Any other investment requires the specific approval of Council. Where Council authorises any investments of a type outside of those specified above, the amount so invested will be cumulatively limited to no more than 20% of the average level of funds expected to be available for investment by Council over the duration of the specific authorised investments.

3.7 Reporting

At least once a year Council shall receive a specific report regarding treasury management performance relative to this Policy. The report shall highlight:

- for each Council borrowing and investment the quantum of funds, its interest rate and maturity date, and changes in the quantum since the previous report; and
- the proportion of fixed interest rate and variable interest rate borrowings at the end date of the reporting period and an estimate of the average of these proportions across this period along with key reasons for significant variances compared with the targets specified in this Policy.

3.8 Reserves

Reserves are an allocation of Council's accumulated surplus. Council may establish various equity accounts called 'Reserves' to identify accumulated surpluses that will be used for specific future purposes. Separate bank accounts will not be established for reserves unless legally required to do so.

4. Related Documents

Annual Budget Funding Policy Long Term Financial Plan Strategic Plan

5. Records Management

All documents relating to this Policy will be registered in Council's Record Management System and remain confidential where identified.

6. 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.

7. References

Local Government Act 1999

LGA's Financial Sustainability Information Paper 15: Treasury Management (Revised February 2015)

8. Further Information

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

2a Wasleys Rd, 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 Business.

	Fund	ding Policy
Adelaide Plains Council	Version Adoption by Council Resolution Number: <u>1020/0</u> Current Version: V1. <u>67</u>	: Date 24 February 2020 <u>26 April 2022</u> 37 <u>2022/TBC</u>
Councit	Administered by: General Manager – Finance and Business	Last Review Date: 2022 Next Review Date: 2024
Document No: D22/1085	Strategic Objective: Proactive Leadership – Strate management	gic and sustainable financial

1. Objective

This Policy sets out Council's approach to the funding of services and is based on an assessment of the beneficiaries of all Council's services and how these should be funded. It provides the framework within which Council will raise the revenue necessary to fund expenses of programs set out in its Long Term Financial Plan.

2. Scope

This Policy reflects Councils determined balance between the principles of:

- user or beneficiary pays and the capacity to pay of different sections of the community;
- costs of provision of services and, where relevant, prices charged by others for provision of similar services;
- maximising sourcing of external funding;
- accommodating individual circumstances of financial hardship; and
- achieving and preserving reasonable inter-generational equity.

3. Specific Provisions/Responsibilities

3.1 Long-Term Financial Plan

Council has adopted a 10 year Long-Term Financial Plan that sets out the funding (revenue raising) and financing (paying for outlays) requirements for services to be provided to equitably meet its Strategic and Asset Management Plans, and identified community needs and preferences.

The Long-Term Financial Plan is based on achievement of the targets set by Council for each of its financial sustainability indicators and in particular those for its operating result, to achieve an operating surplus ratio of between 0% and 10% over any five year period in line with the LGA's Financial Sustainability Program Financial Indicators 2015.

3.2 Budget Management and Review

Council will manage its Long-Term Financial Plan through its annual budget process ensuring that its planned long-term service, infrastructure levels and standards are met without unplanned increases in rate or disruptive cuts to services.

3.3 Financial Assistance and Other Discretionary Grants

Council values the ongoing Commonwealth Financial Assistance Grants that it receives through the SA Local Government Grants Commission (LGGC). Similarly Roads to Recovery Grants from the Commonwealth are an important funding source.

Council will continue to provide timely and accurate information requested by the LGGC to ensure that it receives its appropriate funding allocation as determined by the LGGC's methodology for allocating Financial Assistance Grants. Timely and accurate information also will be provided to the Commonwealth in respect of Roads to Recovery Grants.

3.4 Special Purpose Grants

Council recognises that opportunities arise from time to time to secure grants or funding for specific projects or purposes. Council will pursue such opportunities where the funding objectives support the directions of its Strategic Plan and its financial sustainability objectives.

Council will assess the whole-of-life costs of a project considered for a special purpose grant or funding application (including maintenance and other operating costs over the life of the project) and will consider the impact of these costs on Council's financial sustainability indicators over the life of the project.

3.5 General and Other Rates

Council will raise general and other rates from its community in accordance with its Rating Strategy.

Council's Rating Strategy sets out its application of the following rating provisions contained in the *Local Government Act 1999*:

- minimum rates or fixed charges;
- separate rates;
- service rates and charges;
- differential rates;
- rate rebates; and
- postponement of rates.

Council keeps its Rating Strategy under review, as contained in the Annual Business Plan, to ensure it has appropriate regard for any material changes in:

- capacity to pay within sections of the community; and
- the extent of opportunity of access to, use of and benefit from Council services by various groups of service users and ratepayers.

Revenue from general rates helps meet a substantial part of the cost of Council services and activities that are widely available to ratepayers.

3.6 User Charges

To reduce dependence on rate revenue Council applies user charges to meet the cost of its services where this is equitable, efficient and practical. Charges set have regard to Councils costs, the benefits to direct users and others from the provision of the services and prices charged elsewhere for similar services. Council's user charges are set out in its Schedule of Fees and Charges.

Council's user charges are set out in Council's Fees and Charges Register.

3.7 Borrowings

Council recognises that borrowings are not a funding source but are nevertheless likely to be required at times particularly as a result of decisions to add to or enhance Councils stock of assets. If Council sets revenue raising targets at levels that not only meet the full cost of existing services but also enable it to accumulate funds to finance net asset acquisition it could create significant inter-generational inequity between beneficiaries of Councils services. Council will manage decisions about when to borrow and what type of borrowings to raise in accordance with its Treasury Management Policy.

3.8 Private Sector Contributions / Partnerships

Council will seek private sector funding for projects e.g. through joint venture, grants or provision of infrastructure etc where this is considered beneficial to the community. In assessing the community benefit of such arrangements Council will take account of its financial exposure through an analysis of the whole-of-life costs of the project.

4. Related Documents

Annual Business Plan Asset Management Plans Long-Term Financial Plan Strategic Plan Treasury Management Policy

5. Records Management

All documents relating to this Policy will be registered in Councils Record Management System and remain confidential where identified.

6. 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.

7. References

Local Government Act 1999

Section 133 – Sources of Funds

Section 146-166 – Rates and Charges on Land

Sections 182 and 182A – Remission and postponement of Rates

Local Government (Financial Management) Regulations 2011.

Regulations 5 – Long-term Financial Plans

Regulation 6 – Annual business plans

Regulation 7 – Budgets

Local Government Financial Sustainability Paper 20 - Rating and Other Funding Policy Options (Revised August 2020)

8. Further Information

Members of the public may inspect this Policy free of charge on Councils website at <u>www.apc.sa.gov.au</u> or at Councils Principal Office at:

2a Wasleys Rd, 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 Business.

	Internal Fina	ncial Controls Policy
	Version Adoption by Counc	il: 22 February 2021 <u>26 April 2022</u>
Adelaide Plains	Resolution Number: 2021/	054 <u>2022/TBC</u>
Council	Current Version: V <u>34</u>	
	Administered by:	Last Review Date: 2022
	General Manager Finance and Business	Next Review Date: 2024
	Strategic Objective:	
Document No: D22/1077	Proactive Leadership - Strat management	egic and sustainable financial

1. Objective

This Policy is made pursuant to Section 125 of the Local Government Act 1999 (the Act) which provides:

- (1) A council must ensure that appropriate policies, practices and procedures of internal control are implemented and maintained in order to assist the council to carry out its activities in an efficient and orderly manner to achieve its objectives, to ensure adherence to management policies, to safeguard the council's assets, and to secure (as far as possible) the accuracy and reliability of council records.
- (2) The policies, practices and procedures of internal financial control under subsection (1) must be in accordance with a standard or document (such as a model relating to financial controls) adopted by the regulations.

Regulation 10A of the Local Government (Financial Management) Regulations 2011 also states that:

for the purposes of section 125(2) of the Local Government Act, the policies, practices and procedures of internal financial control of a council must be in accordance with the Better Practice Model—Internal Financial Controls.

Council's objectives of this Policy are:

- a) Risks relating to the stewardship of public resources are adequately managed through effective internal controls.
- b) A framework for an effective internal control system which conveys to managers that they are responsible for ensuring that internal controls are established, documented, maintained and adhered to across the council and to all employees that they are responsible for adhering to those internal controls.
- c) To ensure the propriety of transactions, information integrity, compliance with regulations and achievement of Council objectives through operational efficiency.

2. Scope

This policy covers the internal financial controls and audit functions in place for the Adelaide Plains Council.

3. Internal Financial Control

Internal Financial Controls, as a part of Council's broader internal control processes, is designed to assist the Council in addressing the risk of fraud and error, improving reliability of financial reporting and compliance with laws, regulations and policies. It focuses on Council's financial processes and functions that deal with, but are not limited to, budgeting, financial reporting, transaction processing, financial delegations and treasury management.

Internal control is part of Council's corporate governance framework and covers areas such as strategic management, business development, project management and finance. It comprises procedures to mitigate risks and provide reasonable assurance that operations are efficient and effective, assets are safeguarded, legislation and council policies/rulings are complied with and financial reporting is accurate and reliable.

As a first step towards developing a complete risk management and corporate governance framework, the financial component of internal controls will be addressed and these are required to ensure Council resources are used prudently and in an efficient, effective and economical manner. Examples of the types of activities addressed are accounts payable, payroll, budgeting, management reporting, banking and contracting. Financial internal controls are critical to effective risk management of a Council's operations and promote the achievement of its goals and objectives.

Council is committed to maintaining an effective Internal Control environment.

4. Risk Management Approach

Council will maintain an internal control framework, which will be based upon a pro-active risk management culture. The types of risks identified in the framework will be those which may prevent council from meeting its objectives or not maximising its opportunities. The first risk area covered by Council is financial management, for which internal controls will be identified, documented and managed. It is recognised that all risks cannot be eliminated, however the internal controls applied should reduce the likelihood of the risk occurring to within acceptable limits of risk.

Council will develop and promote a culture that emphasises integrity, ethical values and competence.

5. Roles and Responsibilities

The Council is responsible for approval of the Internal Control Policy and the Chief Executive Officer for developing and maintaining an internal control framework, which ensures Council objectives are achieved efficiently and effectively. Updates on changes to the framework will be presented to the Audit Committee.

The Chief Executive Officer and presiding member of Council must also sign the financial statements in regard to internal controls as required by *Local Government (Financial Management) Regulations 2011* r14.

The Council management must adopt a risk management approach to identifying and assessing risks and apply cost/benefit analysis in the development of internal controls. Council employees must conduct their duties in accordance with internal control policies procedures and practices of Council.

6. Elements of an Internal Control Framework

The essential elements of an effective internal control framework are:

- Structure and culture of Council;
- Delegations of Authority;
- Policies and procedures;
- Trained and properly qualified staff;
- Information Technology controls;
- Review process e.g. internal audit;
- Liaison with auditors and legal advisors;
- Senior Management compliance assurance;
- Risk identification and assessment.

7. Better Practice Model

The Local Government (Financial Management) Regulations (2011) prescribe an internal controls framework customised for Council adoption and use. This has been developed and endorsed by South Australian peak local government finance and audit management bodies in conjunction with private sector risk management experts.

The Better Practice Model – Internal Financial Controls framework is a risk management tool that assists Council and its administration to assess mitigate against and employ processes to reduce risk in its day-to-day operations.

The model is underpinned by the "Three Lines of Defence" – functions that own and manage risk, functions that oversee risk (e.g. control self-assessment) and independent assurance (e.g. internal audit).

Local Government Act and Regulations **External Auditor** 1st Line of Defence 2nd Line of Defence 3rd Line of Defence **Risk Governance Framework Risk Identification and Assessment** Establishment of Establishment of Policies and Procedures Internal Control Environment and Internal Audit **Control Monitoring** Internal Control Management Evaluation Activities Process Monitoring and Improvement

Diagram depicting the relationship between these planks and their relationship with Local Government Act and external auditors is provided below.

Responsibility for Control Environment

Council is statutorily responsible for maintaining financial controls aimed at preventing fraud and minimise the likelihood of error or misstatement.

As part of the delegated powers passed to the Council administration, the Chief Executive plays a key role in establishing and developing an effective internal control environment, through delegating functional control duties to management.

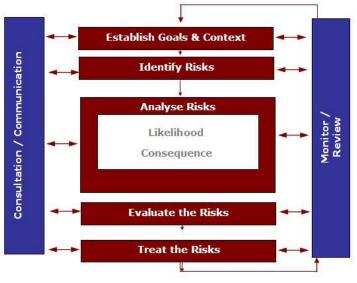
Administrative management is primarily responsible for overseeing and mitigating organisational risks on a day-to-day basis. Practically this means identifying risks, establishing and adhering to policies and procedures and undertaking control self-assessment in establishing the procedural framework by which all business operations will be transacted within.

The final line of defence specifically calls for internal audit function to perform objective tests on the performance and effectiveness of the first two lines.

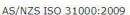
Further advice and assurance may be sought from the current external auditor if required, particularly leading up to and within the annual external audit engagement period.

8. The Risk Management Process

The process followed by Council in developing the framework appears below in diagrammatic form extracted from Australian/New Zealand Standard AS/NZS ISO 31000:2009







- Establish Goals & Context Effective risk management requires a thorough understanding of the goals and context of Council to assist in establishing the assessment criteria for risk management.
- Identify Risks Identify the risks most likely to impact on the achievement of Council's objectives.
- Analyse Risks Assess effectiveness of risks in terms of likelihood and consequence to identify the current risk level.

- Evaluate Risks Determine whether the risks are acceptable or unacceptable and document findings.
- Treat Risks Treat risks by one of the following methods discontinuing activity that generates it, reducing likelihood of occurrence, reducing consequence of occurrence, transfer the risk or retain the risk.
- Consultation/Communication These are important elements to ensure that all stakeholders understand why actions are required. These stakeholders include all staff and elected members.
- Monitor/Review Responsible officers must be identified for each internal control and provide feedback to managers on progress with controls. The Managers monitor the effectiveness of risk treatments and report progress to the Executive Leadership and the Audit Committee at regular intervals.

9. Review of Database of Internal Controls

The database of internal financial controls will be reviewed at least every twelve months to ensure all controls are current and appropriate and the Executive Leadership and the Audit Committee will be informed of the outcome of each review and updated regularly on progress with action plans identified during the reviews.

10. Support with Development of a Risk Management System

To assist in the ongoing improvement of a risk management system the Local Government Association's *Better Practice Model – Internal Financial Controls* should be reviewed from time to time, to identify the current recommended risk management database of internal controls and supporting documentation.

11. Related Documents

Annual Business Plan Long Term Financial Plan Risk Management Policy and Framework Strategic Plan 2021-2024

12. Records Management

All documents relating to this Policy will be registered in Council's Record Management System and remain confidential where identified.

13. Document Review

This Policy will be reviewed annually to ensure legislative compliance and that it continues to meet the requirements of Council its activities and programs.

14. References (Legislative and Standards Requirements)

Local Government Act 1999 - Sections 125, 126, 129 & 130 Local Government (Financial Management) Regulations 2011 – Regulation 14 (e) Australian/New Zealand Standard AS/NZS ISO 31000:2009 LGA's Financial Sustainability Information Paper No. 21 – Internal Financial Controls Better Practice Model – Internal Financial Controls for South Australian Councils – April 2017

15. Further Information

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

2a Wasleys Rd, 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 Business.

	Rates Arrears and	Debtor Management Policy
Adelaide	Version Adoption by Council	: 24 February 2020 26 April 2022
Plains Council	Resolution Number: 2020/04	<u>402022/ТВС</u>
	Current Version: V <u>3</u> 2	
	Administered by:	Last Review Date: 2022
	General Manager – Finance and Business	Next Review Date: 2022
	Strategic Outcome:	
	Proactive Leadership –	Strategic and sustainable financial
Document No: D22/1046	management	

1. Objective

The purpose of this Policy is to:

- a) Provide a clear and concise framework in which to recover all outstanding Council debts (rates, infringement and sundry debtors) owed to the Adelaide Plains Council;
- b) Ensure consistency, fairness, integrity and confidentiality for both the Council and the debtor; and
- c) Assist in the efficient management of Council assets through the timely collection of outstanding monies.

2. Scope

This Policy will apply to all rateable assessments, infringements and sundry debtors for monies owed to the Adelaide Plains Council.

3. Policy Statement

- 3.1 The management and recovery of outstanding revenue is an important aspect of Council's financial management function. The principles that will apply in the management and recovery of overdue debt are as follows:
 - a) Council has a responsibility to recover monies owing to it in a timely and efficient manner to finance its operations and ensure effective cash flow management;
 - b) Council will operate effective and consistent billing and debt collection processes;
 - c) Council aims to minimise the amount of outstanding monies that it is owed;
 - Debtors are expected to take responsibility for their Council debt obligations and to organise their affairs in such a way as to be able to discharge these obligations when required;

- e) If a debtor cannot meet their obligations on the due dates, it is in the interests of the debtor to contact Council at the earliest opportunity to make appropriate arrangements to address the debt;
- f) In cases of financial hardship Council will consider deferment of payment and/or a suitable repayment plan;
- g) Staff will maintain procedures to support the administration of this policy, including the monitoring of compliance with associated internal controls.
- h) Council will not issue a letter of demand to a debtor without taking all reasonable steps to establish a payment arrangement or negotiate settlement of the outstanding debt.
- i) Once a letter of demand has been issued legal action can proceed and any settlement negotiations will be made on a "without prejudice" basis so that the legal right to collect the debt is not compromised.
- 3.2 An explicit set of policies and procedures is a necessary tool for sound financial management providing the following benefits:
 - Public accountability and transparency Policies and procedures publicly document the Council's position on which it will base its decisions. They demonstrate the Council's commitment to sound financial management and establish transparency for audit purposes;
 - Ensuring a considered approach The formal adoption of carefully documented policies and procedures helps ensure that the Council's position on each issue has been properly considered, having regard to alternative approaches and the wider policy and statutory context;
 - c) Consistency of decision making By adopting clear Council policies and procedures a consistent basis for decision-making over time is established. While the Council can make a decision contrary to its adopted policy, it needs a deliberate decision to do so which helps to ensure that proper consideration has been applied;
 - d) Clear guidance for staff Explicit policies and procedures set out the required approach, responsibilities and processes for staff to properly administer the financial business of the Council in accordance with its wishes and consistent with statutory requirements and sound financial management practices. This in turn protects staff from allegations of financial mismanagement as long as the policies and procedures are followed.

3.3 Council Rates

Rates Debtors shall include all those owing general rates, separate rates, differential rates, CWMS service charges, waste service charge amounts, including sundry debts linked to a rateable property where applicable) and any other fines and interest levied by the Council and issued on a quarterly rate notice.

3.3.1 Payment Plans

If a ratepayer is experiencing difficulties meeting rates payments on time and are experiencing financial hardship, a payment plan can be organised with the ratepayer by the Rates Officer. However, all payment arrangements/plans shall be determined on the merits of each individual case. Recovery action for overdue rates will be suspended whilst the terms/conditions of the payment plan are being met.

Each payment plan shall specify the amounts of each regular payment and the dates by which each payment must be made to Council. Payments under a plan should be of regular amounts and be payable at regular intervals.

All payments plans can be approved by the Rates Officer or the equivalent delegate.

If ratepayer fails to honour the payment plan or contact Council, the arrangement may be terminated and the full amount of the outstanding rates and charges and accrued interest shall be due and payable immediately. A maximum of three defaults applies for any one financial year. Further action may be taken for recovery of the amount due through Council debt collection agency without further notice to the ratepayer.

3.3.2 Fines & Interest

If an instalment of rates is not paid on or before the date on which it falls due, the instalment:

- a) will be regarded as being in arrears;
- b) will incur a fine of 2% as prescribed under Section 181(8)(b) of the *Local Government Act 1999* (the Act) per cent of the amount of the instalment, applied immediately after the due date of the instalment; and
- c) on the expiration of each full month from that date, will incur interest at the prescribed percentage as per the Act of the amount in arrears (including the amount of any previous unpaid fine and including interest from any previous month).

3.3.3 Overdue Notice

A Rates Overdue Notice shall be issued within 14 days after the due date of an instalment to those ratepayers who have not made a satisfactory payment plan. This Overdue Notice gives the ratepayer their total outstanding debt (including any fines and interest) and detailing options of paying, or making suitable a payment arrangement.

3.3.4 Final Demand

A Final Demand shall be issued 14 days after the issue of the Overdue Notice to those ratepayers who have not made payment or negotiated a satisfactory payment plan. This Final Notice gives the ratepayer their total outstanding debt and the option of paying, or making suitable payment arrangements. The Final Demand will also advise the ratepayer that failure to pay or make a suitable arrangement to pay will result in the debt being referred to Council's Debt Collection Agency for recovery.

3.3.5 Legal Action

Council's Debt Collection Agency will send a Letter of Demand to the ratepayer to pay the amount due in 21 days. Council is then to be guided by the Collection agency as to the most suitable form of recovery action. Debt Collection Agency may initiate a legal action only with approval from General Manager – Finance and Business, if the debt remains unpaid after 21 days.

Once the debt has been referred to the Debt Collection Agency all communication is to be directed to them. All legal costs and expenses incurred by the Council for the recovery of outstanding rates and charges will be charged against the ratepayer's property.

3.3.6 Registered Mortgagee

Once the legal action process in Clause 3.3.5 has been exhausted and before any other legal action in terms of Section 184 of The Act has commenced:

- a) a copy of the Certificate of Title for the property is to be obtained
- b) Council will advise the ratepayer in writing of the debt outstanding & inform that the Council will contact the mortgagee in relation to the overdue rates; and
- c) a copy of the above letter will be sent to the Registered Mortgagee to establish the option of refinancing or paying the arrears outstanding.

If the registered mortgagee advises that they are not willing to pay the overdue rates then the sale of land for unpaid rates and charges under Section 184 of the Act may begin.

3.3.7 Remission and postponement of payment

Under Section 184A of the Act, rate payers who hold a State Seniors Card are able to apply to Council to postpone payment of Council rates on their principal place of residence provided they satisfy the conditions stated under Section 184A of the Act. Any such applications will be considered by General Manager – Finance and Business or the Rates Officer.

3.3.8 Sale of Land for Unpaid Rates and Charges

Council may proceed to sell the land where any rate or charge is overdue and has remained in arrears for more than three (3) years from the date on which it became payable in accordance with Section 184 of the Act.

In agreement with the General Manager – Finance and Business, the Rates Officer may from time to time report to Council on any rate debts that have remained unpaid following implementation of recovery action as detailed above and seek direction from Council as to the implementation of Section 184 of the Act.

3.3.9 Deceased Estates

Where Council rates on deceased estates are not paid by the due date, the appropriate fines in accordance with the *Local Government Act 1999*, shall apply. In the event that the executor can show proof of financial hardship, the application for waiving of fines will be considered by the General Manager – Finance and Business.

3.4 Infringement Debtors

If fines on explation notices are not paid on time, without further notice, the outstanding amount will be referred to the Fines Enforcement and Recovery Unit for collection. Any overdue fines will attract additional fees as determined by the respective act that impose the fines and infringement.

3.5 Sundry Debtors

Sundry Debtors include people owing Council money for food inspections, on-charging of utilities, recurring charges or any other monies owed to Council. Council will carry out private works only after the payment of estimated cost of the service. The final invoice will be issued for private works, if the actual cost is more than the estimated cost of the private works.

3.5.1 Invoices

Invoices will be sent for any debt raised providing 30 days for payment.

3.5.2 Monthly statement

A monthly Statement shall be issued at the beginning of each month. The Statement provides the debtor with a summary of the debt outstanding at the end of the prior month.

3.5.3 First Reminder

If the debt is outstanding for more than 30 days, monthly Statement with a "friendly reminder – your account is overdue" sticker will be sent or phone call will be made.

3.5.4 Payment Plans

All payments plans shall be approved by the Rates Officer or the equivalent delegate based on the merits of each individual case. Recovery action for overdue debts will be suspended whilst the terms/conditions of the payment plan are being met.

3.5.5 Final Notice

If the debt is outstanding for more than 60 days, a monthly statement with a final notice sticker shall be issued requesting payment within 07 days to those debtors who have not made satisfactory payment arrangements. If Council receives no response from the debtor for

the final notice, it may refer the debt to Council's Debt Collection Agency for recovery without further notice to the debtor.

3.5.6 Legal Action

Legal action will be initiated by referring the account to Council's Debt Collection Agency which will send a letter of demand to the ratepayer requesting the payment within 21 days. Council is then to be guided by the Collection Agency as to the most suitable form of recovery action.

Once the debt has been referred to the Debt Collection Agency all communication is to be directed to them. All legal costs and expenses incurred by Council from the recovery of outstanding debts may be charged to the Debtor and against the Debtor's property if applicable.

4. Writing off bad debts

- 4.1 In accordance with Section 143 of the *Local Government Act 1999*, a council may write off any debts owed to the council if:
 - a) the council has no reasonable prospect of recovering the debts; or
 - b) the costs of recovery are likely to equal or exceed the amount to be recovered.
- 4.2 A council must not write off a debt unless the Chief Executive Officer (CEO) has certified:
 - a) that reasonable attempts have been made to recover the debt; or
 - b) that the costs of recovery are likely to equal or exceed the amount to be recovered.
- 4.3 The debts are only to be written off in exceptional circumstances where the following applies:
 - a) It is not economical to pursue the debt further, or
 - b) The debt was raised in error and is not legally enforceable, or
 - c) The debt cannot be proved, or
 - d) The debtor cannot be located, or
 - e) Upon advice from a solicitor and/ or collection agent that the debt cannot be pursued.
- 4.4 Under the delegation of power, General Manager Finance and Business can write off debts up to \$500. In addition, the CEO is the delegated authority under Section 143 of the *Local Government Act 1999* to approve debt write offs up to a maximum of \$1,000. Any debt write off exceeding \$1,000 must be approved by Council.
- 4.5 For each case when a debt is written off details of the debt recovery action undertaken and the circumstances as to why the debt cannot be recovered must be documented and maintained on file. The CEO will review and certify that all appropriate action has been taken prior to approving the write off of the debt and the amount written off will be reported to the Council via the Quarterly Budget Review Report

5. Related Documents

Section 143 and 144 of the *Local Government Act 1999* provides Council with the statutory right to recover fees, charges, expenses or other amounts from a person, by action in a court of competent jurisdiction or to write off a debt.

In addition, following sections of the Local Government Act 1999 are also applicable.

Section 44 - Delegations

Section 181 - Payment of rates – general principles

Section 182 - Remission and postponement of payment

Section 182A - Postponement of rates - Seniors

Section 184 - Sale of Land for non-payment of rates

6. Further Information

The Policy is available for inspection during ordinary business hours at the Council principal office, 2a Wasleys Road, Mallala or on Council's website <u>www.apc.sa.gov.au</u>.

A printed 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 Business.

	Adelaide	14.1		Annual Business Plan and Budget 2023 – Release for Public Itation
	Adelaide Plains Council	Departme	ent:	Finance and Business
~ /		Report Au	ithor:	General Manager – Finance and Business
Date:	26 April 2022	Documen	t Ref:	D22/15657

EXECUTIVE SUMMARY

- The purpose of this report is to provide for Council consideration, Draft 2022/2023 Annual Business Plan (ABP) and 2022/2023 Budget (budget) before it is released for public consultation.
- Work towards the adoption of the 2022/2023 Budget has been occurring since January 2022. three (3) workshops with Elected Members have occurred so far. These workshops have focused on:
 - Renewing community infrastructure in line with the *Infrastructure and Assets Management Plans* (I&) adopted in October 2021;
 - Sealing of unsealed roads that are vital for the freight and tourism network;
 - 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 2021-2024; and
 - Improving Council's operating performance and long-term financial sustainability;
- The draft budget estimates an operating deficit of \$1.199m which consists of:
 - Recurrent budget deficit of \$0.096m (Excluding CWMS);
 - Recurrent CWMS Budget deficit of \$0.174m; and
 - Operating Project budget of \$0.929m (**Table 2**).
- The estimated operating deficit takes into account an average rate increase of 3.25% whereas the Council's *Long Term Financial Plan 2023-2032* (LTFP) adopted in February 2022 assumed an average rate revenue increase of 2.50%.
- Additional rates income from new properties (i.e. income from growth) is estimated to be 0.98% in the next financial year which is significantly lower than 2.75% assumed in the LTFP.
- It is also proposed to increase the fixed charge from \$112 to \$115.64, an increase of 3.25%.
- The proposed capital expenditure program (**Table 6**) for 2022/2023 is estimated to be \$8.069m of which \$4.593m (57%) would be spent on assets renewals in line with Council's I&.
- The remaining capital expenditure of \$3.476m (43%) is proposed to be spent on new assets of which \$1.195 is funded by government grants.
- New loan borrowings (**Table 9**) are proposed to be around \$4.825m;
- Kerbside waste collection levy is proposed to increase by 2.99% while the CWMS charges on Middle Beach and Mallala are proposed to increase by 2.93 % and 5% respectively.

RECOMMENDATION 1

"that Council, having considered Item 14.1 – *Draft Annual Business Plan and Budget 2022/2023* – *Release for Public Consultation*, dated 26 April 2022 receives and notes the report."

RECOMMENDATION 2 – Average Rate

"that Council, having considered Item 14.1 – *Draft Annual Business Plan and Budget 2022/2023* – *Release for Public Consultation*, dated 26 April 2022 endorses Audit Committee resolutions 2022/019 and in doing so determines, for the purpose of its Draft Annual Business Plan and Budget 2022/2023, an average rate increase of 3.25% noting that same will be the subject of public consultation in accordance with the *Local Government Act 1999*."

RECOMMENDATION 3 – Fixed Charge

"that Council, having considered Item 14.1 – *Draft Annual Business Plan and Budget 2022/2023* – *Release for Public Consultation*, dated 26 April 2022 endorses Audit Committee resolutions 2022/020 and in doing so determines, for the purpose of its Draft Annual Business Plan and Budget 2022/2023, a fixed charge increase of _____% noting that same will be the subject of public consultation in accordance with the *Local Government Act 1999*."

RECOMMENDATION 4 – Public Consultation

"that Council, having considered Item 14.1 – *Draft Annual Business Plan and Budget 2022/2023* – *Release for Public Consultation*, dated 26 April 2022:

- Instructs the Chief Executive Officer to undertake public consultation in relation to the Draft Annual Business Plan and Budget for the 2022/2023 Financial Year (presented as Attachment 1 to this Report and subject to Recommendation 2 and Recommendation 3 above), in accordance with section 123 of the Local Government Act 1999 and Council's Public Consultation Policy; and
- 2. Instructs the Chief Executive Officer to bring back a report on the outcome of public consultation for Council's consideration."

BUDGET IMPACT

Estimated Cost:	\$1.199m (operating deficit)
Future ongoing operating costs:	Interest expenses of \$0.72m associated with new borrowings
Is this Budgeted?	Yes (In the draft budget estimates)

RISK ASSESSMENT

As the State continues its recovery from the impacts of the COVID-19 pandemic, the decisions made by the Council with respect to the Draft 2022/2023 Budget and consequent rating decisions will have a financial impact on property owners and suppliers of goods and services to the Council. The level of impact will be dependent on the final decisions which the Council determines in respect to the service levels and the level of income required to meet the agreed service levels.

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 24 months mainly due to COVID-19 Rate Relief provided by the Council from May 2020. Council's overdue rates balance is \$1.018m as of 19 April 2022, a reduction of 3% when compared to the overdue rates balance of \$1.050m as of 30 June 2021. Therefore, increase in overdue rates poses a considerable liquidity risk for the Council which may need to be funded via short-term borrowings.

Council already has commenced process under Section 184 of the Local Government Act 1999, to recover rates overdue for more than three (3) years. The total outstanding from these properties is \$0.208m recovery of this amount will provide a significant reduction in overdue rates.

Attachments

1. Draft 2022/2023 Annual Business Plan and Budget to be released for public consultation

DETAILED REPORT

Purpose

The purpose of this report is to provide for Council's consideration, the Draft 2022/2023 Annual Business Plan and 2022/2023 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 15 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 2022/2023 Financial Year, 21 days public consultation period will commence on Wednesday, 4 May 2022 and concludes on Tuesday 24 May 2022 at 5.00pm. Public notices will appear on Council's website <u>www.apc.sa.gov.au</u> from that date while notices will appear in the newspapers generally circulating within Council's region on the Wednesday, 4 May 2022 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 6) 2021, 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, 27 June 2022 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 in July 2022.

Discussion

Budget Workshops/meetings

Preparatory work for the 2022/2023 Budget has been occurring since January 2022 and includes the following workshops/meetings:

- 31 January 2022: Budget process, parameters and objectives endorsed by the Council;
- 10 February 2022: Information Briefing Session on the draft infrastructure program;
- 14 February 2022: Audit Committee acknowledged Council's endorsement of the budget parameters and assumptions;
- 7 March 2022: Information Briefing Session on the draft Recurrent budget, Operating Project and four (4) Year Capital Program;
- 16 March 2022: I&E Committee endorsed draft 2022/2023 Capital Project Budget;
- 11 April 2022 : Audit Committee reviewed draft 2022/2023 budget; and
- 19 April 2022 : Information Briefing Session on the draft budget and options for rates increases.

Draft 2022/2023 capital program contained in this report (**Table 6**) has been prepared based on following resolution of the Council:

 12.2
 Moved
 Cr Boon
 Seconded
 Cr Lush
 2022/069

"that Council endorses resolution 2022/002 of the Infrastructure and Environment Committee and in doing so endorses the draft 2022-2026, 4 Year Capital Renewal Program, as presented at Attachment 1 to this Report, for inclusion in the draft Annual Business Plan and Budget 2022/2023, noting that the draft Annual Business Plan and Budget will be released for public consultation in due course."

CARRIED

The Audit Committee at its meeting held on 11 April 2022 resolved as follows:

6.1 Draft 2022/2023 Budget

MovedMayor WasleySecondedCouncillor Panella2022/019

"that the Audit Committee, having considered Item 6.1 – Draft 2022/2023 Budget, dated 11 April 2022, receives and notes the report and in doing so:

- 1. Notes the lower than anticipated draft operating deficit of \$1.230m as presented in the report; and
- 2. Recommend to the Council that it consider Option 2 as presented in the rate modelling data which equates to an average rate increase of 3.25% as the basis for rate rises in 2022/2023 Financial Year.

CARRIED UNANIMOUSLY

6.1 Committee Resolution

MovedMr Fairlie-JonesSecondedDeputy Mayor Strudwicke2022/020

"that the Audit Committee, having considered Item 6.1 – Draft 2022/2023 Budget, recommend that Council consider increasing the level of the fixed charge and examine any other measures that may reduce the operating deficit further, bearing in mind the significant operating deficit currently facing Council."

CARRIED UNANIMOUSLY

Strategic Management Plan, I&) and LTFP

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 2022/2023 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 2022/2023 Financial Year.

At the Ordinary Council meeting held on 27 January 2021, Council adopted updated strategic plan for the period 2021–2024. In addition, Council adopted updated I& on 25 October 2021 and LTFP for the period 2023-2032 on 28 February 2022. Accordingly, draft budget for next year has been prepared based on strategies and objectives of the updated *'Strategic Plan 2021-2024'* and services levels in the I& in line with updated LTFP.

Draft 2022/2023 Budget

The draft 2022/2023 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 3.25% increase in average rates (Option 2 in the rates model as recommended by the Audit Committee) and further \$0.98% rates income from new assessments, it is estimates that for 2022/2023 Financial Year, there will be an Operating Deficit of \$1.199m from recurrent and operating project activities.

Description Budget (\$) (\$) (%) \$ OPERATING INCOME Rates - General Rates - Existing Assessments 10,093 10,490 73 39 - General Rates - New Assessments 0 99 1 99 - Rate Rebates (102) (105) (1) ((- Waste Levy 658 699 5 4 - Regional Landscape Levy 192 198 1 4 - Other Rates Income 81 84 1 4 6 User charges 170 193 1 2 6 1 6 Interest Income 3 3 0 7 1 1 2 Grants, subsidies & contributions 1,894 1,955 14 6 6 Interest Income 3 3 0 7 7 Reimbursements 126 123 1 2 1 6 Interest Income 23 48 0 2	99 4) 3.5 41 6.2 6 3.0 3 3.2 55 13.1 23 13.4 51 3.2 - - 3) (2.57) 25 111.5
OPERATING INCOME Rates - General Rates - Existing Assessments 10,093 10,490 73 39 - General Rates - New Assessments 0 99 1 99 - Rate Rebates (102) (105) (1) (r - Waste Levy 658 699 5 4 - Regional Landscape Levy 192 198 1 - Other Rates Income 81 84 1 Statutory charges 496 561 4 6 User charges 170 193 1 2 Grants, subsidies & contributions 1,894 1,955 14 6 Interest Income 3 3 0 7 Reimbursements 126 123 1 (Other Income 23 48 0 2 TOTAL INCOME 13,635 14,348 100 71	97 3.9 99 3.5 41 6.2 6 3.0 3 3.2 55 13.1 23 13.4 51 3.2 - - 3) (2.55) 25 111.5
Rates - General Rates - Existing Assessments 10,093 10,490 73 39 - General Rates - New Assessments 0 99 1 99 - Rate Rebates (102) (105) (1) (1) - Waste Levy 658 699 5 4 - Regional Landscape Levy 192 198 1 4 - Other Rates Income 81 84 1 4 6 User charges 170 193 1 2 6 Interest Income 3 3 0 3 6 Reimbursements 126 123 1 6 Other Income 23 48 0 2 TOTAL INCOME 13,635 14,348 100 71	99 4) 3.5 41 6.2 6 3.0 3 3.2 55 13.1 23 13.4 51 3.2 - - 3) (2.57) 25 111.5
- General Rates - New Assessments 0 99 1 99 - Rate Rebates (102) (105) (1) (1) - Waste Levy 658 699 5 4 - Regional Landscape Levy 192 198 1 4 - Other Rates Income 81 84 1 4 Statutory charges 496 561 4 6 User charges 170 193 1 2 Grants, subsidies & contributions 1,894 1,955 14 6 Interest Income 3 3 0 2 Reimbursements 126 123 1 6 Other Income 23 48 0 2 TOTAL INCOME 13,635 14,348 100 71	99 4) 3.5 41 6.2 6 3.0 3 3.2 55 13.1 23 13.4 51 3.2 - - 3) (2.57) 25 111.5
- Rate Rebates (102) (105) (1) (1) - Waste Levy 658 699 5 4 - Regional Landscape Levy 192 198 1 4 - Other Rates Income 81 84 1 4 Statutory charges 496 561 4 6 User charges 170 193 1 2 Grants, subsidies & contributions 1,894 1,955 14 6 Interest Income 3 3 0 3 3 0 Reimbursements 126 123 1 (1) 1 2 Other Income 23 48 0 2 2 4 0 2	4) 3.5 41 6.2 6 3.0 3 3.2 55 13.1 23 13.4 51 3.2 - - 3) (2.57) 25 111.5
- Waste Levy 658 699 5 4 - Regional Landscape Levy 192 198 1 - Other Rates Income 81 84 1 Statutory charges 496 561 4 6 User charges 170 193 1 2 Grants, subsidies & contributions 1,894 1,955 14 6 Interest Income 3 3 0 3 3 0 Reimbursements 126 123 1 (2 Other Income 23 48 0 2 TOTAL INCOME 13,635 14,348 100 71	41 6.2 6 3.0 3 3.2 55 13.1 23 13.4 51 3.2 - - 3) (2.57) 25 111.5
- Regional Landscape Levy1921981- Other Rates Income81841Statutory charges49656146User charges17019312Grants, subsidies & contributions1,8941,955146Interest Income3307Reimbursements12612316Other Income234802TOTAL INCOME13,63514,34810071	6 3.0 3 3.2 55 13.1 23 13.4 51 3.2 - 3) (2.5 25 111.5
- Other Rates Income81841Statutory charges49656146User charges17019312Grants, subsidies & contributions1,8941,955146Interest Income3306Reimbursements12612316Other Income234802TOTAL INCOME13,63514,34810071	3 3.2 55 13.1 23 13.4 51 3.2 - - 3) (2.57) 25 111.5
Statutory charges 496 561 4 6 User charges 170 193 1 2 Grants, subsidies & contributions 1,894 1,955 14 6 Interest Income 3 3 0 3 3 0 Reimbursements 126 123 1 (0 2 Other Income 23 48 0 2 2 TOTAL INCOME 13,635 14,348 100 71	55 13.1 23 13.4 51 3.2 - 3) (2.57 25 111.5
User charges 170 193 1 2 Grants, subsidies & contributions 1,894 1,955 14 6 Interest Income 3 3 0 3 3 0 Reimbursements 126 123 1 (0 2 1 0 Other Income 23 48 0 2 1 </td <td>23 13.4 51 3.2 - 3) (2.55 25 111.5</td>	23 13.4 51 3.2 - 3) (2.55 25 111.5
Grants, subsidies & contributions1,8941,955146Interest Income330Reimbursements1261231(Other Income234802TOTAL INCOME13,63514,34810071	51 3.2 - 3) (2.57 25 111.5
Interest Income 3 3 0 Reimbursements 126 123 1 (Other Income 23 48 0 2 TOTAL INCOME 13,635 14,348 100 71	- 3) (2.57 25 111.5
Reimbursements 126 123 1 (Other Income 23 48 0 2 TOTAL INCOME 13,635 14,348 100 71	25 111.5
Other Income 23 48 0 2 TOTAL INCOME 13,635 14,348 100 71	25 111.5
TOTAL INCOME 13,635 14,348 100 71	
	L 3 5.2
OPERATING EXPENSES	
Employee Costs 5,900 6,445 45 54	15 9.2
Materials, contracts and other 4,726 4,914 34 18	39 3.9
Including legal expenditure 199 200 1	1
Depreciation 2,731 2,813 19 8	32 3.0
Interest Expenses 72 193 1 12	21 166.7
Share of loss from GRFMA 63 79 0 1	5- 24.2
TOTAL EXPENSES 13,492 14,444 100 95	51 7.0
RECURRENT SURPLUS/(DEFICIT) 142 (96) (1) (23	8) (167
Net Cost of the 2 x CWMS (144) (174) (1) (3)	0) 2
Funding for growth initiatives/OPs (185) (929) (6) (74	<mark>4)</mark> 40
OPERATING DEFICIT (186) (1,199) (1,01	3)

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

Long term financial plan (LTFP) forecast that for 2022/2023 Council is expected to have an operating deficit of \$1.674m which is considerably higher than updated budget for next financial year as shown above. This is mainly due to some of the operating projects (for example, Two Wells Main street underground power lines and relocation of Two Wells Waste Transfer Station) identified in the LTFP has been deferred to 2023/2024 Financial Year due to operational reasons.

Proposed Operating Project Program for 2022/2023

The Operating Projects budget encompasses programs and activities that are outside the 'business as usual' services and are considered discretionary in nature. I.e. the Council is under no obligation to provide the services, activities or programs or if required to undertake the activity, are irregular in nature (For example, Local Government Elections). Operating Projects may be one off activities or programs, an expansion of an existing service or program or proposals to introduce a new service or program.

Operating projects are funded via Rate Revenue, non-rate revenue and short-term borrowings. The cost of the draft program is estimated to be \$0.929m and summarised in **Table 2** below with reference to Council's strategic plan.

Project Description	Estimated Cost
Remarkable landscapes	
1) Street/Verge Tree Planting	20
2) Heritage Survey - Part 2	27
3) Parham - Old Playground Block (Sell or Develop Site)	5
Enviable lifestyle	
4) Open Space & Recreation Strategy	60
5) Social & Community Infrastructure Plan	100
6) Roadside Vegetation Management Plan	100
7) Two Wells - Liberty and Eden Estates, Recycled Water Costs (parks & reserves) 59
 Donaldson Rd - Design to include Water Sensitive Urban Design and open space elements 	ce 10
9) Mallala Stormwater Flood Plain Management Plan	65
10) Implement Regional/Council Disability Access and Inclusion Plan Initiatives	15
Emerging Economy	
11) Parham Campground - Formalise Land	5
12) Two Wells Oval - Master Plan - Design/Costing/Consultation (Stage 1)	100
13) Dublin - Township Growth & Tourism Master Plan	50
14) Thompson Beach Esplanade and Webb Beach Road - Detailed design and cost estimates for sealing	34
15) Economic Zones	20
Proactive Leadership	
16) Council Election – November 2022	40
17) Grant Writer to apply for government grants	15
18) Labour resources (Outside staff)	83
19) Upgrade to Council's Electronic Records Management System	33
20) Network Shared Drive Migration Strategy (Shared Folders)	9
21) Microfiche Records Digitisation Project	39
22) Redundancy and Backup Servers for Council's Information technology systems	
23) Council Member Computer Hardware Refresh following 2022 LG Elections	6
Total Estimated Costs	929

Table 2: Proposed Operating Projects Program (\$'000)

Inflationary pressures

Federal budget papers for 2022/2023 forecast that the inflation in Australia would rise to 4.25% in 2021/2022 and 3.00% in 2022/2023. According to draft 2022/2023 budget for the Council, estimates for Material, contract and other expenses have increased by 3.47% (Excluding kerbside waste collection charges). Therefore, although the LTFP assumed a 2.50% increase in average rate, 3 options of 3.25%, 3.25% and 3.55% have been developed as part of 'Rates Modelling'.

Rates Modelling – Property Valuation

An extract from the latest property valuation data available from Valuer-General (VG) is given below in **Table 3** in comparison to similar information as of 30 June 2021 and 30 June 2020. Additional rates income from the development growth is 0.98% as of 2 April 2022 and is significantly lower than 2.75% factored in the LTFP.

However, it is too early to exactly know the development growth rate for next year. From the experience of prior years, Valuer-General is expected to finalise development growth mid to late May 2022. Council expect a significant development growth this year, but may not be as big as last year due to slowdown in new subdivisions.

Description	2-Apr-22	30-Jun-21	30-Jun-20
Increase in number of properties through sub-division	89	257	173
Sub-Division Growth (valuation increase) - \$'Mn	16	39	24
Building Development Growth (valuation increase) - \$'Mn	0.184	27	54
Total Development Growth - \$'Mn	16	66	78
Total Development Growth - %	0.73	3.20	2.04
Increase in Rates income due to Development Growth - \$'Mn	0.099	0.256	0.197
Increase in Rates income due to Development Growth - %	0.98	2.67	2.15
Natural Growth (valuation increases due to reasons other than dev.) - %	4.87	4.46	1.86

Table 3: An Extract from latest valuation data from the VG

Rates Modelling – Options to consider with regard to average rate increase

Given a significant increase in 'Natural Growth', to achieve a 3.25% increase in average rate as recommended by the Audit Committee, a reduction in rate in the dollar by 0.68% will be applied in the rates modelling calculations. However, this will benefit properties that have reported an increase in valuations due to development growth and natural growth.

Alternatively, if the Council wish to reduce operating deficit and the reliance on borrowings to deliver new/upgraded assets program, it can do so by increasing the average rate by more than 3.25%. Given below are some of the *options* that the Elected Members can consider.

For example, 3.25% increase in average rate (Option 1) would generate an additional income of \$0.470m over and above 2021/2022 rates income. 3.25% increase in average rate (Option 2) would generate an additional income of \$0.500m and 3.55% increase in average rate (Option 3) would generate an additional income of \$0.530m.

Alternatively, should the Council wish to limit average rate increases to 3.25%, Council has the option of revisiting the budget specially the operating project program proposed for next financial year as the recurrent budget has already been prepared based on best available information to deliver Council's operations, services and programs next year.

Table 4: Rates Modelling options

	2021/2022	LTFP 22/23	Option 1	Option 2	Option 3*
Reduction in Rate in the \$ (%)			0.95%	0.68%	0.35%
Increase in Fixed Charge (%)			2.68%	3.25%	2.68%
Total Rates Income (\$'Mn)	10.093	10.623	10.559	10.589	10.619
Number of Rateable Properties	5,460		5,548	5,548	5,548
Average Rate (\$)	1,848		1,903	1,909	1,914
Average Rate increase			2.96%	3.25%	3.55%

*Option 3 provides rates income estimated in the LTFP for 2022/2023 Financial Year.

Rates Modelling – Options to consider with regard to fixed charge (FC)

As recommended by the Audit Committee, Council has several options with regard to increasing FC applicable in the next financial year. These options are summarised the following table.

% Reduction in Rate in the \$	(0.68)	(1.07)	(1.93)	(3.36)	(6.21)	
% Increase in Fixed Charge	3.25	10	25	50	100	
Scenario 1						
Property Value (a)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	
Rate in the \$ (b)	0.004427	0.004409	0.004371	0.004307	0.004180	
Rates (a) X (b)	\$221	\$220	\$219	\$215	\$209	
Add : Fixed Charge	\$116	\$123	\$140	\$168	\$224	
Rates + Fixed Charge	\$337	\$344	\$359	\$383	\$433	28%
Scenario 2						
Property Value (a)	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
Rate in the \$ (b)	0.004427	0.004409	0.004371	0.004307	0.004180	
Rates (a) X (b)	\$443	\$441	\$437	\$431	\$418	
Add : Fixed Charge	\$116	\$123	\$140	\$168	\$224	
Rates + Fixed Charge =	\$558	\$564	\$577	\$599	\$642	15%
Scenario 3						
Property Value (a)	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	
Rate in the \$ (b)	9230,000 0.004427	92 <i>30,000</i> 0.004409	9230,000 0.004371	9230,000 0.004307	0.004180	
Rates (a) X (b)	\$1,107	\$1,102	1,093	\$1,077	\$1,045	
Add : Fixed Charge	\$116	\$123	\$140	\$168	\$224	
Rates + Fixed Charge	\$1,222	\$1,226	\$1,233	\$1,245	\$1,269	4%

Table 5: Fixed Charge Modelling options

Scenario 4						
Property Value (a)	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	
Rate in the \$ (b)	0.004427	0.004409	0.004371	0.004307	0.004180	
Rates (a) X (b)	\$2,213	\$2,205	\$2,186	\$2,154	\$2,090	
Add : Fixed Charge	\$116	\$123	\$140	\$168	\$224	
Rates + Fixed Charge	\$2,329	\$2,328	\$2,326	\$2,322	\$2,314	(1%)
Scenario 5						
Property Value (a)	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	
Rate in the \$ (b)	0.004427	0.004409	0.004371	0.004307	0.004180	
Rates (a) X (b)	\$4,427	\$4,409	\$4,371	\$4,307	\$4,180	
Add : Fixed Charge	\$116	\$123	\$140	\$168	\$224	
Rates + Fixed Charge	\$4,542	\$4,533	\$4,511	\$4,475	\$4,404	(3%)

Significant increase in FC along with reduction in rate in the dollar will result in a considerable increase in general rates payable by ratepayers with a lower capital value and will benefit ratepayers with a higher capital value.

For example, a property with a capital value of \$50,000 will experience an increase of 28% in general rates if the fixed charge is increased by 100%. It will be a reduction of 3% if the property value is \$1,000,000. Following graph shows the breakdown of actual rate rises under following options for FC:

- Increase FC by 3.25% to \$115.64
- Increase FC by 10% to \$123.40
- Increase FC by 25% to \$140
- Increase FC by 50% to \$168
- Increase FC by 100% to \$224

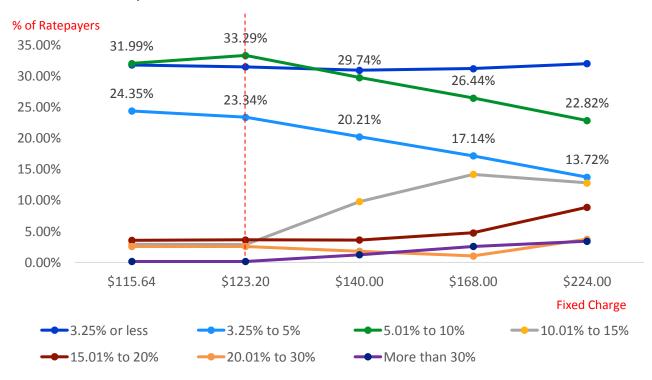


Figure 1: Breakdown of Increase of Rates - Options for Fixed Charge Increase

Above graph highlights that:-

- a) there will not be any significant change in the number of ratepayers who may experience a certain % increase in their annual general rates charge under both options of 3.25% and 10% increase in fixed charge.
- b) However, if the fixed charge is increased by 25% to \$140, number of ratepayers with a rate increase of 3.25% to 10% will be reduced by 6.7% and this reduction will be shifted towards the number of ratepayers with a rate increase 10% to 15%.
- c) trends highlighted in (b) above will continue when the fixed charge is increased by 50% and 100%.
- d) In order to minimise the impact of significant increase in fixed charge, Council can choose to increase fixed charge by a smaller % (for example by 10%) over number of years.

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. Upon development of Council's Capital Works Program, it has become evident the gap that previously existed between the Capital Works Program and the LTFP, caused by asset renewal deferral and the compounding effect into future capital works programs has now closed. The assets renewal strategy/funding allocations outlined in this report attempts to undertake asset renewal close to their expiry date over a ten (10) year period, with consideration given to current internal resources capacity to deliver such program.

Proposed Capital Project Program for 2022/2023

The Capital Works budget encompasses projects which renew, upgrade or create new infrastructure assets. Examples of projects are the Civil Infrastructure Whole-of-Life Program (renew), streetscape (New). Renewal Capital Projects are funded through Rate Revenue, via the depreciation charge, with new or upgrade works being funded through borrowings.

Draft 2022/2023 capital programme is summarised below. The estimated cost of the capital works program is \$8.069m of which \$4.593m (57%) would be spent on assets renewals in line with Council's Infrastructure. and Assets Management Plans (I&) adopted on 25 October 2021. The remaining capital expenditure of \$3.476m (43%) is proposed to be spent on new assets of which \$1.195m will be funded by government grants.

Table 6: Draft Capital Works Program (\$'000)

Project Description	Estimated Cost
Plant & Equipment	1,154
Street Scape (Footpath, Kerbing and Street Trees)	0,373
Sealed Roads	3,210
Bridge	0,370
Unsealed Roads	1,172
Car Parks & Traffic Control	0,360
Buildings	0,130
Site Improvements	1,180
Stormwater	0,025
CWMS	0,085
Total Capital Expenditure	8,069

Project Description	Estimated Cost
New	3,476
Renewal	4,593
Total Capital Expenditure	8,069

Required renewal expenditure as per I& adopted on 25 October 2021 is as follows.

Project Description	Estimated Cost
Assets Renewal	3,520
Plant and Equipment	1,106
Total Assets Renewal Expenditure	4,626

New Assets to be delivered in next year

New assets to the value of \$3.476m will be funded from a combination of new borrowings and government grants. Please refer to **Table 7** below for the reasons for these spending on new assets.

Table 7: Draft New Assets Program (\$'000)

Description	Budget	Comment
Redundancy and Backup Servers	48	To improve cyber security
Street Scape (Footpath, Kerbing and Street Trees)	133	As part of IAMP
Car Parks & Traffic Control	360	As part of IAMP
Site Improvements (Street/Reserve Furniture, Council boundary signs and implement Hart Reserve Master Plan)	530	As part of IAMP
Stormwater (Middle Beach - Tidal Drainage System)	15	As part of IAMP
Sealing of Middle Beach Road	2,390	50% funded under LGIPF
Total Expenditure on New/Upgraded Assets	3,476	

Kerbside Waste Collection Services

Council has engaged 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 2022/2023 Financial Year, it is estimated that the total cost of the kerbside waste collection program is expected to be increased by 7.45% (inclusive of new services). Therefore, the annual waste collection service charge is expected to increase from \$167 to \$172, an increase of 2.99%.

CWMS Charges

CWMS charges for both Mallala and Middle Beach is proposed to increase by 5% and 2.93% to \$692 and \$456 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 8**.

Description	Mallala	Middle Beach
CWMS service charges (345 connections X \$692 per connection)	239	
CWMS service charges (52 connections X \$456 per connection)		24
Less : CWMS Rebates	(0)	-
Total Income	238	24
Less : Operating Expenses		
Depreciation	140	7
Salaries and Wages	16	-
Interest Payments - CWMS Loan	79	-
Consultants	5	-
Consumables and Hardware	8	2
Contractors	110	7
Electricity	31	6
Insurance	9	4
ESCOSA Licence Fee	2	-
Materials	7	-
Other Expenses	2	0
Total Expenses	410	27
Net Operating Deficit	(172)	(3)

Table 8: Budgeted CWMS Income and Expenses for 2022/2023 (\$'000)

Financing the budget

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 assets. Therefore, if the Council decides to continue the same level of service and draft operating project program as included in this report with an average rate increase of 3.25%, it has to borrow \$4.825m to deliver operating and capital projects identified above and meet its loan repayment obligations as summarised in the **Table 9** below. Out of the new borrowings;

\$1.633m will be allocated for assets renewal program;

- \$1.195m will used to fund Council co-contribution required under State Government's Local Government Infrastructure Partnership Program for the Sealing of Middle Beach Road;
- \$1.086m will be spent on new assets across the Council district; and
- \$0.911m will be used to deliver operating project program proposed.

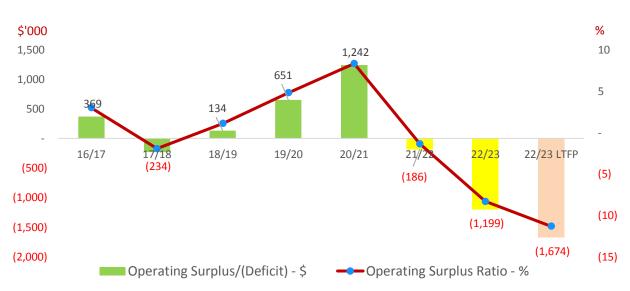
While the maximum amount to be borrowed is \$4.825m, the timing of the actual borrowings would depend on the progress of the capital works program. Local Government Finance Authority has made available convertible cash advance debenture of 3 years for LGIPP funded projects at a concessionary rate of 1.30% to a maximum limit of \$1.238m.

Table 9: Funding Shortfall for 2022/2023 (\$'000)

Description	Amount
Cash shortfall due to Operating Deficit	(1,199)
Cash injection from sale of surplus/replaced assets	231
Share of loss - joint ventures & associates (non-cash transactions)	79
To fund capital Program - Money available through depreciation	2,960
- Proposed assets renewal expenditure	(4,593)
- Proposed new capital expenditure	(3,476)
Grants specifically for new or upgraded assets	1,195
Loan Repayment	(23)
Total funding shortfall	(4,825)

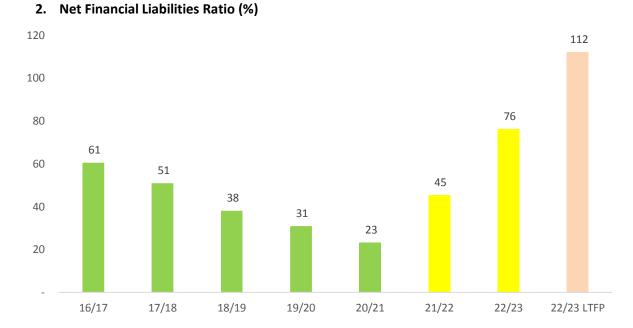
Draft Financial Indicators

The following graph shows, Council's draft financial indicators for 2022/2023 Financial Year in comparisons to LTFP ratios for 2022/2023, actual financial indicators since 2016/2017 Financial Year and budgeted the financial indicators for 2021/2022 and 2022/2023 Financial Years.

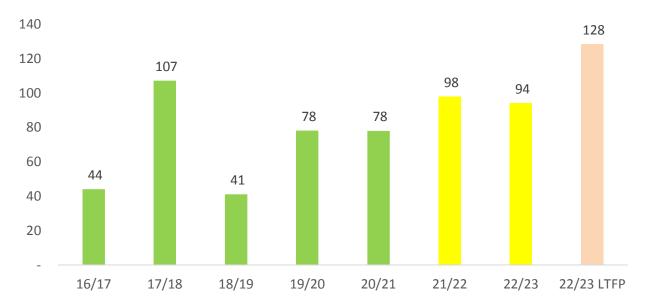


1. Operating Surplus/ (Deficit) Ratio

Note: Financial Sustainability Information Paper 9 of the LGA recommend an Operating Surplus Ratio of between 0% and 10% on average over long term.



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

The Draft 2022/2023 Budget as presented in this report is based on the Council continuing to deliver its existing services, program and activities in accordance with Council's strategic objectives.

To ensure that a responsible budget is set, the Council has adopted at its January 2022 meeting a series of Budget Parameters, to guide Council Staff in preparing their respective budget estimates. As detailed in this report, the Draft 2022/2023 Budget has been delivered with reference to these guidelines and where the parameters have not been achieved, the reasons have been provided.

Financial sustainability underpins the Council's Financial Goals and Outcomes, which are set out in the

Long-Term Financial Plan. In general terms, financial sustainability is ensuring that the Council has the financial resources to meet the long-term service and infrastructure needs of the community, without any unexpected sharp increases in rate revenue or cuts in service provision and standards.

Decision regarding the Draft 2022/2023 Budget, need to take into account the impact on the Council's ability to continue to meet its operational & financial outcomes and achieve objectives identified in Council's strategic documents.

References

<u>Legislation</u> Regulation 9 of the Local Government (Financial Management) Regulations 2011 Section 123 (13) of the Local Government Act 1999

<u>Council Policies/Plans</u> Budget Management Policy Council Vehicle Policy Funding Policy Treasury Management Policy Infrastructure and Asset Management Plan (Adopted on 25 October 2021) Long Term Financial Plan 2023-2032 (Adopted on 28 February 2022)

		•		is Group – Draft Annual Business nd Budget 2022/2023	
Adelaide Plains Council		Department:		Governance and Executive Office	
× /	council	Report Author:		General Manager – Governance and Executive Office	
Date:	26 April 2022	Document Ref:		D22/12941	

EXECUTIVE SUMMARY

- The purpose of this report is for Council to consider the Legatus Group's Draft Annual Business Plan and Budget for the 2022/2023 financial year (Attachment 1).
- In accordance with its Charter, the Legatus Group must adopt its Annual Business Plan and Budget after 31 May and before 30 June for the ensuing Financial Year.
- The Legatus Group is seeking endorsement, from all constituent councils, of its Draft Annual Business Plan and Budget for 2022/2023 in writing at least 10 business days before its next ordinary meeting scheduled for 10 June 2022 (i.e. by 27 May 2022).
- It is therefore recommended that Council consider, and approve, the Legatus Group's Draft Annual Business Plan and Budget for 2022/2023.
- Mr Simon Millcock, Legatus Chief Executive Officer, will address Members at this meeting.

RECOMMENDATION

"that Council, having considered Item 14.2 – *Legatus Group – Draft Annual Business Plan and Budget 2022/2023*, dated 26 April 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to advise the Legatus Group that Adelaide Plains Council approves the Draft Annual Business Plan and Budget 2022/2023."

BUDGET IMPACT

Estimated Cost:	Nil
Future ongoing operating costs:	\$12,496 (Legatus Group annual subscription fee)
Is this Budgeted?	Yes

RISK ASSESSMENT

Nil

Attachments

1. Legatus Group Draft Annual Business Plan and Budget 2022/2023

DETAILED REPORT

Purpose

The purpose of this report is for Council to consider the Legatus Group's Draft Annual Business Plan and Budget for the 2022/2023 financial year **(Attachment 1).**

Background

On 8 April 2022, Council received correspondence from the Chief Executive Officer (CEO) of the Legatus Group in relation to the subsidiary's Draft Annual Business Plan and Budget 2022/2023.

As a member council, Council has a responsibility to review and approve the Legatus Group Annual Business Plan and Budget 2022/2023.

The Legatus Group Charter provides as follows:

5.1 Budget

5.1.1 The proposed Annual Business Plan and the Budget must be referred to the Constituent Councils at least eight (8) weeks prior to the date of the meeting at which the budget is to be adopted.

5.1.2 Constituent Councils may comment on the Annual Business Plan and the Budget in writing to the Chief Executive Officer at least ten (10) business days before the meeting at which the budget is to be adopted or through its Board Member at that meeting.

5.1.3 The Legatus Group must adopt the Annual Business Plan and Budget after 31 May and before 30 June for the ensuing Financial Year.

5.1.4 The Legatus Group must provide a copy of its adopted Budget to the Constituent Councils within five (5) business days after the adoption of the Budget by the Legatus Group.

Discussion

The 'Key Focus Areas' of the Draft Annual Business Plan and Budget 2022/2023 are:

- Roads Transport Infrastructure
- Waste Management including Wastewater
- Community Capacity Wellbeing
- Environmental Sustainability

The Draft Annual Business Plan and Budget outlines the following <u>'Key Priorities and Action'</u> for 2022/2023:

- 1. Board Governance and Operations
- 2. Local Government Leadership
- 3. Regional and Community Sustainability

The Target and Actions associated with each Key Priority are set out at pages 5-7 of the Draft Annual Business Plan and Budget.

Members will also note, at page 8 of the Draft Annual Business Plan and Budget 2022/2023, that in preparing the budget for 2022/2023, the following '<u>Key Assumptions</u>' have been made by the Legatus Group:

- 1. Membership 2% increase in fees.
- 2. LGA regional capacity grant of \$42,000 confirmed.
- 3. RDA YMN and Landscape Board contribution of \$5,000 each for the Annual Forum.
- 4. No allocation of funding of projects included for the CWMS Joint Agreement with LGA. This is subject to funding from the LGA which has been applied and will be included if funding provided.
- 5. No allocation for grant funding has been included and projects listed can seek to use allocated amounts for leverage from grant funding.
- 6. The equity as of 30 June 2023 will see approx. \$475,000 which is in line with previous recommendations by the Board.

Finally, at pages 8-10 of the Draft Annual Business Plan and Budget 2022/2023, the 'Priority Project Outline' is provided in table form with various actions and goals contained therein.

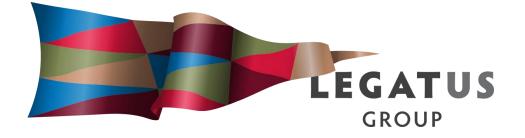
Conclusion

It is for Council to consider the Legatus Group's Draft Annual Business Plan and Budget for 2022/2023 and instruct the CEO accordingly.

References

Legislation Local Government Act 1999

<u>Council Policies/Plans</u> Legatus Group Charter Strategic Plan 2020-2024: Proactive Leadership



ABN: 34 728 242 315

Chairman: Mayor Phillip Heaslip

Chief Executive Officer: Simon Millcock

Address: 155 Main North Road CLARE SA 5453 PO Box 419 CLARE SA 5453

Telephone: 0407819000

Email: ceo@legatus.sa.gov.au

Website: www.legatus.sa.gov.au

Member Councils:

Adelaide Plains Council

Barunga West Council

Clare and Gilbert Valleys Council

Copper Coast Council

District Council of Mount Remarkable

District Council of Orroroo Carrieton

District Council of Peterborough

Light Regional Council

Northern Areas Council

Port Pirie Regional Council

Regional Council of Goyder

The Barossa Council

The Flinders Ranges Council

Wakefield Regional Council

Yorke Peninsula Council

DRAFT ANNUAL BUSINESS PLAN AND BUDGET 22/23

The following draft Legatus Group Business Plan and Budget for 2022/2023 is provided to all member councils for their consideration noting the relevant Legatus Group Charter requirements.

Legatus Group Charter:

5 Financials

5.1 Budget

5.1.1 The proposed Annual Business Plan and the Budget must be referred to the Constituent Councils at least eight (8) weeks prior to the date of the meeting at which the budget is to be adopted.

5.1.2 Constituent Councils may comment on the Annual Business Plan and the Budget in writing to the Chief Executive Officer at least ten (10) business days before the meeting at which the budget is to be adopted or through its Board Member at that meeting.

5.1.3 The Legatus Group must adopt the Annual Business Plan and Budget after 31 May and before 30 June for the ensuing Financial Year.

6.2 Annual Business Plan the Legatus Group shall:

6.2. I prepare an Annual Business Plan linking the core activities of the Legatus Group to strategic, operational and organisational requirements with supporting financial projections setting out the estimates of revenue and expenditure as necessary for the period;

6.2.2 consult with the Constituent Councils prior to adopting or amending the Annual Business Plan; and

6.2.3 ensure contents of the Business Plan is in accordance with the Act.

7.2 Subscription

7.2.1 Every Constituent Council shall be liable to contribute monies to the Legatus Group each financial year.

7.2.2 The amount of each Constituent Council's subscription will be decided at the meeting where they adopt the Annual Business Plan and Budget and that subscriptions will be due and payable within one month of a written request from the Chief Executive Officer for payment.

Timelines

The Legatus Group are meeting on Friday 10 June 2022 to consider the 2022/2023 Legatus Group Business Plan and Budget as such this draft Business Plan and Budget is required to be distributed prior to the 15 April 2022.

Role of Legatus Group / Purpose of Plan

Local Government Act 1999

Introduction and Context

Schedule 2, part 2, clause 24 of the Local Government Act 1999 outlines that in consultation with each of its Constituent Councils, a regional subsidiary must prepare and adopt a business plan.

Role: Central Local Government Region of South Australia (referred to as Legatus Group)

The Central Local Government Region was established in 1998 under Section 200 of the Local Government Act 1934 as a controlling authority and continues in existence and as a regional subsidiary of its establishing councils under Part 2 of Schedule 2 of the Local Government Act 1999 ("the Act") by virtue of the provisions of Section 25 of the Local Government (Implementation) Act 1999. In 2016 the Central Local Government Region of South Australia adopted the trading name of Legatus Group to which it is now referred. The constituent councils (members) of Legatus Group are:

- Adelaide Plains Council
- Barunga West Council
- Clare and Gilbert Valleys Council •
- Copper Coast Council
- District Council of Mount Remarkable •
- District Council of Orroroo Carrieton
- District Council of Peterborough

- Port Pirie Regional Council
- Regional Council of Goyder

Northern Areas Council

- The Barossa Council
- The Flinders Ranges Council
- Wakefield Regional Council
- Yorke Peninsula Council

Light Regional Council

Consistent with the charter, the role of Legatus Group is to:

- undertake co-ordinating, advocacy and representational roles on behalf of the members at a regional • level;
- facilitate and co-ordinate activities of local government at a regional level related to community and • economic development with the object of achieving improvement for the benefit of the communities of the members:
- develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;
- develop further co-operation between the members for the benefit of the communities of the region; •
- develop and manage policies which guide the conduct of programs and projects in the region with • the objective of securing the best outcomes for the communities of the region;
- undertake projects and activities that benefit the region and its communities;
- associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest;
- provide strong advocacy speaking with one voice on what matters most to the communities of the • members:
- work together to make the best use of available resources; •
- collaborate to deliver effective services;
- build partnerships with those who can contribute to stronger and sustainable communities; and •
- develop and implement a robust Business Plan. •

The Legatus Group provides an opportunity for members to have a:

- cohesive point of view;
- combined and collective voice;
- work collaboratively to achieve common goals;

- attract funding and resources;
- be proactive and responsive to regional matters of interest; and
- share experiences and information

The Board comprises of the 15 Mayors with the following set of advisory committees to assist in developing, monitoring, reviewing and recommending the business plan and budget.

- Audit and Risk Committee
- Regional Management Group (CEOs)
- Road Transport and Infrastructure Advisory Committee
- Waste Management Advisory Committee
- Community Wastewater Management Advisory Committee

Staffing – CEO (full time) contracted till 5 June 2024 plus this draft Business Plan and Budget seeks to extend the current part time Administration Officer whose contract expires in July 2022. There are 2 years remaining on the contract with CJ Davies for financial services and subject to funding there may be an extension of the part time Project Manager Paul Chapman.

Vision

'The Legatus Group is recognised, respected and supported as a strong and successful region'

"Legatus - Regional Local Government ambassador and advocate"

Targets

This Business Plan is to be read in conjunction with the Legatus Group Strategic Plan 2018-2028 plus:

- (1) its 2021 Review Report an agenda item June 2021 Legatus Group meeting and the draft Legatus Group Strategic Plan an agenda item at the September 2021 Legatus Group meeting;
- (2) the notes from the workshop held February 2022 by the Legatus Group Regional Management Group; and
- (3) March 2022 workshop by the Legatus Group.

This Business Plan is developed in alignment with the:

- South Australian Regional Organisation of Councils (SAROC) Strategic and Business Plans
- Northern and Yorke Regional Plan
- Northern and Yorke Climate Change Sector Agreement
- Legatus Group Regional Transport Plan
- Legatus Group Waste Resource & Recovery Strategy
- Northern and Yorke Drought Resilience Plan (currently in draft)

This plan is supported by the following reports undertaken and endorsed by the Legatus Group

- Sludge Processing Plant Viability Investigation
- Expansion options for CWMS report
- Wellbeing Gap Analysis Legatus Group Northern Councils
- Inclusive and Accessible Tourism Experiences Yorke Peninsula
- Reconciliation Action Planning Northern and Yorke Region
- Socio economic impacts from the NDIS
- Digital Maturity
- Youth into Volunteering
- Creative Industries in the Legatus Group Region
- Tourism and the use of Mixed Reality
- Emerging themes for drought responses and climate change resilience
- Future Drought Fund
- Northern and Yorke Coastal Management Action Plan
- Sustainability Hub Reports

This Business Plan considers the alliance the Legatus Group has with Regional Development Australia (RDA) Yorke and Mid North and the Northern and Yorke Landscape Board along with informal alliances with RDA Barossa Light Gawler Adelaide Plains and RDA Far North. The Legatus Group are members of the Northern and Yorke Alliance which includes their membership of the Aboriginal Engagement Committee.

This Business Plan also notes that the Local Government elections will be held in November 2022 and this is likely to result in changes to the Legatus Group Board and that there will be I new advisory committee commencing and new members to 2 other advisory committees. As such inductions will be needed along with setting of key priorities based on these advisory committees.

FOCUS

This Business Plan is developed with an effort to increase the advocacy role of the Legatus Group and for 2022/2023 on infrastructure, capacity, collaboration and operations. The key focus areas are:

- Roads Transport Infrastructure
- Waste Management including Wastewater
- Community Capacity Wellbeing
- Environmental Sustainability

BOARD OPERATION AND GOVERNANCE

Operation of Legatus Group is in accordance with legislative requirements and the boards policies and procedures.

LOCAL GOVERNMENT LEADERSHIP AND SUSTAINABILITY

Legatus Group are well regarded by its members and stakeholders as a valid and relevant organisation that assists with regional collaboration and is supportive of actions on key identified regional priorities.

Support members to engage collaboratively to improve service delivery, resourcing and financial capacity including through identified procurement activities.

Increased awareness by key stakeholders and political decision makers of key regional issues.

REGIONAL & COMMUNITY SUSTAINABILITY

The long-term regional economic, environmental and social sustainability is fostered through pro-active, innovative, efficient and collaborative approaches to priority issues.

Key Priorities and Actions for 2022/2023

I. Board Governance and Operations

Target:	Ι.	Operation of Legatus Group is in accordance with legislative requirements and board policies and procedures.
Actions:	a)	Ensure all operations are conducted under the charter in terms of legislation and current objectives of members.
	b)	Update the Strategic Plan based on the 2021 and 2022 reviews.
	c)	Implement board governance and operations in accordance with legislative and policy provisions through the annual work plan.
	d)	Maintain an online system that allows for all communications and

committees and board meetings to be held electronically if required.

2. Local Government Leadership

Targets:	Ι.	Well regarded by members and stakeholders as valid and relevant through regional collaboration and undertaking or supporting actions on identified priorities.
	2.	Support members to collaboratively improve service delivery, resourcing and financial capacity.
	3.	Increased awareness by key stakeholders and political decision makers of the key regional issues.
Actions:	a)	Foster regional priorities through collaboration with members and stakeholders via agreed actions and support to regional alliance plans.
	b)	Support activities and provide a pathway for topics of interest to SAROC through to the Local Government Association and State and National Government Agencies and regularly present the views of Legatus Group to these organisations.
	c)	Support the Yorke Mid North Regional Alliance and foster the partnerships with RDA Barossa Light Gawler Adelaide Plains and RDA Far North.
	d)	Progress opportunities associated with information technology and use of data.
	e)	Continue to advocate to the SA Government to resolve the Rating Equity outcomes to benefit member councils.
	f)	Continue to advocate on behalf of the region for increased health services.
	g)	Expand on Cultural Awareness programs and support the Northern and Yorke Landscape Board Aboriginal Engagement Committee.
	h)	Monitor support and provide advocacy with regards current Regional Housing and Workforce needs.
3. Regional and Comn	nunity Susta	<u>ainability</u>
Target:		conomic, environmental and social sustainability is fostered rough pro-active, innovative, efficient and collaborative

Actions:

- a) Be a proactive partner in the review, monitoring and implementation of the Yorke Mid North Regional Plan.
- b) Advocate on behalf of the region to secure increased and equitable resources identified in the Legatus Group Regional Transport Plan and Bridges Report and the SAROC Priority Roads Report.

approaches to priority issues.

- c) Support initiatives to secure the future sustainability of regional communities, including infrastructure, service provision, population growth, workforce and leadership.
- d) Be an active partner in regional capacity building programs including Volunteering and Community Development.
- e) Support and develop partnerships with other organisations to increase opportunities to build Social Infrastructure and Community Services.
- f) Support the development of social capital through regional forums.
- g) Implement and support the actions in the Regional Climate Change Sector Agreement seeking funding and partners to expand on regional water projects including opportunities under the Future Drought Fund and the Northern and Yorke Drought Resilience Plan.
- h) Progress the areas identified in reports and research for Community Wastewater Management.
- i) Progress actions from the Legatus Group Waste Resource and Recovery Strategy and Action Plan.
- j) Progress opportunities associated with regional tourism including the opportunities associated with Accessible Tourism and the Remarkable Southern Flinders Alliance.
- k) Assist with the progress of the SA Coastal Council Alliance and with implementing the Yorke Mid North Costal Management Action Plan.

Regional Alliance

The Legatus Group is a member of the Mid North and Yorke Regional Alliance in partnership with RDA Yorke and Mid North and the Northern and Yorke Landscape Board to work collaboratively on strategic issues of importance to the region. The primary role is to provide a mechanism for regional partner organisations to work closely together, share information and resources and promote better coordination and collaboration on initiatives that may have a better long-term benefit for the community. The membership to the Alliance comprises the Chair and Executive Officer (or their proxy) of each organisation. The Legatus Group is supportive of the inclusion of the RDA Barossa Light Adelaide Plains Gawler to the Alliance. The Legatus Group will continue to liaise with RDA Far North which includes The Flinders Ranges Council. The Port Pirie Regional Council is also a member of the Legatus Group and the Upper Spencer Gulf Common Purpose Group.

Climate Change Sector Agreement

The Legatus Group is a joint signatory with the SA Government, RDA Yorke Mid North, RDA Barossa Light Gawler Adelaide Plains and the Northern and Yorke Landscape Board with a Climate Change Sector Agreement.

MoUs

The Legatus Group has MoU's with the University of Adelaide and the University of South Australia which will require review in 22/23. The focus is on collaboration activities designed to fall within the Yorke Mid North Regional Plan and the Legatus Group Strategic and Business Plans to support opportunities for greater partnerships through research organisations such as Universities which will increase opportunities to build Social Infrastructure, Community Services and Sustainable Economic Development. A draft MoU is being finalised with Lifeline Broken Hill Country to Coast to support a formal alliance to support a centralised model for delivery of mental health services.

Budget 2022/2023

The draft 2022/2023 Budget is contained in Attachment A

Key Assumptions

- I. Membership 2% increase in fee
- 2. LGA regional capacity grant of \$42,000 confirmed
- 3. RDA YMN and Landscape Board contribution of \$5,000 each for the Annual Forum
- 4. No allocation of funding of projects included for the CWMS Joint Agreement with LGA this is subject to funding from the LGA which has been applied and will be included if funding provided.
- 5. No allocation for grant funding has been included and projects listed can seek to use allocated amounts for leverage from grant funding.
- 6. The equity as of 30 June 2023 will see approx. \$475,000 which is inline with previous recommendations by the Board.

Priority Project Outline

I. Board Go	overnance and Operations	Budget Ref
3-year action plan	QI – finalise and distribute the Strategic Plan review and develop and align a 3- year action plan and Long-Term Financial Plan Q3 – review 2022/2023 business plan Q4 – develop budget / business plan	Admin
Charter	Q1 – finalise and distribute the Charter updates as per the June 2022 recommendations Q2 – Ensure compliance with the Act for Charter Updates	Admin
Work Plan	Review quarterly the Legatus Group workplan	Admin
New members	Undertake an induction / workshop / networking event for all board members following the outcome of the November 2022 Local Government elections	Admin
Marketing and Communications Plan	 Deliver a quarterly CEOs newsletter for constituent councils and partners and required updates to SAROC Manage the Legatus Group social media Review and update the Legatus Group Website 	Admin
Working relationship with constituent councils	Attendance at council meetings and proactive partner with constituent councils including attending meetings on request and assistance in hosting of forums / workshops.	Admin
Profile of Legatus Group	Q2 – Review all alliance and partnerships Q3 – Report to Board & implement recommendations	Admin
Regional Forums	 QI – Finalise the 2022/23 program of forums which will include: Accessible Tourism Volunteering Water – Urban Sustainability Yorke Mid North Annual (Legatus Group's year to coordinate theme tbc) Legatus Roads Forum CWMS Waste 	69007
2. Local Go	vernment Leadership	
Regional Health	• Oversee the MoU with Lifeline to the development of a formal alliance between the Legatus Group and Lifeline Broken Hill Country to Coast.	PO28
Population growth and regional housing	Q1 – Develop a marketing campaign to assist with employment in the local government sector in collaboration with member councils and LGA/SAROC on their efforts to increase workforce attraction and retention including housing. Q2 – Release marketing campaign	PO28

	Q3-4 Monitor - Review	
Reconciliation	Q1 – Develop the program for 22/23 cultural awareness training and offer support to member councils Q2-Q3 Deliver Q4 - Review	PO28
	 Implement and monitor progress through consultation with the Northern and Yorke Landscape Board Aboriginal Engagement Committee 	
Digitally mature	 Q1 – Review the 21/22 Customer Service Project Q2 – Workshop to identify member councils interested in progressing with cross regional digital projects and scope out a relevant project Q3 – Deliver project Q4 – Evaluate 	PO31
Rating Equity	Q1 - Consider lobbying needs associated with responses to current status of discussions between LGA and State Govt	Admin
3. Regional	and Community Sustainability	
Road Transport Network	 QI - Induction of the members of the Legatus Group Road Transport Infrastructure Advisory Committee – develop priorities Progress with updates for the Legatus Group Transport Plan and develop priority listings for the 22/23 SLRP Support member councils with grant applications for bridge infrastructure 	PO22
	 based on the Legatus Regional Bridges Report Review the progress and commence an extended lobby campaign based on the SAROC Regional Roads Priority Report 	
Community including Youth – Volunteering	Seeking funding and partnerships support applications for funding based on these projects. QI- Review the Brighter Futures Program and develop a program for the Community Capacity – Seek funding and partnerships for grant applications. Q2-3 Deliver and monitor workshops and webinars Q 4 Review	PO01
Visitor Information Services	Review and support with member councils the progress of the Yorke Peninsula Accessible Tourism and Remarkable South Flinders Ranges Tourism Council Alliance.	Admin
Community Wastewater Management	 QI – Induction of the members of the Legatus Group CWMS Advisory Committee – develop priorities Review the remote sensing and asset management in CWMS – monitor the initial project with IPACS, Copper Coast Council, Light Regional Council and UniSA and see interest to be gained from other councils subject to the results of this trial. Investigate the use of sludge in alignment with Compost opportunities. Support and promote the on-line training program. Assist member councils with decisions on remaining and or divesting from both the operations and assets of CWMS. 	PO09
Waste Management	 QI - Induction of the members of the Legatus Group Waste Advisory Committee – develop priorities Assist with progress of the Legatus Group Waste Resource Recovery Strategic and Action Plan. 	PO17
Coastal	Assist with implementing the Resilient Coastal Ecosystems in Northern and Yorke Caring for our Coastal Way project.	PO33
Regional Climate Change / Drought	 QI – Assist with finalising the Northern and Yorke Drought Resilience Plan Progress and support grant applications and lobbying requirements associated with the Future Drought Fund and the Northern and Yorke Drought Resilience Plan as outlined in the 3-year action plan associated with the 	PO09

 Monitor and review current stormwater harvesting and smart irrigation projects and identify other members councils Progress a research project / trial on reuse of wastewater 4. Manage a robust and financially sustainable model. 						
Strong robust governance and sustainability models	Refer to the Legatus Group Audit and Risk Committee work plan which is designed to comply with the Legatus Group Charter.	Admin				
Skills training and support for Constituent Councils	QI – Undertake a survey of councillors on skills training requirements and assist with the development and implementation of the programs.	Admin				
Identify opportunities for resource sharing.	Q2 - Workshop with Constituent Councils on the opportunities identified and develop an action plan.	Admin				

Budget Worksheets

Statement of Comprehensive Income Budget for the year ended 30 June 2023

2020 - 2021 2021 - 2022 2022-23 Budget YTD Actual 31 Mar 22 \$ Budget Actual Budget FY Forecast Draft 1 Notes Income Council Contributions 192,000 177,525 230,400 170,400 170,400 173,900 Refer SCI (Worksheet for notes) Grants, Subsidies and Contributions 271,000 333,151 259,800 77,783 93,800 42,000 Investment Income 9,080 8,188 5,100 6,048 7,600 6,100 Reimbursements 48,000 75,400 20,700 Other Income 36,000 15,279 18,800 4,000 10,000 Total Income 556,080 609,543 534,800 254,231 275,800 232,000 Expenses Employee Costs 227,000 345,692 302,000 175,958 254,100 218,900 Materials, Contracts & Other Expenses 834,000 561,868 592,100 197,215 314,000 218,500 Depreciation, Amortisation & Impairment 7,000 5,489 7,000 7,000 7,000 Finance Costs **Total Expenses** 1,068,000 913,049 901,100 373,173 575,100 444,400 **Operating Surplus / (Deficit)** (511,920) (303,505) (366,300) (212,400) (118,942) (299,300) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge Operating Result from Discontinued Operations Net Surplus / (Deficit) (511,920) (303,505) (366,300) (118,942) (299,300) (212,400) Other Comprehensive Income Amounts which will not be reclassified subsequently to op. result Changes in Revaluation Surplus - LPP&E Share of Other Comp .Income - Equity Acc. Council Businesses Impairment (Expense) / Recoup. Offset to Asset Rev. Reserve Transfer to Acc. Surplus on Sale of Revalued I.PP&E Net Assets Transferred - Council Restructure Amounts which will be reclassified subsequently to op. result Available-for-Sale Financial Instruments - Change in Fair Value Transfer to Acc. Surplus on Sale of AfS Financial Instruments Movements in Other Reserves (enter details here) **Total Other Comprehensive Income Total Comprehensive Income** (511,920) (303,505) (366,300) (118,942) (299,300) (212,400)

Budget Worksheets

Statement of Financial Position

Budget for the year ended 30 June 2023

	2020 - 2021 2021 - 2022				2022-23 Budget		
\$	Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
ASSETS							
Current Assets							
Cash and Cash Equivalents	733,118	929,918	630,488	799,700	697,488	488,600	Refer SCI Worksheet for notes
Trade & Other Receivables	10,000	39,970	10,000	15,434	10,000	10,000	
Other Financial Assets						-	
Inventories							
Non-Current Assets Held for Sale							
Total Current Assets	743,118	969,888	640,488	815,134	707,488	498,600	-
Non-Current Assets							
Financial Assets						-	
Equity Accounted Investments in Council Businesses nvestment Property						-	
Property, Plant & Equipment	14,000	19,361	20,000	21,081	20,000	23,000	New vehicle less depreciation
Other Non-Current Assets			-			-	
Total Non-Current Assets	14,000	19,361	20,000	21,081	20,000	23,000	-
Total Assets	757,118	989,249	660,488	836,215	727,488	521,600	
LIABILITIES							
Current Liabilities							
Frade & Other Payables	10,000	37,162	10,000	3,070	10,000	10,000	
Borrowings						-	
Provisions	5,250	19,350	18,000	19,350	18,000	20,000	
Other Current Liabilities						-	
iabilities relating to Non-Current Assets Held for Sale							
Total Current Liabilities	15,250	56,512	28,000	22,420	28,000	30,000	-
Non-Current Liabilities							
Trade & Other Payables						-	
Borrowings	17.000		40.000		10.000	-	
Provisions	17,000	12,113	12,000	12,113	12,000	16,500	
iability - Equity Accounted Council Businesses						-	
Other Non-Current Liabilities	47.000	10 110	40.000	40.440	10.000	40 500	
Fotal Non-Current Liabilities	17,000	12,113	12,000	12,113	12,000	16,500	-
Total Liabilities	32,250	68,625	40,000	34,533	40,000	46,500	
NET ASSETS	724,868	920,624	620,488	801,682	687,488	475,100	-
EQUITY							
Accumulated Surplus	455,098	650,854	350,718	531,912	417,718	205,300	
Asset Revaluation Reserves	-	-	-	-	-	-	
Other Reserves	269,770	269,770	269,770	269,770	269,770	269,800	
Total Equity	724,868	920,624	620,488	801,682	687,488	475,100	

Budget Worksheets

Statement of Changes in Equity Budget for the year ended 30 June 2023

Budget for the year ended 30 June 2023		004		0001 0000			0000 00 Decidence
\$	2020 - 2 Budget	Actual	Budget	2021 - 2022 YTD Actual 31 Mar 22	FY Forecast	Draft 1	2022-23 Budget Notes
				31 War 22			
ACCUMULATED SURPLUS		704050		050.054	717.010		
Balance at end of previous reporting period	717,018	704,359	717,018	650,854	717,018	417,700 R	efer to SCI (Worksheets) for notes
. Adjustments (Changes in Accounting Policies)						-	
. Adjustments (Changes in Accounting Standards)						-	
Restated Opening Balance	717,018	704,359	717,018	650,854	717,018	417,700	
let Surplus / (Deficit) for year	(511,920)	(303,505)	(366,300)	(118,942)	(299,300)	(212,400)	
Other Comprehensive Income						-	
Gain (Loss) on Revaluation of I,PP&E						-	
Available for Sale Financial Instruments: change in fair value IPP&E Impairment (Expense) / Recoupments Offset to ARR						-	
Transfer to Accumulated Surplus on Sale of I,PP&E						-	
Transfer to Acc. Surplus on Sale of AFS Financial Instruments						-	
Share of OCI - Equity Accounted Council Businesses Other Equity Adjustments - Equity Accounted Council Businesses							
Other Movements (enter details here)						-	
Other Movements (enter details here)						-	
ther Comprehensive Income	-	-	-	-	-	-	
otal Comprehensive Income	(511,920)	(303,505)	(366,300)	(118,942)	(299,300)	(212,400)	
ransfers to Reserves (from Acc Surplus)			-	-	(68,400)	-	
ransfers from Reserves (to Acc Surplus)	250,000	250,000	-	-	68,400	-	
alance at End of Reporting Period	455,098	650,854	350,718	531,912	417,718	205,300	
SSET REVALUATION RESERVE							
alance at end of previous reporting period							
Adjustments (Correction of Prior Period Errors)						-	
Adjustments (Changes in Accounting Policies) Adjustments (Changes in Accounting Standards)						-	
estated Opening Balance		-	-	-	-		
et Surplus / (Deficit) for year							
tther Comprehensive Income Gain (Loss) on Revaluation of I,PP&E						-	
Available for Sale Financial Instruments: change in fair value	-	-	-	-	-		
PP&E Impairment (Expense) / Recoupments Offset to ARR						-	
Transfer to Accumulated Surplus on Sale of I,PP&E Transfer to Acc. Surplus on Sale of AFS Financial Instruments						-	
Share of OCI - Equity Accounted Council Businesses						-	
Other Equity Adjustments - Equity Accounted Council Businesses						-	
Other Movements (enter details here) Other Movements (enter details here)						-	
_							
ther Comprehensive Income	-	-	-	-	-	-	
otal Comprehensive Income	-	-	-	-	-	-	
ansfers from Acc Surplus (to Reserves)						-	
ansfers to Acc Surplus (from Reserves)						-	
alance at End of Reporting Period	-	-	-	-	-	-	
THER RESERVES							
eneral Reserve pening Balance	269,770	269,770	269,770	269,770	201,370	269,800	
ansfers from Acc Surplus (to Reserves)	- 203,770	203,110	203,110	203,770	68,400	203,000	
ansfers to Acc Surplus (from Reserves)	-	200 770		000	-	-	
bble Royalties Reserve	269,770	269,770	269,770	269,770	269,770	269,800	
pening Balance	250,000	250,000			-	-	
ansfers from Acc Surplus (to Reserves)					-	-	
ansfers to Acc Surplus (from Reserves)	(250,000)	(250,000)		-	-		
01 - Regional & Community Sustainability							
bening Balance					1,400	-	
ansfers from Acc Surplus (to Reserves) ansfers to Acc Surplus (from Reserves)					- (1,400)	-	
	-	-	-	-	-	-	
009 - CWMS & Climate Change Co-ord							
pening Balance					16,000	-	
ansfers from Acc Surplus (to Reserves) ansfers to Acc Surplus (from Reserves)					- (16,000)	-	
-					-	-	

	2020 - 2	021		2021 - 2022		2	022-23 Budget
\$	Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
P028 - Regional Capacity Building							
Opening Balance					22,000	-	
ransfers from Acc Surplus (to Reserves)					-	-	
ransfers to Acc Surplus (from Reserves)					(22,000)	-	
		-	-			-	
036 - LGA R&D - Reg Youth Volunteering							
pening Balance					5,000	-	
ransfers from Acc Surplus (to Reserves)					-	-	
ransfers to Acc Surplus (from Reserves)					(5,000)	-	
		-	-	-	-	-	
037 - Creative Industries Project							
Opening Balance					14,000	-	
ransfers from Acc Surplus (to Reserves)					-	-	
ransfers to Acc Surplus (from Reserves)					(14,000)	-	
	-	-	-		-	-	
043 - Stormwater Harvesting							
opening Balance					10,000	-	
ransfers from Acc Surplus (to Reserves)					-	-	
ransfers to Acc Surplus (from Reserves)					(10,000)	-	
	-	-	-	-	-	-	
Balance at End of Reporting Period	269,770	269,770	269,770	269,770	269,770	269,800	
OTAL EQUITY	724,868	920,624	620,488	801,682	687,488	475,100	

Budget Worksheets

Statement of Cash Flows Budget for the year ended 30 June 2023

				2021 - 2022		2022-23 Budget		
\$	Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes	
Cash Flows from Operating Activities								
Receipts								
Operating Receipts	547,000	523,706	529,700	272,719	268,200		Refer SCI (worksheet) for notes	
nvestment Receipts	9,080	8,401	5,100	6,048	7,600	6,100		
Payments								
Dperating Payments to Suppliers and Employees Finance Payments	(1,056,500) -	(860,196)	(888,070)	(408,985)	(562,070)	(430,900) -		
let Cash provided by (or used in) Operating Activities	(500,420)	(328,089)	(353,270)	(130,218)	(286,270)	(198,900)	-	
Cash Flows from Investing Activities								
teceipts Iii								
mounts Received Specifically for New/Upgraded Assets						-		
Sale of Replaced Assets						18,000	Trade-in CEO vehicle	
Sale of Surplus Assets Sale of Investment Property						-		
Sale of Non Current Assets "Held for Sale"						-		
let Disposal of Investment Securities						-		
Sale of Real Estate Developments Repayments of Loans by Community Groups						-		
Distributions Received from Equity Accounted Council Businesses						-		
Payments								
lil						-		
Expenditure on Renewal/Replacement of Assets						(28,000)	New CEO vehicle	
Expenditure on New/Upgraded Assets						-		
Purchase of Investment Property Jet Purchase of Investment Securities						-		
Development of Real Estate for Sale						-		
oans Made to Community Groups						-		
Purchase of Interests in Equity Accounted Council Businesses Capital Contributed to Equity Accounted Council Businesses						-		
Net Cash provided by (or used in) Investing Activities	-			-		(10,000)	-	
Cash Flows from Financing Activities								
lil						-		
Proceeds from Borrowings						-		
Receipt of Funds from Finance Leases Proceeds from Other Borrowings						-		
Proceeds from Bonds & Deposits						-		
Proceeds from Aged Care Facility Deposits						-		
Payments								
						-		
lepayments of Borrowings lepayment of Finance Lease Liabilities						-		
Repayment of Other Borrowings						-		
epayment of Bonds & Deposits						-		
epayment of Aged Care Facility Deposits let Cash provided by (or used in) Financing Activities	-	-		-	-		-	
let Increase (Decrease) in Cash Held	(500,420)	(328,089)	(353,270)	(130,218)	(286,270)	(208,900)	-	
lus: Cash & Cash Equivalents at beginning of period	1,233,538	1,258,006	983,758	929,918	983,758	697,500		
Cash & Cash Equivalents at End of Reporting Period	733,118	929,918	630,488	799,700	697,488	488,600	-	

Budget Worksheets

Uniform Presentation of Finances Budget for the year ended 30 June 2023

 2020 - 2021			2021 - 2022			2022-23 Budget	
\$ Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes	

The following is a high level summary of both operating and capital investment activities of the organisation prepared on a simplified Uniform Presentation Framework basis.

Local Government in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all organisations provide a common 'core' of financial information, which enables meaningful comparisons of

of financial information, which enables meaningful compariso each organisation's finances.

Income Iess Expenses	556,080 (1,068,000)	609,543 (913,049)	534,800 (901,100)	254,231 (373,173)	275,800 (575,100)	(444,400)	Refer SCI Worksheet for notes
Operating Surplus / (Deficit)	(511,920)	(303,505)	(366,300)	(118,942)	(299,300)	(212,400)	
less Net Outlays on Existing Assets							
Capital Expenditure on Renewal and Replacement of Existing Asse	-	-	-	-	-	28,000	
less Depreciation, Amortisation and Impairment	(7,000)	(5,489)	(7,000)	-	(7,000)	(7,000)	
less Proceeds from Sale of Replaced Assets	-	-	-	-	-	(18,000)	
-	(7,000)	(5,489)	(7,000)	-	(7,000)	3,000	
less Net Outlays on New & Upgraded Assets							
Capital Expenditure on New & Upgraded Assets	-	-	-	-	-	-	
less Amounts Received Specifically for New & Upgraded Assets							
less Proceeds from Sale of Surplus Assets	-	-	-	-	-	-	
-	-	-	-	-	-	-	
Net Lending / (Borrowing) for Financial Year	(504,920)	(298,016)	(359,300)	(118,942)	(292,300)	(215,400)	

Budget Worksheets

Financial Indicators Budget for the year ended 30 June 2023

2020 -	2021		2021 - 2022			2022-23 Budget
\$ Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes

These Financial Indicators have been calculated in accordance with Information Paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Financial Statements.

4. Our start for Our law Datio	(00.4%)	(10.0%)	(00.5%)	(40.00())		(04.0%)
1. Operating Surplus Ratio	(92.1%)	(49.8%)	(68.5%)	(46.8%)		(91.6%)
Operating Surplus	(511,920)	(303,505)	(366,300)	(118,942)	(299,300)	(212,400) Refer SCI Worksheet for notes
Total Operating Revenue	556,080	609,543	534,800	254,231	275,800	232,000
This ratio expresses the operating surplus as a percentage of total						
operating revenue.						
2. Net Financial Liabilities Ratio	(127.8%)	(147.9%)	(112.3%)	(307.0%)	(242.0%)	(194.9%)
Net Financial Liabilities	(710,868)	(901,263)	(600,488)	(780,601)	(667,488)	(452,100)
Total Operating Revenue	556,080	609,543	534,800	254,231	275,800	232,000
Net Financial Liabilities are defined as total liabilities less financial assets						
(excluding equity accounted investments in Council businesses). These are						
expressed as a percentage of total operating revenue.						
3. Asset Sustainability Ratio	0.0%	0.0%	0.0%		0.0%	142.9%
Net Asset Renewals	0	0	0	0	0	10,000
Infrastructure & Asset Management Plan required expenditure	7,000	5,489	7,000	0	7,000	7,000
Net asset renewals expenditure is defined as net capital expenditure on						

Net asset renewals expenditure is defined as net capital expenditure of

the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets. Depreciation is used as a substiture where a I& does not exist.

Budget Worksheets Statement of Comprehensive Income - Functions & Projects Consolidated Budget for the year ended 30 June 2023

		2020 -	2021		2021 - 2022			2022-23 Budget
		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
ome								
00	Council Contributions	192,000	177,525	230,400	170,400	170,400	173,900	Refer notes under individual projects
000	Grants : Federal Government	50,000		50,000	-	-	-	
001	Grants : State Government	105,000	34,000	114,000	-	-	-	
02 03	Grants : LGA Grants : NRM	101,000 15,000	159,151 140,000	95,800	69,783 8,000	85,800 8,000	42,000	
103	Grants : CLGR	-	-		0,000	3,000	-	
00	Interest : Bank Account	80	3	100	-	100	-	
01	Interest : LGFA	9,000	8,185	5,000	6,048	7,500	6,100	
00	Reimbursement	48,000	75,400	20,700	-	-	-	
01	Motor Vehicle Contribution	-	-	-	-	-	-	
00	Other Income	21,000	15,279	18,800	-	4,000	10,000	
01	Project Management	15,000	-	-	-	-	-	
02 al Inc	Procurement Administration	556,080	609,543	534,800	254,231	275,800	232,000	_
			000,040	004,000	204,201	210,000		-
ense	s Employment Costs							
D1	Payroll : Gross	174,200	263,991	237,500	138,571	197,200	173,200	
02	Annual Leave	18,200	28,183	20,200	12,924	17,000	15,000	
03	Sick Leave	-	4,206		737	1,000	400	
04	Long Service Leave	4,500	5,043	5,500	-	5,500	-	
05	Public Holidays	7,600	13,632	8,300	3,571	6,800 22,100	6,000	
06 07	Superannuation Workers Comp Premium	19,000 3,500	28,510 2,012	26,600 3,900	15,796 4,232	22,100 4,500	20,400 3,900	
07	Other	3,300 -	2,012	3,300	4,232	+,500	3,500	
108	Professional Development	1,000	400	1,500	- 121	1,500	1,200	
10	Employee Relocation		-	-,000	-		-,250	
11	Pay in Lieu of Notice	-	-	-	-	-	-	
12	Redundancy	-	-	-	-	-	-	
01	FBT	7,700	6,106	7,500	4,544	6,000	15,000	
	Operational Expenses							
01	Accounting Services	5,000	7,884	10,000	13,263	19,000	20,000	
02	Advertising & Promotion	1,000	3,906	18,500	659	4,500	2,000	
03	Audit Fees	2,500	2,238	2,500	-	2,500	2,500	
04	Bank Fees & Charges	200	132	200	28	200	50	
05	Consultants	307,000	266,110	305,000	100,493	110,650	102,000	
06 07	Contractors Legal Fees	258,000	180,736	143,900	27,265 80	76,500 200	5,000 500	
08	Committee Sitting Fees	_	-	1,200	- 00	1,200	1,000	
09	Rent/Hire of Premises/Equip	16,500	9,442	17,100	3,861	5,400	1,000	
10	Project Management	-	-	-	-	-	-	
01	Catering	6,500	16,629	3,500	2,039	5,700	2,000	
05	Clothing and PPE	-	-	-	-	-	-	
06	Telephone & Internet	4,200	5,797	4,200	2,856	4,700	3,500	
07	Postage & Stationery Supp	1,500	594	1,500	309	1,500	1,500	
08	Plants	-	-	-	-	-	-	
12	IT & Web	5,000	6,337	7,000	9,218	10,000	2,000	
02 03	Interest Grants	-	-	-		-	-	
04	Insurance	7,500	7,980	7,500	8,921	8,650	8,000	
05	Members Allowances	6,000	7,980	6,000	3,000	6,000	6,000	
07	Conferences	45,000	22,151	34,000	910	15,600	32,000	
09	Other Expenses	146,700	3,601	5,000	13,902	20,400	1,500	
02	Depn : Software & Computers	-	-	-	-	-	-	
	Motor Vehicle							
)2	Fuel	-	-	-	2,211	5,000	6,000	
04	Registration	700	529	700	492	700	700	
09	Fuel - Unleaded	5,000	3,053	5,000	-	-	-	
11	Vehicle Maintenance	2,000	2,190	2,000	1,480	2,000	1,000	
13	Vehicle Cleaning	300	36	300	14	300	150	
01	Depn : Motor Vehciles	7,000	5,489	7,000	-	7,000	7,000	
	Travel & Accomodation							
03	Meals (non FBT)	300	513	500	16	500	200	
10	Meals (FBT) Accommodation	-	-	-	149	-	300	
01 02	Accommodation Airfares	1,200	3,587 2,562	2,200	993	2,200	2,000	
)2)6	Travel : Reimbursement	2,500	2,562 2,086	4,500	- 316	2,300	- 1,500	
)8)8	Taxi & Other Fares	2,500	2,000	4,500	27	2,300	400	
10	Parking	500	174	500	169	500	500	
	penses	1,068,000	913,049	901,100	373,173	575,100	444,400	
	ng Surplus / (Deficit)	(511,920)	(303,505)	(366,300)	(118,942)	(299,300)	(212,400)	_
	,							
01	Asset Disposal & Fair Value Adjustments	-	-	-	-	-	-	
	Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	-	-	-	-	-	-	
	Operating Result from Discontinued Operations							
e	Nuc ((Deficit)	(544.000)	(202 505)	(200,200)	(119.040)	(200, 200)	(242.400)	
Surp	olus / (Deficit)	(511,920)	(303,505)	(366,300)	(118,942)	(299,300)	(212,400))

Budget Worksheets

Corporate Function Budget for the year ended 30 June 2023

Dudget 10	The year ended 30 Julie 2023							
		2020 - 2	2021		2021 - 2022			2022-23 Budget
					YTD Actual			
\$		Budget	Actual	Budget	31 Mar 22	FY Forecast	Draft 1	Notes
Income								
41000	Council Contributions	167,000	167,025	170,400	170,400	170,400	173,900	15 x \$11,590 (2% increase on 2021-22)
42000	Grants : Federal Government							
42001	Grants : State Government							
42002	Grants : LGA			42,800				
42003	Grants : NRM	15,000						
42004	Grants : CLGR							
43000	Interest : Bank Account	80	3	100		100		
43001	Interest : LGFA	9,000	8,185	5,000	6,048	7,500	6,100	Less funds invested
44000	Reimbursement			20,700				
44001	Motor Vehicle Contribution							
49000	Other Income	21,000		18,800		4,000	10,000	RDA YMN \$5k and Landsacpe Board \$5k for regional forum
49001	Project Management	15,000						
49002	Procurement Administration							
Total Inc	come	227,080	175,213	257,800	176,448	182,000	190,000	
Expense	9S							
	Employment Costs							
61001	Payroll : Gross	137,500	139,830	143,600	118,603	170,400	173,200	Employment costs include full-time CEO, 20hrs per
61002	Annual Leave	15,000	15,892	12,400	9,517	14,700	15,000	week Admin Officer
61003	Sick Leave		593		610	1,000	400	
61004	Long Service Leave	3,800	4,070	5,500		5,500		
61005	Public Holidays	6,000	5,925	5,000	3,061	5,900	6,000	
61006	Superannuation	15,058	14,635	16,100	13,357	19,100	20,400	
61007	Workers Comp Premium	2,250	2,012	2,400	4,232	4,000	3,900	
61008	Other				127			
61009	Professional Development	1,000	400	1,500		1,500	1,200	
61010	Employee Relocation							
61011	Pay in Lieu of Notice							
61012	Redundancy							
64001	FBT	7,700	6,106	7,500	4,544	6,000	15,000	CEO vehicle, meals
	Operational Expenses							
62001	Accounting Services	5,000	7,884	10,000	13,263	19,000	20,000	
62002	Advertising & Promotion	1,000	697	3,500	105	3,500	2,000	
62003	Audit Fees	2,500	2,238	2,500		2,500	2,500	
62004	Bank Fees & Charges	200	132	200	28	200	50	
62005	Consultants		6,022		2,438		1,000	
62006	Contractors							
62007	Legal Fees			4 000	80	200	500	
62008	Committee Sitting Fees	40 500		1,200		1,200	1,000	
62009	Rent/Hire of Premises/Equip	16,500	7,744	12,100	3,497	5,000	-	
62010	Project Management							
63001	Catering	2,500	304	3,500	642	3,500	2,000	Includes induction / networking event
63005	Clothing and PPE							
63006	Telephone & Internet	4,200	3,292	4,200	2,476	4,200		CEO & Admin Officer
63007	Postage & Stationery Supp	1,500	517	1,500	309	1,500	1,500	
63008	Plants							
63012	IT & Web	5,000	5,273	7,000	9,218	10,000	2,000	
64002	Interest							
69003	Grants	7 500	7 000	7 500	0.004	0.050	0.000	
69004	Insurance	7,500	7,980	7,500	8,921	8,650	8,000	
69005	Members Allowances	6,000	7,041	6,000	3,000	6,000	6,000	
00007	0(5 000	077		040	000		Accesible Tourism \$3k, Volunteering \$3k, Urban Sustainability
69007	Conferences	5,000	977		610	600		\$3k, Yorke Mid North Annual Forum \$15k, Roads Forum \$2k,
	0.1 E			=		=		CWMS \$3k Waste \$3k
69009	Other Expenses		0	5,000	1,580	5,000	1,500	
69902	Depn : Software & Computers							
	Motor Vahiala							
62002	Motor Vehicle				0.044	E 000	0.000	
63002 63004	Fuel	700	E00	700	2,211	5,000	6,000	
63004	Registration	700	529	700	492	700	700	
63009 63011	Fuel - Unleaded Vehicle Maintenance	5,000	3,053	5,000	1 400	2 000	1 000	
63011 63013		2,000	2,190 36	2,000	1,480	2,000	1,000 150	
	Vehicle Cleaning	300 7.000		300 7 000	14	300 7 000		
69901	Depn : Motor Vehciles	7,000	5,489	7,000		7,000	7,000	
	Travel & Accomodation							
63003	Meals (non FBT)	300	480	500	16	500	200	
63010	Meals (FBT)	300	400	500	149	500	300	
69001	Accommodation	1,200	864	2,200	993	2,200	2,000	
69001	Airfares	1,200	58	2,200	993	2,200	2,000	
69002 69006	Travel : Reimbursement		30			1,500	- 1,500	
69008	Taxi & Other Fares	200	55	300	27	300	400	
69008	Parking	200 500	174	500	169	500	500	
	•							
Total Ex	penses	262,408	252,490	276,700	205,769	319,150	338,400	
		(05 000)	(77		(00.00)	(407 470)	4.00.000	
Operati	ng Surplus / (Deficit)	(35,328)	(77,277)	(18,900)	(29,321)	(137,150)	(148,400)	
0000								
92001	Asset Disposal & Fair Value Adjustments							
	Amounts Rec. Specifically for New / Upgraded Assets							
	Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
Net Com	nue ((Deficit)	(25.000)	(77 077)	(40.000)	(00.001)	(427.450)	(4.00 400)	
Net Sur	plus / (Deficit)	(35,328)	(77,277)	(18,900)	(29,321)	(137,150)	(148,400)	

Budget Worksheets Project - P001 - Regional & Community Sustainability Budget for the year ended 30 June 2023

		2020 - 2	021		2021 - 2022		2022-23 Budget
s		Budget	Actual	Budget	YTD Actual	FY Forecast	Draft 1 Notes
•		Budgot	, lottali	Budgot	31 Mar 22		
Income							
41000 42000	Council Contributions Grants : Federal Government						
42000	Grants : State Government						
42002	Grants : LGA						
42003 42004	Grants : NRM Grants : CLGR						
42004 43000	Interest : Bank Account						
43001	Interest : LGFA						
44000 44001	Reimbursement Motor Vehicle Contribution						
49000	Other Income						
49001	Project Management						
49002	Procurement Administration						
Total Inc	ome	-	-	-	-	-	
Expense	s Employment Costs						
61001	Payroll : Gross						
61002	Annual Leave						
61003 61004	Sick Leave Long Service Leave						
61005	Public Holidays						
61006	Superannuation						
61007 61008	Workers Comp Premium Other						
61009	Professional Development						
61010	Employee Relocation						
61011 61012	Pay in Lieu of Notice Redundancy						
64001	FBT						
	Operational Expenses						
62001	Accounting Services						
62002 62003	Advertising & Promotion Audit Fees						
62003 62004	Bank Fees & Charges						
62005	Consultants						10,000 Community / Volunteering Brighter Future
62006 62007	Contractors Legal Fees						
62007	Committee Sitting Fees						
62009	Rent/Hire of Premises/Equip						
62010 63001	Project Management						
63005	Catering Clothing and PPE						
63006	Telephone & Internet						
63007 63008	Postage & Stationery Supp Plants						
63008 63012	IT & Web						
64002	Interest						
69003 69004	Grants Insurance						
69004 69005	Members Allowances						
69007	Conferences						
69009 69902	Other Expenses Depn : Software & Computers				1,413	1,400	
00002							
63002	Motor Vehicle Fuel						
63002 63004	Registration						
63009	Fuel - Unleaded						
63011 63013	Vehicle Maintenance Vehicle Cleaning						
69901	Depn : Motor Vehciles						
	Travel & Accomodation						
63003	Meals (non FBT)						
63010 69001	Meals (FBT) Accommodation						
69001 69002	Airfares						
69006	Travel : Reimbursement						
69008 69010	Taxi & Other Fares Parking						
Total Exp		-	-	-	1,413	1,400	10,000
Operatir	ng Surplus / (Deficit)	0	0	0	(1,413)	(1,400)	(10,000)
92001	Asset Disposal & Fair Value Adjustments						
	Amounts Rec. Specifically for New / Upgraded Assets						
	Physical Resources Received Free of Charge						
	Operating Result from Discontinued Operations						
Net Sur	olus / (Deficit)	0	0	0	(1,413)	(1,400)	(10,000)

Budget Worksheets Project - P003 - Regional Waste Management Budget for the year ended 30 June 2023

		2020 - 20	21		2021 - 2022		2022 22 2004
		2020 - 20 Budget	21 Actual	Budget	2021 - 2022 YTD Actual 31 Mar 22	FY Forecast	2022-23 Budget Draft 1 Notes
					ST WIRT 22		
ome 000	Council Contributions						
00	Grants : Federal Government						
01	Grants : State Government						
02	Grants : LGA						
003	Grants : NRM						
004 000	Grants : CLGR Interest : Bank Account						
001	Interest : LGFA						
000	Reimbursement						
001	Motor Vehicle Contribution						
000	Other Income						
)01)02	Project Management Procurement Administration						
al Inc	come	-	-	-	-	-	<u> </u>
pense							
001	Employment Costs Payroll : Gross						
002	Annual Leave						
003	Sick Leave						
)04)05	Long Service Leave Public Holidays						
05	Superannuation						
07	Workers Comp Premium						
800	Other						
009	Professional Development						
)10)11	Employee Relocation Pay in Lieu of Notice						
)11)12	Pay in Lieu of Notice Redundancy						
01	FBT						
	Operational Expenses						
01	Accounting Services						
02 03	Advertising & Promotion Audit Fees						
03 04	Bank Fees & Charges						
05	Consultants				4,845	4,850	
06	Contractors				· · ·	,	
07	Legal Fees						
800	Committee Sitting Fees						
009 010	Rent/Hire of Premises/Equip Project Management						
001	Catering						
005	Clothing and PPE						
006	Telephone & Internet						
007	Postage & Stationery Supp						
)08)12	Plants IT & Web						
002	Interest						
003	Grants						
004	Insurance						
005	Members Allowances						
007	Conferences					4,000	
09 02	Other Expenses Depn : Software & Computers						
02							
02	Motor Vehicle Fuel						
04	Registration						
009	Fuel - Unleaded						
)11	Vehicle Maintenance						
)13)01	Vehicle Cleaning Depn : Motor Vehciles						
	Travel & Accomodation						
003	Meals (non FBT)						
10	Meals (FBT)						
01	Accommodation						
02	Airfares Travel : Reimbursement						
	laxi & ()ther Fares						
08	Taxi & Other Fares Parking				4,845	8,850	
108 110		-	-		.,		
008 010 al Ex	Parking	- 0	- 0	0	(4,845)	(8,850)	0
	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments		-			(8,850)	0
008 010 al Ex erati	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets		-			(8,850)	0
08 10 al Ex erati	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge		- 0			(8,850)	0
08 10 al Ex erati	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets		- 0			(8,850)	0
08 10 al Ex erati	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge		- 0 0			(8,850)	0 0

Budget Worksheets Project - P005 - Natural Resouces Management Budget for the year ended 30 June 2023

		2020 - 2	2021		2021 - 2022		2022-23 Budget
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes
Income							
41000	Council Contributions						
42000	Grants : Federal Government						
42001	Grants : State Government						
42002	Grants : LGA						
42003	Grants : NRM						
42004	Grants : CLGR						
43000	Interest : Bank Account						
43001	Interest : LGFA						
44000	Reimbursement						
44001	Motor Vehicle Contribution						
49000	Other Income Project Management						
49001 49002	Procurement Administration						
Total Inc		-	-	-	-	-	
Expense	25						
2	Employment Costs						
61001	Payroll : Gross						
61002	Annual Leave						
61003	Sick Leave						
61004	Long Service Leave						
61005	Public Holidays						
61006	Superannuation						
61007	Workers Comp Premium						
61008	Other						
61009	Professional Development						
61010	Employee Relocation						
61011	Pay in Lieu of Notice						
61012 64001	Redundancy FBT						
0.001							
00004	Operational Expenses						
62001	Accounting Services						
62002	Advertising & Promotion Audit Fees						
62003 62004	Bank Fees & Charges						
62004	Consultants				3,030	3,000	
62005	Contractors				3,030	3,000	
62007	Legal Fees						
62008	Committee Sitting Fees						
62009	Rent/Hire of Premises/Equip						
62010	Project Management						
63001	Catering						
63005	Clothing and PPE						
63006	Telephone & Internet						
63007	Postage & Stationery Supp						
63008	Plants						
63012	IT & Web						
64002	Interest						
69003	Grants						
69004	Insurance						
69005	Members Allowances						
69007	Conferences						
69009	Other Expenses						
69902	Depn : Software & Computers						
	Motor Vehicle						
63002	Fuel						
63004	Registration						
63009	Fuel - Unleaded						
63011	Vehicle Maintenance						
63013 69901	Vehicle Cleaning Depn : Motor Vehciles						
00000	Travel & Accomodation						
63003	Meals (non FBT)						
63010 69001	Meals (FBT)						
69001 69002	Accommodation						
69002 69006	Airfares Travel : Reimbursement						
69006 69008	Taxi & Other Fares						
69008 69010	Parking						
Total Ex	penses	-	-	-	3,030	3,000	
	ng Surplus / (Deficit)	0	0	0	(3,030)	(3,000)	0
		2	-	· ·	(-,0)	(-,)	
92001	Asset Disposal & Fair Value Adjustments						
	Amounts Rec. Specifically for New / Upgraded Assets						
	Physical Resources Received Free of Charge						
	Operating Result from Discontinued Operations						
Net Sur	plus / (Deficit)	0	0	0	(3,030)	(3,000)	0
		v	v	v	(0,000)	(0,000)	-

Budget Worksheets Project - P007 - LGA R&D Projects Budget for the year ended 30 June 2023

s		2020 - 20 Budget	21 Actual	Budget	2021 - 2022 YTD Actual	FY Forecast	2022-23 Budget Draft 1 Notes
Ψ		Dudget	Actual	Duuget	31 Mar 22	TTTOrcease	
Income							
41000 42000	Council Contributions Grants : Federal Government						
42000	Grants : State Government						
42002	Grants : LGA						
42003	Grants : NRM						
42004 43000	Grants : CLGR Interest : Bank Account						
43000	Interest : LGFA						
44000	Reimbursement						
44001	Motor Vehicle Contribution						
49000 49001	Other Income Project Management						
49002	Procurement Administration						
Total Inc	ome	-	-	-	-	-	<u> </u>
Expense							
C1001	Employment Costs						
61001 61002	Payroll : Gross Annual Leave						
61003	Sick Leave						
61004	Long Service Leave						
61005 61006	Public Holidays						
61006 61007	Superannuation Workers Comp Premium						
61008	Other						
61009	Professional Development						
61010 61011	Employee Relocation Pay in Lieu of Notice						
61011	Redundancy						
64001	FBT						
	One of the state o						
62001	Operational Expenses Accounting Services						
62002	Advertising & Promotion						
62003	Audit Fees						
62004	Bank Fees & Charges				4 000	4 000	
62005 62006	Consultants Contractors				4,900	4,900	
62007	Legal Fees						
62008	Committee Sitting Fees						
62009	Rent/Hire of Premises/Equip						
62010 63001	Project Management Catering						
63005	Clothing and PPE						
63006	Telephone & Internet						
63007	Postage & Stationery Supp						
63008 63012	Plants IT & Web						
64002	Interest						
69003	Grants						
69004	Insurance						
69005 69007	Members Allowances Conferences						
69009	Other Expenses						
69902	Depn : Software & Computers						
00000	Motor Vehicle						
63002 63004	Fuel Registration						
63004 63009	Fuel - Unleaded						
63011	Vehicle Maintenance						
63013	Vehicle Cleaning						
69901	Depn : Motor Vehciles						
00000	Travel & Accomodation						
63003 63010	Meals (non FBT) Meals (FBT)						
69001	Accommodation						
69002	Airfares						
69006	Travel : Reimbursement						
69008 69010	Taxi & Other Fares Parking						
Total Ex	-				4,900	4,900	
	ng Surplus / (Deficit)	0	0	0	(4,900)	(4,900)	0
92001	Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets						
	Physical Resources Received Free of Charge						
	Operating Result from Discontinued Operations						
Net C	nlug (/ Deficit)	-	-	-	14 000	14.000	
Net Sur	plus / (Deficit)	0	0	0	(4,900)	(4,900)	0

Budget Worksheets Project - P009 - CWMS & Climate Change Co-ordinator Budget for the year ended 30 June 2023

		2020 - 2			2021 - 2022 YTD Actual		2022-23 Budget
\$		Budget	Actual	Budget	31 Mar 22	FY Forecast	Draft 1 Notes
Income							
41000	Council Contributions						
42000	Grants : Federal Government						
42001	Grants : State Government	05 000	04.000	00.000	44.000	00.000	
42002 42003	Grants : LGA Grants : NRM	35,000	61,000	28,000	14,000	28,000	
42003	Grants : CLGR						
43000	Interest : Bank Account						
43001	Interest : LGFA						
44000	Reimbursement		43,200				
44001	Motor Vehicle Contribution		2 705				
49000 49001	Other Income Project Management		3,795				
49002	Procurement Administration						
Total Inc		35,000	107,995	28,000	14,000	28,000	
			,		,	20,000	
Expense	es						
	Employment Costs						
61001	Payroll : Gross	36,700	37,663	31,300	19,968	26,800	
61002	Annual Leave	3,200	3,991	2,600	3,407	2,300	
61003 61004	Sick Leave	700	1,093 973		127		
61004 61005	Long Service Leave Public Holidays	1,600	973 1,822	1,100	510	900	
61005	Superannuation	3,943	4,070	3,500	2,439	3,000	
61007	Workers Comp Premium	1,250	.,070	500	2,400	500	
61008	Other	.,===		250			
61009	Professional Development						
61010	Employee Relocation						
61011 61012	Pay in Lieu of Notice Redundancy						
61012 64001	Redundancy FBT						
	Operational Expenses						
62001	Accounting Services						
62002	Advertising & Promotion						
62003 62004	Audit Fees						
	Bank Fees & Charges						18 000 Pump monitoring, divetsing from CWMS support and storm
62005	Consultants	85,000	75,680		7,350	(5,000)	18,000 water and smart irrigation projects
62006	Contractors	50,000					
62007	Legal Fees						
62008	Committee Sitting Fees						
62009	Rent/Hire of Premises/Equip		177				
62010	Project Management Catering		1 0 40		220		
63001 63005	Clothing and PPE		1,649		230		
63006	Telephone & Internet		420		380	500	
63007	Postage & Stationery Supp		.20		000	000	
63008	Plants						
63012	IT & Web						
64002	Interest						
69003	Grants						
69004 69005	Insurance Members Allowances						
69005 69007	Conferences	6,500	1,379	5,000	300	4,000	
69009	Other Expenses	5,000	201	0,000	000	1,000	
69902	Depn : Software & Computers						
	Martan Mahirah						
63002	Motor Vehicle Fuel						
63002 63004	Registration						
63009	Fuel - Unleaded						
63011	Vehicle Maintenance						
63013	Vehicle Cleaning						
69901	Depn : Motor Vehciles						
	Travel & Accomodation						
63003	Meals (non FBT)		33				
63010	Meals (FBT)						
69001	Accommodation		132				
69002	Airfares						
69006	Travel : Reimbursement	2,500	463	1,500	144	600	
69008	Taxi & Other Fares						
69010 Total Ex	Parking	191,393	129,747	45,500	34,855	33,600	18,000
TOLATEX	penses	191,393	129,141	45,500	34,033	33,000	10,000
Operati	ng Surplus / (Deficit)	(156,393)	(21,751)	(17,500)	(20,855)	(5,600)	(18,000)
02004	Accet Disposal & Fair Value Adjustments						
92001	Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets						
	Physical Resources Received Free of Charge						
	Operating Result from Discontinued Operations						
N		/					(40.000)
Net Sur	plus / (Deficit)	(156,393)	(21,751)	(17,500)	(20,855)	(5,600)	(18,000)

Budget Worksheets Project - P017 - Waste Management Composting Budget for the year ended 30 June 2023

		2020 - 2	021		2021 - 2022		2022-23 Budget
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes
					Ji Widi ZZ		
Income 41000	Council Contributions						
42000	Grants : Federal Government						
42001	Grants : State Government						
42002	Grants : LGA Grants : NRM						
42003 42004	Grants : CLGR						
43000	Interest : Bank Account						
43001	Interest : LGFA						
44000	Reimbursement						
44001 49000	Motor Vehicle Contribution Other Income						
49001	Project Management						
49002	Procurement Administration						
Total Inc	ome	-	-	-	-	-	<u> </u>
Expense							
61001	Employment Costs Payroll : Gross						
61002	Annual Leave						
61003	Sick Leave						
61004	Long Service Leave						
61005 61006	Public Holidays Superannuation						
61007	Workers Comp Premium						
61008	Other						
61009	Professional Development						
61010 61011	Employee Relocation Pay in Lieu of Notice						
61012	Redundancy						
64001	FBT						
	Operational Expenses						
62001	Accounting Services						
62002 62003	Advertising & Promotion Audit Fees						
62003	Bank Fees & Charges						
62005	Consultants						10,000 Progress with Compost Trials and other actions from WRRS
62006	Contractors						
62007 62008	Legal Fees Committee Sitting Fees						
62008	Rent/Hire of Premises/Equip						
62010	Project Management						
63001	Catering				207	200	
63005 63006	Clothing and PPE						
63007	Telephone & Internet Postage & Stationery Supp						
63008	Plants						
63012	IT & Web						
64002 69003	Interest Grants						
69003 69004	Insurance						
69005	Members Allowances						
69007	Conferences						
69009 69902	Other Expenses Depn : Software & Computers						
	Motor Vehicle						
63002	Fuel						
63004	Registration						
63009 63011	Fuel - Unleaded Vehicle Maintenance						
63013	Vehicle Cleaning						
69901	Depn : Motor Vehciles						
	Travel & Accomodation						
63003	Meals (non FBT)						
63010	Meals (FBT)						
69001 69002	Accommodation Airfares						
69002 69006	Travel : Reimbursement						
69008	Taxi & Other Fares						
69010	Parking						
Total Ex		-	-	-	207	200	10,000
Operati	ng Surplus / (Deficit)	0	0	0	(207)	(200)	(10,000)
92001	Asset Disposal & Fair Value Adjustments						
	Amounts Rec. Specifically for New / Upgraded Assets						
	Physical Resources Received Free of Charge Operating Result from Discontinued Operations						
	operating result from Discontinued Operations						
Net Sur	plus / (Deficit)	0	0	0	(207)	(200)	(10,000)

Budget Worksheets Project - P022 - Roads & Transport Budget for the year ended 30 June 2023

Budgot ioi	uger for the year ended 50 June 2025		2021		2021 - 2022		2022-23 Budget
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes
Income							
41000	Council Contributions						
42000 42001	Grants : Federal Government Grants : State Government						
42002	Grants : LGA				13,000	15,000	
42003	Grants : NRM						
42004 43000	Grants : CLGR Interest : Bank Account						
43001	Interest : LGFA						
44000	Reimbursement						
44001 49000	Motor Vehicle Contribution Other Income						
49001	Project Management						
49002 Total Inc	Procurement Administration				13,000	15,000	
Expense							
	Employment Costs						
61001 61002	Payroll : Gross Annual Leave		20,450 2,249	31,300 2,600			
61002	Sick Leave		364	2,000			
61004	Long Service Leave		4 000	4 400			
61005 61006	Public Holidays Superannuation		1,093 2,295	1,100 3,500			
61007	Workers Comp Premium			500			
61008 61009	Other Professional Development						
61010	Employee Relocation						
61011 61012	Pay in Lieu of Notice Redundancy						
64001	FBT						
	Operational Expenses						
62001 62002	Accounting Services		2,000				
62002	Advertising & Promotion Audit Fees		2,000				
62004	Bank Fees & Charges						
62005 62006	Consultants Contractors	75,000	31,680	50,000	17,950	24,000	15,000 Progrees updates of the Transport Plan and Bridges Repor
62007	Legal Fees						
62008	Committee Sitting Fees						
62009 62010	Rent/Hire of Premises/Equip Project Management		193				
63001	Catering	4,000	1,142				
63005	Clothing and PPE						
63006 63007	Telephone & Internet Postage & Stationery Supp		525				
63008	Plants						
63012	IT & Web						
64002 69003	Interest Grants						
69004	Insurance						
69005 69007	Members Allowances Conferences					3,000	
69009	Other Expenses	5,000				-,	
69902	Depn : Software & Computers						
63002	Motor Vehicle Fuel						
63004	Registration						
63009 63011	Fuel - Unleaded Vehicle Maintenance						
63013	Vehicle Cleaning						
69901	Depn : Motor Vehciles						
62000	Travel & Accomodation						
63003 63010	Meals (non FBT) Meals (FBT)						
69001	Accommodation						
69002	Airfares						
69006 69008	Travel : Reimbursement Taxi & Other Fares		1,047	1,500			
69008 69010	Parking						
Total Ex		84,000	63,039	90,500	17,950	27,000	15,000
Operatii	ng Surplus / (Deficit)	(84,000)	(63,039)	(90,500)	(4,950)	(12,000)	(15,000)
92001	Asset Disposal & Fair Value Adjustments						
	Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge						
	Operating Result from Discontinued Operations						
Net Sur	plus / (Deficit)	(84,000)	(63,039)	(90,500)	(4,950)	(12,000)	(15,000)
			-				

Budget Worksheets Project - P024 - Climate Change Budget for the year ended 30 June 2023

		2020 - 2	:v21		2021 - 2022			2022-23 Budget
		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
oma								
ome 200	Council Contributions			24,000				
000	Grants : Federal Government			50,000				
001	Grants : State Government							
002	Grants : LGA							
003	Grants : NRM							
004 000	Grants : CLGR Interest : Bank Account							
001	Interest : LGFA							
000	Reimbursement							
001	Motor Vehicle Contribution							
000	Other Income							
001	Project Management							
002 tal Inc	Procurement Administration			74,000	-	-		
				74,000				
pense	Employment Costs							
001	Payroll : Gross							
002	Annual Leave							
003	Sick Leave							
004 005	Long Service Leave Public Holidays							
JU5 J06	Superannuation							
007	Workers Comp Premium							
800	Other							
009	Professional Development							
010	Employee Relocation							
D11	Pay in Lieu of Notice							
)12)01	Redundancy FBT							
	Operational Expenses							
001	Accounting Services							
002	Advertising & Promotion							
003	Audit Fees							
004	Bank Fees & Charges							
005	Consultants		0.500					
006	Contractors		3,500	33,900				
007 008	Legal Fees Committee Sitting Fees							
009	Rent/Hire of Premises/Equip			5,000				
010	Project Management			-,				
001	Catering		1,100					
005	Clothing and PPE							
006	Telephone & Internet							
007	Postage & Stationery Supp							
800	Plants							
012 002	IT & Web Interest							
002	Grants							
004	Insurance							
005	Members Allowances							
007	Conferences							
009 902	Other Expenses							
902	Depn : Software & Computers							
02	Motor Vehicle Fuel							
02	Registration							
009	Fuel - Unleaded							
011	Vehicle Maintenance							
013 901	Vehicle Cleaning Depn : Motor Vehciles							
501								
003	Travel & Accomodation Meals (non FBT)							
)10)10	Meals (FBT)							
001	Accommodation							
002	Airfares							
006	Travel : Reimbursement							
800	Taxi & Other Fares							
	Parking		4.000					
			4,600	38,900		-		
	penses					0	0	
tal Ex	penses ng Surplus / (Deficit)	0	(4,600)	35,100	0	v	U	
tal Ex erati	ng Surplus / (Deficit)	0	(4,600)	35,100	U	Ŭ		
		0	(4,600)	35,100	U	Ŭ	U	
tal Ex erati	ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments	0	(4,600)	35,100	U	v	Ū	
al Ex erati	ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets	0	(4,600)	35,100	U	Ū		
erati	ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	0	(4,600)	35,100	0	0	0	

Budget Worksheets Project - P027 - Community Capacity Building Budget for the year ended 30 June 2023

		2020 - 2	2021		2021 - 2022		2022-23 Budget
		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes
come							
000	Council Contributions			30,000			
000 001	Grants : Federal Government	20,000		42,000			
001	Grants : State Government Grants : LGA	20,000		42,000 12,500			
003	Grants : NRM			12,000			
004	Grants : CLGR						
000	Interest : Bank Account						
001 000	Interest : LGFA Reimbursement						
001	Motor Vehicle Contribution						
000	Other Income						
001	Project Management						
002 tal Inc	Procurement Administration	20,000		84,500			
pense	e e						
	Employment Costs						
001	Payroll : Gross			31,300			
002 003	Annual Leave Sick Leave			2,600			
003	Long Service Leave						
005	Public Holidays			1,100			
006	Superannuation			3,500			
007 008	Workers Comp Premium Other			500			
008	Professional Development						
010	Employee Relocation						
011	Pay in Lieu of Notice						
)12)01	Redundancy FBT						
001	Operational Expenses Accounting Services						
002	Advertising & Promotion			15,000	554	1,000	
003	Audit Fees			,		.,	
004	Bank Fees & Charges						
005	Consultants Contractors	47,000		50,000		24.000	
006 007	Legal Fees	80,000		100,000		24,000	
008	Committee Sitting Fees						
009	Rent/Hire of Premises/Equip						
010	Project Management				450	4 500	
001 005	Catering Clothing and PPE				458	1,500	
006	Telephone & Internet						
007	Postage & Stationery Supp						
800	Plants						
)12	IT & Web						
002 003	Interest Grants						
004	Insurance						
005	Members Allowances						
007	Conferences	10,000		10,000		4,000	
009 902	Other Expenses Depn : Software & Computers	65,000					
	Motor Vehicle						
002	Fuel						
004	Registration						
009 011	Fuel - Unleaded Vehicle Maintenance						
013	Vehicle Cleaning						
901	Depn : Motor Vehciles						
	Travel & Accomodation						
003	Meals (non FBT)						
010 001	Meals (FBT) Accommodation						
01	Airfares						
006	Travel : Reimbursement			1,500			
008	Taxi & Other Fares						
010 tal Ex	Parking penses	202,000		215,500	1,012	30,500	
	ng Surplus / (Deficit)	(182,000)	0	(131,000)	(1,012)	(30,500)	0
		(102,000)	U	(131,000)	(1,012)	(30,300)	v
001	Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets						
	Physical Resources Received Free of Charge						
	Operating Result from Discontinued Operations						
Sur	plus / (Deficit)	(182,000)	0	(131,000)	(1,012)	(30,500)	0

Budget Worksheets Project - P028 - Regional Capacity Building Budget for the year ended 30 June 2023

		2020 - 2	U21		2021 - 2022		2022-23 Budget
		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes
ome 00	Council Contributions						
00	Grants : Federal Government						
01	Grants : State Government			25,000			
02	Grants : LGA	41,000	42,151	20,000	42,783	42,800	42,000
003	Grants : NRM						
04	Grants : CLGR						
00	Interest : Bank Account						
01	Interest : LGFA						
00	Reimbursement						
01	Motor Vehicle Contribution						
00 01	Other Income						
02	Project Management Procurement Administration						
al Inc		41,000	42,151	25,000	42,783	42,800	42,000
ense	s Employment Costs						
01	Payroll : Gross						
02	Annual Leave						
03	Sick Leave						
04	Long Service Leave						
05	Public Holidays						
06	Superannuation						
07 08	Workers Comp Premium Other						
08 09	Professional Development						
10	Employee Relocation						
11	Pay in Lieu of Notice						
12	Redundancy						
01	FBT						
	Operational Expenses						
01	Accounting Services						
02	Advertising & Promotion						
03	Audit Fees						
)4	Bank Fees & Charges						
05	Consultants			60,000	10,000	28,800	43,000 Population / housing \$5k, Regional Health \$25k,
				66,660	. 0,000	,000	43,000 Reconciliation \$13k
06	Contractors						
07	Legal Fees						
)08)09	Committee Sitting Fees						
)) 10	Rent/Hire of Premises/Equip Project Management						
001	Catering						
005	Clothing and PPE						
006	Telephone & Internet						
07	Postage & Stationery Supp						
08	Plants						
12	IT & Web						
02	Interest						
03	Grants						
04	Insurance						
005	Members Allowances			44.000			
07 09	Conferences Other Expanses			14,000			
09 02	Other Expenses Depn : Software & Computers						
	Motor Vehicle						
02	Fuel						
04	Registration						
09	Fuel - Unleaded						
11	Vehicle Maintenance						
13	Vehicle Cleaning						
01	Depn : Motor Vehciles						
	Travel & Accomodation						
03	Meals (non FBT)						
10	Meals (FBT)						
01	Accommodation						
02	Airfares						
06	Travel : Reimbursement						
08 10	Taxi & Other Fares Parking						
	penses	-	-	74,000	10,000	28,800	43,000
	ng Surplus / (Deficit)	41,000	42,151	(49,000)	32,783	14,000	(1,000)
		41,000		(40,000)	52,105	14,000	(1999)
01	Asset Disposal & Fair Value Adjustments						
	Amounts Rec. Specifically for New / Upgraded Assets						
	Physical Resources Received Free of Charge Operating Result from Discontinued Operations						
	operating result from Discontinued Operations						
Sur	blus / (Deficit)	41,000	42,151	(49,000)	32,783	14,000	(1,000)
		,		(,	52,700	,000	·····/

Image: set is the set of the set of the set of the set is the set of the set of the set is the set of the set o	no no No No No No No settisticaries 4.500 30.0000 30.0000 30.0000 30.0000 30.0000 30.0000 30.0000 30.00000 30.000000 $30.00000000000000000000000000000000000$	-	the year ended 30 June 2023							
Unit Unit <th< th=""><th>$\begin{array}{$</th><th></th><th></th><th>2020 - 2</th><th>021</th><th></th><th>2021 - 2022</th><th></th><th></th><th>2022-23 Budget</th></th<>	$ \begin{array}{ $			2020 - 2	021		2021 - 2022			2022-23 Budget
0000 Constitutions 4.500 4.500 4.500 0010 States: School S				Budget	Actual	Budget		FY Forecast	Draft 1	Notes
0000 Control Contributions 4.000 0000 Control Contrel Contrel Control Control Control Control Control C		omo								
000 Genes: Subs Covernment 20.00 20.00 20.00 4.00 4.00 000 Interest: Subs Account 20.00 20.00 - - 000 Interest: Subs Account 20.00 20.00 - - 000 Interest: Subs Account 20.00 20.00 - - 000 Main Value Combination 20.00 20.00 - - 000 Main Value Combination 20.00 20.00 - - 000 Provide Combination 20.00 20.00 - - - 000 Provide Combination - 20.00 4.00 4.00 - 000 Provide Combination - - 4.000 4.000 -	that Government 25.00 20.00 20.00 \cdot \cdot \cdot \cdot 25.00 20.00 \cdot \cdot \cdot \cdot 25.00 0.00 \cdot \cdot \cdot \cdot 1000 \cdot \cdot \cdot \cdot 1000 \cdot \cdot \cdot \cdot \cdot 1000 \cdot \cdot \cdot \cdot \cdot \cdot 1000 \cdot \cdot \cdot \cdot \cdot \cdot \cdot \cdot \cdot 1000 \cdot		Council Contributions		4,500					
0000 Gene:: 10A 25,000 20,000 Image: 10A I	GA 25,000 26,000 $=$ <									
000 Gene: NMM Use: NMM <td< td=""><td>BMA Cald Account Generation 25.00 0.000 \bullet \bullet \bullet end Cases or method Antisication method Antisication 25.000 0.000 \bullet \bullet \bullet end Cases method Antisication method Antisication 25.000 0.000 \bullet \bullet \bullet end Cases method Antisication method Antisication method Antisication method Antisication \bullet \bullet \bullet \bullet end Cases method Antisication method Antisication method Antisication \bullet \bullet \bullet \bullet end Cases method Antisication method Antisication method Antisication method Antisication method Antisication \bullet \bullet \bullet \bullet all Promote Cases is a formation is a Changes is a formation is a Changes \bullet \bullet \bullet \bullet all Promote Cases is a formation is a Changes \bullet \bullet \bullet \bullet \bullet all Promote Cases is a Changes \bullet \bullet \bullet \bullet \bullet \bullet all Promote Cases is a Changes \bullet \bullet \bullet \bullet \bullet \bullet \bullet \bullet \bullet \bullet</br></br></td><td></td><td></td><td>05 000</td><td>00.000</td><td></td><td></td><td></td><td></td><td></td></td<>	BMA Cald Account Generation 25.00 0.000 \bullet \bullet \bullet end Cases or method Antisication method Antisication 25.000 0.000 \bullet \bullet \bullet end Cases method Antisication method Antisication 25.000 0.000 \bullet \bullet \bullet end Cases method Antisication method Antisication method Antisication method Antisication \bullet \bullet \bullet \bullet end Cases method Antisication method Antisication method Antisication \bullet \bullet \bullet \bullet end Cases method Antisication method Antisication method Antisication method Antisication method Antisication \bullet \bullet \bullet \bullet all Promote Cases is a formation is a Changes is a formation is a Changes \bullet \bullet \bullet \bullet all Promote Cases is a formation is a Changes \bullet \bullet \bullet \bullet \bullet all Promote Cases 			05 000	00.000					
001 Training Such Ackarding Such Ac	Left and court and one of the set out which and the set out which			25,000	26,000					
0000 Interact: Sink Account 0<	Jack Accord									
000 Markuszereti Markusz	anard and Contribution and Mathinitistion 25,000 30,500 • • • • and Contribution and Performance and Devicement Recorders and Performance 9 Service Score of Notion 9 Service Score 9 Service									
0000 Vehicle Contribution 28.000 30.000 • • • 0000 Vehicle Contribution 28.000 30.000 • • • 0000 Vehicle Contribution 28.000 30.000 • • • 0000 Vehicle Contribution 0 • • • • • 0000 Vehicle Contribution 0 • • • • • • 0000 Vehicle Contribution 0 •<	inde Contraction 25,000 30.500 - - inde Americanon 25,000 30.500 - - inde Americanon 25,000 30.500 - - inde Americanon - - - - inde Americanon - - 4.000 4.000 inde Americanon - - 4.000 4.000 inde Americanon - - 4.000 4.000 inde Americanon - - - - inde Americanon - - - - inde Americanon - - - - inde Americanon -									
0000 Dire Income 25,000 30,000 • • • 10000 Project Admission 25,000 30,000 • • • 10000 Signal Construct Admission 1 • • • 10000 Signal Construct Admission 1 1 1 1 10000 Signal Construct Admission 1 <	and Advancesarion 25,000 30,000 - - - and Costs - - - - and Services - - - - and Services - - - - and Development Rescation of Portuges - - - - all Development Rescation of Portuges - - - - all Development Rescation of Portuges - - - - all Development Rescation of Portuges - - 4,600 4,600 all Development Rescation of Portuges - - 4,600 4,600 - all Development Rescation of Portuges - - 4,600 4,600 - - all Development Rescation of Portuges - - 4,600 4,600 - - All portuges -									
0000 Production 25.000 0.000 • • • 0000 Production Construction • • • • 0000 Production Construction •	and ender initiation 25,000 30,500 - - - end Construction 25,000 30,500 - - - end Construction - - - - - initial construction - - - - - initial construction -									
Operational Advinitation 25,00 30,500 - - parse - - - - parse - - - - 000 Paroli Coss - - - 001 Paroli Coss - - - 002 Annal Lawe - - - 003 Paroli Coss - - - 004 Paroli Coloss - - - 005 Paroli Holdse - - - 006 Paroli Holdse - - - 007 Entype Parolinal Epense - - - 008 Speranel Serves - - 4.600 4.600 008 Represe Composition - - 4.600 4.600 008 Represe Composition - - 4.600 4.600 008 Contranel Serves - - - -	25.00 30.500 - - - 10 Professor - - - - - 10 Professor -									
Contraction Contraction Contraction	Action Colors	002								
Payol. Coss Payol. Cos	idea	tal Inc	ome	25,000	30,500	-	-	-	-	
Payol. Codes Payol. Codes Payol. Long Service Large Image: Service Large Status Service Large Severing Service Large	idea	pense	s							
000000000000000000000000000000000000	ave ave b <td></td> <td>Employment Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>		Employment Costs							
0000 Ski Labore Image: Ski Labore Image: Ski Labore Image: Ski Labore 0000 Long Service Lawov Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Labore Image: Ski Labore 000 Prodesized Development Image: Ski Labore Image: Ski Lab	• • • • • • • • • • • • • • •									
0.01 Long Service Leave -	ioio Lavoro dig Devore and Devolupromit Relocation ou of Notice S Services S Services S Charges S Charges S Services S Charges S Services S Services									
0000 Public Huldings Super annual sion Super annual sion 0010 Super annual sion Super annual sion Super annual sion 0010 Profiles Super annual sion Super annual sion 0011 Profiles Super annual sion Super annual sion 0011 Profiles Super annual sion Super annual sion 0011 Profiles Super annual sion Super annual sion 0012 Address Super annual sion Super annual sion 0013 Address Super annual sion Super annual sion 0014 Address Super annual sion Super annual sion 0015 Address Super annual sion Super annual sion 0016 Contrained State or Particular Sing Peed Super annual sion Super annual sion 0016 Contrained State or Particular Sing Peed Super annual sion Super annual sion 0015 Contrained State or Particular Sing Peed Super sion Super sion 0016 Contrained State or Particular Sing Peed Super sion Super sion	idage Idage <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>									
000000000000000000000000000000000000	uable uable <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>									
000000000000000000000000000000000000	Jamp Fernamin Image Services Image Services Image Services Image Services Image Services Image Services Image Services Allowances Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Image Services Ima		Superannuation							
0000 Professional Development 11 Pry In Low of Notice 11 Provide Reduction In Provide Research Integers 11 Provide Research Integers 12 Adverting Revolution Integers 13 Adverting Revolution Integers 14 Frees 15 Contractores 15 Contractores 16 Frees 16 Contractores 17 Adverting Revolution 18 Adverting Revolution 19 Protection Revolution 19 Protection Revolution 19 Protection Revolution 19 Frevite Accoundation	Relocation of Votice I	007	Workers Comp Premium							
010 Engloyee Relocation 110 Rejurnal work Molico 111 Rejurnal work Molico 112 Rejurnal work Molico 113 Rejurnal work Molico 114 Rejurnal work Molico 115 Rejurnal Work Molico 116 Rejurnal Work Molico 117 Rejurnal Work Molico 118 Rejurnal Work Molico 119 Rejurnal Work Molico 110 Rejurnal Work Molico 111 Rejurnal Work Molico 112 Take Molico Molico 1131 Rejurnal Work Molico 1141 Rejurnal Work Molico 1152 Rejurnal Work Molico 1153 Other Englower Molico 1154 Rejurnal Work Molico 1154 Rejurnal Work Molico 1154	Relocation of Votice I									
11 Pay in Lieu of Molice 12 Redundancy 13 Redundancy 14 Consuming Services 15 Redundancy 15 Security Services 15 Consuming Services 15 Consuming Services 16 Bank Pees 17 Adverting Services 18 Bank Pees 19 Consultants 10 Consultants 10 Consultants 10 Consultants 11 Ligal Pees 11 Service Nangement 12 Service Nangement 13 Service Nangement 14 Service Nangement	u of Notice Image: Set of the s									
No. No. <td>Gy Image: Specified in the s</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Gy Image: Specified in the s									
010 FBT FBT FBT 020 FBT FBT FBT 021 Accounting Services - 4.600 023 Audit FRee - 4.600 024 Accounting Services - 4.600 025 Accounting Services - 4.600 026 Consultants - 4.600 026 Consultants - 4.600 026 Consultants - - 026 Consultants - - 026 Consultants - - 026 Consultants - - 027 Again Center - - 028 Relification - - 029 Parity - - - 021 Take Accountantion - - - - 021 Take Accountantion - - - - - 021 Take Accountantion - - - - - 021 Vehi	all Express g Androads g Androads </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>									
001 Accounting Services 4,600 4,600 002 Addr Fees Charges 4,600 4,600 003 Addr Fees Charges 4,600 4,600 004 Addr Fees Charges 4,600 4,600 005 Consultants 4,600 4,600 4,600 005 Fuel Kuel Kuel Kuel Kuel <td>g Geroration of a Promition of geroration of</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	g Geroration of a Promition of geroration of									
0010 Accounting Services 0020 Adverting Services 0030 Adverting Services 0030 Adverting Services 0030 Adverting Services 0040 Bank Fees & Charges 0050 Consultants 0050 Conting on PEE 0050 Teleptone Services 0050 Fuel Management 0070 Protect Management 0070 Prote	g Geroration of		Operational Expenses							
003 Addit Fees 4,600 4,600 013 Addit Fees 4,600 4,600 020 Consultants 4,600 4,600 020 Parity B 4,600 4,600 020 Parity B 4,600 4,600 021 Tra Web 4,600 4,600 020 Consultants 4,600 4,600 021 Tra Web 4,600 4,600 021 Tra Web 4,600 4,600 021 Fuel Fuel Fuel Fuel 021 Fuel Fuel Fuel Fuel	a C Carages 4.600 4.600 4.600 S String Fees 4.600 4.600 4.600 of PentiseyEquip magnement S Internet 5.00 5.00 Allowances S Internet 5.00 5.00 S Internet 5.00 30.500 0 (4.600 S Internet 5.00 30.500 0 (4.600 0 S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Internet S Interne									
0000 Bark Fees & Charges 4,600 4,600 0000 Constrators 4,600 4,600 0000 Catering 4,600 4,600 0000 Catering 4,600 4,600 0000 Catering 4,600 4,600 0000 Fault Web 5,000 5,000 0000 Fault Web 5,000 5,000 00000 Fault Web 5,000 5,000 6,000 00000 Fault Web 5,000 5,000 6,000 6,000 000000 Fault Web 4,600 6,000 6,000 6,000 000000 Fakel Koorn PET) 5,000 3,030<	8 & Charges 4,600 4,600 4,600 9 S String Frees 4,600 4,600 4,600 0 PPE 8 Internet 4,600 4,600 8 Internet 4,600 4,600 4,600 Alkowances 4,600 4,600 4,600 String Freesson Alkowances Alkowances Alkowances									
0005 Consultants 4,600 007 Legal Fees 4,600 007 Legal Fees 4,600 007 Consultant Stitup Fees 4,600 007 Legal Fees 4,600 007 Legal Fees 4,600 007 Consultants 4,600 007 Legal Fees 4,600 007 Legal Fees 4,600 007 Legal Fees 4,600 007 Consultants 4,600 007 Legal Fees 4,600 007 Consultants 4,600 008 Penting 4,600 009 Fuel Hanest 0000 Consultants 4,600 0000 Consultants 4,600 0000 Consultants 4,600 00000 Consultants 4,600 000000 Consultants 4,600 000000000000000000000000000000000000	is in a magnetic set									
0000 Contractors 0001 Logal Pees 0000 Committee Sitting Pees 0010 Project Management 0011 Catering 0021 Telephone Sittement 0021 Interest 0021 Interest 0021 Conferences 0021 Conferences 0021 Conferences 0021 Conferences 0021 Conferences 0021 Conferences 0021 Puel - Unleaded 0131 Vehicle Cleaning 014 Vehicle Maintenance 015 Vehicle Cleaning 016 Parining 017 Vehicle Maintenance 018 Vehicle Maintenance 019 Parining 02011 Meals (non PBT) 02012 <td>rs s s Sting Fees s Sting Fees</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>4 600</td> <td>4 600</td> <td></td> <td></td>	rs s s Sting Fees						4 600	4 600		
Uoper Legal Fase Uoper Rent/Hire Of Premises/Equip Uoper Project Management Uoper Contingence Uoper Contingence Uoper Contingence Uoper Frage Uoper	s Sitting Fees of Premises/Equip anagement angement Alovances ses enses thrare & Computers hice 						4,600	4,600		
008 Committee Sitting Fees 019 Project Management 010 Project Management 011 Catering 012 Catering 013 Catering 014 Catering 015 Catering 016 Catering 017 Postage & Stationery Supp 018 Plants 019 Plants 011 Tatephone & Internet 012 If a Web 013 Grants 014 Instrance 015 Conferences 016 Conferences 017 Conferences 018 Postage & Accomputers 019 Postage & Accomputers 010 Postage & Accomputers 011 Vehick Cleaning 011 Vehick Cleaning 011 Vehick Cleaning 011 Vehick Cleaning 012 Provincitation 013 Vehick Cleaning 014 Accommodation 015 Travel & Accomodation	s Sitting Fees of Permises/Equip anagement of PEE s Internet s Sationery Supp Allowances ses senses serses s									
0100 Project Management 0010 Catering 0005 Clothing and PPE 0006 Telephone & Internet 0070 Postage & Stationery Supp 0081 Planet 0102 Interest 0103 Conferences 0104 Insurance 0105 Conferences 0106 Conferences 0107 Conferences 0108 Depn : Software & Computers 0109 Depn : Software & Computers 0100 Depn : Software & Computers 011 Vehicle 011 Vehicle Cleaning 011 Depn : Motor Vehicles 011 Vehicle Cleaning 011 Depn : Motor Vehicles 011 Vehicle Cleaning 011 Depn : Motor Vehicles 012 Travel & Accomodation 013 Action FBT) 014	anagement d PE anagement anagement dt PE b Internet anagement anagement s Internet anagement anagement anagement Alovances anagement anagement anagement s Internet anagement anagement anagement Alovances anagement anagement anagement sets anagement anagemen									
001 Catering	Allowances ess enses enses enses sources enses anitemance eaning internance internance int									
005 Clothing and PPE 007 Postage & Stationery Supp 008 Plants 012 IT & Web 003 Grants 004 Interest 005 Other Expenses 006 Members Allowances 007 Onferences 008 Depn : Software & Computers 009 Other Expenses 0000 Fuel 0011 Vehicle 0021 Fuel 0032 Other Expenses 0033 Other Expenses 0040 Registration 0051 Wehicle Cleaning 0051 Depn : Motor Vehicle 015 Vehicle Cleaning 0161 Vehicle Cleaning 017 Vehicle Cleaning 018 Pent : Reimbursment 019 Depn : Motor Vehicle 010 Accomodation 011 Accomodation 012 Accomodation 013 Acit A Cher Fares 014 Accomodation 015 Acacomodation <td>Allowances es Stationery Supp Allowances es es enses enses enses intera & Computers hice on eachd aning antenance eaning interance intera</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Allowances es Stationery Supp Allowances es es enses enses enses intera & Computers hice on eachd aning antenance eaning interance intera									
0060 Telephone & Internet Internet Image: Stationery Supp 0070 Postage & Stationery Supp Image: Stationery Supp 0081 Plants Image: Stationery Supp 0022 Interest Image: Stationery Supp 0033 Grants Image: Stationery Supp 0034 Insurance Image: Stationery Supp 0035 Members Allowances Image: Stationery Supp 0036 Other Expenses Image: Stationery Supp 0037 Postage Stationery Supp Image: Stationery Supp 0039 Other Expenses Image: Stationery Supp 0039 Puel - Unleaded Image: Stationery Supp 0031 Vehicle Gleaning Image: Stationery Supp 0031 Vehicle Gleaning Image: Stationery Supp 013 Vehicle Cleaning Image: Stationery Supp 014 Vehicle Gleaning Image: Stationery Supp 015 Meals (non FB1) Image: Stationery Supp 016 Registration Image: Stationery Supp Image: Stationery Supp 018 Accomodation Image: Stationery Supp Image: Stationery Supp Imag	Allowances es Stationery Supp Allowances es es enses enses enses intera & Computers hice on eachd aning antenance eaning interance intera									
007 Postage & Stationery Supp 008 Pints 012 IT & Web 012 Interest 013 Vehicle Cleaning 014 Invel-Vehicles 11 Vehicle Cleaning 02 Fuel 03 Meals (non FBT) 04 Neor Vehicles 12 Fuel 03 Meals (non FBT) 04 Accommodation 04 Accommodation 05 Travel S Accomodation 06 Travel : Reimbursement 1 vehicle Cleaning 06 Travel : Reimbursement 1 vehicle Maintenance 01 Accommodation 02 Artares 03 Vehicle Maintenance 04 Accommodation 05 Travel : Reimbursement 1 25.00 </td <td>Allowances tes tes tes tes terses truare & Computers hicle</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Allowances tes tes tes tes terses truare & Computers hicle									
112 IV Reveb Interest: Interest: Interest: 003 Grants Grants Interest: Interest: 004 Insurance Interest: Interest: 005 Members Allowances Interest: Interest: 007 Conferences Interest: Interest: 007 Depr: Software & Computers Interest: Interest: 006 Textel & Accomodation Interest: Interest: 001 Depr: Represes Interest: Interest: 002 Fuel Interest: Interest: 003 Webick Cleaning Interest: Interest: 003 Meals (non FBT) Interest: Interest: 004 Registration Interest: Interest: 005 Taxel & Accomodation Interest: Interest: 003 Meals (non FBT) Interest: Interest: 004 Taxel & Accomodation Interest: Interest: 005 Taxel : Reimbursement Interest: Interest: 105 Parking Interest: In	Allowances ses ses ses ses ses ses there and added aintenance earling tor Veholies Accompation n FBT) T) dation FBT) T) (dation aimbarsenent er Fares									
002 Interest Insurance Interest Insurance Interest Insurance Interest Insurance 003 Grants Insurance Members Allowances Insurance 004 Insurance Insurance 005 Other Expenses Insurance 006 Other Expenses Insurance 007 Conferences Insurance 008 Other Expenses Insurance 009 Other Expenses Insurance 001 Registration Insurance 002 Fuel Interest 003 Grants Insurance 004 Registration Insurance 005 Perst & Accomodation Insurance 001 Vehicle Cleaning Insurance 001 Meals (non FBT) Insurance 002 Airares Insurance 003 Tarke (Abther Fares) Insurance 004 Parking Insurance 005 Tarke (Other Fares) Insurance 006 Travel : Reimbursement Insurance 010 Parking Insurance <td>Allowances ses ses ses ses ses ses there and added aintenance earling tor Veholies Accompation n FBT) T) dation FBT) T) (dation aimbarsenent er Fares</td> <td></td> <td>Plants</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Allowances ses ses ses ses ses ses there and added aintenance earling tor Veholies Accompation n FBT) T) dation FBT) T) (dation aimbarsenent er Fares		Plants							
003 Grants	Altowardes Siese enses ense enses ense									
044 Insurance Insurance 05 Members Allowances Image: Software & Computers 090 Other Expenses Image: Software & Computers 021 Evel Image: Software & Computers 022 Fuel Image: Software & Computers 023 Fuel Image: Software & Computers 024 Registration Image: Software & Computers 025 Fuel Image: Software & Computers 026 Fuel Image: Software & Computers 027 Fuel Image: Software & Computers 028 Fuel Image: Software & Computers 029 Fuel - Unleaded Image: Software & Computers 021 Vehicle Cleaning Image: Software & Computers 031 Depn : Motor Vehicles Image: Software & Computers Tavel & Accommodation Image: Software & Computers Image: Software & Computers 031 Meals (FBT) Image: Software & Computers Image: Software & Computers 032 Aritares Image: Software & Computers Image: Software & Computers 033 Meals (FBT) Image: Software & Computers Image: Softwa	Altowardes Siese enses ense enses ense									
005 Members Allowances 007 Conferences 009 Other Expenses 002 Depn : Software & Computers 003 Motor Vehicle 004 Registration 005 Evel = Unleaded 011 Vehicle Maintenance 013 Vehicle Cleaning 014 Depn : Motor Vehicles Travel & Accomodation 013 Vehicle Cleaning 014 Depn : Motor Vehicles Travel & Accomodation 015 Accommodation 016 Accommodation 017 Accommodation 018 Taxie & Acther Fares 019 Parking 12 - 13 Vehicle Cleaning 04 Registration 05 Meals (non FBT) 100 Meals (non FBT) 101 Accommodation 102 Ariticle 103 Taxie & Chier Fares 104 Parking 12 - 120 Stot K other Fares <td>Altowardes Siese enses ense enses ense ense</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Altowardes Siese enses ense enses ense									
007 Conferences 008 Other Expenses 009 Other Expenses 002 Puel 003 Registration 004 Registration 005 Fuel 004 Registration 005 Fuel-Unleaded 011 Vehicle Maintenance 013 Vehicle Cleaning 901 Depn: Motor Vehicles Travel & Accomodation Image: Commodation 003 Meals (non FBT) 014 Accommodation 015 Accommodation 016 Travel & Accomodation 017 Accommodation 028 Taxi & Other Fares 029 Taxi & Other Fares 010 Parking 1at Expenses - - 4,600 - Other Taxiel & Fair Value Adjustments - Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	erses enses enses hide on aaded aintenance eaning tor Veholies Accomodation n FBT) tor Veholies Accomodation tor Veholies Accomodation Accomodation tor Veholies Accomodation Accomodation tor Veholies Accomodation Accom									
902 Depn : Software & Computers Image: Computer Software & Computers 002 Fuel Image: Computer Software & Computers 003 Registration Image: Computer Software & Software & Computer	ftvare & Computers hicle and aaded aaided aaintenance eaning tor Vehciles Accomodation n FBT) tT) dation eimbursement ter Fares - - -	007	Conferences							
Motor Vehicle Motor Vehicle 002 Fuel 003 Registration 011 Vehicle Maintenance 013 Vehicle Cleaning 901 Depn : Motor Vehciles Travel & Accomodation 003 Meals (ron FBT) 014 Accommodation 015 Accommodation 016 Travel & Resource and the second action 017 Meals (FBT) 018 Accommodation 019 Accommodation 020 Airfares 0201 Accommodation 021 Parking 109 Parking 101 Accommodation 022 Airfares 023 Travel : Reimbursement 024 Travel : Reimbursement 025 - 102 Parking 103 Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	hicle on aaded aintenance eaning tor Vehciles Accomodation n FET T) CT dation Employeement ere Fares									
D02 Fuel D04 Registration D95 Fuel - Unleaded D11 Vehicle Maintenance D13 Vehicle Cleaning D01 Depn : Motor Vehicles Travel & Accomodation D03 Meals (non FBT) D10 Meals (FBT) D04 Accommodation D05 Travel & Accomodation D06 Travel : Reinbursement D07 Parking tatl Expenses - Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	on eaded aintenance eaning tor Vehicles Acconotation n FBT) TT dation eimbursement ner Fares 	902	Depn : Software & Computers							
004 Registration 009 Fuel - Unleaded 011 Vehicle Maintenance 013 Vehicle Cleaning 001 Depn : Motor Vehicles Travel & Accomodation 003 Meals (non FBT) 014 Accommodation 015 Accommodation 016 Meals (non FBT) 017 Accommodation 018 Taxiel Reimbursement 019 Parking 101 Parking 102 Airfares 010 Parking 101 Parking 101 Parking 102 Airfares 010 Parking 101 Accommodation 010 Parking 101 Accommodation 102 Airfares 010 Parking 101 Accommodation 101 Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Ubgraded Assets Physical Resources Received Free of Charge	eaded aintenance eaning tor Vehciles Accomodation n FBT) T) dation eimbursement her Fares <u> 4,600 4,600</u> - <u>- 4,600 -</u> <u> 5,00 30,500 0 (4,600) 0</u> sal & Fair Value Adjustments ec. Specifically for New / Upgraded Assets securces Received Free of Charge Result from Discontinued Operations									
009 Fuel - Unleaded 011 Vehicle Maintenance 013 Vehicle Cleaning 010 Depri Motor Vehciles Travel & Accomodation 03 Meals (non FBT) 010 Meals (FBT) 011 Accommodation 002 Airfares 005 Taxie & Reimbursement 006 Travel : Reimbursement 007 Parking 101 Parking 102 Airfares 010 Parking 101 Parking 102 Parking 103 Vehicle Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	eaded aintenance eaning tor Vehciles Accomodation n FBT) T) dation eimbursement her Fares <u> 4,600 4,600</u> - <u>- 4,600 -</u> <u> 5,00 30,500 0 (4,600) 0</u> sal & Fair Value Adjustments ec. Specifically for New / Upgraded Assets securces Received Free of Charge Result from Discontinued Operations									
011 Vehicle Maintenance 13 Vehicle Cleaning 901 Depn : Motor Vehciles Travel & Accomodation 003 Meals (non FBT) 001 Accommodation 002 Airfares 003 Taxiel : Reimbursement 004 Taxie & Other Fares 010 Parking 12 - 13 ACCOmmodation 004 Taxie & Other Fares 010 Parking 141 Expenses 141 Expenses 141 Set Disposal & Fair Value Adjustments Amounts Rec: Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	aintenance eaning stor Vehciles Accomodation n FBT) TT) dation eimbursement her Fares <u> </u>									
013 Vehicle Cleaning Depn : Motor Vehiciles Image: Cleaning Supplies and Strain	eaning tor Vehciles Accomodation n FBT) TT dation in FFAres 4,600 4,600 - s/ (Deficit) 25,00 30,500 0 (4,600) (4,600) 0 Lefter of Charge Result from Discontinued Operations									
Travel & Accomodation 003 Meals (non FBT) 010 Meals (FBT) 001 Accommodation 002 Airfares 006 Travel : Reimbursement 008 Taxi & Other Fares 010 Parking 101 Parking 102 - 4tl Expenses - 103 25,000 30,500 004 (4,600) (4,600) 005 Taxi Value Adjustments Amounts Rec: Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	Accomodation n FBT), IT) dation eimbursement her Fares 		Vehicle Cleaning							
003 Meals (non FBT) 010 Meals (FBT) 001 Accommodation 002 Airfares 006 Travel : Reimbursement 008 Taxi & Other Fares 010 Parking tal Expenses - - 4,600 - operating Surplus / (Deficit) 25,000 30,500 0 (4,600) 0 001 Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge - - -	n FBT) T) dation eimbursement her Fares 	901	Depn : Motor Vehciles							
010 Meals (FBT) 021 Accommodation 002 Airfares 003 Taxi 8. Other Fares 010 Parking 111 Expenses - - - - Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	Int T (dation dation dation her Fares -									
001 Accommodation 002 Airfares 005 Travel : Reimbursement 008 Taxi & Other Fares 010 Parking 101 Parking 11 Expenses 12 25,000 30,500 0 (4,600) 0 13 Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge Image: Comparison of Charge Image: Comparison of Charge	dation eimbursement her Fares									
002 Airfares Travel : Reimbursement 008 Taxi & Other Fares - - 4,600 - 010 Parking - - 4,600 - tat Expenses - - 4,600 - berating Surplus / (Deficit) 25,000 30,500 0 (4,600) 0 001 Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge - - -	einbursement her Fares 4,600 4,600 s / (Deficit) 25,000 30,500 0 (4,600) (4,600) 0 (4,600) <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>									
D06 Travel : Reimbursement D08 Taxi & Other Fares D010 Parking tal Expenses - erating Surplus / (Deficit) 25,000 30,500 0 (4,600) 0 D01 Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets - - - Physical Resources Received Free of Charge - - - -	Image: Pares Image: Pares <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>									
D08 Taxi & Other Fares Parking Image: Constraint of the second sec	Image: Pares Image: Pares <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>									
D10 Parking - - 4,600 - tal Expenses - - 4,600 4,600 - terating Surplus / (Deficit) 25,000 30,500 0 (4,600) (4,600) 0 001 Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge - - -	4,600 4,600 - s / (Deficit) 25,000 30,500 0 (4,600) 0 osal & Fair Value Adjustments ec. Specifically for New / Upgraded Assets assources Received Free of Charge Result from Discontinued Operations									
erating Surplus / (Deficit) 25,000 30,500 0 (4,600) 0 001 Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	s / (Deficit) 25,000 30,500 0 (4,600) 0 Dosal & Fair Value Adjustments ec. Specifically for New / Upgraded Assets secources Received Free of Charge Result from Discontinued Operations									
V01 As Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	ec. Specifically for New / Upgraded Assets esources Received Free of Charge Result from Discontinued Operations	al Ex	penses	-	-	-	4,600	4,600	-	
Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	ec. Specifically for New / Upgraded Assets sources Received Free of Charge Result from Discontinued Operations	eratii	ng Surplus / (Deficit)	25,000	30,500	0	(4,600)	(4,600)	0	
Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	ec. Specifically for New / Upgraded Assets sources Received Free of Charge Result from Discontinued Operations							I		
Physical Resources Received Free of Charge	esources Received Free of Charge Result from Discontinued Operations	JUI								
	Result from Discontinued Operations									
	icit) 25,000 30,500 0 (4,600) 0		-							

Budget Worksheets Project - P031 - Digital Maturity Index Budget for the year ended 30 June 2023

\$		2020 - 2021		2021 - 2022		2022-23 Budget
		Budget Actu	al Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes
ome 00	Council Contributions					
00	Grants : Federal Government					
001	Grants : State Government					
002	Grants : LGA					
003	Grants : NRM					
004 000	Grants : CLGR					
000 001	Interest : Bank Account Interest : LGFA					
000	Reimbursement					
001	Motor Vehicle Contribution					
000	Other Income					
001	Project Management					
02 al Inco	Procurement Administration					
ense						<u> </u>
Jense	s Employment Costs					
001	Payroll : Gross					
02	Annual Leave					
003	Sick Leave					
04	Long Service Leave					
)05)06	Public Holidays Superannuation					
007	Workers Comp Premium					
800	Other					
009	Professional Development					
010	Employee Relocation					
)11	Pay in Lieu of Notice					
)12)01	Redundancy FBT					
	Operational Expenses					
001	Accounting Services					
002	Advertising & Promotion					
003	Audit Fees					
04	Bank Fees & Charges					
05	Consultants					5,000 Review 21/22 project and develop 22/23 project
006	Contractors		10,000			
007 008	Legal Fees Committee Sitting Fees					
008	Rent/Hire of Premises/Equip					
010	Project Management					
001	Catering					
005	Clothing and PPE					
006	Telephone & Internet					
007	Postage & Stationery Supp					
)08)12	Plants IT & Web					
)12)02	II & Web Interest					
02	Grants					
003	Insurance					
005	Members Allowances					
007	Conferences					
009	Other Expenses					
902	Depn : Software & Computers					
02	Motor Vehicle Fuel					
04	Registration					
009	Fuel - Unleaded					
011	Vehicle Maintenance					
)13)01	Vehicle Cleaning Depn : Motor Vehciles					
003	Travel & Accomodation Meals (non FBT)					
103	Meals (FBT)					
01	Accommodation					
02	Airfares					
	Travel : Reimbursement					
	Taxi & Other Fares					
08	Dorking					
08 10	Parking		- 10,000	-	-	5,000
08 10	penses					
008 010 al Exp		0	0 (10,000) 0	0	(5,000)
-	enses g Surplus / (Deficit) Asset Disposal & Fair Value Adjustments		0 (10,000) 0	0	(5,000)
008 010 al Exp eratin	enses Ig Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets		0 (10,000) 0	0	(5,000)
08 10 al Exp eratin	enses Ig Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge		0 (10,000) 0	0	(5,000)
08 10 al Exp eratin	enses Ig Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets		0 (10,000) 0	0	(5,000)

Budget Worksheets Project - P032 Sustainability Hub Budget for the year ended 30 June 2023

		2020 - 202	21		2021 - 2022		2022-23 Budget	
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes	
ncome								
1000	Council Contributions							
12000	Grants : Federal Government							
12001	Grants : State Government							
12002	Grants : LGA							
12003	Grants : NRM							
12004	Grants : CLGR							
13000	Interest : Bank Account							
13001	Interest : LGFA							
14000	Reimbursement							
44001	Motor Vehicle Contribution							
19000	Other Income							
19001 19002	Project Management							
Fotal Inc	Procurement Administration	· · · ·	-		-	-		
Expense								
-Aperioe	Employment Costs							
61001	Payroll : Gross							
61002	Annual Leave							
1003	Sick Leave							
51004	Long Service Leave							
1005	Public Holidays							
61006	Superannuation							
61007	Workers Comp Premium							
61008	Other							
61009	Professional Development							
51010	Employee Relocation							
61011 61012	Pay in Lieu of Notice Redundancy							
54001 54001	FBT							
4001								
	Operational Expenses							
62001	Accounting Services							
2002	Advertising & Promotion							
2003	Audit Fees							
2004	Bank Fees & Charges							
2005	Consultants		25,387	15,000				
2006	Contractors							
62007	Legal Fees							
62008	Committee Sitting Fees							
62009	Rent/Hire of Premises/Equip							
62010	Project Management							
63001	Catering							
63005	Clothing and PPE							
63006	Telephone & Internet							
63007	Postage & Stationery Supp							
3008	Plants							
3012	IT & Web							
4002	Interest							
9003	Grants							
69004	Insurance							
9005	Members Allowances							
69007	Conferences							
9009 9902	Other Expenses Depn : Software & Computers							
0002								
3002	Motor Vehicle Fuel							
53002 53004	Registration							
53004 53009	Fuel - Unleaded							
53009 53011	Vehicle Maintenance							
3013	Vehicle Cleaning							
9901	Depn : Motor Vehciles							
	Travel & Accomodation							
3003	Meals (non FBT)							
3010	Meals (FBT)							
9001	Accommodation							
9002	Airfares							
69006	Travel : Reimbursement							
89008	Taxi & Other Fares							
69010	Parking							
Fotal Ex	penses	-	25,387	15,000		-	<u> </u>	
Operati	ng Surplus / (Deficit)	0	(25,387)	(15,000)	0	0	0	
92001	Asset Disposal & Fair Value Adjustments							
	Amounts Rec. Specifically for New / Upgraded Assets							
	Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
et Sur	plus / (Deficit)	0	(25,387)	(15,000)	0	0	0	
		-		(-,•)		-		

Budget Worksheets Project - P033 Coastal Strategic Priorities Budget for the year ended 30 June 2023

		2020 - 2	021		2021 - 2022			2022-23 Budget
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
ncome								
1000	Council Contributions							
2000	Grants : Federal Government							
2001	Grants : State Government							
2002	Grants : LGA							
2003	Grants : NRM							
2004	Grants : CLGR							
3000	Interest : Bank Account							
3001	Interest : LGFA							
4000 4001	Reimbursement Motor Vehicle Contribution							
9000	Other Income							
9001	Project Management							
9002	Procurement Administration							
otal Inc	ome				-			
xpense	s							
	Employment Costs							
61001	Payroll : Gross							
1002	Annual Leave							
1003	Sick Leave							
1004	Long Service Leave							
1005	Public Holidays							
1006	Superannuation Workers Comp Premium							
51007 51008	Other							
1008	Professional Development							
1010	Employee Relocation							
61011	Pay in Lieu of Notice							
1012	Redundancy							
4001	FBT							
	Operational Expenses							
2001	Accounting Services							
2002	Advertising & Promotion							
2003	Audit Fees							
2004	Bank Fees & Charges							
2005	Consultants						Acciet with in	molemating the Regilient Coestel Econyptems
2006	Contractors						5,000 Assist with in	nplemnting the Resilient Coastal Ecosystems d Yorke Caring for our Coastal Way project
62007	Legal Fees							
52008	Committee Sitting Fees							
62009	Rent/Hire of Premises/Equip							
62010	Project Management							
63001	Catering							
3005	Clothing and PPE							
3006	Telephone & Internet							
3007	Postage & Stationery Supp							
3008	Plants							
3012 4002	IT & Web Interest							
9002 9003	Grants							
9003	Insurance							
9005	Members Allowances							
9007	Conferences							
9009	Other Expenses							
9902	Depn : Software & Computers							
2000	Motor Vehicle							
3002	Fuel							
3004 3009	Registration Fuel - Unleaded							
53009 53011	Vehicle Maintenance							
63013	Vehicle Cleaning							
9901	Depn : Motor Vehciles							
	Travel & Accomodation							
3003	Meals (non FBT)							
3010	Meals (FBT)							
9001	Accommodation							
9002	Airfares							
9006	Travel : Reimbursement							
9008 9010	Taxi & Other Fares Parking							
otal Ex	-						5,000	
		0	0	0	0	0		
	ng Surplus / (Deficit)	U	U	0	U	U	(5,000)	
2001	Asset Disposal & Fair Value Adjustments							
	Amounts Rec. Specifically for New / Upgraded Assets							
	Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
	Operating Result from Discontinued Operations olus / (Deficit)	0	0	0	0	0	(5,000)	

Budget Worksheets Project - P034 - N&Y Coastal Management Action Plan Budget for the year ended 30 June 2023

		2020 - 2021			2021 - 2022		2022-23 Budget		
s		Budget	Actual	Budget	YTD Actual	FY Forecast	Draft 1 Notes		
					31 Mar 22				
Income									
41000 42000	Council Contributions Grants : Federal Government								
42001	Grants : State Government								
42002	Grants : LGA								
42003 42004	Grants : NRM Grants : CLGR		140,000		8,000	8,000			
43000	Interest : Bank Account								
43001	Interest : LGFA								
44000 44001	Reimbursement Motor Vehicle Contribution								
49000	Other Income								
49001 49002	Project Management								
Total Inc	Procurement Administration		140,000		8,000	8,000			
Expense	Employment Costs								
61001	Payroll : Gross								
61002	Annual Leave								
61003 61004	Sick Leave Long Service Leave								
61005	Public Holidays								
61006 61007	Superannuation Workers Comp Premium								
61007	Other								
61009	Professional Development								
61010 61011	Employee Relocation Pay in Lieu of Notice								
61012	Redundancy								
64001	FBT								
	Operational Expenses								
62001	Accounting Services								
62002 62003	Advertising & Promotion Audit Fees								
62003	Bank Fees & Charges								
62005	Consultants		30,600	12,000	4,880	5,000			
62006 62007	Contractors Legal Fees		94,000		4,810	5,000			
62007	Committee Sitting Fees								
62009	Rent/Hire of Premises/Equip		155						
62010 63001	Project Management Catering		520						
63005	Clothing and PPE		520						
63006	Telephone & Internet								
63007 63008	Postage & Stationery Supp Plants								
63012	IT & Web								
64002	Interest								
69003 69004	Grants Insurance								
69005	Members Allowances								
69007 69009	Conferences Other Expenses				10,909	11,000			
69902	Depn : Software & Computers				10,909	11,000			
	Motor Vehicle								
63002	Fuel								
63004	Registration								
63009 63011	Fuel - Unleaded Vehicle Maintenance								
63013	Vehicle Cleaning								
69901	Depn : Motor Vehciles								
	Travel & Accomodation								
63003	Meals (non FBT)								
63010 69001	Meals (FBT) Accommodation								
69002	Airfares								
69006	Travel : Reimbursement								
69008 69010	Taxi & Other Fares Parking								
Total Ex			125,275	12,000	20,599	21,000			
	ng Surplus / (Deficit)	0	14,725	(12,000)	(12,599)	(13,000)	0		
		v	,, 23	(12,000)	(12,000)	(10,000)			
92001	Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets								
	Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge								
	Operating Result from Discontinued Operations								
Not Su-	nlus / (Deficit)	0	14 725	(12.000)	(12 500)	(13 000)	0		
Net Sur	plus / (Deficit)	0	14,725	(12,000)	(12,599)	(13,000)	0		

Budget Worksheets Project - P035 - LGA R&D - Rating Equity Budget for the year ended 30 June 2023

\$ ncome 11000		2020 - 2	2021		2021 - 2022			2022-23 Budget
		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
000	Council Contributions							
000	Grants : Federal Government							
001	Grants : State Government							
002	Grants : LGA							
003	Grants : NRM							
004	Grants : CLGR							
000	Interest : Bank Account							
001 000	Interest : LGFA							
000	Reimbursement Motor Vehicle Contribution							
000	Other Income							
001	Project Management							
002	Procurement Administration							
tal Inc	ome	-	-	-		-	-	
pense								
	Employment Costs							
001	Payroll : Gross							
002	Annual Leave							
003 004	Sick Leave Long Service Leave							
004 005	Public Holidays							
005 006	Superannuation							
007	Workers Comp Premium							
008	Other							
009	Professional Development							
010	Employee Relocation							
011	Pay in Lieu of Notice							
012	Redundancy							
001	FBT					-		
	Operational Expenses							
001	Accounting Services							
002	Advertising & Promotion							
003	Audit Fees							
004	Bank Fees & Charges							
005	Consultants							
006	Contractors							
007	Legal Fees							
800	Committee Sitting Fees							
009 010	Rent/Hire of Premises/Equip							
	Project Management Catering							
001 005	Clothing and PPE							
005	Telephone & Internet							
000	Postage & Stationery Supp							
007	Plants							
008	IT & Web							
002	Interest							
002	Grants							
004	Insurance							
005	Members Allowances							
007	Conferences							
009	Other Expenses							
902	Depn : Software & Computers							
200	Motor Vehicle							
002	Fuel							
004	Registration							
009 011	Fuel - Unleaded Vehicle Maintenance							
013	Vehicle Cleaning							
901	Depn : Motor Vehciles							
	Travel & Accomodation							
003	Meals (non FBT)							
010	Meals (FBT)							
	Accommodation							
	Airfares							
001	Travel : Reimbursement							
001 002 006								
001 002 006 008	Taxi & Other Fares							
001 002 006 008 010	Parking					-	-	
001 002 006 008 010		-	-	-				
0001 0002 0006 0008 0010 otal Exp	Parking	- 0	- 0	0		0	0	
0001 0002 0006 0008 0010 otal Exp	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments	- 0	- 0			0	0	
001 002 006 008 010 tal Exp peratin	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets	- 0	- 0			0	0	
001 002 006 008 010 tal Exp	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge	- 0	- 0			0	0	
01 02 06 08 10 al Exp eratio	Parking penses ng Surplus / (Deficit) Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets	- 0	- 0			0	0	

Budget Worksheets Project - P036 - Regional Youth Volunteering Budget for the year ended 30 June 2023

	2020 - 20	021		2021 - 2022		2022-23 Budget
i	Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes
ncome						
1000 Council Contributions						
2000 Grants : Federal Government						
2001 Grants : State Government			10 500			
2002 Grants : LGA			12,500			
2003 Grants : NRM 2004 Grants : CLGR						
3000 Interest : Bank Account						
8001 Interest : LGFA						
1000 Reimbursement						
1001 Motor Vehicle Contribution						
0000 Other Income						
Project Management 9002 Procurement Administration						
otal Income	-	-	12,500		-	
xpenses						
Employment Costs						
1001 Payroll : Gross						
1002 Annual Leave						
1003 Sick Leave						
1004 Long Service Leave						
1005Public Holidays1006Superannuation						
1006 Superannuation 1007 Workers Comp Premium						
008 Other						
009 Professional Development						
010 Employee Relocation						
011 Pay in Lieu of Notice						
012 Redundancy						
001 FBT						
Operational Expenses						
001 Accounting Services						
002 Advertising & Promotion						
003 Audit Fees						
004 Bank Fees & Charges		4 600		2 500	2 500	
005 Consultants 006 Contractors		4,600		3,500	3,500	
007 Legal Fees						
008 Committee Sitting Fees						
009 Rent/Hire of Premises/Equip						
2010 Project Management						
001 Catering						
005 Clothing and PPE						
3006 Telephone & Internet						
007 Postage & Stationery Supp 008 Plants						
008 Plants 012 IT & Web						
002 Interest						
003 Grants						
004 Insurance						
005 Members Allowances						
007 Conferences						
009 Other Expenses						
Depn : Software & Computers						
Motor Vehicle						
002 Fuel 004 Registration						
009 Fuel - Unleaded						
011 Vehicle Maintenance						
013 Vehicle Cleaning						
901 Depn : Motor Vehciles						
Travel & Accomodation						
003 Meals (non FBT)						
010 Meals (FBT)						
001 Accommodation						
002 Airfares						
006 Travel : Reimbursement 008 Taxi & Other Fares						
008 Taxi & Other Fares 010 Parking						
tal Expenses		4,600		3,500	3,500	
erating Surplus / (Deficit)	0	(4,600)	12,500	(3,500)	(3,500)	0
001 Asset Disposal & Fair Value Adjustments						
Amounts Rec. Specifically for New / Upgraded Assets						
Physical Resources Received Free of Charge						
Operating Result from Discontinued Operations						
t Surplus / (Deficit)	0	(4,600)	12,500	(3,500)	(3,500)	0

Budget Worksheets Project - P037 - Creative Industries Project Budget for the year ended 30 June 2023

		2020 - 2	2021		2021 - 2022		2022-23 Budget
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1 Notes
1000	Council Contributions						
2000	Grants : Federal Government						
2001	Grants : State Government	25,000	4,000				
2002	Grants : LGA						
2003	Grants : NRM						
2004	Grants : CLGR						
3000 3001	Interest : Bank Account Interest : LGFA						
4000	Reimbursement						
4001	Motor Vehicle Contribution						
9000	Other Income		11,484				
9001	Project Management						
9002	Procurement Administration	05.000	45.404				
otal Inc		25,000	15,484		-		<u> </u>
xpense	s Employment Costs						
1001	Payroll : Gross		38,514				
1002	Annual Leave		3,532				
1003	Sick Leave		1,766				
1004	Long Service Leave		0.000				
1005 1006	Public Holidays Superannuation		2,296 4,380				
1006	Workers Comp Premium		+,000				
1008	Other						
1009	Professional Development						
1010	Employee Relocation						
1011	Pay in Lieu of Notice						
1012 4001	Redundancy FBT						
+001							
	Operational Expenses						
2001	Accounting Services						
2002	Advertising & Promotion		1,208				
2003 2004	Audit Fees Bank Fees & Charges						
2004	Consultants	40,000	15,412		14,000	14,000	
2006	Contractors	25,000	10,112		1,000	1,000	
2007	Legal Fees						
2008	Committee Sitting Fees						
2009	Rent/Hire of Premises/Equip						
2010	Project Management						
3001	Catering		11,433				
3005 3006	Clothing and PPE Telephone & Internet		720				
3000	Postage & Stationery Supp		720				
3008	Plants						
3012	IT & Web		865				
4002	Interest						
9003	Grants						
9004	Insurance						
9005 9007	Members Allowances Conferences	8,500	19,795				
9009	Other Expenses	8,500	19,795				
9902	Depn : Software & Computers						
	Motor Vehicle						
3002	Fuel						
3004	Registration						
3009	Fuel - Unleaded						
3011 3013	Vehicle Maintenance Vehicle Cleaning						
9901	Depn : Motor Vehciles						
	Travel & Accomodation						
3003	Meals (non FBT)						
3010	Meals (FBT)						
9001	Accommodation		2,410				
9002	Airfares		1,471				
9006	Travel : Reimbursement						
9008 9010	Taxi & Other Fares Parking						
otal Exp		73,500	103,801	-	14,000	14,000	<u> </u>
	ng Surplus / (Deficit)	(48,500)	(88,317)	0	(14,000)	(14,000)	0
		(-,)	(· ·	(,	, .,/	
	Asset Disposal & Fair Value Adjustments						
2001							
2001	Amounts Rec. Specifically for New / Upgraded Assets						
2001	Physical Resources Received Free of Charge						
		(48,500)					

Budget Worksheets Project - P038 - Regional Waste Strategy Budget for the year ended 30 June 2023

sudget for	the year ended 30 June 2023	2020 - 2021			2021 - 2022		2022-23	
5			ctual	Budget	YTD Actual	FY Forecast	Budget Draft 1	Notes
					31 Mar 22			
ncome								
1000	Council Contributions							
2000	Grants : Federal Government		~~ ~~~	17 000				
2001	Grants : State Government		30,000	47,000				
2002 2003	Grants : LGA Grants : NRM		30,000					
2003 2004	Grants : CLGR							
3000	Interest : Bank Account							
3001	Interest : LGFA							
4000	Reimbursement		20,700					
4001	Motor Vehicle Contribution		,					
9000	Other Income							
9001	Project Management							
9002	Procurement Administration							
otal Inc	ome	-	80,700	47,000		-	-	
xpense	s							
	Employment Costs							
1001	Payroll : Gross							
1002	Annual Leave							
1003	Sick Leave							
1004	Long Service Leave							
1005	Public Holidays							
1006	Superannuation							
1007	Workers Comp Premium							
1008	Other Professional Development							
1009	Professional Development							
1010 1011	Employee Relocation Pay in Lieu of Notice							
1011	Redundancy							
1012 1001	FBT							
	Operational Expenses							
2001	Accounting Services							
2002	Advertising & Promotion							
2003	Audit Fees							
2004	Bank Fees & Charges		00.000	440.000	40.000	10.000		
2005	Consultants		62,320	110,000	13,000	13,000		
2006	Contractors		29,736					
2007	Legal Fees							
2008	Committee Sitting Fees		000					
2009	Rent/Hire of Premises/Equip		900					
2010	Project Management							
3001 3005	Catering Clothing and PPE							
3005	Telephone & Internet							
3007	Postage & Stationery Supp							
3008	Plants							
3012	IT & Web							
1002	Interest							
003	Grants							
9004	Insurance							
9005	Members Allowances							
9007	Conferences			5,000				
009	Other Expenses							
902	Depn : Software & Computers							
	Motor Vehicle							
002	Fuel							
004	Registration							
8009	Fuel - Unleaded							
011	Vehicle Maintenance							
013	Vehicle Cleaning							
901	Depn : Motor Vehciles							
	Travel & Accomodation							
003	Meals (non FBT)							
010	Meals (FBT)							
001	Accommodation		182					
002	Airfares		632					
006	Travel : Reimbursement				172	200		
800	Taxi & Other Fares							
010	Parking							
tal Ex	penses	-	93,770	115,000	13,172	13,200	-	
oeratii	ng Surplus / (Deficit)	0	(13,070)	(68,000)	(13,172)	(13,200)	0	
			-					
2001	Asset Disposal & Fair Value Adjustments							
	Amounts Rec. Specifically for New / Upgraded Assets							
	Physical Resources Received Free of Charge Operating Result from Discontinued Operations							
t Sur	plus / (Deficit)	0	(13,070)	(68,000)	(13,172)	(13,200)	0	
			-					

Budget Worksheets Project - P039 - Community Collaborator Budget for the year ended 30 June 2023

		2020 - 20	021		2021 - 2022		2022-23	
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Budget Draft 1	Notes
					51 mai 22			
Income 41000	Council Contributions							
41000	Council Contributions Grants : Federal Government							
42000	Grants : State Government							
42001	Grants : LGA							
42002	Grants : NRM							
	Grants : CLGR							
42004								
43000	Interest : Bank Account							
43001	Interest : LGFA							
44000	Reimbursement							
44001	Motor Vehicle Contribution							
49000	Other Income							
49001	Project Management							
49002	Procurement Administration							
Total Inc	come		-					
Expense								
04004	Employment Costs		07 50 4					
61001	Payroll : Gross		27,534					
61002	Annual Leave		2,520					
61003	Sick Leave		390					
61004	Long Service Leave							
61005	Public Holidays		2,496					
61006	Superannuation		3,129					
61007	Workers Comp Premium							
61008	Other		116					
61009	Professional Development							
61010	Employee Relocation							
61011	Pay in Lieu of Notice							
61012	Redundancy							
64001	FBT							
	Operational Expenses							
62004								
62001	Accounting Services							
62002	Advertising & Promotion							
62003	Audit Fees							
62004	Bank Fees & Charges							
62005	Consultants							
62006	Contractors							
62007	Legal Fees							
62008	Committee Sitting Fees							
62009	Rent/Hire of Premises/Equip		136					
62010	Project Management							
63001	Catering		272					
63005	Clothing and PPE		2.2					
63006	Telephone & Internet		840					
63007	Postage & Stationery Supp		77					
63008	Plants							
			100					
63012	IT & Web		199					
64002	Interest							
69003	Grants							
69004	Insurance							
69005	Members Allowances							
69007	Conferences							
69009	Other Expenses							
69902	Depn : Software & Computers							
	Motor Vehicle							
63002	Fuel							
63004	Registration							
63009	Fuel - Unleaded							
63009	Vehicle Maintenance							
63013	Vehicle Cleaning							
69901	Depn : Motor Vehciles							
	Travel & Accomodation							
63003	Meals (non FBT)							
63010	Meals (FBT)							
69001	Accommodation							
69002	Airfares							
69002 69006	Travel : Reimbursement		576					
69008	Taxi & Other Fares		570					
69010	Parking		20.005					
Total Ex	penses		38,285	-			<u> </u>	
Operati	ng Surplus / (Deficit)	0	(38,285)	0	0	0	0	
02001	Asset Disposal & Fair Value Adjustments							
92001	Amounts Rec. Specifically for New / Upgraded Accete							
92001	Amounts Rec. Specifically for New / Upgraded Assets							
92001	Physical Resources Received Free of Charge							
92001								
	Physical Resources Received Free of Charge	0	(38,285)	0	0	0	0	

Budget Worksheets Project - P040 - Disability Inclusion Action Plan Budget for the year ended 30 June 2023

							2022-23	
		2020 - 20	21		2021 - 2022		Budget	
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
Income								
Income 41000	Council Contributions							
42000	Grants : Federal Government							
42001	Grants : State Government							
42002	Grants : LGA							
42003 42004	Grants : NRM Grants : CLGR							
43000	Interest : Bank Account							
43001	Interest : LGFA							
44000	Reimbursement		11,500					
44001 49000	Motor Vehicle Contribution Other Income							
49001	Project Management							
49002	Procurement Administration							
Total Inc	ome	-	11,500	-	-		-	
Expense	e							
Expense	S Employment Costs							
61001	Payroll : Gross							
61002	Annual Leave							
61003	Sick Leave							
61004 61005	Long Service Leave Public Holidays							
61006	Superannuation							
61007	Workers Comp Premium							
61008	Other							
61009 61010	Professional Development Employee Relocation							
61010	Pay in Lieu of Notice							
61012	Redundancy							
64001	FBT							
	Operational Expenses							
62001	Accounting Services							
62002	Advertising & Promotion							
62003	Audit Fees							
62004	Bank Fees & Charges							
62005 62006	Consultants Contractors		23,000		22,455	22,500		
62007	Legal Fees		20,000		22,100	22,000		
62008	Committee Sitting Fees							
62009	Rent/Hire of Premises/Equip							
62010 63001	Project Management Catering							
63005	Clothing and PPE							
63006	Telephone & Internet							
63007	Postage & Stationery Supp							
63008 63012	Plants IT & Web							
64002	Interest							
69003	Grants							
69004	Insurance							
69005 69007	Members Allowances Conferences							
69009	Other Expenses							
69902	Depn : Software & Computers							
	Motor Vohiolo							
63002	Motor Vehicle Fuel							
63004	Registration							
63009	Fuel - Unleaded							
63011	Vehicle Maintenance							
63013 69901	Vehicle Cleaning Depn : Motor Vehciles							
50001								
	Travel & Accomodation							
63003 63010	Meals (non FBT)							
63010 69001	Meals (FBT) Accommodation							
69002	Airfares							
69006	Travel : Reimbursement							
69008	Taxi & Other Fares							
69010	Parking		00.000		00.455	00.500		
Total Exp	penses		23,000		22,455	22,500		
Operatir	ng Surplus / (Deficit)	0	(11,500)	0	(22,455)	(22,500)	0	
02004	Acast Disposal & Eais Value Adjusts							
92001	Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets							
	Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
					(e			
Net Sur	olus / (Deficit)	0	(11,500)	0	(22,455)	(22,500)	0	

Budget Worksheets Project - P041 - SFRCA Tourism Project Budget for the year ended 30 June 2023

		2020 - 202	14		2021 - 2022		2022-23	
					YTD Actual		Budget	
\$		Budget	Actual	Budget	31 Mar 22	FY Forecast	Draft 1	Notes
Income 41000	Council Contributions		6,000	6,000				
42000	Grants : Federal Government		0,000	0,000				
42001	Grants : State Government							
42002	Grants : LGA							
42003	Grants : NRM							
42004 43000	Grants : CLGR Interest : Bank Account							
43001	Interest : LGFA							
44000	Reimbursement							
44001	Motor Vehicle Contribution							
49000	Other Income							
49001 49002	Project Management Procurement Administration							
Total Inc	come	-	6,000	6,000	-			
Expense								
61001	Employment Costs Payroll : Gross							
61002	Annual Leave							
61003	Sick Leave							
61004	Long Service Leave							
61005 61006	Public Holidays Superannuation							
61006	Workers Comp Premium							
61008	Other							
61009	Professional Development							
61010	Employee Relocation							
61011 61012	Pay in Lieu of Notice Redundancy							
64001	FBT							
	Operational Expenses							
62001 62002	Accounting Services Advertising & Promotion							
62002	Audit Fees							
62004	Bank Fees & Charges							
62005	Consultants		409	8,000				
62006	Contractors		15,500					
62007 62008	Legal Fees Committee Sitting Fees							
62009	Rent/Hire of Premises/Equip		136					
62010	Project Management		100					
63001	Catering		210					
63005	Clothing and PPE							
63006 63007	Telephone & Internet Postage & Stationery Supp							
63008	Plants							
63012	IT & Web							
64002	Interest							
69003	Grants							
69004 69005	Insurance Members Allowances							
69005 69007	Conferences							
69009	Other Expenses		400					
69902	Depn : Software & Computers							
	Motor Vehicle							
63002	Fuel							
63004	Registration							
63009 63011	Fuel - Unleaded Vehicle Maintenance							
63013	Vehicle Cleaning							
69901	Depn : Motor Vehciles							
	Travel & Accomodation							
63003	Meals (non FBT)							
63010	Meals (FBT)							
69001	Accommodation		404					
69002 69006	Airfares Travel : Reimbursement		401					
69008	Taxi & Other Fares							
69010	Parking							
Total Ex	penses	-	17,056	8,000	-	-	-	
Operati	ng Surplus / (Deficit)	0	(11,056)	(2,000)	0	0	0	
		-		()	-			
92001	Asset Disposal & Fair Value Adjustments							
	Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
Net Sur	plus / (Deficit)	0	(11,056)	(2,000)	0	0	0	

Budget Worksheets Project - P042 - Drought Wellbeing Project Budget for the year ended 30 June 2023

		2020 - 20	04		2021 - 2022		2022-23	
					YTD Actual		Budget	
\$		Budget	Actual	Budget	31 Mar 22	FY Forecast	Draft 1	Notes
Income 41000	Council Contributions							
42000	Grants : Federal Government							
42001	Grants : State Government							
42002	Grants : LGA							
42003 42004	Grants : NRM Grants : CLGR							
43000	Interest : Bank Account							
43001	Interest : LGFA							
44000 44001	Reimbursement							
49000	Motor Vehicle Contribution Other Income							
49001	Project Management							
49002	Procurement Administration							
Total Inc	ome							
Expense								
61001	Employment Costs Payroll : Gross							
61002	Annual Leave							
61003	Sick Leave							
61004	Long Service Leave							
61005 61006	Public Holidays Superannuation							
61007	Workers Comp Premium							
61008	Other							
61009	Professional Development Employee Relocation							
61010 61011	Employee Relocation Pay in Lieu of Notice							
61012	Redundancy							
64001	FBT							
	Operational Expanses							
62001	Operational Expenses Accounting Services							
62002	Advertising & Promotion							
62003	Audit Fees							
62004 62005	Bank Fees & Charges Consultants							
62005	Contractors		15,000			25,000		
62007	Legal Fees					,		
62008	Committee Sitting Fees							
62009 62010	Rent/Hire of Premises/Equip Project Management							
63001	Catering							
63005	Clothing and PPE							
63006	Telephone & Internet							
63007 63008	Postage & Stationery Supp Plants							
63012	IT & Web							
64002	Interest							
69003	Grants							
69004 69005	Insurance Members Allowances							
69007	Conferences							
69009	Other Expenses							
69902	Depn : Software & Computers							
	Motor Vehicle							
63002	Fuel							
63004	Registration							
63009 63011	Fuel - Unleaded Vehicle Maintenance							
63013	Vehicle Cleaning							
69901	Depn : Motor Vehciles							
	Travel & Accomodation							
63003	Meals (non FBT)							
63010	Meals (FBT)							
69001	Accommodation							
69002	Airfares							
69006 69008	Travel : Reimbursement Taxi & Other Fares							
69010	Parking							
Total Ex	ponsos		15 000			25.000		
Total Ex	penses		15,000			25,000		
Operati	ng Surplus / (Deficit)	0	(15,000)	0	0	(25,000)	0	
92001	Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets							
	Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
Note		-	(45.000)	-	-	(05 000)	•	
Net Sur	plus / (Deficit)	0	(15,000)	0	0	(25,000)	0	

Budget Worksheets Project - P043 - Stormwater Harvesting Trial Budget for the year ended 30 June 2023

		2020 - 20	124		2021 - 2022		2022-23	
							Budget	
\$		Budget	Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
Income								
41000 42000	Council Contributions Grants : Federal Government							
42000	Grants : State Government							
42002	Grants : LGA							
42003	Grants : NRM							
42004	Grants : CLGR							
43000	Interest : Bank Account							
43001	Interest : LGFA							
44000 44001	Reimbursement Motor Vehicle Contribution							
49000	Other Income							
49001	Project Management							
49002	Procurement Administration							
Total Inc	come			-		-	-	
Expense	38							
Experies	Employment Costs							
61001	Payroll : Gross							
61002	Annual Leave							
61003	Sick Leave							
61004	Long Service Leave							
61005 61006	Public Holidays Superannuation							
61007	Workers Comp Premium							
61008	Other							
61009	Professional Development							
61010	Employee Relocation							
61011	Pay in Lieu of Notice							
61012 64001	Redundancy FBT							
04001								
	Operational Expenses							
62001	Accounting Services							
62002	Advertising & Promotion							
62003	Audit Fees							
62004 62005	Bank Fees & Charges Consultants		10,000		10,000	10,000		
62005	Contractors		10,000		10,000	10,000		
62007	Legal Fees							
62008	Committee Sitting Fees							
62009	Rent/Hire of Premises/Equip							
62010	Project Management							
63001	Catering							
63005 63006	Clothing and PPE Telephone & Internet							
63007	Postage & Stationery Supp							
63008	Plants							
63012	IT & Web							
64002	Interest							
69003	Grants							
69004 69005	Insurance Members Allowances							
69007	Conferences							
69009	Other Expenses							
69902	Depn : Software & Computers							
	Madan Makiala							
62000	Motor Vehicle							
63002 63004	Fuel Registration							
63004 63009	Fuel - Unleaded							
63011	Vehicle Maintenance							
63013	Vehicle Cleaning							
69901	Depn : Motor Vehciles							
62002	Travel & Accomodation Meals (non FBT)							
63003 63010	Meals (FBT)							
69001	Accommodation							
69002	Airfares							
69006	Travel : Reimbursement							
69008	Taxi & Other Fares							
69010	Parking							
Total Ex	penses		10,000	-	10,000	10,000	-	
			10,000		.0,000	10,000		
Operati	ng Surplus / (Deficit)	0	(10,000)	0	(10,000)	(10,000)	0	
92001	Asset Disposal & Fair Value Adjustments							
	Amounts Rec. Specifically for New / Upgraded Assets							
	Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
Net Sur	plus / (Deficit)	0	(10,000)	0	(10,000)	(10,000)	0	
Not our	piaci (Benely	v	(10,000)	U	(10,000)	(10,000)	v	

Budget Worksheets Project - P044 - IT Data Gathering & Digital Research Budget for the year ended 30 June 2023

		2020 - 2021		2021 - 2022		2022-23		
s		Budget	Actual	Budget	YTD Actual	FY Forecast	Budget Draft 1	Notes
ę		Buuget	Autual	Buuger	31 Mar 22	TTORCASL		10165
Income								
41000	Council Contributions							
42000 42001	Grants : Federal Government Grants : State Government							
42002	Grants : LGA							
42003 42004	Grants : NRM Grants : CLGR							
43000	Interest : Bank Account							
43001	Interest : LGFA							
44000 44001	Reimbursement Motor Vehicle Contribution							
49000	Other Income							
49001 49002	Project Management Procurement Administration							
43002								
Total Inc	come		-	-	-	-		
Expense	25							
04004	Employment Costs							
61001 61002	Payroll : Gross Annual Leave							
61003	Sick Leave							
61004 61005	Long Service Leave Public Holidays							
61006	Superannuation							
61007	Workers Comp Premium							
61008 61009	Other Professional Development							
61010	Employee Relocation							
61011 61012	Pay in Lieu of Notice Redundancy							
64001	FBT							
	Operational Expanses							
62001	Operational Expenses Accounting Services							
62002	Advertising & Promotion							
62003 62004	Audit Fees Bank Fees & Charges							
62005	Consultants		4,000					
62006	Contractors							
62007 62008	Legal Fees Committee Sitting Fees							
62009	Rent/Hire of Premises/Equip				364	400		
62010 63001	Project Management Catering				502	500		
63005	Clothing and PPE				002	000		
63006	Telephone & Internet							
63007 63008	Postage & Stationery Supp Plants							
63012	IT & Web							
64002 69003	Interest Grants							
69004	Insurance							
69005 69007	Members Allowances Conferences							
69009	Other Expenses							
69902	Depn : Software & Computers							
	Motor Vehicle							
63002	Fuel							
63004 63009	Registration Fuel - Unleaded							
63011	Vehicle Maintenance							
63013	Vehicle Cleaning							
69901	Depn : Motor Vehciles							
00000	Travel & Accomodation							
63003 63010	Meals (non FBT) Meals (FBT)							
69001	Accommodation							
69002 69006	Airfares Travel : Reimbursement							
69008	Taxi & Other Fares							
69010	Parking							
Total Ex	penses		4,000	-	866	900	-	
Operati	ng Surplus / (Deficit)	0	(4,000)	0	(866)	(900)	0	
92001	Asset Disposal & Fair Value Adjustments							
	Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
Not Sur	plus / (Dofinit)	0	(4 000)	0	(000)	(900)		
Net our	plus / (Deficit)	U	(4,000)	U	(866)	(900)	0	

Budget Worksheets Project - P045 - Aboriginal Engagement Committee Budget for the year ended 30 June 2023

		2020 - 20	121		2021 - 2022		2022-23	
					YTD Actual		Budget	
\$		Budget	Actual	Budget	31 Mar 22	FY Forecast	Draft 1	Notes
Income	Occurrent Occurrent Institution							
41000 42000	Council Contributions Grants : Federal Government							
42001	Grants : State Government							
42002	Grants : LGA							
42003	Grants : NRM							
42004	Grants : CLGR							
43000	Interest : Bank Account							
43001 44000	Interest : LGFA Reimbursement							
44001	Motor Vehicle Contribution							
49000	Other Income							
49001	Project Management							
49002	Procurement Administration							
Total Inc					-			
Total Inc	one			-				
Expense	S							
	Employment Costs							
61001	Payroll : Gross							
61002	Annual Leave							
61003	Sick Leave							
61004 61005	Long Service Leave Public Holidays							
61006	Superannuation							
61007	Workers Comp Premium							
61008	Other							
61009	Professional Development							
61010	Employee Relocation							
61011 61012	Pay in Lieu of Notice Redundancy							
64001	FBT							
	Operational Expenses							
62001	Accounting Services							
62002	Advertising & Promotion							
62003 62004	Audit Fees Bank Fees & Charges							
62004	Consultants							
62006	Contractors							
62007	Legal Fees							
62008	Committee Sitting Fees							
62009	Rent/Hire of Premises/Equip							
62010 63001	Project Management Catering							
63005	Clothing and PPE							
63006	Telephone & Internet							
63007	Postage & Stationery Supp							
63008	Plants							
63012	IT & Web							
64002 69003	Interest							
69003 69004	Grants Insurance							
69005	Members Allowances							
69007	Conferences							
69009	Other Expenses		3,000			3,000		
69902	Depn : Software & Computers							
	Motor Vehicle							
63002	Fuel							
63004	Registration							
63009	Fuel - Unleaded							
63011	Vehicle Maintenance							
63013	Vehicle Cleaning							
69901	Depn : Motor Vehciles							
	Travel & Accomodation							
63003	Meals (non FBT)							
63010	Meals (FBT)							
69001	Accommodation							
69002	Airfares							
69006	Travel : Reimbursement							
69008 69010	Taxi & Other Fares Parking							
23070	······································							
Total Ex	penses	-	3,000	-		3,000	-	
Operati	ng Surplus / (Deficit)	0	(3,000)	0	0	(3,000)	0	
02004	Accest Disposed & Eair Value Adjustments							
92001	Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets							
	Physical Resources Received Free of Charge							
	Operating Result from Discontinued Operations							
	- '							
Net Sur	plus / (Deficit)	0	(3,000)	0	0	(3,000)	0	

Budget Worksheets

New Projects Under Consideration Budget for the year ended 30 June 2023

		2020 - 2021		2021 - 2022		2022-23 Budget	
\$		Budget Actual	Budget	YTD Actual 31 Mar 22	FY Forecast	Draft 1	Notes
				01 1101 22			
Income	Council Contributions	25.000					
41000 42000	Grants : Federal Government	25,000 50,000					
42001	Grants : State Government	60,000					
42002	Grants : LGA						
42003	Grants : NRM						
42004 43000	Grants : CLGR Interest : Bank Account						
43000	Interest : LGFA						
44000	Reimbursement	48,000					
44001	Motor Vehicle Contribution						
49000	Other Income						
49001	Project Management						
49002	Procurement Administration						
Total Inc	come	183,000 -	-	-	-	-	
Expense							
C1001	Employment Costs						
61001 61002	Payroll : Gross Annual Leave						
61003	Sick Leave						
61004	Long Service Leave						
61005	Public Holidays						
61006	Superannuation						
61007 61008	Workers Comp Premium Other						
61008	Professional Development						
61010	Employee Relocation						
61011	Pay in Lieu of Notice						
61012	Redundancy						
64001	FBT						
	Operational Expenses						
62001	Accounting Services						
62002	Advertising & Promotion						
62003	Audit Fees						
62004 18900	Bank Fees & Charges Consultants	60,000					
62006	Contractors	103,000					
62007	Legal Fees	,					
62008	Committee Sitting Fees						
62009	Rent/Hire of Premises/Equip						
62010 63001	Project Management Catering						
63005	Clothing and PPE						
63006	Telephone & Internet						
63007	Postage & Stationery Supp						
63008	Plants						
63012	IT & Web						
64002 69003	Interest Grants						
69003 69004	Insurance						
69005	Members Allowances						
69007	Conferences	15,000					
69009	Other Expenses	76,700					
69902	Depn : Software & Computers						
00000	Motor Vehicle						
63002 63004	Fuel Registration						
63004 63009	Fuel - Unleaded						
63011	Vehicle Maintenance						
63013	Vehicle Cleaning						
69901	Depn : Motor Vehciles						
	Travel & Accomodation						
63003	Meals (non FBT)						
63010	Meals (FBT)						
69001	Accommodation						
69002 69006	Airfares						
69006 69008	Travel : Reimbursement Taxi & Other Fares						
69008 69010	Parking						
Total Ex	penses	254,700 -		-	-	-	
	ng Surplus / (Deficit)	(71,700) 0	0		0	0	
		(1,700)	0	Ū	v	v	
92001	Asset Disposal & Fair Value Adjustments Amounts Rec. Specifically for New / Upgraded Assets						
	Amounts Rec. Specifically for New / Upgraded Assets Physical Resources Received Free of Charge						
	Operating Result from Discontinued Operations						
Net Sur	plus / (Deficit)	(71,700) 0	0	0	0	0	

Adelaide Plains Council		14.3	Consultation – Draft SAROC Annual Business Plan 2022-2023		
		Department:		Governance and Executive Office	
		Report Author:		Manager Governance and Administration	
Date:	26 April 2022	Documen	t Ref:	D22/13581	

EXECUTIVE SUMMARY

- The purpose of this report is for Council to consider the South Australia Regional Organisation of Councils (SAROC) draft Annual Business Plan 2022-2023 (the Draft SAROC Annual Business Plan).
- Mayor Erika Vickery OAM, SAROC Chairperson, wrote to Mayor Wasley on 23 March 2022 (Attachment 1), presenting the Draft SAROC Annual Business Plan (Attachment 2) for consideration and feedback.
- The Draft SAROC Annual Business Plan outlines priority actions and outcomes that will be achieved during the 2022-2023 financial year to progress the themes and objectives outlined in the SAROC Strategic Plan 2019-2023 including:
 - Housing supply and affordability
 - Digital connectivity
 - Regional medical workforce
 - Hording and Squalor
 - o Planning reforms
 - Jetties asset management
 - o Coastal Management
 - Water Policy
 - Circular economy and regional waste management
 - o Cat management
 - Rating equity and mandatory rebates
- In addition to feedback on the Draft SAROC Annual Business Plan (Recommendation 2 below), SAROC has also requested advice from councils on which of the above issues should be considered priority issues (Recommendation 3 below), asking 'which three areas should SAROC direct most of its resources and efforts'?
- Feedback must be received by <u>no later than Friday 29 April 2022</u>. It is therefore recommended that Council consider the Draft SAROC Annual Business Plan and, if it wishes to submit feedback, instruct the Chief Executive Officer accordingly.

RECOMMENDATION 1 – Acknowledge Opportunity to Provide Feedback

"that Council, having considered Item 14.3 – *Consultation – Draft SAROC Annual Business Plan 2022-2023*, dated 26 April 2022, receives and notes the report and acknowledges the opportunity to provide feedback on the Draft SAROC Annual Business Plan 2022-2023."

RECOMMENDATION 2 – Provide Feedback on the Draft SAROC Annual Business Plan

"that Council, having considered Item 14.3 – *Consultation – Draft SAROC Annual Business Plan 2022-2023*, dated 26 April 2022, instructs the Chief Executive Officer to advise SAROC that Adelaide Plains Council supports the Draft SAROC Annual Business Plan 2022-2023 as presented at Attachment 1 to this Report."

<mark>OR</mark>

"that Council, having considered Item 14.3 – *Consultation – Draft SAROC Annual Business Plan 2022-2023*, dated 26 April 2022, instructs the Chief Executive Officer to provide the following feedback to SAROC in relation to the Draft SAROC Annual Business Plan 2022-2023:



RECOMMENDATION 3 – Priority Issues

"that Council, having considered Item 14.3 – *Consultation – Draft SAROC Annual Business Plan 2022-2023*, dated 26 April 2022, instructs the Chief Executive Officer to advise SAROC that it considers the following issues should be considered priority areas to which SAROC should direct most of its resources and efforts:

1	 	
2	 	
<mark>3</mark>	 	

BUDGET IMPACT

Estimated Cost:	Nil
Future ongoing operating costs:	Nil
Is this Budgeted?	Not Applicable

RISK ASSESSMENT

Nil

Attachments

- 1. Letter from SAROC to Mayor Wasley dated 23 March 2022.
- 2. Draft SAROC Annual Business Plan 2022-2023.

DETAILED REPORT

Purpose

The purpose of this report is for Council to consider the South Australia Regional Organisation of Councils (SAROC) draft Annual Business Plan 2022-2023 (the Draft SAROC Annual Business Plan).

Background

SAROC is one (1) of two (2) committees established by the Local Government Association of South Australia (LGA). SAROC is a strong, united voice for regional councils and represents their shared interests for the benefit of the South Australian community. SAROC plays a key role in regional advocacy, policy development, leadership, engagement and capacity building on behalf of regional councils and communities.

Mayor Erika Vickery OAM, SAROC Chairperson, wrote to Mayor Wasley on 23 March 2022 (Attachment 1), presenting the Draft SAROC Annual Business Plan (Attachment 2) for consideration and feedback.

Discussion

The Draft SAROC Annual Business Plan outlines issues, priority actions and outcomes that will be achieved during the 2022-2023 financial year to progress the themes and objectives outlined in the SAROC Strategic Plan 2019-2023.

The themes and key issues are outlined below. Proposed outcomes (actions), budget and link to SAROC role particulars are set out on page 6 of the Draft SAROC Annual Business Plan.

<u>Theme 1 – Economic Development</u>

Key issues:

- Housing supply and affordability
- Digital connectivity

Theme 2 – Community Development

Key issues:

- Regional medical workforce
- Hording and Squalor

<u>Theme 3 – Natural Built Environment</u>

Key issues:

- Planning reforms
- Jetties asset management
- Coastal Management
- Water Policy
- Circular economy and regional waste management
- Cat management

Theme 4 – Financial Sustainability and Governance

Key issue:

• Rating equity and mandatory rebates

In addition to feedback on the Draft SAROC Annual Business Plan, SAROC has also requested advice from councils on which of the above issues should be considered priority issues, by asking 'which three areas should SAROC direct most of its resources and efforts'?

Conclusion

SAROC has requested feedback by <u>Friday 29 April 2022</u>. It is therefore recommended that Council consider the Draft SAROC Annual Business Plan and, if it wishes to submit feedback, instruct the Chief Executive Officer accordingly.

The SAROC committee will seek to endorse the Draft SAROC Annual Business Plan at a meeting on 5 May 2022. The final document will be presented to the LGA Board of Directors for endorsement in June 2022.

References

Legislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024

Proactive Leadership



In reply please quote our reference: ECM 774230 LB / AL

23 March 2022

Mayor Mark Wasley Adelaide Plains Council

Emailed: markw@apc.sa.gov.au

Dear Mayor Wasley

Consultation on SAROC's draft Annual Business Plan 2022-23

The South Australian Regional Organisation of Councils (SAROC) committee is pleased to present its draft Annual Business Plan 2022-23 for your consideration and feedback.

Regional councils play an essential role in the long-term prosperity, sustainability, and wellbeing of our regional community. As SAROC considers its activities for the next financial year, it is important that we have a strong, united voice for regional councils and represent your shared interests.

SAROC has prepared the attached draft Annual Business Plan 2021-22 which sets out proposed actions for the coming year.

The draft Annual Business Plan seeks largely to build on the progress that has been made in the past year and recognises that many of the actions require sustained ongoing advocacy and assistance.

These issues have been informed by our ongoing engagement with regional councils and the Regional LGAs, as well as the LGA's process for Items of Business and its 2021 Members Survey.

As highlighted in the draft Annual Business Plan, SAROC seeks to continue to support the activities of the LGA at a regional level and advocate on a broad range of matters which affect our communities.

These include:

- Housing supply and affordability
- Regional medical workforce
- Digital connectivity
- Mandatory rebates
- · Coastal management and jetties
- Circular economy

SAROC would appreciate advice from councils on which of the issues covered in the draft Annual Business Plan should be considered priority issues. For example, which three areas should SAROC direct most of its resources and efforts?



Consultation process and timelines

If you have any further feedback about the proposed plan, we welcome your contributions in writing or via email to lgasa@lgasa.gov.au

The SAROC committee will seek to endorse the draft Annual Business Plan at a meeting on 5 May 2022, therefore feedback must be received no later than **Friday 29 April 2022**.

The final document will be presented to the LGA Board of Directors for endorsement at its meeting in June 2022.

Proposed 'Items of Business'

In addition to this opportunity to provide feedback, regional councils may at any time throughout the year propose an item of business for an LGA General Meeting, the LGA Board or SAROC. These can be presented directly or via the Regional LGAs. Proposals should be accompanied by sufficient supporting information to assist the SAROC committee to make informed decisions and recommendations.

Further details about the Items of Business process and the SAROC committee are available on the LGA website¹.

Once again, I thank you in advance for engaging with SAROC and the role you play in supporting this committee.

Yours sincerely

Mayor Erika Vickery OAM Chairperson - South Australian Region Organisation of Councils (SAROC)

Telephone: (08) 8224 20820 Email: Igasa@Iga.sa.gov.au

Attach: ECM 772167 – Draft SAROC Annual Business Plan 2022-23

Copy to: Mr James Miller

¹ South Australian Regional Organisation of Councils (SAROC) | LGA South Australia

DRAFT: SAROC Annual Business Plan 2022-23



Introduction

The South Australian Region Organisation of Councils (SAROC) is one of two committees established by the Local Government Association of South Australia. SAROC is a strong, united voice for regional councils and represents their shared interests for the benefit of the South Australian community.

SAROC plays a key role in regional advocacy, policy development, leadership, engagement and capacity building on behalf of regional councils and communities. The SAROC Annual Business Plan for 2022-23 outlines priority actions and outcomes that will be achieved during this period to progress the themes and objectives outlined in the SAROC Strategic Plan 2019-23.

Theme 1: Economic Development

The SAROC recognises the important role councils play as local place makers. With the right policy settings and partnerships, regional councils can help to create the best conditions for local businesses to grow and thrive.

Objective: Enable advocacy and partnership opportunities that recognise the specific needs of the regions and support councils to drive sustainable economic development.

Theme 2: Community Development

The SAROC acknowledges the significant contribution regional councils make to community development through public health and community wellbeing activities, and the need for adequate levels of State Government services and funding to support healthy and resilient communities.

Objective: Support strong, vibrant and cohesive regional communities through advocacy and partnerships that unlock local government's potential to deliver quality community services and meaningful outcomes in public health and wellbeing.

Theme 3: Natural and Built Environment

The SAROC recognises the importance of local government's role in the future planning and maintenance of South Australia's natural and built environment.

Objective: Influence, inform and advocate for the State Government to address policy and legislative barriers that hinder councils from undertaking their roles in maintaining and enhancing the natural and built environment in regional South Australia.

Theme 4: Financial Sustainability and Governance

The SAROC recognises the challenges regional councils face in attaining and maintaining financial sustainability. The SAROC acknowledges that councils proactively improve practices to achieve best practice in financial management, governance and reporting.

Objective: Advocate to maximise contributions and investment from other tiers of government to contribute toward local government financial sustainability, and to assist councils to identify opportunities to support and strengthen governance arrangements.

Reporting and Approval Process

This Annual Business Plan links the key activities that the SAROC will undertake on an annual basis to support the implementation of the Strategic Plan.

The SAROC Annual Business Plan will be supported by a budget to cover anticipated expenses of the proposed activities to be undertaken during the financial year.

The SAROC Annual Business Plan and budget is required to be presented to the LGA Board of Directors for approval by June each year.

On a quarterly basis, the SAROC will assess its performance against the Strategic Plan and Annual Business Plan and provide a report to the LGA Board of Directors and member councils.

Other Plans

As a committee of the LGA, the plans and priorities of GAROC are referenced in and aligned to the LGA's suite of corporate documents, including:

- 1. The LGA Strategic Plan and Annual Business Plan
- 2. The LGA Advocacy Plan
- 3. The Local Government Research and Development Scheme Annual Business Plan
- 4. Regional LGA Annual Business Plans

SAROC has also adopted a Communications Plans that outlines how it will engage with and keep informed member councils, external stakeholders and the community.

SAROC Annual Business Plan 2022-23

Theme 1: Economic Development

Objective: Enable advocacy and partnership opportunities that recognise the specific needs of the regions and support councils to drive sustainable economic development.

Issue	Milestone	Proposed activities and outcomes	Budget / Resources	Link to SAROC role
Housing supply and affordability Housing shortages impact regional communities' ability to attract workers to their areas, as well as impacting low income and vulnerable people. This can affect employment opportunities, economic growth and investment.		Continue to support the LGA's advocacy for State and Federal Government policies that develop a roadmap for increasing regional housing supply that includes better incentives for private development in regional areas and alternative funding models for affordable housing projects and associated infrastructure, including a process to secure government funds. Further engage with regional councils to support councils to use SAROC's Regional Housing Policy Toolkit. Maintain close collaborative relationships with RDAs and other key stakeholders to assist regional development, livability and attract workers through future advocacy opportunities. Support the LGA to advocate at State and Federal levels for increased funding to expand the stock of social and community housing in regional South Australia.	LGA Secretariat Regional LGAs RDAs	Policy initiation and review Leadership Regional advocacy Item of Business carried at LGA General Meeting
Digital connectivity Greater digital connectivity for regional areas would increase liveability and support action to address other challenges such as		Undertake further engagement with councils to inform and support the LGA's advocacy that the State Government works with councils and communities to map priority blackspot areas in South Australia and commit to fixing at	LGA Secretariat Regional LGAs	Policy initiation and review Leadership

worker shortages, small business	least five black spot locations each year over the next four	Regional
viability, and risks associated with	years.	U
economies that rely on one industry		advocacy
or sector.		

Theme 2: Community Development

Objective: Support strong, vibrant and cohesive regional communities through advocacy and partnerships that unlock local government's potential to deliver quality community services and meaningful outcomes in public health and wellbeing.

Issue	Milestone	Proposed outcomes	Budget	Link to SAROC role
Regional medical workforce Councils are encouraged by development of the SA Rural Health Workforce Strategy but want to see further State and Federal Government action that includes a holistic approach to retaining medical professionals in regional areas.		Continue to support the LGA's advocacy to establish a formal role for the local government sector to shape state-wide and community- based initiatives to better address medical workforce shortages in regional areas. Explore ways to support councils to utilise SAROC's policy toolkit for regional and remote councils facing a health workforce shortage; and who are having challenges in attracting and retaining health professionals to live and work in their community.	LGA Secretariat Regional LGAs	Policy initiation and review Leadership Regional advocacy
Hording and Squalor State Government leadership is urgently required to provide ongoing operational support local government including on the ground resources (funding, services and skilled people) to ensure an effective response to hoarding and squalor in South Australia		The LGA will coordinate activities through the SAROC and GAROC committees to work in consultation with member councils to investigate how local government actions on hoarding and squalor in South Australia can be most effectively and sustainably coordinated. SAROC will provide policy advice and funding to support research that the LGA will commission to further develop evidence-based advocacy.	LGA Secretariat \$30,000 budget allocation to support legal advice, research, and workshop/forums as required.	Policy initiation and review Leadership Regional advocacy

Theme 3: Natural and Built Environment

Objective: Influence, inform and advocate for the State Government to address policy and legislative barriers that hinder councils from undertaking their roles in maintaining and enhancing the natural and built environment in regional South Australia.

Issue	Milestone	Proposed outcomes	Budget	Link to SAROC role
Planning reforms Local government has called on the State Government to provide a budget to the State Planning Commission to enable evidenced based investigations, close collaboration and engagement with local government during the review of and consultation on Regional Plans.		Engage with the State Planning Commission during the review of the Regional Plans to facilitate the collaboration between the State Planning Commission and councils. SAROC will continue to engage with and provide support to councils during the review of and consultation on the Regional Plans	LGA Secretariat \$30,000 budget allocation to support legal advice, research, and workshop/forums as required.	Policy initiation and review Leadership Regional advocacy
Jetties – asset management Local government highlights the need for the State Government to: Invest \$10 million in priority jetty maintenance and upgrades. Release a Jetties Strategic Plan which ensures no loss of any of our state's historic jetties and provides a coordinated condition audit supported by comprehensive community engagement and joint state and local government funding which is consistent and equitable across councils.		SAROC will support the LGA's advocacy for future funding of jetties and provide policy support to a research project to further understand the economic, social and historic value of jetties in South Australia. This research will build the evidence-base and document the economic value that jetties contribute to communities through tourism and recreation activities.	LGA Secretariat LGR&DS internal application 2022 (\$50,000)	Policy initiation and review Leadership Regional advocacy Item of Business carried at LGA General Meeting

Coastal Management State and Federal policies and funding are required to protect and enhance coastal areas. Partnerships will support social, environmental, and economic outcomes and long-term solutions for effective coastal management and adaptation in South Australia.	June 2022	 SAROC will continue to support the LGA advocacy, as well as collaborative arrangements in the sector such as the SA Coastal Councils Alliance, to advocate for increased State and Federal funding for councils in coastal management and to ensure that local government is well positioned to work in partnership with all government agencies. SAROC will support and inform LGA sector-wide advocacy for: Increase funding for coastal protection grants programs administered by the Coast Protection Board by \$10 million per year for four years. Develop an equitable and sustainable coastal management funding model with stakeholders to support regional coastal policies and strategies. Develop a statewide research strategy for coastal areas including funding for the collection of up to date, localised data on sea level rise. 	LGA Secretariat Regional LGAs	Policy initiation and review Leadership Regional advocacy
Water Policy Advocate for a national water policy, as informed by ongoing consultation and engagement with South Australian councils.	June 2022	Continue to facilitate local government discussion relating to water policy including advocating for a national water policy.	LGA Secretariat Regional LGAs	Leadership
Circular economy and regional waste management A significant funding boost for council waste and recycling initiatives would provide opportunities for the local government sector to support a	June 2022	 Continue to support development of regional waste management strategies and the coordination of waste and recycling infrastructure across regions, by: supporting sector wide advocacy and further developing resources available to support regional councils in waste management; and facilitate a SA Regional Waste Pathways Forum in 2022- 23 to bring together councils, regional LGAs and other 	LGA Secretariat Regional LGAs	Policy initiation and review Leadership Item of Business carried at LGA

more sustainable South Australian economy.		stakeholders together to collaborate on and share solutions to waste management issues.		General Meeting
Local government advocates for 50 per cent of council contributions to the Green Industry Fund (through solid waste levy payments) to be available to local government as grants for waste initiatives, trials and programs to support achievement of the State Government's waste targets or the transition to a circular economy.				
Cat Management Advocacy that supports and informs the forthcoming legislated review of the Dog and Cat Management Act 1995.	June 2022	SAROC continues to facilitate local government discussion relating to improved cat management laws to support greater consistency across local government jurisdictions in terms of administration of the Act and with a view towards legislative reforms on registration and containment.	LGA Secretariat Regional LGAs	Policy initiation and review Leadership Regional advocacy

Theme 4: Financial Sustainability and Governance

Objective: Advocate to maximise contributions and investment from other tiers of government to contribute toward local government financial sustainability, and to assist councils to identify opportunities to support and strengthen governance arrangements.

Action	Milestone	Proposed outcomes	Budget	Link to SAROC role
Rating equity and mandatory rebates Support the LGA's advocacy that the State Government remove or recompense councils for state- government mandated discounts on rates for Community housing / Electricity providers / Religious services / Public cemeteries / Educational purposes.	June 2022	SAROC will work with regional LGAs and regional councils to support the LGA's analysis and preparation of an issues paper to inform and advocate for a review of the mandatory rate rebates that councils are compelled to provide.	LGA Secretariat Regional LGAs	Regional advocacy Policy initiation and review Item of Business carried at LGA General Meeting

		14.4	Dog Re	egistration Fees 2022/2023
	Adelaide Plains Council	Departme	ent:	Development and Community
	Council	Report Au	ithor:	Manager Regulatory
Date:	26 April 2022	Documen	t Ref:	D22/14697

EXECUTIVE SUMMARY

- The purpose of this report is for Council to set dog registration and management fees for 2022/2023, noting that money received from dog registrations must be expended in the administration or enforcement of the provisions of the *Dog and Cat Management Act 1995* (the Act) relating to dogs.
- The number of individual dog registrations within Council has increased from 4104 in 2019/2020 to 5321 in the current registration period.
- The Dogs and Cats Online (DACO) state-wide registration system was introduced on 1 July 2018 under the Act. Council is required to approve dog registration fees by the end of May 2022 to ensure data for 2022/2023 can be entered into DACO with adequate time for renewal notices to be generated and approved.
- As dog registration fees have not increased since April 2019 it is recommended that a small increase be made to existing registration fees, including those for individual registrations, business registrations and working dogs/racing greyhounds. Dog management fees are also proposed to be increased, including impounding, and pound holding on weekends. A slightly increased surrender fee to match external re-homing costs (AWL) is also proposed.
- Assistance Dog registration categories, with no fee as required under the Act, are also recommended, as is the maintenance of the 50% rebate applicable to holders of relevant concession cards.

RECOMMENDATION 1

"that Council, having considered Item 14.4 – *Dog Registration Fees 2022/2023*, dated 26 April 2022, receives and notes the report and in doing so sets the 2022/2023 registration fee for a:

- 1. Non-Standard dog at \$75; and
- 2. Standard dog (desired and microchipped) at \$37.50 (50% off the Non-Standard dog fee as previously recommended by the Dog and Cat Management Board)."

RECOMMENDATION 2

"that Council, having considered Item 14.4 – *Dog Registration Fees 2022/2023*, dated 26 April 2022, sets the 2022/2023 dog business registration fees at:

- \$390 for 1-19 business dogs (no additional rebates)
- \$505 for 20 or more business dogs (no additional rebates)."

RECOMMENDATION 3

"that Council, having considered Item 14.4 – *Dog Registration Fees 2022/2023*, dated 26 April 2022, offers an Assistance Dog and Assistance Dog in Training registration category in 2022/2023, with no fees, as required by the *Dog and Cat Management Act 1995*."

RECOMMENDATION 4

"that Council, having considered Item 14.4 – *Dog Registration Fees 2022/2023*, dated 26 April 2022, offers the following discretionary dog registration fee rebates in 2022/2023:

- Working livestock dog \$32 flat fee (no additional rebates)
- Racing greyhound
- \$32 flat fee (no additional rebates)
- Concession card 50%."

RECOMMENDATION 5

"that Council, having considered Item 14.4 – *Dog Registration Fees 2022/2023*, dated 26 April 2022, offers dog registration fee rebates in 2022/2023 to holders of the following Centrelink concession cards :

- DVA Gold Card
- Pensioner Card All
- Seniors Health Card."

RECOMMENDATION 6

"that Council, having considered Item 14.4 – *Dog Registration Fees 2022/2023*, dated 26 April 2022, sets the following dog management fees for 2022/2023:

- Late registration \$25
- Impounding \$65
- Daily pound holding \$25 Weekday
 - \$40 Weekends"

RECOMMENDATION 7

"that Council, having considered Item 14.4 – *Dog Registration Fees 2022/2023*, dated 26 April 2022, sets the surrender fee for 2022/2023 to match the re-homing fee set by the Animal Welfare League (AWL) for 2022/2023 and provided by the AWL to Council prior to 30 June 2022."

BUDGET IMPACT

Estimated Cost:	Nil
Future ongoing operating costs:	Nil
Is this Budgeted?	Not Applicable

RISK ASSESSMENT

If 2022/2023 dog registration fees are not entered into DACO by early June 2022, 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 2022/2023.

Attachments

1. Dog Business Numbers 2021/2022 – South Australian Councils

DETAILED REPORT

Purpose

The purpose of this report is for Council to set dog registration and management fees for 2022/2023.

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 Dog and Cat Management Board (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. In setting fees the Board recommends that the number of fee configurations approved by Council should be limited. In addition to making DACO easier to manage and cheaper to operate, this also limits the chance of human error when setting fees in the system.

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.

Councils are also able to set other dog/cat management fees (e.g. impounding, daily holding, etc), which are not required to be entered into DACO.

Council is required to approve dog registration fees for 2022/2023 by the end of May 2022 to ensure that data can be entered into the DACO system with adequate time for renewals to be generated and approved. 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 eliminate Council's dog registration fee income in 2022/2023.

The current dog registration and management fees charged by Council were set at the 27 April 2021 ordinary meeting, and apart from the surrender fee, remain unchanged from the fees set for the previous two financial years.

Standard and Non-Standard Dogs

Councils are required to offer two mandatory registration fee categories.

1. <u>'Standard' (mandatory legislated rebate)</u>

This applies only to a dog or cat (in those Councils where cat registration is applicable) that is <u>both</u> <u>desexed and microchipped</u>. 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 continued to adopt the 50% rebate previously recommended by the Board, as have many other Councils throughout the State.

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 that Council increase the 'Non-standard' or full dog registration fee from \$70 to \$75. As a comparison, the full Non-standard registration fees currently charged by other Councils in the region are as follows:

•	Town of Gawler	\$96.00
•	Light Regional Council	\$75.00
•	Wakefield Regional Council	\$70.00
•	City of Playford	\$75.00
•	The Barossa Council	\$84.00

The proposed fee increase would see fees aligned more with those listed above, noting that these fees are current, and may be increased by the relevant Councils for the new registration period. The increase would also still be consistent with the current state average of approximately \$73.

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 2022/2023 registration period. This would amount to a fee of \$37.50.

Fee increases will assist in the administration or enforcement of the provisions of the Act relating to dogs. They will also assist in providing services and facilities to cater for the steady increase in dog numbers within the Council.

Individual dog registrations in APC have increased from 4104 in 2019/2020 to 5321 in the current registration period.

Business Registration

It is recommended 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. Prior to 2018 Council had only offered a single fee category for business registrations.

The Board have recently advised that 42% of dog businesses within South Australia are located in Adelaide Plains Council.

It is proposed that the business registration fees, which also have not been increased for three years, be raised in line with the percentage increase for non-standard and standard dogs. Fees would increase from \$365 to \$390 for between 1 and 19 business dogs, and from \$470 to \$505 for 20 or more business dogs.

It is noted that the registration fee amount for 19 non-business dogs (Non-standard dogs) would be \$1425, which reflects the significant savings still offered by the above tiered structure.

As a comparison, **Attachment 1** shows a range of business registration fee categories and amounts for the other high ranking dog business Councils.

Assistance Dogs

It is also proposed that Council continues to offer an Assistance Dog registration category on DACO for 2022/2023, with no fee, as required by the Act. An Assistance Dog in Training category, with no fee, also required under the Act, is also recommended. An Assistance Dog is defined under the Act and means a dog trained and used for the purpose of assisting a person who is wholly or partially disabled and includes a dog undergoing training of a kind approved by the Board.

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, 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 slightly increased in line with previously mentioned fees, to \$32, noting the increased fee is still a significant reduction from the proposed \$75.00 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 <u>OR</u> 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.

The current late registration fee of \$25 (applicable to both individual and business registrations) is proposed to remain unchanged.

Impounding fees are proposed to be increased from \$55 to \$65. For comparison, the impounding fees currently charged by other Councils in the region are as follows:

- Town of Gawler \$107
- Light Regional Council \$107

- Wakefield Regional Council \$50
- City of Playford \$45
- The Barossa Council \$80

This increase is considered reasonable considering the costs often associated with impounding animals – travel time, fuel, dog food, administrative notices, liaison with owners, etc.

Daily pound holding fees are proposed to remain at \$25 on weekdays, however a \$40 holding fee to cover weekend days is proposed to be introduced recognising increased costs for Council over the weekend. This approach is consistent with that endorsed at the Town of Gawler. Daily pound holding fees for other Councils are shown below.

- Town of Gawler \$22 weekdays / \$40 weekends
- Light Regional Council \$22 weekdays / \$40 weekends (utilise Gawler pound)
- Wakefield Regional Council \$20
- City of Playford \$15
- The Barossa Council \$15

A slightly increased surrender fee is proposed for those people wishing to surrender a dog to Council. This fee will match a re-homing fee soon to be confirmed by the Animal Welfare League (AWL) and which is expected to increase in line with CPI only. Dogs surrendered to Council are normally delivered to the AWL for assessment and possible re-homing. The current re-homing fee charged by the AWL is \$250.00, which is Council's 2021/2022 surrender fee.

Conclusion

Council is required to approve dog registration fees by the end of May 2022 to ensure data for 2022/2023 can be entered into the DACO state-wide registration system with adequate time for renewal notices to be generated and approved. Money received from dog registrations must be expended in the administration or enforcement of the provisions of the Act relating to dogs.

As dog registration fees have not increased since April 2019 it is recommended that a small increase be made to existing registration fees, including those for individual registrations, business registrations and working dogs/racing greyhounds. Dog management fees are also proposed to be increased, including impounding, and pound holding on weekends. A surrender fee slightly increased to match external assessment/re-homing costs is also proposed.

Assistance Dog registration categories, with no fee as required under the Act, are also recommended, as is the maintenance of the 50% rebate applicable to holders of relevant concession cards.

References

Legislation

Dog and Cat Management Act 1995

Dog Business Numbers 2021/2022 – South Australian Councils

	Number of dog	Business registration
Council	businesses	fees
		1-19 \$365
ADELAIDE PLAINS COUNCIL	120	20+ \$470
		1-10 \$184
		11-20 \$335
		21-30 \$516
CITY OF ONKAPARINGA	25	31+ \$703
THE DC OF LOXTON WAIKERIE	11	\$15/dog
MOUNT BARKER DISTRICT COUNCIL	10	\$80/dog
		1-10 \$150
		11-20 \$300
		21-30 \$450
THE DC OF GRANT	10	31+ \$15-\$30/dog
ADELAIDE HILLS COUNCIL	9	\$95/dog
		1-10 \$500
		11-20 \$100
		21-30 \$1500
CITY OF PORT ADELAIDE ENFIELD	9	31+ \$2000
LIGHT REGIONAL COUNCIL	9	\$25/dog
		1-10 \$350
		11-20 \$700
		21-30 \$1050
WAKEFIELD REGIONAL COUNCIL	9	31+ \$1400
ALEXANDRINA COUNCIL	6	\$92.50/dog
		1-10 \$390
CITY OF TEA TREE GULLY	6	11-20 \$780
WATTLE RANGE COUNCIL	6	1-50 - \$210

Source – Dog and Cat Management Board

		14.5	Parha	m Float Parking
	Adelaide Plains Council	Departme	ent:	Development and Community
× ,	Council	Report Au	thor:	Strategic Project Officer
Date:	26 April 2022	Documen	t Ref:	D22/10680

EXECUTIVE SUMMARY

- Alternative options for parking of horse floats (long vehicles) have been investigated.
- This has included understanding alternatives considered in the past, including the 2018 community consultation, informal discussions with regulatory agencies, Department of Environment and Water (DEW), representatives of the Port Parham Sports and Social Club (Social Club), and between council officers.
- Two options to service daily float park (long vehicle) demand exist:
 - o Formalising Main Street western portion
 - West of the Social Club.
- Investigations have involved clarifying where horses are able to be ridden. This is important:
 - To foster wider visitor experiences as envisaged in the Tourism and Economic Development Strategy (adopted 28 March 2022) and the Adelaide International Bird Sanctuary Management Plan.
 - \circ To provide riders with confidence about where they can ride.
 - Recognising the equine sector within Adelaide Plains and the wider region
 - Recognising Parham and Port Gawler foreshores are not time limited for horses, unlike metropolitan beaches.
- DEW are open to the levee between the Social Club and south end of Parham being upgraded for horse use, as well as enabling more walking and recreating. A possible Levee Trail offers benefits for residents, visitors as well as horse riders.
- A draft Rider Information Sheet document explaining where horses can be ridden and outlining expected rider behaviour has been prepared.
- Investigations have considered how to manage horse club visits and associated parking. Council's Event Management Policy guides Council officers in the granting of permits.
- Horse events have occurred typically annually. Events have typically been 15 or more floats.
- The options cater for six floats (long vehicles), sufficient for expected daily growth into the future.
- Investigations are concluding that where a Club event involves more than six floats, a permit should be applied for.

- Irrespective of whether Main Street western portion or West of the Social Club are formalised for daily float (long vehicle) parking, the main options for event float parking are Main Streets verge and the leased area of the Port Parham Sports and Social Club. Both can accommodate 15 – 20 floats
- Whilst Council officers may grant a permit for float parking adjacent the Social Club, whether Club Management allows float parking is up to Club Management and negotiations with the relevant Horse Club.
- Noting Parham's horse visitation role, 6 to also install 'Beware Horse' signs directed to vehicle drivers at key locations.
- A facility for daily float parking should be available for vehicles generally. Over time, should use of a float/car park by different users limit the ability to park floats, time limits, for example, to enable horse float use can be introduced.
- The float/car park options have different benefits and impacts. It is proposed that the options be engaged about with the intent to determine a preferred option.
- Engagement should enable interested people access to the options in an easy manner, discussion by key interests about the options, and enable any resident or horse interest to understand the options and make submission.
- Officers will prepare an engagement plan to achieve these goals in the context of the Consultation Policy. Elements are likely to include:
 - Public notice
 - Summary of Options and Background and Options Paper available on the website
 - Invitations direct to adjacent land owners and key stakeholders
 - A workshop (possibly at the Port Parham Sports and Social Club)
 - Invitation to make submissions.
- The outcome of engagement would be brought forward for formal Council consideration.

RECOMMENDATION

"that Council, having considered Item 14.5 – *Parham Float Parking*, dated 26 April 2022, receives and notes the report and in doing so:-

- **1.** Affirms the strategic value of horses for recreation and visitors on a day by day basis and for events and that a preferred option for float parking is needed;
- 2. Notes the Background and Options Parham Float Parking Paper in Attachment 1 to this Report includes:
 - i. Two float/car park options on Council land for further engagement to inform a preferred option:
 - 1. Main Street western portion;
 - 2. West of Social Club;
 - ii. A proposed upgrade to create a Levee Trail including for use by horses;

- iii. A draft Rider Information Sheet;
- iv. Information about Council's approach to horse events;
- v. An intent to install 'Beware Horse' signs;
- 3. Authorises the Chief Executive Officer to undertake editorial to the draft Background and Options Parham Float Parking Paper in Attachment 1 to this Report to make it suitable to inform consultation; and
- 4. Instructs the Chief Executive Officer to undertake public consultation in accordance with Council's *Public Consultation Policy* and to bring back a subsequent report to Council.

BUDGET IMPACT

Estimated Cost:	\$50,000
Future ongoing operating costs:	In accordance with current service levels
Is this Budgeted?	Yes

RISK ASSESSMENT

By adopting the recommendation Council will not be exposed to any significant risk. The risk of community engagement on float park options and related initiatives is minimal. Engaging aligns with Council's *Public Consultation Policy*, stating 'Council is committed to open, accountable and responsive decision making which is informed by public consultation'.

Attachments

1. Background and Options – Float Parking Parham

DETAILED REPORT

Purpose

The purpose of this report is to update Council about investigations of float parking (long vehicle parking) at Parham and to seek Council support to consult about options with local residents and stakeholders associated with horses and the Adelaide International Bird Sanctuary.

Background/History

Council Decisions

At its meeting on 27 September 2021, Council received an update report about permanent horse float parking at Parham. This included Department for Environment and Water (DEW) advice about the land under their care north of the Campground. DEW suggested alternate land be considered, including potentially the parking area adjacent the Port Parham Sports and Social Club (PPSSC).

15.6Horse Float Parking Parham Update – September 2021MovedCr ParkerSecondedCr Lush2021/ 358"that Council, having considered Item 15.6 – Horse Float Parking Parham Update –
September 2021, dated 27 September 2021 receives and notes the report."

CARRIED UNANIMOUSLY

At its meeting on 22 November 2021, Council received an update report about the equine sector in Adelaide Plains and with respect to coastal horse management.

15.7	lanagement within		
	 Cr Strudwicke	Seconded	 2021/ 429
	ouncil, having cons lated 22 Novembe		lanagement within Adelaide e report."

CARRIED UNANIMOUSLY

The update referencing coastal horse management was associated with the Council decision of 25 February 2019 seeking a report with proposed policy about coastal horse management.

19.1 Horse Management

Moved Cr Lush Seconded Cr Di Troia 2019/ 080

"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."

CARRIED

Subsequent to these decisions, informal discussions with a variety of stakeholders interested in the future of the equine sector have been undertaken. These discussions acknowledged the strategic role for horses at Parham and that investigations associated with Parham float parking were ongoing.

These discussions have informed an equine sector background paper and draft equine strategy to be brought forward to Council separately.

Investigation of Alternative Land

Subsequent to the September decision and recognising Council's decision seeking a coastal horse management policy, officers have investigated alternative land including near PPSSC.

Recognising that issues associated with float parking were first identified in 2015, officers have sought to take stock of the situation. This has involved:

- summarising what has happened to date including reviewing land considered
- reviewing what has been heard in past consultation
- discussions of alternative land with:
 - Adelaide International Bird Sanctuary DEW
 - Native Vegetation, DEW
 - Council officers with roles in regulations and local laws, events, asset management, horticulture, tourism and economic development and statutory planning
 - o Port Parham Sports and Social Club (PPSSC) representatives
 - Horse advocates
 - Coast Protection DEW
- Seeking to clarify where horses are able to be ridden
- Observing a horse event (Adelaide Plains Equestrian Club ride 30 January).

These investigations are summarised in the Background and Options – Float Parking Parham – Paper (Attachment A).

2018 Consultation

In 2018, Council undertook consultation seeking written submissions on a proposal to use Main Street as a permanent float park (**Attachment A** – Appendix Chronology). This was not supported at the time.

The 14 residents who made submissions articulated perceived risks. Potential approaches to managing these risks are below.

2018 Float Park Risk	Proposed Approach to Manage
Odours and mess as a result of horse urine and manure	Expect manure removal from float park and places ridden in proposed Rider Information Sheet and signage
	Odour from urine and manure is anticipated to be limited as an outdoor area with wind and rain dispersing odour.
Damage to the ground resulting in loss of vegetation and subsequent dust issues	Concept design involves aggregate base with limited plant removals and some plantings to reduce risk of dust. It is recognised vehicle movement on roads creates dust.
Noise to residents	Parking of floats and riding of horses creates incidental noise.
	Riding of horses on Council roads and associated incidental noise does not require a Council permit.
	Early morning noise prior to 7am would need to be measured to determine compliance with EPA policy. If noisier than EPA policy, options would need to be considered, which may include not permitting float parking prior to 7am.
Inconvenience to residents with floats blocking access to driveways	The proposed Riders Information Sheet expects this not to happen. The Main Street Option seeks to delineate the adjacent driveway.
Safety issues with horses escaping and running down The Esplanade	A level of this risk will exist, notwithstanding riders caring for horses, such as via a rein, and some fencing proposed in each option. This is considered a low risk.
Lack of space on event days with horse floats being parked outside the designated area	Council's approach is that more than six floats, such as for a Club event, will need a specific permit. The club application and permit will nominate where event floats will park.
Poor behaviour from some horse owners in riding on the pedestrian track and	The proposed Riders Information Sheet expects riders to not access the dunes between Esplanade and the Flats. It is accepted that allowing horses presents some risk of this
allowing their horses to graze on native vegetation.	happening, which will need to be monitored by Council and DEW.

Riders feedback in 2018 about the permanent use of Main Street affirmed:

- Area is spacious
- Good location next to the toilets, beach and playground
- Safe access and egress for riders and horses
- Clean public toilets within easy walking distance
- Current location has minimal impact on residents
- Able to provide residents manure for their gardens and residents enjoy seeing the horses and bring their children to pat the horses.

Suggestions included:

- Levelling
- Extending to allow space for when the park is busy
- Fencing to keep floats away from the front of resident's properties and to prevent horses bolting
- Trees for shade and water.

This feedback and suggestions has informed consideration of options.

Float Park Investigations

If particular land is to be developed for permanent float parking, the investigations have sought to understand the following factors influencing a horse float park.

- Experience For Horse Riders If horses are to come to Parham, where can they ride? This
 influences what riders can do, how Parham is used, the siting of a float park, and Council's role in
 signage. The draft Riders Information Sheet (Attachment A Appendix draft Riders Information
 Sheet) contains a map showing where horses can be ridden, including on a proposed Levee Trail
 (see below). This has been prepared in consultation with DEW regarding the Adelaide
 International Bird Sanctuary (AIBS).
- Anticipated daily demand On average, 1 2 floats/day parked in 2021. A person/s unsafe and
 illegal behaviour placing nails at Main Street has been influencing demand. Officers are working
 with SAPOL about this behaviour. The options under consideration use six floats as a working
 number to inform concept designs, recognising potential for growth in daily visitation.
- Horse Events Clubs conduct events at Parham involving numerous floats. The Adelaide Plains
 Equestrian Club event of 30 January had 15 floats. Club events need a permit from Council
 considered with regards to Council's Event Management Policy. The approach being put forward
 is events with more than six floats need a permit. Siting of a permanent float park needs to
 consider its role in horse events.
- Design of a Float Park Using six floats for size, the design needs vehicle access/egress, a suitable surface to reduce dust, water, trees, and opportunities for landscaping to suit Parham (including keeping existing landscape as much as possible). Advice is that horse behaviour is calmer when horses can hear each other. Whilst the risk of bolting is low due to riders caring for

horses e.g. typically on a rein, post/wire fencing acts to reduce the safety risk. Input from horse representatives has been obtained.

- Use by Other Vehicles A facility for daily float parking should be available for vehicles with other purposes at Parham. The proposed facility is intended to be a float/long vehicle car park able to be used by a variety of vehicles. Over time, should use by different users limit the ability to park floats, time limits, for example, to enable float use can be introduced.
- **PPSSC/Horse Clubs Relationship** PPSSC is Parham's only dining and retail premises. Daily or club visitation can offer some benefit for the Club through selling meals. This has been explored informally with PPSSC representatives who are open to fostering relationships with Horse Clubs. This also influences siting.
- Impact on Residential Amenity A permanent float park impacts adjacent residents through horse activity, noise, and visually by being surfaced and fenced. This impact has been considered in the approach to concept designs.
- Statutory Approvals Council would be the proponent of a permanent float park. If developed, Council will need to manage it as an asset. Council itself will need to seek any necessary statutory approvals. Informal discussions have been held with Native Vegetation and Coast Protection of DEW, as well as Council's statutory planning officers. These discussions indicate – subject to formal processes being undertaken – these authorities are open to the concept designs and not seeing particular matters that warrant not proceeding with the options.

Proposed Upgraded Levee Trail including for Horse Riders

The existing levee on the east side of Parham is on Council land. A Council decision of 17 July 2017 is to transfer the land parcels to be under the care and control of DEW to form part of AIBS.

The levee can be used for walking, running and cycling currently, albeit, the levee top is not suited for people with limited abilities.

Investigations by Council and DEW officers identify upgrading the levee in order to be a shared trail – including for horse riders - improves visitor and rider experience, encourages minimal impact and best practice and provides a safe and sustainable option for foreshore access for horse riders (consistent with the AIBS Management Plan).

Initial advice from DEW officers is that:

• Longer term, if the land come across to form part of the AIBS National Park, the expectations provided in the Rider Information Sheet are clear and ensure riders utilise the area in a way that is consistent with theme three of the AIBS Management Plan (minimal impact code for horse riders).

• The AIBS Management plan also seeks 'safe and seamless transition between park and adjoining townships.' Considering this, the proposed Levee Trail would provide that safe and seamless transition for horse riders and achieve synergies.



The Levee Trail Connects from near the Social Club to the Foreshore Flats

It is a choice before Council as to whether or not to include a proposed upgraded Levee Trail for Riders as part of considerations around float parking.

Council asset officers advise upgrade work to make the existing levee a suitable standard as a shared path including for horse riding can be achieved however costs are currently unknown. To allow horse riding, Council would need to install signage to satisfy the Local Government Land ByLaw.

For horse riders irrespective of where a daily float park is sited, an upgraded Levee Trail provides a coastal landscape riding experience different to the foreshore flats. If West of Social Club is established for float parking, an upgraded Levee Trail provides a trail to the foreshore as an alternative to sharing with traffic on South Terrace or First Street.

For non-horse riding residents and visitors to Parham, an upgraded Levee Trail connecting the Social Club to foreshore provides an active lifestyle experience and supports a range of recreation options, be it walking, running or cycling. If an upgraded Levee Trail is to be put forward along with Options for Float Parking as part of engagement, it is suggested input be sought about what residents/horse riders like about an upgrade Levee Trail and how the upgrade should be designed. This input can inform detail design work for the actual upgrade.

Should there be particular issues with an upgrade to form a Levee Trail, understanding these through engagement provides Council with an informed approach about how to proceed.

Float Park Alternatives Considered

Float Park Options not viable include those considered in the past. These are on DEW or private land, or if APC land, are of conservation value or undue residential amenity impact (Attachment A -Appendix - Options Considered Unviable in 2022).

Council manages land dedicated as road reserves, made and unmade. This includes several unmade roads resolved by Council on 17 July 2017 to be vested as part of AIBS.

Noting legal processes would need to be undertaken, investigations considered adapting the western portion of North Parham Road into a float park.



ampground

Potential adaptation of North Parham Road

This portion is sited near beach access and toilets, and could accommodate six floats. The concept involves one way vehicle movement from the west, with two way maintained to the east. However, if developed as a float park, risks include:

- Drivers ignoring the one way rules, particularly in times when the float park not used. SAPOL policing is likely a low priority.
- Riders more at liberty to leave the area untidy due to the absence of nearby residents providing informal surveillance. Manure left presents weed risk in AIBS.
- Notwithstanding additional plantings to adapt the road, horses denuding verge landscape.

Adapting part of the road for one way also impacts traffic times for some residents.

For these reasons, this option is not put forward.

This option is identified as a non-viable option (**Attachment A – Appendix -** Options Considered Unviable in 2022).

Two Float Park Options

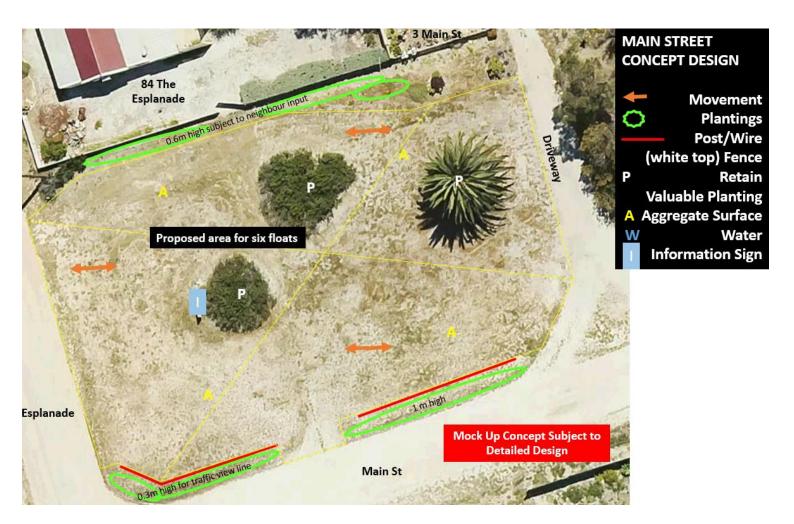
The two viable options are Main Street western portion and west of the PPSSC.

The two options are on Council land, contain space for six floats, and are sited to provide reasonably direct horse access to the tidal flats. These have been prepared taking into account input from discussions. Each presents different benefits and impacts in terms of residential amenity, horse use, and Parham overall.

Draft Concepts for each option have been prepared through discussions. The intent is to answer the question, if this option were to be developed, what would it look like, how used, and how would it need to be managed. This assists residents and horse interests understanding.

The West of Social Club option is in part on 'Community Facilities' Community Land. Use of the land for float/car park purposes is considered to align with the purpose for which the land is held in the Community Facilities Management Plan in that a float/car park provides diverse services to the community. 'The land that the Community Facilities Management Plan relates to is held for the following purposes:

- To provide community facilities for use by the community for a range of activities.
- To support the provision of diverse services to the community.
- To facilitate the provision of broadband internet, telecommunications and other essential services and the location of associated infrastructure.'





Main Street Western Potion Draft Concept



West of Club Draft Concept

Horse Club Events

Council's Event Management Policy guide's officers in granting permits for horse club events.

Should Main Street be formalised for daily parking at the western end, the formalised park and the eastern portion of Main Street's verge – subject to the permit process – lend themselves for event float parking.

Should Main Street be formalised for daily parking, signage would need updating at Main Street to convey:

- Float Parking only in the designated area
- No float parking elsewhere at Main Street unless:
 - Associated with adjacent residents
 - Event Parking only with a permit from Council

Should west of the Social Club be formalised for daily parking, options for event parking include:

- Main Street verge subject to Council granting a permit.
- The Sports and Social Club lease land subject Council granting a permit and the Social Club also permitting it.

Should west of the Social Club be formalised for daily parking, signage would need updating at Main Street to convey:

- Float Parking west of the Social Club
- No float parking at Main Street unless:
 - Associated with adjacent residents
 - Event Parking only with a permit from Council

Cars and floats can park on Council roads provided other road rules are met. Roads such as the Esplanade can be used for event float parking. Due to their width, these roads would need to managed as event spaces with traffic management – and related costs - by a horse club. Due to costs, using roads for event float parking is less viable.

'Beware Horse' Signs

Horses are 'vehicles' for the purpose of road rules¹ and can be ridden on Council roads. Drivers are obligated to drive with caution. Subject to the final decision on float parking, several 'Beware Horse' signs should be installed.



¹ mylicence.sa.gov.au/road-rules/the-drivers-handbook/share-road

Proposed Engagement

Given varied benefits and impacts, it is proposed that the float/car park options be engaged about with the intent to determine a preferred option. It is also proposed to seek input about what residents/riders like about an upgraded Levee Trail, and how it should be designed.

The draft Rider Information Sheet, approach to events, and intent to install 'Beware Horse Signs' would also be informed by what is heard during engagement.

Council's Consultation Policy envisages a tailored consultation process.

People interested in this matter include:

- Residents immediately adjacent each float/car park option
- Parham residents generally
- Port Parham Sports and Social Club, and Parham and Districts Action Group
- Horse Clubs within and near to Adelaide Plains
- Peak and government bodies, such as Horse SA, Equestrian SA and Office of Recreation, Sport and Racing. The Department of Environment and Water interest is associated with horse use and the AIBS, as well as Native Vegetation and Coastal Management.

Engagement should enable interested people access to the float/car park options in an easy manner, discussion by key interests about the options, and enable any resident or horse interest to understand the options and make submission.

Officers will prepare an engagement plan to achieve these goals in the context of the Consultation Policy. Elements are likely to include a public notice, a Summary of Options and the Background and Options Paper available on the website, invitations direct to adjacent land owners and key stakeholders, a workshop (possibly at the Port Parham Sports and Social Club), and invitation to make submissions.

The outcome of engagement would be brought forward for formal Council consideration.

Discussion

Issues associated with float parking have been ongoing for Council, the Parham community and horse interests since 2015. Investigations and discussions about parking alternatives has identified two float/car park options.

These options are brought forward along with:

- An upgrade to the Levee Path to enable easier use, including for horse riders
- A Draft Rider Information Sheet outlining where horses can be ridden and expectations of rider behaviour
- Consideration of horse events
- Envisaged 'Beware Horse' signs

Whilst Council could itself choose a preferred float park option, it is considered prudent to enable residents, and horse and other interests informed by background information to weigh up the pros and cons. This is proposed to be undertaken through community engagement.

Input received would assist Council determine a preferred option, as well as the approach to the Levee Trail, events, rider information sheet, and 'Beware Horse' signs.

Once a preferred float/car park option is clear, it is anticipated to require subsequent landscape architectural expertise to prepare plans to better quantify costs, and for submitting for statutory approvals.

This range of initiatives will progress matters associated with coastal horse management in and around Parham. The outcome assists clarity about the approach to coastal horse management at Parham. The outcome should also contribute to the envisaged visitor and recreational experience sought in Council's Tourism and Economic Development Strategy as well as the Adelaide International Bird Sanctuary Management Plan.

Conclusion

Float parking plays a role in enabling visitors at Parham. The alternatives considered identify two options along with related initiatives that with further consideration through engaging interested people, should assist Council determine a preferred horse float park.

References

<u>Legislation</u> Local Government Act 1999 Planning, Development and Infrastructure Act 2016 Native Vegetation Act 2003

Council Policies/Plans

Event Management Policy Public Consultation Policy

BACKGROUND AND OPTIONS – FLOAT PARKING PARHAM



For Council 26 April 2022

Contents

SCOPE2
INTRODUCTION
CONTEXT
Tourism, Economic & Community Strategic Value
Adelaide International Bird Sanctuary Management Plan5
Float Parking on Council Roads and Other Coastal Settlements5
Planning and Design Code5
Where Horses can be ridden6
Float Parking Demand and Events7
Horse Events
Impact on Residents9
DESIGN FACTORS
Use11
Horse Wellbeing11
Size11
Barrier11
Surface11
Drive-through11
Slope11
Illumination11
INFORMAL ADVICE ABOUT STATUTORY APPROVALS
FLOAT PARK OPTIONS
Main Street Western Portion Concept14
West of the Social Club Concept16
APPENDIX Draft Riders Information Sheet18
APPENDIX Options Considered Unviable in 202220
APPENDIX Chronology26
APPENDIX Nails Letter

Equine Sector Engagement

During 2022, the opportunities for the future of the equine sector across Adelaide Plains are being explored in collaboration with the equine sector and other interests. A background paper is available and you can participate if you wish.

Please contact the Council.

Council acknowledges that we are on the traditional country of the Kaurna people of the Adelaide Plains and pays respect to elders past, present and emerging. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

Version	Comment
Council 26 April 2022	Attachment to Council Report

SCOPE

This document is about background and options for the parking of horse floats at Parham.

INTRODUCTION

This background document is provided to enable consideration of options.

Any preferred option will require more detailed planning, including seeking a planning consent, which is likely to include native vegetation referral.

The proponent of the horse float park is Adelaide Plains Council.

This paper forms background to inform consideration of options by Council.

This includes with respect to informing discussions as part of stakeholder and community engagement.

CONTEXT

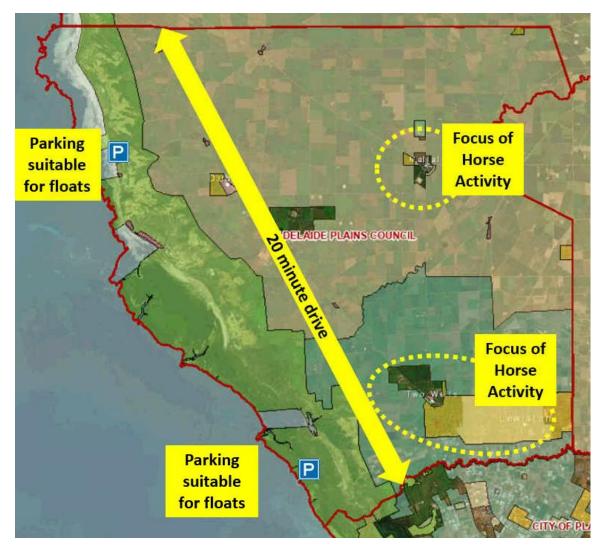
Tourism, Economic & Community Strategic Value

Parham foreshore is able to be ridden on 24 hours a day. The few metropolitan beaches able to be ridden on are limited to early in the morning.

Horses at Parham enables tourism and economic benefits as well as recreational and wellbeing benefits for residents of the Council area and wider region.

Within Adelaide Plains, horse related residents and business tend to be concentrated (but not exclusively) around Lewiston/Two Wells, and Mallala.

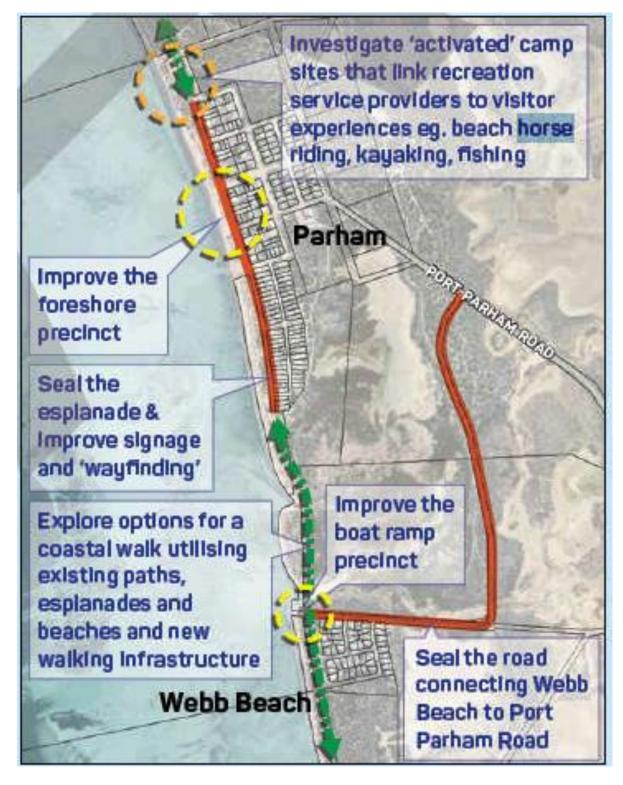
There are greater than 5,600 equine businesses in South Australia and more than 30,000 horses¹.



The Port Gawler Car Park enables horse access, noted in proximity to the area of horse activity around Lewiston. Parham is around a 20 minute drive from Lewiston. Horse activity is also focussed around Mallala. Horses are located throughout the Council area and region across to the Barossa

¹ Horse SA via <u>drive.google.com/file/d/1bWc4UYXSWQAFBMUNQrcea7cROV828B1j/view</u>

Council's Tourism and Economic Development Strategy² outlines the intent of horse based experiences at Parham. The Strategy identifies a target market for tourism includes 'Outdoor and rural life active breaks - walking, cycling, horse trails, bike, dog friendly'.



² Council adopted 28 March 2022

Adelaide International Bird Sanctuary Management Plan

The purpose of the Adelaide International Bird Sanctuary National Park – Winaityinaityi Pangkara - National Park is to protect migratory shorebirds and their habitat.

The Park's Management Plan³ envisages horse use provided of minimal impact.

- 'Other recreational activities such as horse riding, fishing, crabbing, cockling and camping also have potential to cause disturbance. Disturbance will be minimised by regulating access and promoting minimal impact behaviours through liaison with local residents, signs, and ranger patrols.'
- 'Horse riding will be confined to designated areas.'
- Horse-riding and horse float parking may be authorised within designated areas. It will be necessary to work with horse riders and the Adelaide Plains Council to develop strategies for the safe management of horse float parking.

'Based on a minimal impact code, provide information for visitors to help them 'tread lightly'. This will include information focused on beach access, **horse riding**, boating.

Float Parking on Council Roads and Other Coastal Settlements

As parking legislation does not distinguish between different kinds of trailers, horse floats can be parked where vehicles can be parked. This means – provided other road rules are met - Council roads in Parham and Webb Beach can be parked on for floats.

The Port Gawler Car Park is available for float parking.

Planning and Design Code

Parham is a Rural Settlement Zone. The Desired Outcome for the Zone is:

- 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.
- Development contributes to and enhances the local context and development pattern comprising the settlement

Land uses that are explicitly envisaged in the Zone include carport, consulting room, detached dwelling, dwelling addition, light industry, office, outbuilding, shop, tourist accommodation, veranda and warehouse. Uses not listed, such as development of land for a car park or float park, is assessed based on how it performs.

Retail, light industry and warehousing are provided for up to 50 – 80 square metres in area.

³ environment.sa.gov.au/environment/docs/aibs-management-plan-2020.pdf

Where Horses can be ridden

The map in the draft Parham Rider Information Sheet (**Appendix – Draft Riders Information Sheet**) shows were horses can be ridden. This has been prepared with DEW regarding the Adelaide International Bird Sanctuary (AIBS).

National Parks and Wildlife guide where and how horses can use the Adelaide International Bird Sanctuary). Adelaide Plains Council guides where and how horses can use Council managed land, such as the foreshore flats. This guidance is by way of horse related signage.

'Beware Horse' Signs

Horses are 'vehicles' for the purpose of road rules⁴ and can be ridden on Council roads. Drivers are obligated to drive with caution. Subject to the final decision on float parking, several 'Beware Horse' signs should be installed.

Horse riders

Under the Australian Road Rules, a horse is considered a vehicle and therefore is permitted to be ridden on the road. If you see a horse and rider on or near a road you should:

- --> treat the horse as a potential hazard
- --> slow down and, when safe, pass with care
- stop your vehicle on the left side of the road and turn off the engine if the horse is unsettled or the rider signals this to you
- --> not accelerate or rev your engine near a horse
- --> not sound your horn or make unnecessary noise
- --> not throw objects or shout at a horse or rider.

This road sign indicates that horses may be present, so drive with caution.



Image – Horses can be ridden on Council Roads

⁴ mylicence.sa.gov.au/road-rules/the-drivers-handbook/share-road

Float Parking Demand and Events

Observations indicate 1 - 2 floats/day is current demand, and this typically recreational use during early daylight hours.

Inappropriate behaviour, such as nails on the ground (**Appendix** – Nails Letter) creating safety risks for horses and people, may have reduced demand.

A float park provides certainty for visitors, businesses and residents of Adelaide Plains and the wider region. A dedicated float park is anticipated to increase demand. A working figure of space for six floats has been adopted for Parham.

Horse Clubs conduct events at Parham involving numerous floats (more than six). The APEC event of 30 January had 15 floats with several non-club floats also present.

Club events need a permit from Council encompassing where to park, time, date, insurance, cleanliness, and so on.

The proposed Riders Information Sheet (**Appendix** – Draft Riders Information Sheet) outlines that more than six floats, such as for a Club event, will need a specific permit. The club application and permit will nominate where event related floats will park.



A permanent float park needs to consider its role in club events

Image – Adelaide Plains Equestrian Club Event Parking January 2022

Horse Events

Horse clubs organise rides at Parham.

The Local Government Act obligates certain uses of public land as requiring a permit. Council's Event Management Policy guide's officers in granting of permits for horse club events.

Should Main Street be formalised for daily parking at the western end, the formalised park and the eastern portion of Main Street's verge – subject to the permit process – lend themselves for event float parking.

Should west of the Social Club be formalised for daily parking, options for event parking include:

- Main Street verge subject to Council granting a permit.
- The Sports and Social Club lease land subject Council granting a permit and the Social Club also permitting it.

Should west of the Social Club be formalised for daily parking, signage would need updating at Main Street to convey:

- Float Parking west of the Social Club
- No float parking at Main Street unless:
 - o Associated with adjacent residents
 - Event Parking only with a permit from Council

Should Main Street be formalised for daily parking, signage would need updating at Main Street to convey:

- Float Parking only in the designated area
- No float parking elsewhere at Main Street unless:
 - o Associated with adjacent residents
 - o Event Parking only with a permit from Council

Cars and floats can park on Council roads provided other road rules are met. Roads such as the Esplanade can be used for event float parking. Due to their width, these roads would need to managed as event spaces with traffic management – and related costs - by a horse club. Due to costs, using roads for event float parking is less viable.

Council's approach is that a Permit is needed where more than six (6) floats are involved.

Clubs seeking to hold a club ride are requested to provide the following information with an application for a permit:

- Date and time of event
- Anticipated numbers of participants
- Anticipated number of floats
- Proposed parking location (can be shown on a map)
- Proposed riding area (shown on a map)
- Plans for keeping the parking area safe and clean
- Plans for keeping the area riding safe and clean, including managing risk of horse bolting
- Plans for working responsibly with residents

- Plans for communicating with nearby residents
- Public liability insurance

Clubs applying are requested to apply at least three weeks in advance of the proposed event.

The Riders Information Sheet outlines expectations of riders.

The relevant form can be obtained via <u>info@apc.sa.gov.au</u>

Impact on Residents

In 2018, Council undertook consultation seeking written submissions on a proposal to use Main Street as a permanent float park (**Appendix** Chronology). This was not supported at the time.

The 14 residents who made submissions articulated risks. A proposed approach to managing these risks is below.

2018 Float Park Risk	Proposed Approach to Manage	
Odours and mess as a result of horse urine and manure	Expect manure removal from float park and places ridden in Riders Information Sheet and signage	
	Odour from urine and manure is anticipated to be limited as an outdoor area with wind and rain dispersing odour.	
Damage to the ground resulting in loss of vegetation and subsequent dust issues	Concept design involves aggregate base with limited plant removals and some plantings to reduce risk of dust	
Noise to residents	Parking of floats and riding of horses creates incidental noise.	
	Riding of horses on Council roads and associated incidental noise does not require a Council permit.	
	Early morning noise prior to 7am would need to be measured to determine compliance with EPA policy. If noisier than EPA policy, options would need to be considered, which may include not permitting float parking prior to 7am.	
Inconvenience to residents with floats blocking access to driveways	The Rider Information Sheet expects this not to happen. The Main Street Concept delineates the adjacent driveway.	
Safety issues with horses escaping and running down The Esplanade	A level of this risk will exist, notwithstanding riders caring for horses, such as via leashes, and some fencing proposed in each concept. This is considered a low risk	
Lack of space on event days with horse floats being parked outside the designated area	Council's approach is that where more than six floats are involved, such as for a Club event, this will need a specific	

	permit. The club application and permit assessment process will identify where event floats will park.
Poor behaviour from some horse	The Rider Information Sheet expects riders to not access the
owners in riding on the	dunes between Esplanade and the Flats.
pedestrian track and allowing	It is accepted that allowing horses presents some risk of this
their horses to graze on native	happening, which will need to be monitored by Council and
vegetation.	DEW.

Riders feedback in 2018 about the permanent use of Main Street affirmed:

- Area is spacious
- Good location next to the toilets, beach and playground
- Safe access and egress for riders and horses
- Clean public toilets within easy walking distance
- Current location has minimal impact on residents
- Able to provide residents manure for their gardens and residents enjoy seeing the horses and bring their children to pat the horses.

Suggestions included:

- Levelling
- Extending to allow space for when the park is busy
- Fencing to keep floats away from the front of resident's properties and to prevent horses bolting
- Trees for shade and water.

This feedback and suggestions has informed consideration of options.

DESIGN FACTORS

The following design and legal factors influence a horse float park.

The Horse Trail Infrastructure Guidelines⁵ outline that parking for floats can form part of what is called a 'trailhead'. The US Forestry Service Equestrian Design Guide Book⁶ provides guidance.

Design Factors Influencing Float Park		
Factor	Comment	
Use	A facility for daily float parking should be available for vehicles with other purposes at Parham.	
	The proposed facility is intended to be a float/car park able to be used by a variety of vehicles. Over time, should use by different users limit the ability to park floats, time limits, for example, to enable float use can be introduced.	
Horse Wellbeing	Horses are calmer when near other horses ⁷ . This lends support to float parking that enables multiple horses together	
Size	A horse float typically occupies the space of about 5 cars considering the tow vehicle, float, tailgate in the down position, and horse manoeuvring.	
Barrier	Horses depend on 'flight' as its primary means of survival ⁸ . Along with being calm with other horses, and under the care of riders, barriers assist. A post and wire fence, with a white top wire, wood or steel railing, or boulders may suit.	
Surface	Aggregate is recommended due to being slip-resistant, doesn't allow water to pool, and is comfortable to stand or walk on. The Main Street sandy base is impacted by sharp turning dual axle floats	
Noise	Vehicles, people activity such as opening and shutting doors, talking, and the horses themselves generate noise. The EPA noise guidelines for residential areas are 52dBA between 7am and 10pm, and 45dBA 10pm to 7am.	
Drive-through	Parks that are angled 45 or 60 degrees are preferred as easier to navigate. Experience shows that this is true for horse and non-horse drivers	
Slope	Ideally 1 -2 % and less than 4%. Land at Parham is typically flat	
Illumination	For safe use	

- ⁸ esc.rutgers.edu/fact_sheet/the-basics-of-equine-behavior/

⁵ <u>orsr.sa.gov.au/ data/assets/pdf file/0015/18150/5519 HorseSA-Book Web-1.pdf</u> ⁶ <u>fs.fed.us/t-d/pubs/htmlpubs/htm07232816/page14.htm</u> ⁷ <u>esc.rutgers.edu/fact sheet/the-basics-of-equine-behavior/</u>

INFORMAL ADVICE ABOUT STATUTORY APPROVALS

Adelaide Plains Council is the proponent of the float park. In that capacity, in order to be able to establish a float park, the Council is required to obtain various approvals. Each approval is under particular statutory legislation, involves different authorities considering their relevant criteria, and certain processes.

In order to gauge the prospects of statutory approvals, informal advice from relevant officers has been sought. This advice is NOT a formal approval. This advice is SUBJECT TO Council lodging the relevant application, the full range of information, and a proper assessment being undertaken.

Informal A	Informal Advice about float park with aggregate, post/wire fence, & retaining larger shrubs			
Approval	Authority	Advice		
Planning Approval	Council Assessment Panel or Accredited Assessment Manager under delegation ⁹	 Council planning assessment officers indicate no major likely issues associated with the assessment of a development application seeking planning approval for a float park west of the Social Club or at Main Streets western end. This assumes supportive advice from statutory referral to the Native Vegetation Council and Coast Protection Council. The need for statutory referral will be determined at the time of application. A development application would be subject to statutory public notification processes. 		
Native Vegetation	Native Vegetation Council ¹⁰	Informal discussions with Department of Environment and Water Native Vegetation officers indicate no major likely issues with a float park west of the Social Club or at Main Streets western end.		
Coast Protection	Coast Protection Board ¹¹	 Informal discussions with Department of Environment and Water Coast Protection officers indicate: No major likely issues with a float park float park west of the Social Club or at Main Streets western end. Prudent for Council to have suitable arrangement with NPWS about level of horse activity on coastal areas and National Park enabled by a float park As part of the Parham settlement, a float park would be subject to inundation risk from a 1 in 100 storm surge event. Council as Asset owner needs to understand this risk 		

⁹ apc.sa.gov.au/our-council/meetings-of-council/committeesofcouncil/council-assessment-panel

- ¹⁰ environment.sa.gov.au/about-us/boards-and-committees/native-vegetation-council
- ¹¹ environment.sa.gov.au/topics/coasts/coast-protection-board

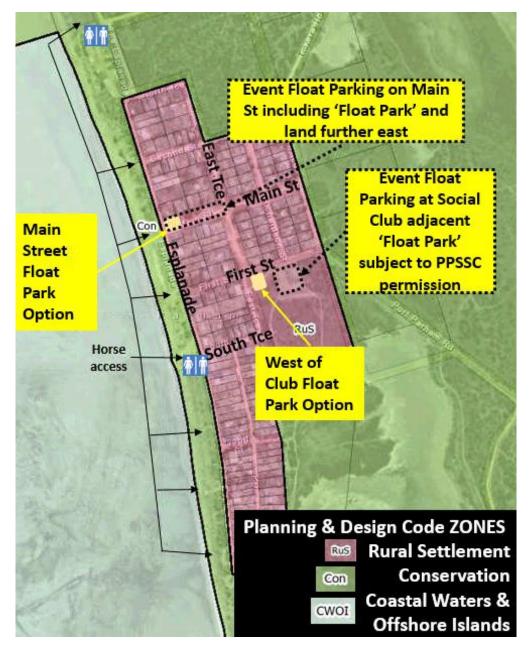
FLOAT PARK OPTIONS

Various options have been considered in the past (Appendix - Chronology).

Main Street is the current site and was established for a temporary period. More recently, DEW land within the Adelaide International Bird Sanctuary north of the campground was not supported by DEW. This was principally due to the extent of impact on native vegetation.

Analysing land under Council care and control, there are two options:

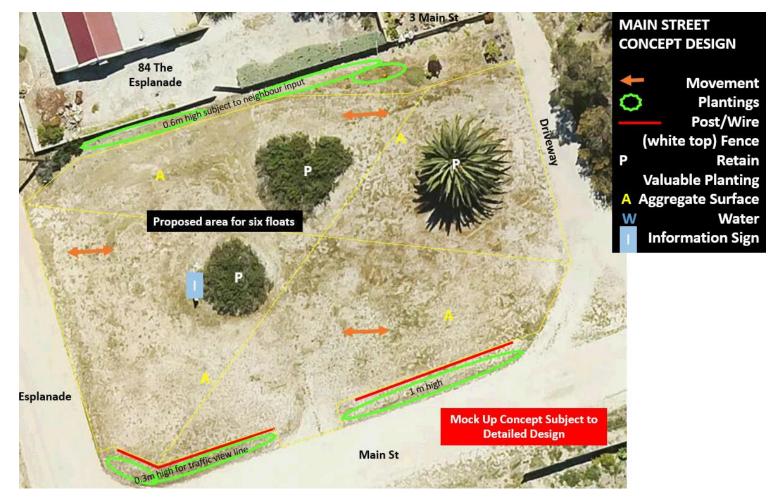
- 1. Main Street western portion
- 2. West of the Sports Social Club



Location of Options Considered in Parham

Main Street Western Portion Concept

- 1. Accommodate upto 6 floats
- 2. Horse access to the foreshore direct across the Esplanade
- 3. Install aggregate surface to reduce risk of dust
- 4. Partially fence with post/wire to reduce risk of horses bolting. Riders are responsible for their horses so the risk is considered low
- 5. Retain larger shrubs/pal. Horticultural advice has informed this.
- 6. Low plantings to the perimeter based on horticultural advice
- 7. Update information sign and install water
- 8. Vehicle access/egress from the east or west
- 9. If needed in the future, could be expanded further east
- 10. Status of Land Road Reserve







Sign June 2021

West of the Social Club Concept

- 1. Accommodate upto 6 floats
- 2. Horse access to the foreshore would be via East and South Terrace, or First Street
- 3. Replace low level vegetation with an aggregate surface to reduce risk of dust
- 4. Partially fence with post/wire to reduce risk of horse bolting. Riders are responsible for their horses so the risk is considered low. Fence adjacent First St with gaps so that the front of vehicles forms the fence and vehicles can egress in a forwards direction.
- 5. Retain larger shrubs. Horticultural advice has informed this.
- 6. Low plantings to the perimeter based on horticultural advice. Western fence sited to the east of existing vegetation
- 7. Install information sign and water
- 8. Vehicle access from the east and egress to the west or north onto First
- 9. If needed in the future, expand to the east for further six floats
- 10. Status of Land Council Road Reserve and 'Community Facilities' Community Land¹².



¹² The land that the Community Facilities Management Plan relates to is held for the following purposes:

- To provide community facilities for use by the community for a range of activities.
- To support the provision of diverse services to the community.
- To facilitate the provision of broadband internet, telecommunications and other essential services and the location of associated infrastructure.



Post/wire fence (white top wire) about 1.5m high **1m high plantings**

Mock Up Concept Subject to Detailed Design

APPENDIX Draft Riders Information Sheet

PARHAM HORSE RIDERS INFORMATION SHEET

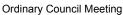
Parham and Webb Beach offer horse enthusiasts the unique opportunity to experience part of Adelaide Plains valued coasts.

It is important that horse owners are aware of the changing landscape and Council's and National Parks and Wildlife Service conditions.

Horses are only allowed in the areas described. You are expected to keep our environment clean and safe by following these conditions.

Conditions

- 1. Riders only use:
 - a. Foreshore tidal flats as shown on the attached map
 - b. Council roads
 - c. The approved horse riding Levee Trail
- 2. Horses or riders are NOT to use:
 - a. The dunes between the Esplanade and high water mark. These are a Conservation area.
 - b. Any other land within the Adelaide International Bird Sanctuary or the Port Wakefield Proof and Experimental Establishment.
- 3. Horse access to and from the tidal flats is via Council roads and paths as sign posted.
- 4. Horses are NOT to eat any native vegetation
- 5. Floats are to be parked in the **TBC** float/car park. Do NOT park across driveways.
- 6. 24 hour access is permitted in accordance with these conditions.
- 7. Horses should be ridden at walking pace within 50m of all other foreshore users.
- 8. Horse riders should NOT interfere with the peace, comfort or convenience of other users of the tidal flats or local residents.
- 9. Manure and rubbish must be collected and taken with you.
- 10. Dogs must be on leash.
- 11. Respect the rights of other users as the tidal flats are available to the public.
- 12. Vehicles are limited to 40km/hr and only allowed on tidal flats under Council care and control. Vehicles NOT allowed on the tidal flats under National Parks and Wildlife care and control.
- 13. Groups of riders with more than six floats require a separate Event Permit. Contact Adelaide Plains Council at least three weeks in advance of your proposed event.
- 14. Carrying this Information Sheet indicates that you understand and will adhere to the conditions.

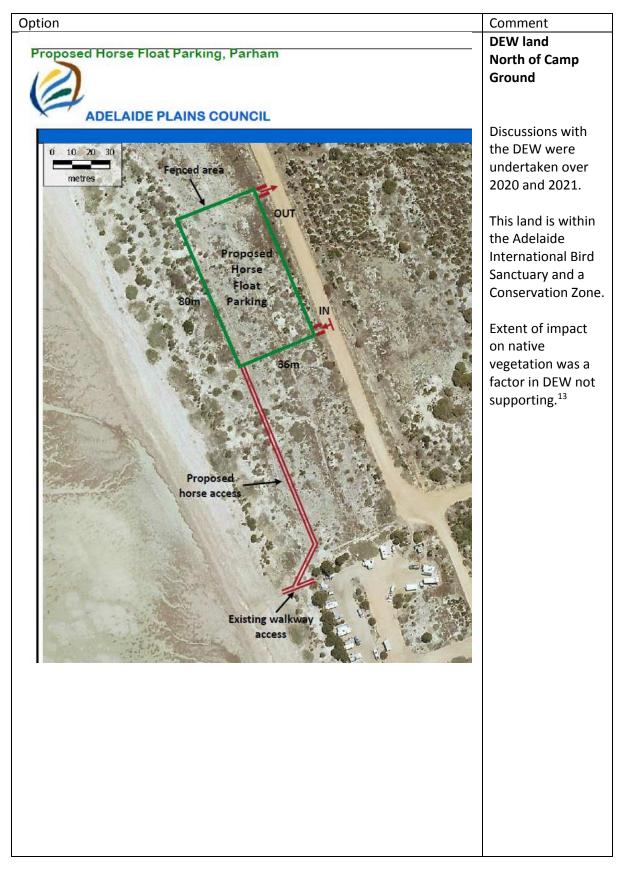




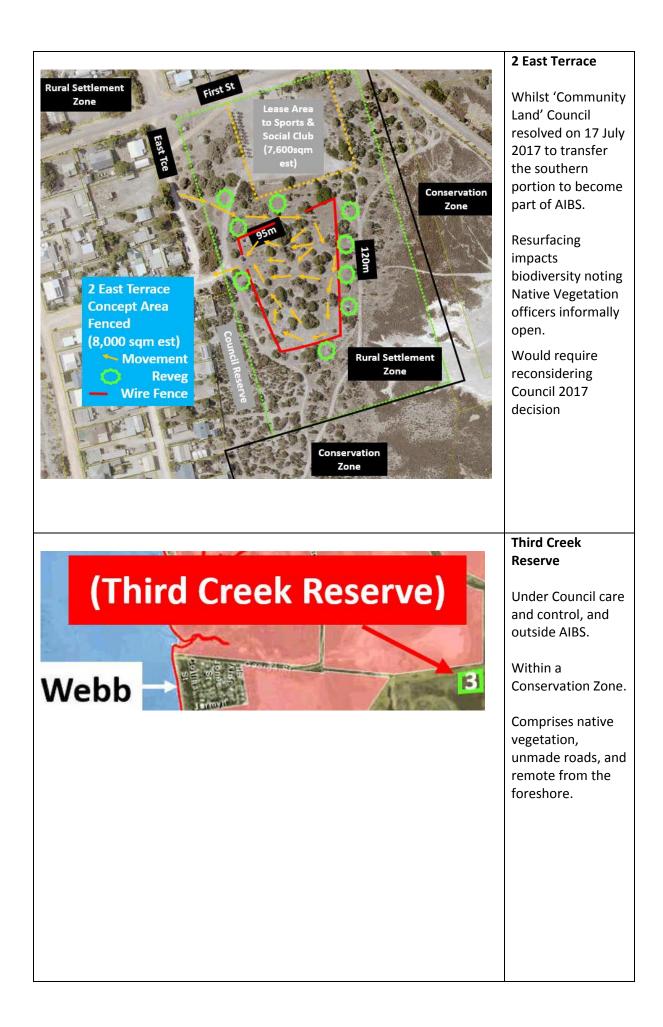




APPENDIX Options Considered Unviable in 2022

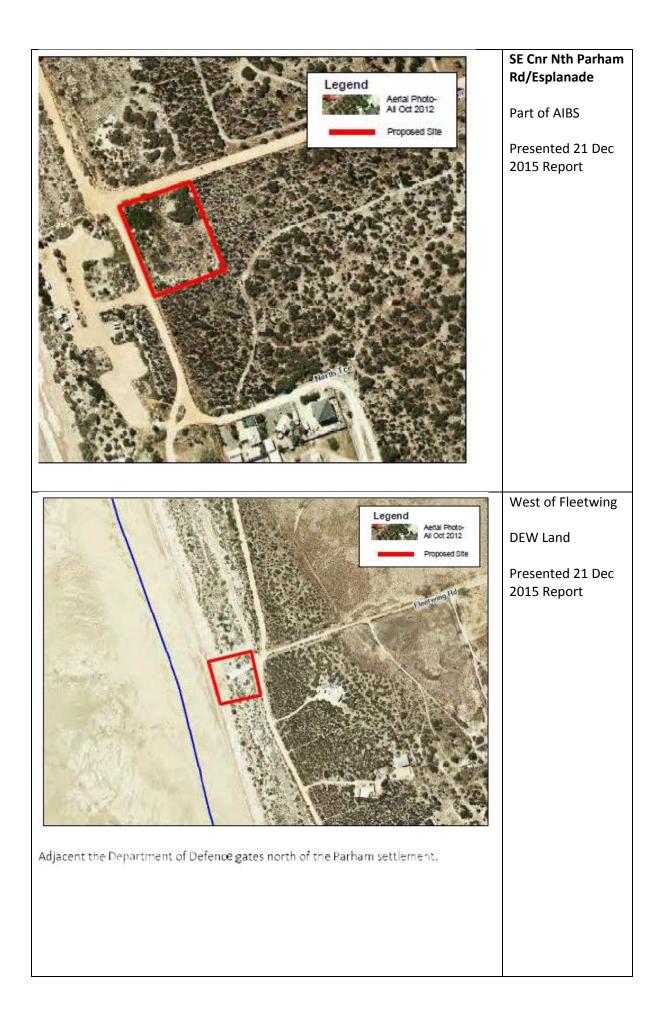


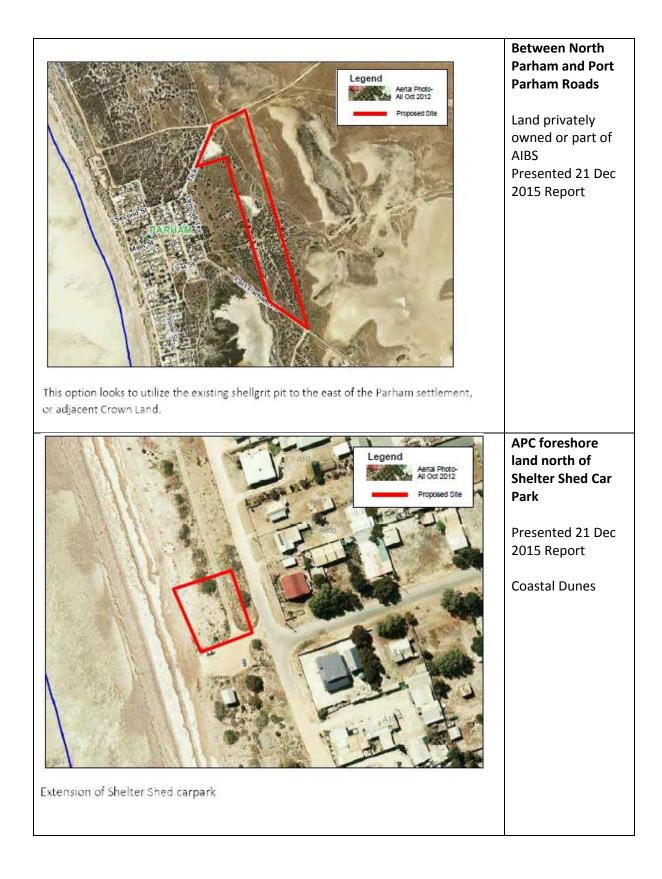
¹³ See Horse Float Parking report <u>apc.sa.gov.au/ data/assets/pdf_file/0016/1035610/Agenda-Ordinary-</u> <u>Council-Meeting-27-September-2021.pdf</u>





¹⁴ Council agendas and minutes from 2013 onwards are available via <u>apc.sa.gov.au/</u>





	42 Esplanade
Legend Aertal Photo- All Oct 2012 Proposed Site	APC land
	Presented 21 Dec
A A A A A A A A A A A A A A A A A A A	2015 Report
	Two to three floats.
AND	
	Parking lessens
	recreation
	Early morning use
	in proximity to
And	housing bringing
A STAR A CARLE ROOM	noise impacts
Existing residential sized allotment on the Esplanade at Parham, owned by Council.	
	West of PPSSC
a constitution of the second s	
A start start of the	outside lease area
	Presented 20 June
	2016 Report
	2010 Report
A Share and the second of the	
Figure 4 – Additional Parking Option	

APPENDIX Chronology

2015	
27 January	Concerns at horse float parking and faeces management - in particular at boat ramp car park and shelter shed car park - brought to Council Meeting
Мау	Community Meeting run by Council. General agreement to restrict float parking in and around Boat Ramp/Shelter Shed to complement the establishment of a designated parking area (refer Council report 21 December 2015)
21 Dec	 Council decision to: Install No Horse Float Parking signs at Boat Ramp car park and Shelter Shed Car Park Adopt as a temporary measure Main Street until a ultimate site location determined. Councillors and staff visit various sites to progress a permanent option. Note this report references PPSSC being open at the time to float parking immediately south of Clubrooms. The Council decision was to consider a variety of options
2016	
15 Feb	Council members and staff visited various sites
20 June	Council decision to continue the use of Main Street between the Esplanade and East Tce for float parking until the end of 2016, prior to a further report on establishing a more permanent float park.
2017	
20 Mar	Council decision noted report that discussions held with local community and horse clubs and that prior to a permanent option being chosen, administration will soon commence consultation.
2018	
19 March	Council decision to commence consultation.
Мау	Consultation about making Main Street temporary park permanent.
	(Below is the summary from Council report of 16 July 2018)
	'The majority of Parham residents who lodged a submission, do not support the temporary horse float park area at Main Street. Those providing positive feedback on the parking area were generally users of the horse float parking area and largely non residents, many of whom are members of horse riding groups.
	Approximately 50% of submissions provided positive feedback in relation to the horse float parking area and 50% provided negative feedback. The majority of Parham residents that responded to the public consultation opposed the establishment of the horse float park area at Main Street as a permanent parking facility. Reasons cited include:- • Issues with odours and mess as a result of horse urine and manure • Damage to the ground resulting in loss of vegetation and subsequent dust issues

· · · · ·	
	 Noise and inconvenience to residents with floats blocking access to driveways Safety issues with horses escaping and running down The Esplanade Lack of space on event days with horse floats being parked outside the designated
	area
	• Poor behaviour from some horse owners in riding on the pedestrian track and allowing their horses to graze on native vegetation.
	The majority of those providing positive feedback on the parking area were generally users of the horse float parking area and largely non-residents, many of whom are members of horse riding groups. Benefits of the parking area listed in the consultation submissions
	• Area is spacious
	 Good location next to the toilets, beach and playground
	• Safe access and egress for riders and horses
	• Clean public toilets within easy walking distance
	 Current location has minimal impact on residents
	• Able to provide residents manure for their gardens and residents enjoy seeing the horses and bring their children to pat the horses.
	Suggestions to improve the current location given in the consultation responses include levelling the area, extending the area to allow extra space for when the park is busy and putting fencing around the parking area to keep the floats away from the front of resident's properties and to prevent the risk of horses bolting (running free). Trees for future shade and fresh water would also be welcomed by horse riders in a permanent park facility.'
28 May	Council decision about follow up asbestos contamination including an inspection routine at Esplanade/Main Street and foreshore
16 July	Following consultation, Council resolved for review of alternatives including discussions with DEW
15 October	In caretaker, Council update report about discussions with DEW, including DEW flagging the possibility of using land north of the campground
2019	
25 Feb	Council decision to seek report, 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:
	 Consistency with the Adelaide International Bird Sanctuary Management Plan 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 handlers4. The potential impact on flora and fauna in coastal areas.
++	Council resolved to seek State Government approval for float park at Section 631
May	Esplanade (DEW land)
May 2020	Esplanade (DEW land)

2021	
Mar	Letter to Residents About Metal Nails
Jun	DEW express concern with Section 631 Esplanade and encourage consideration of alternatives
September	Report to Council advise officers will investigate alternative locations

APPENDIX Nails Letter

This letter was hand delivered to residents surrounding the Main Street Park and also displayed at the Port Parham Sports & Social Club



2a Wasleys Road Mallala SA 5502 PO Box 18 Mallala SA 5502

Tel - 08 8527 0200 Fax - 08 8527 2242 info@apc.sa.gov.au apc.sa.gov.au

Our Reference: d21/14639

31/03/2021

To the resident Parham

To whom it may concern

Council has received several reports of metal nails and other objects being intentionally left in the designated horse float area on the corner of Main Street and the Esplanade in Parham. These objects can cause significant harm to pedestrians and animals and damage vehicle tyres. Council is seeking the assistance of nearby residents to help monitor the horse float area, and if any resident observes person(s) placing nails, objects or other materials in the horse float area or on other public land to contact Council immediately. Significant penalties apply for littering and matters may also be referred to the police in regards to intention to deliberately harm animals, persons and property

If any items are observed in the area please contact council on 8527 0200 for removal.

Yours faithfully,

James O'Connor Community Safety Officer.

Adelaide Plains Council		14.6	Two W	/ells Land Division – Road Naming
		Departme	ent:	Infrastructure and Environment
		Report Au	ithor:	General Manager Infrastructure and Environment
Date:	26 April 2022	Documen	t Ref:	D22/14850

EXECUTIVE SUMMARY

- The purpose of this report is for the Council to consider assigning a road name to a new road within the land division 312/288/2018 of Lot 50 Fisher Road, Two Wells.
- The land division (312/288/2018) known as Longview has been staged over a number of years with the remaining lots being within Stage 5. The Plan of Division is presented as **Attachment 1** to this report.
- A request was received by Management from the applicant, for the newly created road within this land division to be named "Brumby Court" or "Arnold Court" in order of preference.
- Both "Brumby Court" and "Arnold Court" have been selected from Council's approved road name list.
- Subject to further deliberation on this matter, Council may also decide to utilise the list of approved names adopted at the Ordinary Council meeting held 28 September 2020 (page 51).
- It is now for the elected body to determine a road name for the newly created road reserve.

RECOMMENDATION

"that Council, having considered Item 14.6 –*Two Wells Land Division* – *Road Naming*, dated 26 April 2022, receives and notes the report and in doing so, assigns the road name _______ to the road reserve marked with red line in Attachment 1, being Fisher Street to 170m South of Fisher Street."

BUDGET IMPACT

Estimated Cost:	0
Future ongoing operating costs:	0
Is this Budgeted?	Not Applicable

RISK ASSESSMENT

Risks associated with this report are considered to be low and related to Council's reputation and are generally not of a financial or compliance type.

Attachments

1. Plan of Division for Stage 5 Longview, Two Wells

DETAILED REPORT

Purpose

The purpose of this report is for the Council to consider assigning a road name to a new road within the land division 312/288/2018 of Lot 50 Fisher Road, Two Wells.

Background/History

The land division (312/288/2018) known as Longview has been staged over a number of years with the remaining lots being within Stage 5. The Plan of Division is presented as **Attachment 1** to this report.

Discussion

A request was received by Management from the applicant, for the newly created road within this land division to be named "Brumby Court" or "Arnold Court" in order of preference. Both "Brumby Court" and "Arnold Court" have been selected from Council's approved road name list.

Subject to further deliberation on this matter, Council may also decide to utilise the list of approved names adopted at the Ordinary Council meeting held 28 September 2020 (page 51).

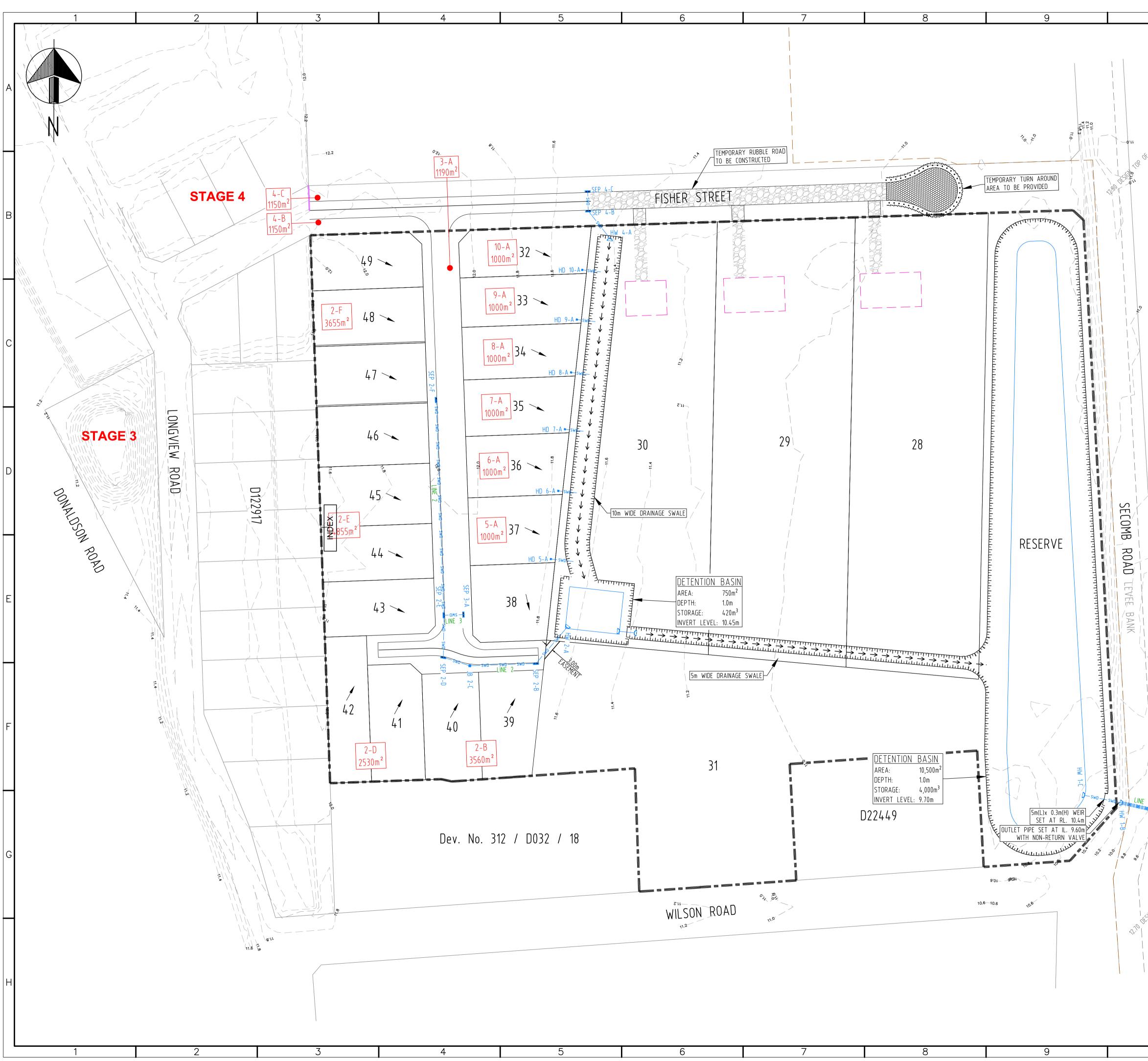
Conclusion

It is now for the elected body to determine a road name for the newly created road reserve.

References

Legislation Local Government Act 1999

<u>Council Policies/Plans</u> Road and Public Places Naming Policy



10	11	12	
tytt	47/F 377m ² STORMWATER CAT LINE XX STORMWATER LINE	ATER CATCHMENT BOUNDARY CHMENT AREA NO. CHMENT AREA NUMBER TYPE-LINE NONUMBER WATER PIPE	Α
	PROPOSED SIDE EL PROPOSED JUNCTION PROPOSED FALL O PROPOSED BUILDIN PROPOSED LEVEE	NTRY PIT (SEP) DN BOX (JB) DF ALLOTMENT G PADS	В
			С
00			D
0.6 10.4 10.2			E
	PA: FOR INFORMATION PURPOSED No. REVISION PROJECT PROPOSED LAND DIV		F
PROPOSED RCBC 2 X 600mm(W)x600mm(H)	AT GAWLER ROAD, T FOR WEEKS DEVELO DEV No. 312/D032/ DRAWING TITLE STORMWATER LAYOUT (CA Civil – Environmental Structural – Geotechnical Mechanical – Electrical	PMENTS Pty. Ltd. '18	G
	Fire - Security Lifts - Hydraulics Level 6, 100 Pirie Street Adelaide SA 5000 Telephone 08 8238 4100 Facsimile 08 8410 1405 ACN 062 965 888 / 008 080 046 SCALES 	© COPYRIGHT RESERVED DRAWING No.	H
10	DATE <u>JUNE 2021</u> ENGINEER <u>GV</u> CHECKED <u>ST</u>	2104005-C100/PA	

Adelaide Plains Council		14.7	Audit Memb	Committee – Independent ership and Sitting Fees
		Departme	ent:	Finance and Business
		Report Au	ithor:	General Manager – Finance and Business
Date:	26 April 2022	Document Ref:		D22/10326

EXECUTIVE SUMMARY

- The purpose of this report is for Council to consider the appointment of independent members to its Audit Committee and to review the sitting fee for same.
- In accordance with section 126(1) of the *Local Government Act 1999*, Council must have an Audit Committee. The Committee's current Terms of Reference, which were last reviewed in June 2021, provide that Membership shall consist of two (2) independent members and three (3) members from the Elected Members of Council.
- The current independent members are Mr Alan Rushbrook (Chairperson) and Mr Peter Fairlie-Jones. They were both appointed to the Audit Committee in November 2018 following an Expressions of Interest process and their respective terms of appointment will end at 30 June 2021. Mr Fairlie-Jones has served as an independent member since 2007.
- It is recommended that Council extends the term of its current independent members until 30 November 2024. This will provide consistency to Council, and the Committee, either side of the Local Government election (November 2022) and sufficient time for the incoming Council to assess the performance of Committee Members prior to considering, once again, options for membership. Both independent members have expressed their willingness to serve a further two (2) year term should Council resolve as such.
- Alternatively, Council may wish to undertake an expressions of interest process for new independent members.
- It is also recommended that the current sitting fees (\$1,000 per meeting for Chairperson and \$600 per meeting for Independent Member) be increased by 7.5% from 1 July 2022 and indexed annually thereafter based on annual Adelaide Consumer Price Index for June quarter of that particular year.

RECOMMENDATION 1 – Membership

"that Council, having considered Item 14.7 – Audit Committee – Independent Membership and Sitting Fees, dated 26 April 2022, receives and notes the report and in doing so extends the appointment of Mr Alan Rushbrook and Mr Peter Fairlie-Jones as Independent Members of the Audit Committee until 30 November 2024."

RECOMMENDATION 2 – Chairperson

"that Council, having considered Item 14.7 – Audit Committee – Independent Membership and Sitting Fees, dated 26 April 2022, appoints Mr Alan Rushbrook as the Independent Chairman of Council Audit Committee until 30 November 2024."

RECOMMENDATION 3 – Sitting Fees

"that Council, having considered Item 14.7 – Audit Committee – Independent Membership and Sitting Fees, dated 26 April 2022, determines the following Audit Committee sitting fees (exclusive of GST), effective from 1 July 2022:

- 1. Independent Chairperson \$1,075 per meeting
- 2. Independent Member (non-Chairperson) \$645 per meeting."

BUDGET IMPACT

Estimated Cost:	Sitting Fee:
	Chairperson \$1,075 per meeting (increase of \$75)
	Independent Member \$645 (\$45 increase)
Future ongoing operating costs:	Independent member sitting fee only. If the Council approves management recommendation with regard to new sitting fees from 1 July 2022, total annual sitting fee expenses would increase by \$600 in the next financial year
Is this Budgeted?	Five (5) meetings per year budgeted based on the current sitting fee

RISK ASSESSMENT

Membership

The current independent members' term will conclude at 30 June 2022. It is therefore necessary for Council to consider membership to ensure that this mandatory committee has a full composition of Members from 1 July 2022 to continue its role of monitoring and assisting Council in the effective implementation and conduct of its responsibilities for financial reporting, management of risk and maintaining a reliable system of internal controls.

Sitting Fee

In order to ensure that Council is able to retain and/or attract, as the case may be, quality independent members to its Audit Committee, and indeed to ensure that independent members of the Audit Committee are adequately compensated for their advice, it is recommended that Council review the sitting fees payable.

Attachments

Nil

DETAILED REPORT

Purpose

The purpose of this report is for Council to consider the appointment of independent members to its Audit Committee and to review the sitting fees for same.

Background/History

The Audit Committee

Under section 126 of the *Local Government Act 1999* (the Local Government Act), a council must have an Audit Committee. The purpose of the Committee is to assist Council in fulfilling its oversight responsibilities relating to accounting, audit, legislative compliance, financial and operational risk management, good governance and reporting practices and ensure effective communication between the Council, administration and the external auditor in accordance with the Local Government Act and other relevant legislation.

The Audit Committee is responsible for enquiring into and making recommendations to the Council where necessary with respect of the following matters:

- Financial Reporting and Sustainability
- Risk Management and Internal Control
- External Audit
- Fraud and Whistleblowing
- Policy Development

Terms of Reference

The Audit Committee's Terms of Reference (<u>click here to view</u>), which were last reviewed at the Ordinary Council Meeting on 28 June 2021, sets out the Audit Committee's membership composition as follows:

3. Membership

3.1 Members of the Committee are appointed by the Council. The Committee shall consist of five (5) members. The Committee shall consist of two (2) independent members with three (3) members from the Elected Members of Council – consistent with any Regulations.

3.5 Appointment to the Committee shall be for a period of up to four years (4), or until the end of the term of the Council. Appointees may be reappointed by Council.

3.6 The Council shall appoint the Chairperson of the Committee.

Appointment of Council Members

Council, at its Ordinary Meeting on 21 November 2018 appointed three (3) Council Members to the Audit Committee in accordance with the Terms of Reference and as follows:

22.1 Moved Councillor Strudwicke Seconded Councillor Keen 2018/525

"that Council, having considered Item 22.1 – Audit Committee – Terms of Reference and Appointment of Members, dated 21 November 2018, appoints the following three (3) members from the Elected Members of Council to the Audit Committee:-

- 1. Mayor;
- 2. Deputy Mayor; and
- 3. Councillor Panella."

CARRIED

Accordingly, Mayor Wasley, Deputy Mayor Strudwicke and Councillor Panella will remain as Audit Committee members until the November 2022 general election.

Appointment of Independent Members

Council, at its Ordinary Meeting on 21 November 2018, also appointed independent members to its Audit Committee following an Expressions of Interest process:

22.1 Moved Councillor Panella Seconded Councillor Daniele 2018/ 523

"that Council, having considered Item 22.1 – Audit Committee – Terms of Reference and Appointment of Members, dated 21 November 2018, appoints the following two (2) Independent Members to Council's Audit Committee for a duration of two (2) years:-

- 1. Alan Rushbrook; and
- 2. Peter Fairlie-Jones."

CARRIED

22.1	Moved Councillor Boon	Seconded Councillor Panella	2018/ 524
------	-----------------------	-----------------------------	-----------

"that Council, having considered 22.1 – Audit Committee – Terms of Reference and Membership, dated 21 November 2018, appoints Alan Rushbrook as the Independent Chairman of Council's Audit Committee for a period of two (2) years."

CARRIED

Council considered, and granted, extensions to the appointment of independent members in 2020 and again in 2021 as follows:

14.9 Appointment of Independent Members to Council Audit Committee

Moved Councillor Boon	Seconded Councillor Keen	2020/	327

"that Council, having considered Item 14.9 – Appointment of Independent Members to Council Audit Committee, dated 28 September 2020, and in doing so extend the appointment of Mr Alan Rushbrook and Mr Peter Fairlie-Jones as an Independent Member of the Audit Committee until 30 June 2021."

CARRIED

14.9 Moved Councillor Keen

"that Council, having considered Item 14.9 – Appointment of Independent Members to Council Audit Committee, dated 28 September 2020, appoints Mr Alan Rushbrook as the Independent Chairman of Council Audit Committee until 30 June 2021."

Seconded Councillor Boon

CARRIED

14.4 Appointment of Independent Members to Council Audit Committee

Moved Councillor BoonSeconded Councillor Maiolo2021/191"that Council, having considered Item 14.4 – Appointment of Independent Members to

Council Audit Committee, dated 24 May 2021, receives and notes the report and in doing so extends the appointment of Mr Alan Rushbrook and Mr Peter Fairlie-Jones as Independent Members of the Audit Committee until 30 June 2022."

CARRIED

14.4 Moved Councillor LushSeconded Councillor Strudwicke2021/ 192

"that Council, having considered Item 14.4 – Appointment of Independent Members to Council Audit Committee, dated 24 May 2021, appoints Mr Alan Rushbrook as the Independent Chairman of Council Audit Committee until 30 June 2022."

CARRIED

Local Government Reform

Members will recall that the recommended extensions in 2020 and 2021 were 'short term' as, at the time, Council was awaiting with interest the outcome of the Local Government Reform Program and, in particular, the potential expanded role for council audit and risk committees. Similarly, this potential reform outcome also influenced Council granting short term extensions to the independent members of its Governance Advisory Panel in 2020 and 2021.

We now known that the relevant amendments to the Local Government Act are <u>set to commence on</u> <u>30 November 2023</u>, and will include:

- Extending the work of council audit committees to audit and risk committees to provide independent assurance and advice to councils on accounting, financial management, internal controls, risk management and governance matters.
- Audit and risk committees will be required to consist of a majority of independent members and councils will have the ability to form regional audit and risk committees.
- New requirements for councils and their chief executive officers to ensure that effective policies, systems and procedures relating to risk management are established and maintained.
- New requirements for chief executive officers of a council that have an internal audit function to consult with the relevant audit and risk committee before appointing a person to be primarily responsible for the internal audit function.

Accordingly, from 30 November 2023 councils will be required to have a 'audit and risk committee' instead of an 'audit committee'. Management is currently awaiting further guidance, both in the form of Regulations and LGA material, in this regard and will facilitate the necessary committee reviews in due course (i.e. in 2023).

2020/ 329

Relevantly, Regulation 14 of the Local Government (Transitional Provisions) Regulations commenced on 6 January 2022 and authorises any existing members of council audit committees to remain on the new audit and risk committee until the expiration of their current term of office.

Discussion

With the current membership term nearing completion, Council must again review the Committee's independent membership composition.

From an administrative perspective, Management is satisfied with the performance of both Mr Alan Rushbrook and Mr Peter Fairlie-Jones. It is also noted that both members are now familiar with Council's financial performance and the direction that Council is planning to take following recent comprehensive reviews of Council's strategic documents and their respective contributions to same. In addition, extending the term of current independent members to 30 November 2024 will provide:

- consistency of the Committee either side of the Local Government Election;
- sufficient time for the incoming members of the Council to familiarise themselves with the functions of an Audit Committee and assess the performance of the independent members; and
- stability as Council transitions from an audit committee to an audit and risk committee in/around November 2023 as a result of LG Reform amendments.

Both independent members have expressed their willingness to continue in the Audit Committee. Mr Rushbrook is also prepared to continue in his capacity as Chairperson.

Of course, as a Council Committee, performance and indeed membership is a matter for the Elected Body to consider and make decisions about. If Council does not wish to extend the appointment of Audit Committee independent members, it may instruct the Chief Executive Officer to seek Expressions of Interest and report back to Council accordingly.

Independent Member Sitting Fees

In order to ensure that Council is able to retain and/or attract, as the case may be, quality independent members to its Audit Committee, and indeed to ensure that independent members of the Audit Committee are adequately compensated for their advice, it is also recommended that Council review the sitting fees payable. Council last reviewed/set Audit Committee sitting fees at its Ordinary Meeting on 27 May 2019 as follows:

14.5 Section 41 Committee Independent Members Sitting Fees

Moved Councillor ParkerSeconded Councillor Boon2019/ 213

"that Council, having considered Item 14.5 – Section 41 Committee Independent Members Sitting Fees, dated 27 May 2019, receives and notes the report and in doing so:-

- 1. Acknowledges the high calibre and specialist expertise of the current Independent Members of Council's Section 41 Committees; and
- 2. Endorses the following Section 41 Committee Independent Member sitting fees (excl. of GST), effective from 1 July 2019:
 - a. Independent Chairperson \$ 1,000
 - b. Independent Member (non-Chairperson) \$ 600."

CARRIED

Therefore, in order to account for prior year annual increments, Management is recommending to increase independent member allowance by 7.5% (2% + 2.5% + 3%) from 1 July 2022 as follows:

- Independent Chairperson \$1,075 per meeting and
- Independent Member (non-Chairperson) \$645 per meeting.

Conclusion

With the current membership term of both independent members nearing completion (30 June 2022), Council must again review the Audit Committee's membership composition.

From an administrative perspective, Management is satisfied with the performance of both Mr Alan Rushbrook and Mr Peter Fairlie-Jones. Extending the term of current independent members to 30 November 2024 will provide consistency of the Committee either side of the Local Government Election and sufficient time for the incoming members of the Council to familiarise themselves with the functions of an Audit Committee and assess the performance of the independent members.

Of course, as a Council Committee, performance and indeed membership is a matter for the Elected Body to consider and make decisions about. If Council does not wish to extend the appointment of Audit Committee independent members, it may instruct the Chief Executive Officer to seek Expressions of Interest and report back to Council accordingly.

It is also recommended that Council review, and increase, the sitting fees payable to Audit Committee independent members to ensure that Council can continue to attract and/or retain quality experts.

References

<u>Legislation</u> Local Government Act 1999 Local Government (Financial Management) Regulations 2011.

<u>Council Policies/Plans</u> Audit Committee Terms of Reference

		15.1	Council Resolutions – Status Report		
	Adelaide Plains Council	Department:		Governance and Executive Office	
	Council	Report Au	ithor:	Manager Governance and Administration	
Date:	26 April 2022	Documen	t Ref:	D22/15431	

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 2022. Previously outstanding items that have been finalised since the last report to Council are included by way of update. The Council Resolutions for March 2022 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 26 April 2022, 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 - February 2019 - February 2022 - Ongoing					
Meeting Date	ltem 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	Ongoing. Update report provided at Ordinary Council Meeting on 22 November 2021	Development and Community
25-Mar-19	12.2		"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 framework and policy will be developed following the IAMP review. I&E Committee Forward Agenda - 2022	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 incorporated into Review of Office Accommodation and Services. Substantial review will form part of 2022 Organisation Review	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	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
22-Feb-21	14.1	,	"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. Update report provided at Ordinary Council Meeting on 28 March 2022	Governance and Executive Office
26-Jul-21	18.1	Motion on Notice – Sealing Coastal Roads	"that Council: 1. Instructs the Chief Executive Officer to undertake detailed design in relation to the construction and sealing of Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km) 2. Acknowledges that an allocation of \$20,000 will be incorporated into the first quarter 2021/2022 budget revision."	2021/ 175	Ongoing. Budget allocation completed, detailed design ongoing	Infrastructure and Environment
27-Sep-21	14.6	Outcome of Public Consultation - Draft Lease Portion of Mallala Oval to Mallala and Districts Lions Club	"that Council, having considered 14.6 – Outcome of Public Consultation – Draft Lease Portion of Mallala Oval to Mallala and Districts Lions Club, dated 27 September 2021, receives and notes the report and in doing so: 1. Authorises the Chief Executive to negotiate and finalise the Lease Agreement between Council and the Mallala and District Lions Club for the lease of a portion of land Allotment 20 DP 95617, Mallala (known as the Mallala Oval) and comprised in Certificate of Title Volume 6163 Folio 218, to the Mallala and District Lions Club. and 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 Mallala and District Lions Club upon the necessary approvals being granted."	2021/352	Ongoing. Development Application has been lodged.	Governance and Executive Office

27-Sep-21	21.1	Sale of Land for Non- Payment of Rates	"that Council, having considered Item 21.2 – Sale of Land for Non-Payment of Rates, dated 27 September 2021, receives and notes the report and in doing so: 1. Authorises the Chief Executive Officer to take action pursuant to Section 184 of the Local Government Act 1999 to recover outstanding rates in accordance with Rates Arrears and Debtor Management Policy from properties listed in Attachment 1 to this Report 2. Pursuant to Section 38 and 44 of the Local Government Act 1999 authorises the Chief Executive Officer and the Mayor to execute the necessary documents in relation to the sale of the respective properties (if any) under common seal and 3. Authorises the Chief Executive Officer or his delegate to call for Expressions of Interest from Licensed Real Estate Agents/Auctioneers to undertake the Auction of those properties that proceed to Public Auction (if any) to recover outstanding rates pursuant to Section 184 of the Local Government Act 1999."	2021/364	Ongoing. Update report presented to Ordinary Meeting on 28 March 2022	Finance and Business
8-Nov-21	4.1	Outcome of Public Consultation - Wasleys Bridge Closure or Load Limit Reduction	"that Council, having considered Item 14.9 – Outcome of Public Consultation – Wasleys Bridge Closure or Load Limit Reduction, dated 25 October 2021, and in doing so, instructs the Chief Executive Officer to: 1. In accordance with the provisions of Section 32 of the Road Traffic Act 1961, apply a load limit of 6.5 tonnes, emergency vehicles, Council vehicles and service vehicles exempted, to Wasleys Road Bridge (Light River), Barabba 2. Relinquish the Bridge Renewal Program – Round 5 funding of \$107,500 and 3. Apply for Bridge Renewal Program – Round 6, with Council's contribution to be confirmed upon determination of the application."	2021/387	Ongoing	Infrastructure and Environment
22-Nov-21	12.2	Audit Committee Meeting - 17 November 2021	"that Council endorses resolution 2021/055 of the Audit Committee and in doing so, and having considered the Mallala Football Club's request for a loan in accordance with Council's Treasury Management Policy: 1. Authorises the Chief Executive to negotiate and finalise a Loan Agreement between Council and the Mallala Football Club subject to following terms and conditions: a. Council charge Mallala Football Club the same interest rate that it pays to Local Government Financing Authority b. Limit maximum number of transactions between the Council and the Mallala Football Club to four (4) per year with regard to the operation of cash advance debenture loan c. the cost of preparing the loan agreement with the Council and the Mallala Football is to be charged 100% to the Mallala Football Club 2. Authorises, pursuant to section 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the Loan Agreement between the Adelaide Plains Council and the Mallala Football Club 3. Pursuant to the provisions of Sections 134 and 135 of the Local Government Act 1999, the Adelaide Plains Council does hereby order that the Council shall borrow by means of Convertible Cash Advance Debenture Loan, on the security of the general rate revenue of the Council, an amount up to the sum of \$70,000 from the Local Government Finance Authority fo South Australia on a floating variable rate, the purpose of which is to finance Council's loan to Mallala Football Club and 4. Further, pursuant to Section 38 of the Local Government Act 1999, Council hereby authorises the Mayor and the Chief Executive Officer to execute under the Common Seal of Council, documentation associated with the aforementioned loan borrowing facility."	2021/415	Ongoing. Draft Loan Agreement has been prepared and presented to Club, discussions ongoing	Finance and Business
22-Nov-21	14.3	Two Wells Scout Facility Relocation - Lease - Public Consultation	"that Council, having considered Item 14.3 – Two Wells Scout Facility Relocation – Lease – Public Consultation, dated 22 November 2021, receives and notes the report and in doing so instructs the Chief Executive Officer to: 1. Prepare a draft lease agreement (the Draft Lease) between Council and Scouts SA in relation to a portion of Lot 103 DP comprised in CR Volume 5753 Folio 647, incorporating the following key elements: a. Ground lease for the purposes of a Scout Hall/Facility and associated activities b. Lease period of 15 years with option for renewal for a further 5 years c. Defined lease area that provides approximately 2000m ² while preserving the potential for future access within the Two Wells Oval Complex (Refer Attachment 1 to this Report) d. Rent of \$1.00 per annum (exclusive of GST) e. Permitted use – Scout Hall and 2. Undertake public consultation, in accordance with Council's Public Consultation Policy, in relation to the Draft Lease and report back to Council accordingly."	2021/419	Ongoing. Lease is being prepared in consultation with Scouts SA.	Development and Community/ Governance and Executive Office

22-Nov-21	15.5		"that Council: 1. Resolves to not pass on the invoice to the Mallala Cricket Club for the cost of watering, from the next invoice received, on the basis that Council considers, with reference to clause 10 of its Lease and Licence for Community Land and Building Policy, the Turf Wicket is not a 'dedicated playing surface' and allows 'general public access' and/or 'use of the playing surface' and 2. Instructs the Chief Executive Officer to undertake a review of the lease between Council and the Mallala Cricket Club, in particular to give effect to paragraph 1 above."	2021/427	Ongoing - lease currently being reviewed.	Governance and Executive Office
31-Jan-22	14.1	Gawler River Floodplain Management Authority - Update	"that Council, having considered Item 14.1 – Gawler River Floodplain Management Authority – Update, dated 31 January 2022, receives and notes the report and in doing so acknowledges that the Chief Executive Officer intends to bring back a further and more detailed report ahead of the 17 February 2022 Gawler River Floodplain Management Authority Meeting."	2022/005	Ongoing. CEO has provided interim update to Members by email on 15 February 2022	Governance and Executive Office
31-Jan-22	14.2	Governance Advisory Panel - Independent Membership	"that Council, having considered Item 14.2 – Governance Advisory Panel – Independent Membership, dated 31 January 2022: 1. Instructs the Chief Executive Officer to call for expressions of interest (EOI) in relation to three (3) independent member positions on Council's Governance Advisory Panel; 2. Appoints Mayor Wasley and Deputy Mayor Strudwicke to join Council's Governance Staff on the interview panel; and 3. Acknowledges that a report will be brought back to Council in relation to the outcome of the EOI process."	2022/007	Forward Agenda - June/July 2022	Governance and Executive Office
31-Jan-22	14.7	Mallala CWMS Connections	"that Council, having considered Item 14.7 – Mallala CWMS Connections, dated 31 January 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to: 1. Extend the waiving of the administration fee for applications to connect to the Mallala CWMS up to and including 30 June 2023 and 2. Write to the owners of all Mallala township properties not yet approved for connection to the CWMS, outlining the fee waiver period and promoting the benefits of connection to the system."	2022/012	Ongoing	Development and Community
31-Jan-22	14.9	State and Federal Funding Opportunities	"that Council, having considered Item 14.9 – State and Federal Funding Opportunities, dated 31 January 2022 determines the allocation of \$690,918 funding under the Local Roads and Community Infrastructure Round 3 Program funding stream as follows: 1. Glover Road 2. Buckland Park Road subject to approval by the Federal Government."	2022/017	Ongoing	Infrastructure and Environment
31-Jan-22	14.9	State and Federal Funding Opportunities	"that Council, having considered Item 14.9 – State and Federal Funding Opportunities, dated 31 January 2022 and in light of Resolution 2022/018 above, acknowledges that subject to an offer of funding under the Local Roads and Community Infrastructure Round 3 Program, Council's contribution of \$55,000 will be incorporated into the third quarter 2021/2022 budget revision."	2022/019	Forward Agenda - May 2022	Infrastructure and Environment

31-Jan-22	21.2		"that Council, having considered Item 21.2 – Options for Management of the Parham Camping Reserve, dated 31 January 2022, receives and notes the report and in doing so: 1. Having considered Council's Procurement Policy, instructs the Chief Executive Officer to deal directly with the Mallala and Districts Lions Club (Mallala Lions Club) in relation to entering into a lease for the Parham Camping Reserve in order for the Mallala Lions Club to operate same (as set out as Option 3 within this Report), on the basis that the Mallala Lions Club: a. Has a proven track record in managing campgrounds (namely the Mallala Campgrounds) using a similar model as is proposed for the Parham Camping Ground b. Presents the only proposal, with the exception of Council continuing to manage the Parham Camping Ground, that guarantees investment of profits back into the community c. Has collaborated with the Parham and District Action Group (PADAG) in relation to a profit sharing model and PADAG has indicated its support of the Mallala Lions Club proposal d. Is ready and able to manage the Parham Camping Reserve. With Council soon to commence a significant upgrade to the Parham Camping Ground, it will be important that an appropriate management structure is in place immediately upon the upgrades and e. Has indicated a preparedness to reinvest in the Parham Camping Reserve on an ongoing basis and 2. Acknowledges that further report/s will be presented to Council as necessary, including in relation to the terms of a draft lease agreement."	2022/034	Agenda - 26 April 2022	Governance and Executive Office
28-Feb-22	14.3	Hart Reserve - Updated Draft Master Plan - Release for Public Consultation	"that Council, having considered Item 14.3 – Hart Reserve – Updated Draft Master Plan – Release for Public Consultation, dated 28 February 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to undertake public consultation on the updated Draft Master Plan, as presented at Attachment 1 to this Report, in accordance with Council's Public Consultation Policy."	2022/044	Consultation concludes 29 April 2022. Forward Agenda May/June 2022	Development and Community
28-Feb-22	14.4	Dog and Cat Management Plan Approval	"that Council, having considered Item 14.4 – Dog and Cat Management Plan Approval, dated 28 February 2022, receives and notes the report and in doing so: 1. Notes submissions as presented in Attachment 1 to this report, and recommended response to submissions as presented in Attachment 2 to this report; 2. Notes the Dog and Cat Management Board approval of proposed amendments, as presented in Attachment 4 to this report; 3. Endorses the Dog and Cat Management Plan with amendments following public consultation presented as Attachment 3 to this report; and 4. Authorises the Chief Executive Officer to undertake editorial but not policy amendments and create the final version of the Dog and Cat Management Plan."	2022/045	Ongoing	Development and Community
28-Feb-22	18.1	Motion Without Notice	"that the Chief Executive Officer brings back a report detailing the benefits or otherwise to Adelaide Plains Council and its ratepayers in reducing the size of the Horticultural Land tenure sizes within areas of Adelaide Plains Council and details the process involved and position of Department of Planning to support same."	2022/052	Forward Agenda - May/June 2022	Development and Community

			Resolution Register - March 2022 - All			
Meeting Date	ltem Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Agenda, Completed')	Responsible Department
28-Mar-22	2.1	Confirmation of Council Minutes	"that the minutes of the Ordinary Council Meeting held on 28 February 2022 (MB Folios 17535 to 17548 inclusive), be accepted as read and confirmed."	2022/066	Completed	Governance and Executive Office
28-Mar-22	12.1	Committee Meeting	"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting held 2 March 2022."	2022/067	Completed	Development and Community
28-Mar-22	12.1	Committee Meeting	"that Council receives and notes the minutes of the Infrastructure and Environment Committee Meeting held 16 March 2022."	2022/068	Completed	Infrastructure and Environment
28-Mar-22	12.1	Committee Meeting	"that Council endorses resolution 2022/002 of the Infrastructure and Environment Committee and in doing so endorses the draft 2022-2026, 4 Year Capital Renewal Program, as presented at Attachment 1 to this Report, for inclusion in the draft Annual Business Plan and Budget 2022/2023, noting that the draft Annual Business Plan and Budget will be released for public consultation in due course."	2022/069	Completed	Finance and Business
28-Mar-22	13.1	Subsidiary Meeting	"that Council receives and notes the minutes of the Legatus Meeting held on 11 March 2022."	2022/070	Completed	Governance and Executive Office
28-Mar-22	14.1	Authority Draft Annual	"that Council, having considered Item 14.1 – 2022/2023 Gawler River Floodplain Management Authority Draft Annual Business Plan and Budget, dated 28 March 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to write to the Executive Officer of the Gawler River Floodplain Management Authority to advise that Council does not object to thrust and direction of the 2022/2023 Gawler River Floodplain Management Authority Draft Annual Business Plan and Budget, noting of course that Council has already adopted positions regarding a number of initiatives currently on foot at subsidiary level which form part of next year's program."	2022/071	Completed	Governance and Executive Office
28-Mar-22	14.2	Tourism and Economic Development Strategy - Endorsenent	"that Council, having considered Item 14.2 – Tourism and Economic Development Strategy – Endorsement, dated 28 March 2022, receives and notes the report and endorses the Tourism and Economic Development Strategy."	2022/072	Completed	Development and Community
28-Mar-22	14.3	Review of Council Accommodation and Services - Update	"that Council, having considered Item 14.3 – Review of Council Accommodation and Services – Update, dated 28 March 2022, receives and notes the report and in doing acknowledges the Chief Executive Officer's intention to further workshop the Review of Council Accommodation and Services in May 2022."	2022/073	Workshop to be scheduled in May. Forward Agenda - June 2022	Governance and Executive Office
28-Mar-22	14.4	Council Assessment Panel Membership	 "that Council, having considered Item 14.4 – Council Assessment Panel Membership, dated 28 March 2022, receives and notes the report and in doing so: 1. Extends the term of the current Council Member (Councillor Margherita Panella) and Deputy Council Member (Councillor Brian Parker) on the Council Assessment Panel to the end of the current Council term. 2. Instructs staff to undertake an Expression of Interest process for an Independent Presiding Member, three (3) Independent Members and a Deputy Independent Member of the Council Assessment Panel for a term commencing 1 July 2022 and concluding 30 June 2024 (inclusive). 3. Authorises the Chief Executive Officer to advertise, at the appropriate time, for Expressions of Interest for independent members and a deputy independent member of the Adelaide Plains Council Assessment Panel pursuant to the Planning, Development and Infrastructure Act 2016 for the term commencing 1 July 2022, having regard to the need for accreditation pursuant to this legislation. 4. Notes that Council staff will prepare a report to Council that summarises the Expression of Interest process with recommendations for appointment of Independent Presiding Member, three (3) Independent Members and a Deputy Independent Member Presiding Member, three (3) Independent Members 	2022/074	Ongoing	Development and Community
28-Mar-22	15.1	Council Resolutions - Status Report	"that Council, having considered Item 15.1 – Council Resolutions – Status Report, dated 28 March 2022, receives and notes the report."	2022/075	Completed	Governance and Executive Office
28-Mar-22	15.2	Infrastructure and Environment Department Monthly Report	"that Council, having considered Item 15.2 – Infrastructure and Environment Department – Monthly Report – March 2022, dated 28 March 2022 receives and notes the report."	2022/076	Completed	Infrastructure and Environment

		-				
28-Mar-22	15.3	Region Economic	"that Council, having considered Item 15.3 – Light Adelaide Plains Region Economic Development Authority – Status Update, dated 28 March 2022 receives and notes the report and in doing so instructs the Chief Executive Officer to arrange a meeting with Minister Geoff Brock in order to progress the LAPREDA application, cordially inviting the Adelaide Plains Council Mayor, Light Regional Council Mayor and Chief Executive Officer to attend."	2022/077	Ongoing	Governance and Executive Office
28-Mar-22	15.4	2022 General Election Timetable	"that Council, having considered Item 15.4 – 2022 General Election Timetable, dated 28 March 2022 receives and notes the report."	2022/078	Completed	Governance and Executive Office
28-Mar-22	15.5	Coalition of Coastal Communities - Sponsorship Request	"that Council, having considered Item 15.5 – Coalition of Coastal Communities – Sponsorship Request, dated 28 March 2022 receives and notes the report."	2022/079	Completed	Governance and Executive Office
28-Mar-22	15.6	Sale of Land for Non- Payment of Rates - March 2022 Update	"that Council, having considered Item 15.6 – Sale of Land for Non-Payment of Rates – March 2022 Update, dated 28 March 2022, receives and notes the report."	2022/080	Completed	Finance and Business
28-Mar-22	21.1	Crown Land, Two Wells - March 2022	"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, General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Development and Community, General Manager – Infrastructure and Environment, Manager Governance and Administration, Executive Support Officer/Minute Taker, Information Technology Officer, Mr Sean Keenihan of Norman Waterhouse Lawyers, Mr Ben Koop and Ms Ashlyn Shearer of Alinea Group, Mr David Powell of Powell & Co Pty Ltd and Mr Mark Booth of BRM Advisory be excluded from attendance at the meeting of Council for Agenda Item 21.1 – Crown Land, Two Wells – March 2022 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 – March 2022 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 and would on balance be contrary to the public interest; and b. legal advice, being a verbal briefing by Mr Sean Keenihan, Chair, 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."	2022/081	Completed	Governance and Executive Office
28-Mar-22	21.1	Crown Land, Two Wells - March 2022	Confidential Resolution	2022/082	Confidential Resolution	Governance and Executive Office
28-Mar-22	21.1	Crown Land, Two Wells - March 2022	Confidential Resolution	2022/083	Confidential Resolution	Governance and Executive Office
28-Mar-22	21.1	Crown Land, Two Wells - March 2022	Confidential Resolution	2022/084	Confidential Resolution	Governance and Executive Office
28-Mar-22	21.1	Crown Land, Two Wells - March 2022	Confidential Resolution	2022/085	Confidential Resolution	Governance and Executive Office
28-Mar-22	21.1	Crown Land, Two Wells - March 2022	"that Council, having considered the matter of Item 21.1 – Crown Land, Two Wells – March 2022 in confidence under sections 90(2), 90(3)(b) and 90(3)(h) of the Local Government Act 1999, resolves that: 1. The report, the minutes, Attachment 1 and Attachment 2 of the meeting pertaining to Item 21.1 – Crown Land, Two Wells – March 2022 remain confidential and not available for public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated; 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."		Completed	Governance and Executive Office

Adelaide	15.2	Infrastructure and Environment Department – Monthly Report – Ap 2022					
Plains Council	Department:		Infrastructure and Environment				
	Report Au	ithor:	General Manager – Infrastructure and Environment				
Date: 26 April 2022	Documen	t Ref:	D22/13982				

OVERVIEW

<u>Purpose</u>

The purpose of this report is to provide an update in relation to the status of the Infrastructure and Environment Department 2021-2022 Capital Works and Operating Program, for Council Members' information and monitoring.

Background

Council has adopted a significant Capital Works Program for delivery in 2021-22 totalling just over \$5.2million, with an additional \$3.4million allocated to Local Roads and Community Infrastructure and Local Government Partnership Program projects. 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 2021-2022 Capital projects, and **Attachment 2** provides a list and status of the 2021-2022 Operating projects.

Additionally **Attachment 3** provides a list of Local Roads and Community Infrastructure projects, and **Attachment 4** provides a list of Local Government Partnership Program 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.

Re-Sheeting Program

Council's re-sheeting has concluded.

Civil

The civil team is currently carrying out maintenance actives such as illegal dumping clean up, sealed road patching, and draining clean.

Additionally, Barabba Road (Redbank's Road to Mallala Road) part of the Local Government Partnership Program projects is progressing to schedule.

Horticulture

The horticulture team is currently carrying out routine maintenance activities within parks, gardens and oval precincts. Additionally, they are undertaking declared weed control on road sides and Lewiston Reserve, and tree trimming.

The remaining element of the streetscape program is the planting of street tree, these trees will be planted in the coming months at the following locations;

- Donaldson Road Elizabeth Street to Wilson Road
- Mary Street Chivell Street to Elizabeth Street
- Butler Street Irish Street to End of Seal

The Two Wells Oval irrigation project is now complete. This upgrade will provide the community with a higher quality sports field for football and cricket and will minimise water usage with a more efficient and effective system.

RECOMMENDATION

"that Council, having considered Item 15.2 – *Infrastructure and Environment Department – Monthly Report – April 2022*, dated 26 April 2022 receives and notes the report."

Attachments

- 1. Capital Project Progress Report 2021-2022 April 2022
- 2. Operating Project Progress Report 2021-2022 April 2022
- 3. Local Roads and Community Infrastructure 2021-2022 April 2022
- 4. Local Government Partnership Program 2021-2022 April 2022

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 2021-2022 - APRIL 2022
--

							Estimated		
					Project	Estimated	Project	Project	Percentage
Budget			YTD Actual	Available to	Commenced		Completion	Completed	of
No	Project Name	Total Budget	Spend	Spend	(Y/N)	Date	Date	(Y/N)	Completion
72817	Street Scape - Elizabeth Street - William Street to Donaldson Road	30.619	47	30.572	Yes	Aug-21	Feb-22	No	90%
72818	Street Scape - Donaldson Road - Elizabeth Street to Wilson Road	57,876	36,661	21,215	Yes	Aug-21	Feb-22	No	90%
72819	Street Scape - Second Street - Dublin - Sixth Street to Seventh Street	28,204	-	28,204	Yes	Aug-21	Feb-22	No	90%
72820	Street Scape - Mary Street - Chivell Street to Elizabeth Street	23,702	27,791	(4,090)	Yes	Aug-21	Feb-22	No	90%
72821	Street Scape - Elizabeth Street - Mallala - Joseph Street to Mary Street	41,141	13,522	27,619	Yes	Aug-21	Feb-22	No	90%
72822	Street Scape - Joseph Street - Chivell Street to Elizabeth Street	22,356	17,414	4,942	Yes	Aug-21	Feb-22	No	90%
72823	Street Scape - Butler Street - Irish Street to End of Seal	88,493	32,962	55,531	Yes	Aug-21	Feb-22	No	90%
74015	Pram Ramp renewal to DDA compliant	10,000	9,939	61	Yes	Dec-21	Jun-22	Yes	100%
72813	Sealed Roads - Intersection Upgrade - Hill Street - Dublin Road to Balaklava Road	100,000	43,695	56,305	Yes	Nov-21	Mar-22	Yes	100%
72814	Sealed Roads - Germantown Road - Gawler Road to Temby Road	110,000	30,653	79,347	Yes	Nov-21	Mar-22	Yes	100%
72815	Sealed Roads - Dawkins Road - Judd Road to Boundary Road	165,000	203,700	(38,700)	Yes	Nov-21	Mar-22	Yes	100%
72816	Sealed Roads - Hayman Road - Williams Road to Boundary Road	485,000	344,615	140,385	Yes	Nov-21	Mar-22	Yes	100%
72824	Resheet - Artesian Road West - Fertile Avenue to Buckland Park	23,000	11,693	11,307	Yes	Feb-22	Jun-22	Yes	100%
72825	Resheet - Boundary Road - Bache Road to Redbanks Road	69,000	80,703	(11,703)	Yes	Apr-22	May-22	Yes	100%
72826	Resheet - Bubner Road - Port Parham Road to Ruskin Road	47,000	28,810	18,190	Yes	Jan-22	Feb-22	Yes	100%
72827	Resheet - Cowan Road - Buckland Park Road to Halstead Road West	22,000	16,225	5,775	Yes	Feb-22	Jun-22	Yes	100%
72828	Resheet - Davies Road - Fidge Road to Collins Road	34,000	15,687	18,313	Yes	Apr-22	Jun-22	Yes	100%
72829	Resheet - Day Road - Hall Road to Gregor Road and Matters Road to Verner Road	67,000	44,229	22,771	Yes	Oct-21	Oct-21	Yes	100%
72830	Resheet - Frost Road North - Gawler Road to Sharpe Road	82,000	84,440	(2,440)	Yes	Aug-21	Sep-21	Yes	100%
72831	Resheet - Griggs Road - Port Gawler Road to Shellgrit Road	10,000	8,839	1,161	Yes	Feb-22	Jun-22	Yes	100%
72832	Resheet - Halstead Road West - Buckland Park Road to End	30,000	21,720	8,280	Yes	Mar-22	Jun-22	Yes	100%
72833	Resheet - Hunters Road - Port Wakefield Road to Shannon Road	71,000	41,217	29,783	Yes	Aug-21	Sep-21	Yes	100%
72834	Resheet - Johnson Road - Calomba Road to Shannon Road	90,000	56,373	33,627	Yes	Feb-22	Mar-22	Yes	100%
72835	Resheet - Navvy Hill Road - Porter Road to Church Road	47,000	39,872	7,128	Yes	Nov-21	Dec-21	Yes	100%
72836	Resheet - Owen Road - Farrelly Road to March Road	185,000	65,389	119,611	Yes	Apr-22	Jun-22	Yes	100%
72837	Resheet - Pritchard Road - Windsor - Long Plains Road to Avon Road	63,000	42,230	20,770	Yes	Jan-22	Jan-22	Yes	100%
72838	Resheet - School Road - Rowe to Church Road	21,000	15,481	5,519	Yes	Jan-22	Jan-22	Yes	100%
72839	Resheet - Shannon Road - Hunters Road to Carslake Road	98,000	62,579	35,421	Yes	Feb-22	Feb-22	Yes	100%
72840	Resheet - Temby Road - Williams Road to Hall Road	71,000	76,678	(5,678)	Yes	Aug-21	Aug-21	Yes	100%
	Resheet - Verner Road - Paddys Bridge Road to Tembys Road and Germantown to Hall								
72841	Road	59,000	46,953	12,047	Yes	May-22	Jun-22	Yes	100%
72842	Resheet - Wasleys Road - End Bridge to Pritchard Road	20,000	17,502	2,498	Yes	Nov-21	Nov-21	Yes	100%
72843	Resheet - Welivere Road - Long Plains Road to House	20,000	11,175	8,825	Yes	Apr-22	Apr-22	Yes	100%
72844	Resheet - Williams Road - Kenner Road to Simpkin Road	34,000	25,593	8,407	Yes	Sep-21	Sep-21	Yes	100%
72845	Resheet - Windsor Road - Port Wakefield Road to Carter Road	32,000	14,302	17,698	Yes	Feb-22	Jun-22	Yes	100%
72846	Two Wells Oval - Irrigation system	95,000	65,070	29,930	Yes	Mar-22	Jun-22	Yes	100%
72847	Parham Playground - Shade shelter, New element & Mallala Playground - New element	90,000	28,898	61,102	Yes	Dec-21	Jun-22	No	40%
72848	Two Wells Oval Entrance - Paths, landscaping, furniture.	70,000	26,195	43,805	Yes	Oct-21	Jun-22	No	50%
72849	Dublin Lions Park - Paths, landscaping, furniture.	70,000	7,014	62,986	Yes	Mar-22	May-22	No	70%
72850	Lewiston Reserve - Fencing	10,000	7,217	2,783	Yes	Aug-21	Sep-21	Yes	100%

72851	Various locations - Reserve and Street furniture	15,000	-	15,000	No	Oct-21	Jun-22	No	0%
72852	Various locations - Signage - wayfinding and information	35,000	-	35,000	No	Nov-21	Jun-22	No	0%
72853	Parham Short Stay Facility Upgrade	200,000	480	199,520	No	Jan-22	Jun-22	No	0%
72854	Dublin Institute/ Hall - Toilets	80,000	104	79,896	No	Dec-21	Jun-22	No	0%
80072	Two Wells Levee	2,015,000	24,912	1,990,088	No	Jul-21	Jun-22	No	0%
75100	Plant and Equipment Program	849,500	157,327	692,173	Yes	Jul-21	Jun-22	Yes	100%
746 & 727	Two Wells Village Green including New Public Toilet	1,069,000	1,059,868	9,132	Yes	Jul-21	Oct-21	Yes	100%
72802	Dublin Lions Park - Toilet Block Renewal	180,000	201,344	(21,344)	Yes	Jul-21	Feb-22	Yes	100%
72810	Sealing of Wheller Road	141,000	7,041	133,959	Yes	Aug-21	Dec-21	Yes	100%
		7,276,890	3,174,159	4,102,730					

OPERATING PROJECT PROGRESS REPORT 2021-2022 - APRIL 2022

							Estimated		
					Project	Estimated	Project	Project	Percentage
Budget			YTD Actual	Available to	Commenced	Project Start	Completion	Completed	of
No	Project Name	Total Budget	Spend	Spend	(Y/N)	Date	Date	(Y/N)	Completion
80020	Installation of single lane roundabout	500,000	-	500,000	No	Jul-21	Jun-22	No	0%
80011	Two Wells Main Street Upgrade – Detailed design work	49,253	-	49,253	No	Jul-21	Jun-22	No	0%
80022	Relocation - TW Trotting Club	28,234	35,692	(7,458)	Yes	Jul-21	Feb-22	Yes	100%
80064	Two Wells Resource Recovery Centre - Bin Retaining Wall/Container for Mattresses	4,426	4,588	(162)	Yes	Jul-21	Sep-21	Yes	100%
		581,913	40,280	541,633					

LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 1 (30 JUNE 2021)

							Estimated		
					Project	Estimated	Project	Project	Percentage
Budget			YTD Actual	Available to	Commenced	Project Start	Completion	Completed	of
No	Project Name	Total Budget	Spend	Spend	(Y/N)	Date	Date	(Y/N)	Completion
72803	RV dump point Two Wells	5,000	5,000	-	Yes	Jun-21	Jun-21	Yes	100%
72803	Mallala Museum – cleaning, upstairs painting and floor coverings	38,000	38,000	-	Yes	Feb-21	Feb-21	Yes	100%
72803	Clara Harniman Reserve – external fencing	8,060	8,060	-	Yes	Feb-21	Feb-21	Yes	100%
72803	Parham Campgrounds Toilet Facility	110,459	110,459	-	Yes	Jun-21	Oct-21	Yes	100%
72803	Mallala Museum - Upstairs air conditioning	11,940	11,940	-	Yes	Jun-21	Sep-21	Yes	100%
72803	Clara Harniman Reserve - water and power connection to APEC	10,000	10,000	-	Yes	Feb-21	Feb-21	Yes	100%
72803	Lewiston Reserve – Half Court Basketball and site improvements	22,000	22,000	-	Yes	May-21	May-21	Yes	100%
72803	Two Wells Oval – Toilet Block	140,000	140,000	-	Yes	Jun-21	Oct-21	Yes	100%
		345,459	345,459	-					

LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 2 (31 DECEMBER 2021)

					Project	Estimated	Estimated	Project	Percentage
Budget			YTD Actual	Available to	Commenced	Project Start	Project	Completed	of
No	Project Name	Total Budget	Spend	Spend	(Y/N)	Date	Completion	(Y/N)	Completion
72805	Coats Road - Construct and Seal	376,000	473,309	(97,309)	Yes	Aug-21	Dec-21	Yes	100%
72812	Middle Beach - New shelter, Barbeque, seating and site improvements	94,489	67,521	26,968	No	Oct-21	Dec-21	Yes	100%
		470,489	540,830	(70,341)					

LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 3 (30 June 2023)

							Estimated		
					Project	Estimated	Project	Project	Percentage
Budget			YTD Actual	Available to	Commenced	Project Start	Completion	Completed	of
No	Project Name	Total Budget	Spend	Spend	(Y/N)	Date	Date	(Y/N)	Completion
72855	Glover Road (Williams Road to Germantown Road) - Construct and Seal	465,418	-	465,418	No		Jun-23		0%
72856	Buckland Park Road (Port Wakefield Road to Halstead Road West) - Construct and Seal	280,500	-	280,500	No		Jun-23		0%
		745,918		745,918	_				

LOCAL GOVERNMENT INFRASTRUCTURE PARTNERSHIP PROGRAM (31 DECEMBER 2023)

							Estimated		
					Project	Estimated	Project	Project	Percentage
Budget			YTD Actual	Available to	Commenced	Project Start	Completion	Completed	of
No	Project Name	Total Budget	Spend	Spend	(Y/N)	Date	Date	(Y/N)	Completion
72806	Aerodrome Road (Hall Street to Farrelly Road)	650,000	54,901	595,099	No	Mar-22	Sep-22	No	0%
72807	Barabba Road (Redbanks Road to Mallala Road)	1,020,000	262,632	757,368	Yes	Jan-22	Jul-22	No	50%
72808	Cheek Road (Redbanks Road to Wasleys Road)	620,000	621,903	(1,903)	Yes	Nov-21	Feb-22	Yes	100%
72809	Middle Beach Road (End of Seal to Start of Seal)	2,390,000	83,133	2,306,867	No	Aug-22	Apr-23	No	0%
-		4,680,000	1,022,569	3,657,431	_				

	Adelaide Plains Council	15.3	Amendments to the Local Governm (Elections) Act 1999 – LG Reform		
		Department:		Governance and Executive Office	
	Council	Report Author:		Manager Governance and Administration	
Date:	26 April 2022	Docume	nt Ref:	D22/14083	

OVERVIEW

<u>Purpose</u>

The purpose of this report is to provide Council, and the public, with a detailed overview of the Local Government Reform Program amendments which relate to the *Local Government (Elections) Act 1999* (the LG Elections Act).

Background

The Local Government Reform Program commenced in early 2019 and the *Statutes Amendment (Local Government Review) Act 2021* (the Review Act) commenced on 20 September 2021. Information and reports have been presented to Council throughout the Reform Program.

The 'Round 2 Amendments', which commenced on 10 November 2021, included various amendments to the LG Elections Act.

Discussion

The LG Elections Act regulates the conduct of local government elections. The amendments to the LG Elections Act vary in terms of their practical impact, with some significantly altering the elections process and others more administrative in nature. Provided for below is a summary of the more significant amendments followed by a detailed description of all amendments.

Summary of Significant Amendments

- Entitlement to stand for election all candidates in local government elections must now be Australian citizens
- Receipt and publication of nominations and candidate profiles the returning officer (ECSA) will now receive nominations and candidate profiles, not councils. The returning officer will also provide each council with a list of nominations, and publish this information on the internet, within 24 hours after the close of nominations.
- **Publication of election material** electoral material that is published on the internet need not contain the name and address of the authorising person if the name and address of the person authorising the material is immediately accessible on the internet
- **Close of voting** voting will close on the second to last business day before the second Saturday of November instead of the last business day

- Voter's roll candidates are entitled to an electronic copy of the voters roll on request. Penalties now apply for use of the roll for any purpose other than campaigning in the relevant election
- Special arrangements for the issuing of voting papers and for voting generally various amendments that enable delivery of voting papers, and voting, to occur by means other than post in the future.
- Assisted voting a new power to make regulations to assist 'prescribed electors' (e.g. sight impaired) to vote.
- Issue of voting papers ballot papers must now be issues in the window beginning 28 days before polling and not later than 21 days before polling.
- **Caretaker policy** policy must specifically prohibit the use of council resources for the advantage of candidates in addition to/standalone from other designated decisions.
- **Campaign returns** candidates must now furnish a campaign donations return and large gift return. Responsibility for coordinating these returns has shifted from the CEO/council to the returning officer.
- **Supplementary elections** no longer required in certain circumstances.
- **Bribes** food, drink and entertainment will only be considered a bribe if of or above the prescribed value (currently \$20).

Detailed Description of All Amendments

1. Nominations and Campaigning

• Entitlement to stand for election (Amendment to section 17 of the LG Elections Act)

The issue of who is entitled to stand for election and nominate for local government elections was a controversial topic, during passage of the Review Act.

Previously, a candidate was required to be either an Australian citizen or a 'prescribed person'. A prescribed person was a person who was a member of council between May 1997 and December 2009. The provisions relating to a prescribed person have now been deleted. Therefore, <u>all candidates in</u> <u>local government elections must now be Australian citizens.</u>

Changes to subsection 17(1)(b) clarify who is entitled to run as a candidate in local government elections on behalf of a body corporate which has its name on the voters roll for the area. Previously this person has been deemed the 'designated person'. However, the LG Elections Act uses the expression 'designated person' to regulate who may vote on behalf of a body corporate. A person running as a candidate on behalf of a body corporate is now deemed to be the 'nominated person'.

The new section 17(2) introduces changed requirements for this nominated person. These include:

- \circ the nominee must be an officer of the body corporate
- (in the case of related body corporate) a nominee of a group must be a member of the group (the requirements to be enrolled as a 'group' are set out in section 14(1)(c) of the LG Elections Act), or an officer of a body corporate that is a member of the group
- o a body corporate or group cannot nominate more than 1 person for a particular election and
- a body corporate or group cannot nominate a person who is under 18 years of age.

• Publication of valid nominations (Amendment to section 21 of the LG Elections Act)

The LGA (and councils) are no longer responsible for receiving and publishing candidate statements.

Amendments to section 19A <u>transfer this responsibility to the Electoral Commission of South Australia</u> (ECSA) who will now publish candidates' profiles on its website.

Previously, section 21 required the returning officer (ECSA) to cause a copy of nominations from candidates for local government elections to be displayed in the principal office of the council. In practice, this function was performed by a council staff member, acting as a delegate for the returning officer. Publication of candidate profiles (Amendment to section 19A of the LG Elections Act)

The obligation required the returning officer to display these nominations "as soon as practicable". That meant that information about the nominees for council positions was made public throughout the nomination period. Potential candidates were able to examine the nominations for wards and council areas just before close of nominations and make decisions to nominate accordingly which provided an advantage to candidates nominating later in the period.

Section 21 now requires the <u>returning officer to provide each council with a list of all valid nominations</u> relevant to the council's area and to publish this information on the internet. The returning officer must do so within 24 hours after the close of nominations.

As a result, <u>no details about who has nominated for local government elections will be made publicly</u> <u>available until after the close of nominations.</u>

• Publication of electoral material (Amendment to section 27 of the LG Elections Act)

Section 27 of the LG Elections Act has historically required electoral material to contain the name and address of the person authorising the material. If the electoral material was printed, it also needed to contain the name and address of the printer or the person undertaking its production.

The purpose of these laws is to ensure that the identity of people participating in public debate on elections is known. It can also be important for the Electoral Commission and others to be able to contact the publisher of electoral material.

An increasing amount of electoral material is now published primarily or exclusively on the internet. A large amount of material on the internet (including electoral material) is published in non-traditional forms (eg Memes, videos of famous films with a voice-over referring to issues from the current election). Material posted on the internet does not always lend itself to the inclusion of names, addresses and statutory authorisations.

New section 27(1a) creates an <u>exemption to the usual rule requiring name and addresses to be</u> <u>included in electoral material.</u> The new section provides that:

- if electoral material is published on the internet and
- the name and address of the person authorising the material is immediately accessible on the internet in accordance with any requirements prescribed by regulation

then the material need not contain the name and address of the authorising person.

It is relatively easy to ascertain the address of many organisations that publish electoral material, for example, political parties, peak industry bodies (eg the Property Council) and community action groups (eg Get Up).

Similarly, many candidates for election create their own pages on the internet (most commonly on Facebook) for the election campaign.

Candidates and organisations will be able to take advantage of new subsection 27(1a) if their name and address is immediately accessible on the internet by viewers of the published material.

The amendments to section 27 also recognise that the publication of electoral material does not always occur at a physical address. Section 27(5) introduces the definition of 'prescribed information'. If:

- the printer or other person responsible for undertaking production of the printed electoral material has a physical address the prescribed information is that address
- the printer or other person responsible for undertaking production of the printed electoral material does not have a physical address, the prescribed information is the email address or website address of the printer or other person.

The definition of prescribed information applies:

- in relation to the case of printed electoral material (s27(1)(b)) and
- if electoral material is published in a newspaper that is published at intervals of one month or less for a period of at least 6 months before publication of the electoral material (s27(2)).

New section 27(4) recognises that the publisher of information on the internet (let's call them the 'website owner') is not necessarily the person uploading the information and that the 'website owner' does not necessarily have immediate control over the content posted on their site. Section 27(4) clarifies that, where the information is published on the internet by someone other than the website owner, then the website owner will not be taken to have published the electoral material for the purposes of the LG Elections Act.

• Publication of misleading material (Amendment to section 28 of the LG Elections Act)

Section 28 of the LG Elections Act has historically prohibited electoral material which is inaccurate or misleading.

In new section 28(1a) a 'relevant person' is someone with an internet site or other platform they have established or which they control (or partly control).

Section 28(1a) provides that a <u>relevant person is not taken to have authorised</u>, <u>caused or permitted</u> <u>the publication of electoral material on their internet site or platform unless they authorised this</u> (directly or indirectly).

Where section 28(1a) applies, a relevant person will not breach the general prohibition in section 28(1) against publishing inaccurate or misleading electoral material.

If the Electoral Commissioner considers a statement of fact in electoral material to be inaccurate or misleading, 28(2b) enables the Electoral Commissioner to apply to the Supreme Court to require the publisher to withdraw the material and/or to publish a retraction.

2. Voting

• Periodic elections – close of voting (Amendment to section 5 of the LG Elections Act)

The amendment <u>changes the close of voting date</u> from the last business day before the second Saturday of November in each election year <u>to the second to last business day before the second</u> <u>Saturday of November each election year</u>.

The effect of this amendment is to provide an additional business day between the close of voting (polling day) and the scrutiny and count process to allow additional time for the processing of ballot papers.

For the November 2022 periodic elections, voting will close at 5pm on Thursday 10 November and scrutiny and count will occur on Saturday 12 November.

• The voters roll (Amendment to section 15 of the LG Elections Act – maintenance of voters roll)

The main change of interest to councils relates to provision of a copy of the council voters roll to nominated candidates. Nominated candidates are entitled to obtain a copy of the voters roll at any time between the close of nominations and polling day for an election. Section 15(15) has been amended to remove the requirement for the copy to be provided in printed form.

Further amendments to section 15 relate to circumstances in which the Electoral Commissioner must supply to the CEO a copy of the House of Assembly electoral roll (subsection 10) and to specify that a voters roll will be taken to have been brought up-to-date when copies of the roll are available for public inspection (subsection 13a).

Candidates are now entitled to an electronic copy of the voters roll on request to their council.

<u>Significant penalties (\$10,000) now apply</u> for use of the roll for any purpose other than campaigning in the local government election for which the candidate is nominated (section 15(20)).

• Elections – ballot papers – drawing of lots (Amendment to section 29 of the LG Elections Act)

Section 29(2) of the LG Elections Act provides that the order of names of candidates on a ballot paper shall be determined by lot. This means the outcome is randomly chosen. In the case of periodic elections, this drawing of lots must take place at 4pm on the date of the close of nominations.

Section 29(3) has been slightly amended so that, in the case of elections that are not periodic elections (e.g. supplementary elections) the determining of lots will occur at 12 noon on the day of the close of nominations.

The requirement for two persons who are of or above the age of majority to be present (and other persons who may wish to be present) when the lots are drawn remains.

• Elections – special arrangements for the issue of voting papers (Amendment to section 31 of the LG Elections Act)

Sections 29 to 32 of the LG Elections Act relate to arrangements for local government elections.

Section 31 of that Act <u>empowers the returning officer to make arrangements in relation to the issuing</u> <u>of voting papers for people who reside at or attend specified institutions</u> (e.g. hospitals, nursing homes).

Previously, section 31(1) required the returning officer to arrange for personal delivery of voting papers. This amendment enables the returning officer to arrange for delivery of voting papers in either printed or electronic form.

In the medium-term, it is understood that ECSA is investigating new systems to facilitate electronic voting by visually impaired people. This amendment to section 31 is a <u>technical change to facilitate</u> <u>such systems and other possible future electronic voting arrangements.</u>

• Polls – special arrangements for the issue of voting papers (Amendment to section 35 of the LG Elections Act)

Section 9 of the LG Elections Act enables a council to hold a 'poll' on matters within the ambit of the council's responsibilities. Section 35 empowers the returning officer for the poll to make arrangements in relation to the issuing of voting papers for people who reside at or attend specified institutions (e.g. hospitals, nursing homes).

Previously, section 35(a) required the returning officer to arrange for personal delivery of voting papers. This amendment enables the returning officer to arrange for delivery of voting papers in either printed or electronic form.

This <u>amendment is a technical change that can facilitate the conduct of future polls by electronic</u> <u>means.</u>

• Part 9 – Voting generally (Amendment to the heading of Part 9 of the LG Elections Act)

The amendment deletes the heading "Part 9—Postal voting" and replaces it with "Part 9—Voting generally".

The change of heading takes into account the new section 41A which will <u>allow additional</u> <u>arrangements (other than postal voting) to be made by regulation to assist 'prescribed electors' (e.g. sight impaired voters).</u>

• Postal voting to be used (Amendment to section 37 of the LG Elections Act)

Previously, section 37 provided that local government elections would be conducted on the basis of postal voting.

Section 37 still provides that voting in local government will be conducted on the basis of postal voting but now notes that additional arrangements may be made by Regulation to assist 'prescribed electors'.

Prescribed electors are sight impaired voters and other voters prescribed by Regulation. These Regulations will be made pursuant to new section 41A (refer below for more information).

• Notice of use of postal voting – 28 days (Amendment to section 38 of the LG Elections Act)

Section 38 requires the returning officer to publish information in a newspaper circulating in the area that voting in an election or poll will be conducted entirely by means of postal voting.

The amendment to section 38 <u>extends the date before which this notice must be published, from 21</u> to 28 day before the election or poll.

• Issue of postal voting papers (Amendment to section 39 of the LG Elections Act)

Section 39 of the LG Elections Act sets out the process for the returning officer to issue ballot papers to voters in local government elections.

As a result of the amendments, the <u>window of time within which a returning officer must issue ballot</u> <u>papers is brought forward by seven days</u>. Ballot papers must now be issued in the window beginning 28 days before polling day but not later than 21 days. Previously the window was between 21 and 14 days.

'Polling Day' is defined in section 4 of the LG Elections Act and is generally the day that voting in a particular local government election closes.

Grammatical changes are made in section 39(1) to replace gender specific pronouns (his, her) with gender-neutral pronouns (their).

In the cases of a person, body corporate or group who claims to be entitled to vote but whose name does not appear on the voters roll, subsection 39(4) is amended to clarify that the returning officer must provide voting papers to such a person not later than 5pm on the seventh day before polling day. There is no longer any distinction between those applicants in these circumstances who apply by post and those who apply in person.

• Assisted voting (New section 41A to the LG Elections Act)

New section 41A creates a new power to make regulations to assist 'prescribed electors' to vote.

Prescribed electors are sight impaired voters and other voters prescribed by regulation.

The LGA understands that the Electoral Commissioner is investigating IT solutions that will enable visually impaired people to vote online. Given the complexities of procuring an IT system and enacting new regulations to give effect to a new system, it appears unlikely that any such system will be in place for the November 2022 local government periodic election.

• Issue of fresh postal voting papers (Amendment to section 43 of the LG Elections Act)

Section 43 empowers the returning officer to issue new ballot papers where they are satisfied that the ballot papers were not received by the elector, were lost, or were inadvertently spoiled.

Section 43(4) has been amended to <u>reduce the time period during which the returning officer can</u> <u>exercise this power.</u>

As a result, the power in section 43 can now only be exercised if the returning officer receives an application from the elector <u>before 5pm on the seventh day before polling day</u> irrespective of the manner in which the application to reissue voting papers is made (i.e. whether in person or by post).

• Arranging postal papers (Amendment to section 47 of the LG Elections Act)

Section 47 provides instructions to the returning officer on dealing with voting papers after the close of voting.

The amendments make <u>minor changes to the time period within which the returning officer must</u> <u>ensure all voting papers are "made available for the purposes of this section"</u>. Section 47(2) (which is unchanged) then sets out the processes which take place before ballots are counted. This includes examining declarations used for voting, checking voting envelopes and rejecting ballots on a number of grounds.

Council officers do not have a role in these processes (unless they have been appointed by the returning officer as an electoral officer), but councils may be asked whether candidates' scrutineers may observe any of these processes. Scrutineers are entitled to observe the processes set out in in section 47(2).

3. Caretaker Policy

• Conduct of council during election period – caretaker policy (Amendment to section 91A of the LG Elections Act)

Section 91A provides that a council must prepare and adopt a caretaker policy governing the conduct of the council and its staff during the election period for a general election.

Previously, section 91A(2) provided that a council's caretaker policy must, as a minimum, prohibit the making of a designated decision during the election period, with a designated decision defined to include a decision allowing the use of council resources for the advantage of a particular candidate or group of candidates (other than a decision that allows the equal use of council resources by all candidates for election).

A change to subsection 91A(2) has now <u>elevated a decision allowing the use of council resources for</u> <u>the advantage of candidates to a standalone minimum requirement of the Caretaker Policy.</u> In practice there is no new obligation imposed by this change, however council policies will need to ensure the minimum requirement is appropriately referenced.

A new subsection 91A(2a) has been inserted and provides that the prohibition on the use of council resources for the advantage of a particular candidate or group of candidates does not prevent a decision to allow the equal use of council resources by all candidates for election.

It was noted by the LGA that most councils will already have this prohibition included in their caretaker policy as a designated decision. Indeed, APC's Caretaker Policy, adopted in May 2018, included such a prohibition. Management intends to present the Caretaker Policy to Council for review at its Ordinary Meeting on 23 May 2022 for further review ahead of the 2022 election.

4. Disputing Validity of an Election

• Electoral Commissioner may lodge petition disputing the validity of an election (New section 69A to the LG Elections Act)

New section 69A gives the Electoral Commissioner power to lodge a petition in the Court disputing the validity of an election on the basis of an error in the recording, scrutiny, counting or recounting of votes in the election.

Existing section 70 already contained a power (for any person, including a council) to make a petition to the court to invalidate an election. New 69A clarifies that the Electoral Commissioner may move a petition on the specified grounds – even if the election was originally declared by the Commissioner on the basis of an election conducted by the Commissioner and Electoral Commission officers.

Unlike the strict limitation on time specified in section 70, the power in section 69A is not limited to a particular window of time. Consequently, the Electoral Commissioner could lodge a petition at any time during the term of the council if, for example, new evidence came to light and the Commissioner formed a view that such an error in the election had occurred.

 Procedure upon petition – disputing validity of an election (Amendment to section 70 of the LG Elections Act)

A <u>minor amendment</u> has been made to subsection 70(1)(b) to clarify that a petitioner 'seeks relief' (i.e. seeks a particular outcome) rather than saying the petitioner "claims to be entitled" to relief. This <u>changes the tone of the section but does not have any substantive effect</u>.

• Declaring an election void – illegal practices (Amendment to section 73 of the LG Elections Act)

Section 73 relates to the illegal practices upon which a Court may declare an election void.

New section 73(5) <u>entitles the Court to declare an election void on the grounds of defamation of a candidate</u>, however only if the Court is satisfied, on the balance of probabilities, that this defamation affected the result.

Similarly, with section 75(6) the <u>Court may declare an election void on the ground of publication of</u> <u>misleading material</u>, but only if the Court is satisfied, on the balance of probabilities, that the publication of that material affected the result.

5. Part 14 – Campaign Returns

Due to the complex nature of the amendments to Part 14—Campaign donations, the LGA has indicated that it will be providing an information sheet explaining the changes and the new requirements. At the time of preparing this report, the information sheet was not yet available.

 Returns for candidates – campaign donations and large gifts (Amendment to section 80 of the LG Elections Act)

Section 80 previously provided that all candidates (whether successful or not) must submit a campaign donation return to the council CEO within 30 days after the election.

Section 80 has been amended to provide that:

- candidates must now furnish <u>campaign donations return and large gifts returns</u>
- council no longer has responsibility for receiving returns, the <u>responsibility has shifted to the</u> <u>returning officer</u> (Electoral Commissioner) and
- campaign donations returns must now be furnished to the returning officer <u>at the prescribed</u> <u>times.</u>
- Campaign donation returns (Amendment to section 81 of the LG Elections Act)

Section 81 provides details of what campaign donations returns for candidates must set out. These requirements remain mostly unchanged, <u>with the following exceptions</u>:

• removal of the exemption for registered industrial organisations

- campaign donations returns need not set out the details that are included in a large gifts return and
- removal of the disclosure period for campaign donations returns (moved to section 81B).
- Large gift returns (New section 81A of the LG Elections Act)

Section 81A provides the requirements for the <u>new large gifts returns that candidates are required to</u> <u>furnish to the returning officer</u>. The value of the large gift to be recorded in the large gift return will be prescribed in the new regulation 11A of the Local Government (Elections) Regulations 2010.

• Disclosure period for returns (New section 81B to the LG Elections Act)

The disclosure period was previously set out in section 81 of the LG Elections Act and applied to campaign donations returns. It has now been moved to the new section 81B and <u>applies to campaign</u> <u>donations returns (section 81) and large gifts returns (section 81A)</u>.

• Certain gifts not to be received (Amendment to section 82 of the LG Elections Act)

Section 82(1) requires members of council to know the name and address of people making gifts over \$500. Section 82(2) imposes a similar prohibition on candidates and a person acting on behalf of a candidate. These are not new requirements.

Section 82(3) clarifies that a <u>reference to a gift made by a person includes a reference to a gift made</u> <u>on behalf of the members of an unincorporated association</u>. Previously, reporting obligations relating to unincorporated associations excluded a registered industrial organisation, however, a change to section 82(3)(b)(i) has removed the exemption that previously applied to a registered industrial organisation.

• Inability to complete return (Amendment to section 83 of the LG Elections Act)

Sections 80 to 86 regulate the requirements of candidates to provide 'returns', setting out information about campaign donations and gifts. Section 83 sets out a process to deal with circumstances where a person required to furnish a return has an inability to do so because they are unable to provide required particulars.

Previously, such a person had an obligation to provide specified information to the CEO of the council. As a result of the amendment to subsection 83(c), <u>that information must now be provided instead to the returning officer.</u>

• Amendment of returns (Amendment to section 84 of the LG Elections Act)

The amendments to section 84 are one of several changes to the LG Elections Act, which transfer powers and responsibilities from councils (and their officers) to ECSA (including its returning officers and other ECSA officers).

Section 84 sets out a process for people who have already furnished a return and later need to amend their return.

Section 84(1) now requires the person to first <u>request permission from the returning</u> officer (rather than the CEO) in order to make an amendment to their return.

Section 84(2) provides that this request must be <u>made in writing and lodged with the returning officer</u> (rather than the CEO).

Section 84(3) provides that, <u>if the returning officer (rather than the CEO)</u> is satisfied there is an error or omission in the return, <u>then the returning officer (rather than the CEO)</u> must either amend the return or permit the person making the request to amend the return.

• Failure to comply with Division 1 – returns (Amendment to section 86 of the LG Elections Act)

Where a person has failed to furnish a return, the consequential process is set out in section 86.

Subsection 86(1) now requires the <u>returning officer (instead of the council CEO) to inform a person</u> <u>that they have not furnished their return within the required time</u>. This notification must take place by registered mail (subsection 86(2)).

A drafting change has been made to subsection 86(3) to remove reference to the office of a member potentially becoming vacant pursuant to Chapter 5, Part 2 of the Local Government Act if they fail to submit a return from within the subsection and instead, placing it as a note under the subsection.

• Public inspection of returns (Amendment to section 87 of the LG Elections Act)

Previously, returns were submitted to council CEO's and there were obligations regarding provision of public access to the returns submitted. The changes to section 87 now assign <u>responsibility for the publication of returns to the returning officer</u>.

Subsection 87(1) requires the returning officer to keep copies of the returns at their principal office.

Subsection 87(2) requires the <u>returning officer (previously the CEO) to make copies of returns available</u> <u>on a website (nominated by the returning officer)</u>. The time they are given to complete this task is different for each type of return (i.e. large gifts returns, returns for campaign donations received during and after election campaigns).

• Record keeping requirements – returns (Amendment to section 89 of the LG Elections Act)

Section 89(1) provides that a person must take reasonable steps to keep in their possession all records relevant to completing a return under Part 14 of the LG Elections Act (campaign donations returns and large gifts returns).

Consistent with other changes to responsibility for management and receipt of returns, <u>the change to</u> <u>section 89(2)</u> replaces reference to the CEO with returning officer.

6. Supplementary Elections

• Supplementary elections (Amendment to section 6(2)(a), 6(2)(b) and 6(3), deletion of sections 6(7) and 6(8) and insertion of new section 6(7) to the LG Elections Act)

Historically, a supplementary election is generally required if a casual vacancy arises on council. The amendments <u>create a number of additional circumstances where a supplementary election will not</u> <u>need to be held</u>.

These new sections are very technical, with a large number of conditions and exemptions. It is the LGA's advice that, if/where a casual vacancy arises, councils should consult with the Electoral Commission of SA (ECSA) to obtain advice on whether a supplementary election is required in the circumstances.

There are three main circumstances where a supplementary election will not be required, one of which has not yet commenced (section 150(5) of the Review Act, amending section 6(2)(c) of the LG Elections Act) and so is not summarised within this report). The two current circumstances where a supplementary election will not be required are:

- 1. <u>In the 12-month period before a periodic election or a general election or</u>
- 2. If the vacancy:
 - o is not for the position of Mayor and
 - the council does not have wards and
 - the council has 9 or more members (excluding the mayor) and there is no more than one other vacancy and
 - the council has a policy at the time the vacancy occurs not to fill a casual vacancy until the next general election.

The above explanation is a simplified summary and does not fully explain all of the required conditions and exemptions relating to the conduct of supplementary elections in circumstances, noting that additional provisions are yet to commence.

In very simplified terms, the intention of the amendments is to avoid supplementary elections in the year after and the year before council periodic elections. That means most supplementary elections will occur in years two and three of the usual four-year term of a council.

When Regulations are released, setting out the countback method (Members will recall a report to Council's 23 August 2021 Ordinary Meeting – *Consultation on Casual Vacancy Election Countback Systems* – <u>click here to view</u>), and the remaining provisions are commenced the LGA will release an information paper explaining these changes in greater detail.

It is noted that, as a result of the recent Representation Review, following the November 2022 election, APC will meet the above criteria of not having wards and having 9 or more members, excluding the mayor and further consideration will be given to introduction of a policy of this nature, based on the most up to date advice from the LGA.

• Failure or avoidance of supplementary election (Amendment to section 8 of the LG Elections Act)

Section 8 of the LG Elections Act provides for circumstances where a supplementary election wholly or partially fails or is declared void. In these circumstances, an office or offices unfilled in the supplementary election can be filled by a decision of the council.

The <u>new 8(1a) clarifies the procedure</u> where:

- 1. a supplementary election has been held,
- the returning officer has declared a candidate or candidates elected pursuant to section 25 (i.e. an uncontested election)

3. however, an office or offices that were the subject of the supplementary election remain unfilled.

In these circumstances, the council is also entitled to fill an office or offices that were not filled in the (uncontested) supplementary election.

7. Miscellaneous/Other

• Prescribed value of a bribe (Amendment to section 57 of the LG Elections Act)

Section 57 of the LG Elections Act provides that a person who exercises violence or intimidation, or offers or gives a bribe, to induce a person to submit/withdraw candidature, or to influence a vote, or to interfere with the due course of an election, commits an offence. Any person who receives such a bribe is also guilty of an offence.

The amendment to section 57 has placed <u>limitations on the definition of a bribe so that food, drink</u> and entertainment will only be considered a bribe if it is of or above the prescribed value.

Regulation 11 of the Local Government (Elections) Regulations 2010 sets the prescribed value at \$20.

The result of this amendment is that any food, drink or entertainment given or received that is under \$20 will not be considered a bribe under section 57(3) of the LG Elections Act.

• Failure of election in certain cases (Amendment of section 7 of the LG Elections Act)

The circumstances where a local government election will be deemed to have 'wholly failed' have been expanded. Section 7 used to only apply when a candidate had died between the close of nominations and the close of voting.

Section 7(3) now provides that an election to fill one vacancy will <u>wholly fail if (i) a nominated candidate</u> dies or (ii) a nominated candidate becomes ineligible for election between the close of nominations <u>and the close of voting</u>.

Section 7(4) provides an election (to fill more than one vacancy) will also be taken to have <u>wholly failed</u> if two or more candidates die or become ineligible to be a candidate between the close of nominations and the close of voting.

Section 17 of the LG Elections Act sets out the requirements for a candidate to be eligible to stand for election.

In the case of a failed election, the filling of the position (or not filling it, in defined circumstances) will be regulated in accordance with the provisions of sections 6 (Supplementary elections) and 6A (Filling vacancy in certain circumstances), noting some of the provisions in sections 6 and 6A are yet to commence.

In the case of a failed supplementary election, the position will be filled in accordance with the provisions of section 8 of the LG Elections Act.

• Council may hold polls (Amendment to section 9 of the LG Elections Act)

Section 9 of the LG Elections Act permits councils to hold a poll whenever the council considers it is necessary, expedient or appropriate for a poll to be held.

The amendments to section 9(3) <u>remove the requirement to circulate a notice in a newspaper fixing a</u> day as polling day for the poll and instead requires the publication of the notice on the council's <u>website</u>. The amendment to section 9(6) provides the <u>returning office the discretion to determine</u> when voting at a poll will close. Previously section 9(6) specified the times at which voting would close.

• Section 93 – Regulations (Amendment to section 93 of the LG Elections Act)

Section 93(1) provides that the Governor may make such regulations as are contemplated by the LG Elections Act, or as are necessary or expedient for the purposes of the LG Elections Act.

The new section 93(1a) provides that <u>the regulations may provide that a matter or thing is to be</u> <u>determined</u>, <u>dispensed with</u>, <u>regulated or prohibited according to the discretion of the Electoral</u> <u>Commissioner or any prescribed authority</u>. This is a new power/discretion for the Electoral Commissioner (or any prescribed authority).

Removal of definition – registered industrial organisation (Amendment to section 4(1), 81(1)(e) and 82(3)(b)(i) of the LG Elections Act)

This amendment <u>removes the definition of 'registered industrial organisation'</u> from the LG Elections Act. The implications of this change is explained below:

- In section 81(1) campaign donation returns must include (amongst other things) gifts made on behalf of an unincorporated association. Previously, a 'registered industrial organisation' was exempted from the definition of an unincorporated association, for the purposes of this requirement. This exemption has been removed. As a consequence, if a candidate for election to an office of council receives a gift from a registered industrial organisation, and this organisation is an unincorporated association, then the information about the gift, specified in section 81(1)(e)(i) and (ii) must be included in a 'section 81' campaign donation return.
- Section 82 regulates gifts over the value of \$500. Elected members and candidates (or a person acting on behalf of a candidate) may not receive such a gift unless (amongst other things) they are aware of the name and address of the person making the gift. If the donor is an unincorporated association, then the recipient must know the name of the association and the names and addresses of each member of the executive committee of the association. Previously, a registered industrial organisation was exempted from this requirement. This amendment means, if an elected member or candidate (or person acting on behalf of a candidate) receives a gift valued over \$500 from a registered industrial organisation, and this organisation is an unincorporated association, then the donor must know the names and addresses of each member of the executive committee of the registered industrial organisation.

In short, the rules relating to reporting gifts have been changed so that <u>the exemption to report a gift</u> <u>received from a registered industrial organisation has been removed.</u>

Conclusion

This report is presented to provide Council, and the public, with a detailed overview of the Local Government Reform Program amendments which relate to the *Local Government (Elections) Act 1999*. With a general election to take place in November 2022, and various changes to the process as set out above, this update is timely. The LGA have advised that they will be updating their election materials in the lead up to the elections to reflect the various amendments.

RECOMMENDATION

"that Council, having considered Item 15.3 – *Amendments to the Local Government (Elections) Act 1999 – LG Reform,* dated 26 April 2022, receives and notes the report."

Attachments

Nil

References

Legislation Local Government Act 1999 (SA) Local Government (Elections) Act 1999 (SA) Statutes Amendment (Local Government Review) Act 2021 (SA)

<u>Council Policies/Plans</u> Strategic Plan 2021-2024 Proactive Leadership

	r	15.4	Library and Community Services Repor – January to March 2022			
	Adelaide Plains Council	Department:		Development and Community		
×,	Council	Report Au	ithor:	Manager Library and Community		
Date: 26 April 2022		Documen	t Ref:	D22/14476		

OVERVIEW

Purpose

To provide an update about the various events and programs developed and implemented by the Library and Community Services team during the first three months of 2022.

Discussion

Listed below are the events and programs that have been held since 4 January 2022 through to 31 March 2022.

Australia Day 2022

Council held its annual *Australia Day* celebrations at the Two Wells Oval on Wednesday 26 January 2022. Despite the uncertainty of COVID-19, and the hot and humid weather conditions on the day, approximately 150 people attended. Guests enjoyed a cooked breakfast, funded by Council and catered by the members of the *Two Wells Cricket Club*.

Council's Australia Day Ambassador, Mr Barry Lewis, a former long serving Police Superintendent and well known football umpire spoke about his keenness for visiting rural communities and the significance of Australia Day. Mayor Wasley then announced and presented certificates to the 2022 Australia Day Award recipients, as determined by Council Members at their Ordinary Council meeting on 13 December 2021.

Citizen of the Year – Mr Allan Parker

Australia Day Young Citizen of the Year – Ms Chloe Sharpe

<u>Community Project of the Year</u> – Dublin Cricket Club – update to Clubroom

<u>Community Group of the Year</u> – Two Wells Regional Action Team

Additionally three Adelaide Plains Council residents were conferred as Australian citizens. After the formalities, local *Country Fire Services (CFS)* members paid tribute and their respect to fallen *CFS* volunteer, Louise Hicks, who passed away whilst valiantly fighting a bushfire near Lucindale in January 2022. Guests observed a minute's silence before the signalling of a *CFS* fire truck which was parked at the Oval grounds.



Above - Young Citizen of the Year - Chloe Sharpe, Citizen of the Year - Allan Parker, both with Mayor Mark Wasley



Community Group of the Year - Two Wells Regional Action Team

Summer Reading Club (SRC) Party 2022

The Library service once again participated in the *National Summer Reading Club* program which aims to encourage children and young people, up to 17 years of age to enjoy reading, as well as patronising their local library service.

This year over 60 children registered their interest in the *Summer Reading Club* competition and 47 children completed reading their quota of at least ten books of their choice during the January 2022 school holidays.

On Wednesday 23 February 2022, Mayor Wasley hosted the *Summer Reading Club* party in the Two Wells Village Green. Children who were able to attend the party received their book prize and certificate from Mayor Wasley before tucking into an array of cakes and icy poles. Many families stayed after the event to appreciate the ambience of the Village Green. Those children who were not able to join in the afternoon's festivities, picked up their book prize and certificate at a later date from one of Council's libraries.



Mayor Mark Wasley and the children with their certificates at the Summer Reading Club party

Outdoor Cinemas

Over 150 people enjoyed watching "*The War with Grandpa*" at the Two Wells Oval on Friday 4 March 2022. On Friday 18 March 2022 over 100 people flocked to the Dublin Oval and watched "*Think like a dog.*" Cinema attendants at Dublin were treated to a spectacular sunset, followed by the rising of a full moon.

Both of the respective cricket clubs' canteens proved to be very well patronised which would have raised funds to support their clubs' endeavours.



Above - Outdoor Cinema – Two Wells



Above - Outdoor Cinema - Dublin

Malcolm Haines – Library guest speaker – 13 March 2022

Gawler based gardening expert Malcolm Haines was well received by over 50 guests who attended his inspirational talk at the Two Wells Bowling Club on Tuesday 15 March 2022. Malcolm Haines has transformed his own once-barren block into a thriving perennial food forest in the front; and a herbs and annual vegetables aqua-ponic system out the back. He is very proud of his creation *"Ligaya Garden"* which was featured on *ABC's Gardening Australia* television show last year. All plants in his garden serve a purpose, whether it is to reduce house heating/cooling costs, medicinal or provide food for his own family.



Above - Malcolm Haines with Jill Barclay and Valerie Vercoe

Citizenship Ceremony – Harmony Day – 21 March 2022

Two Adelaide Plains Council residents became Australian citizens on Monday 21 March 2022 at the Two Wells Council Chambers. After Mayor Wasley officiated at the ceremony, guests enjoyed morning tea where lamingtons were served. This citizenship ceremony was performed on *Harmony Day*, which was created in 1999 by the Federal Government of the day to celebrate our nation's diversity, aims to foster inclusiveness and respect and the idea that people of all different cultures can make a valuable contribution to society. Originally an Australian celebration, this day is now marked worldwide by conscientious citizens.



Above – new citizens Xuyen Luu and Linda Hennig with Mayor Wasley

Adelaide Plains Library Facebook Page

The Library's facebook page continues to promote library events and services, as well as providing informative posts from the District's history. The number of people following our facebook page continues to grow with just over 787 people 'following' our posts as of March 2022.

Below are two of our popular posts. As usual posts from Council's historical past are always well received and create a lot of interest.



Table 1 – Library Facebook statistics

Library Facebook Activity	April- June 2020	July- Sept 2020	Oct- Dec 2020	Jan- Mar 2021	April- June 2021	July- Sept 2021	Oct- Dec 2021	Jan- Mar 2022
Total number of posts	172 <i>(57)</i>	106 <i>(35)</i>	135 <i>(45)</i>	98 (32)	110 <i>(37)</i>	130 <i>(43)</i>	103 <i>(34)</i>	107 (36)
Total post views	37,807 12,602	22,303 <i>7,434</i>	32,966 <i>10,988</i>	47,854 <i>15,951</i>	25,846 <i>8,615</i>	86,944 <i>28,944</i>	19,332 <i>6,444</i>	28,812 <i>9,604</i>

(Monthly average in ITALICS)

The above table depicts Facebook statistics for the last two years.

Collaboration Agreement between the Libraries Board of South Australia and Local Government Association (LGA) South Australia 2022-2026

The *Libraries Board* and *LGA* announced in March 2022 that a Collaboration Agreement has been signed and executed by both parties. This documents sets out the long term library and information needs and priorities that both organisations will work towards. This Agreement recognises the importance of the *South Australian Public library Network* relations, with the state wide *OneCard* library management system being integral to the Network's success.

In June 2021, a ten year Memorandum for the funding of public libraries expired. Following negotiations between the *Libraries Board* and the *LGA* in late 2021/early 2022 the new Agreement has been signed and provides funding certainty until June 2026.

Forthcoming Library and Community events – April to June 2022

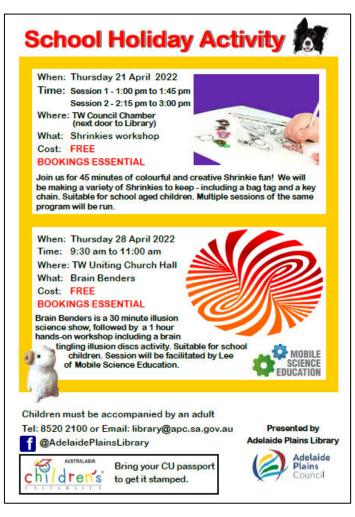
Below is a list of events and programs staff are currently working on.

April 2022 School Holidays

On Thursday 21 April 2022 at the Two Wells Council Chambers, staff will be hosting two sessions to show and assist children make their own 'shrinkies', including a bag tag and key chain which they can take home. Children will be able to design and colour their own creations onto a polystyrene plastic sheet, which is then 'baked' into an oven where it will be reduced to half of its size.

A "Brain Benders" illusion show, followed by a 'hands on' workshop will be held on Thursday 28 April 2022 at the Two Wells Uniting Church Hall.

The Library's school holiday programs are always popular and all sessions are already booked out.



National Volunteer Week celebrations – Monday 16 May 2022 to Sunday 22 May 2022

National Volunteer Week is Australia's largest annual celebration of volunteering. Not only does volunteering bring people together, it also builds communities. This year's theme is "*Better together.*"

Council's volunteers include members of the Mallala Museum and Justices of Peace who are available to assist on a Saturday morning at the Two Wells Library. Additionally, many dedicated residents serve on local community and sporting organisations.

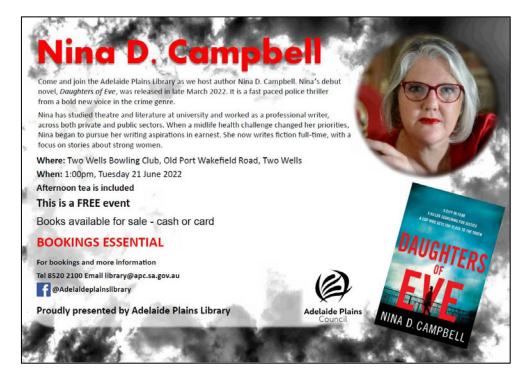
Council will once again be offering our volunteers the opportunity to enjoy a free movie and morning tea/light lunch. This year's featured film is "*The Duke*" starring Jim Broadbent and Dame Helen Mirren showing at the Gawler Cinema on Tuesday, 17 May 2022. Alternatively our volunteers will be able to redeem their Council issued ticket at any session during *Volunteer Week* (numbers will be capped).



Above - draft flyer

Nina D Campbell – author talk – 21 June 2022

South Australian author Nina D Campbell will be our guest speaker on Tuesday 21 June 2022 at the Two Wells Bowling Club. Her debut novel, *Daughters of Eve*, is a fast-paced police thriller from a bold new exciting voice in the crime genre.



"Being Digital" Sessions

The State Government of South Australia quarantined \$1 million dollars in the 2021/2022 financial year from its commitment to the state's public libraries' operational budget of \$20.7 million dollars. All public libraries were required to plan and run formal adult digital literacy programs, with assistance from *Public Library Services (PLS)*. Adelaide Plains Council was allocated \$3,730 (GST free) to assist staff with the provision of this mandatory program.

The *Libraries Board of South Australia* wrote to all councils in March 2022 supporting that 'unspent' funds for the "*Being Digital*" program can be carried over to the 2022/2023 financial year. "*Being Digital*" sessions are targeting people in our community who are not proficient with information technology and they need to be on-site to attend training sessions. The *Libraries Board* acknowledges that the ongoing COVID-19 pandemic has affected the willingness of people to attend this free training. Adelaide Plains Library staff have run some classes this financial year, and will continue to provide further training sessions in 2022/2023.

RECOMMENDATION

"that Council, having considered Item 15.4 – *Library and Community Services* – *Report* – *January to March 2022*, dated 26 April 2022, receives and notes the report."

Attachments

Nil

References

Legislation

Libraries Act 1982

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024



21.1 Crown Land, Two Wells – April 2022

RECOMMENDATION

"that:

- Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, Acting General Manager – Development and Community, Manager Governance and Administration/Minute Taker and Information Technology Support Officer, be excluded from attendance at the meeting of Council for Agenda Item 21.1 – Crown Land, Two Wells – April 2022;
- 2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.1 Crown Land, Two Wells April 2022 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 would on balance be contrary to the public interest; 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."

RECOMMENDATION

"that Council, having considered the matter of Item 21.1 – *Crown Land, Two Wells* – *April 2022* in confidence under sections 90(2) and 90(3)(b) of the *Local Government Act 1999,* resolves that:

- The report and Attachment 1 pertaining to Item 21.1 Crown Land, Two Wells April 2022 remain confidential and not available for public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;
- 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."



21.2 Parham Camping Reserve – Management and Road Closure

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, General Manager Governance and Executive Office, General Manager Finance and Business, General Manager Infrastructure and Environment, General Manager Development and Community, Manager Governance and Administration, Property Officer, Administration and Executive Support Officer/Minute Taker and Information Technology Support Officer be excluded from attendance at the meeting of Council for Agenda Item 21.2 Parham Camping Reserve Management and Road Closure;
- 2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.2 Parham Camping Reserve Management and Road Closure concerns commercial information the disclosure of which could reasonably be expected to prejudice the commercial position of Council, being information relating to ongoing negotiations regarding management of the Parham Camping Reserve and would on balance be contrary to the public interest; 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."

RECOMMENDATION

"that Council, having considered the matter of Item 21.2 – *Parham Camping Reserve* – *Management and Road Closure* in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:

- The report pertaining to Item 21.2 Parham Camping Reserve Management and Road Closure remain confidential and not available for public inspection until further order of the Council, except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;
- 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."