NOTICE OF COUNCIL MEETING

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

The Ordinary Meeting of the

Adelaide Plains Council

will be held in

Council Chambers
Redbanks Road
Mallala

on

Monday, 19 June 2017, 6.30 pm

James Miller
CHIEF EXECUTIVE OFFICER
AGENDA

1 ATTENDANCE RECORD
1.1 Present
1.2 Apologies
1.3 Not Present/Leave of Absence
   James Miller, Chief Executive Officer – Attending Australian Local Government Association National Congress - Canberra

2 MINUTES
2.1 Confirmation of Council Minutes – Ordinary meeting held 15 May 2017
2.2 Confirmation of Council Minutes – Special meeting held 22 May 2017

3 BUSINESS ARISING

4 ADJOURNED BUSINESS
4.1 Australian Local Government Association National General Assembly
4.2 Audit Committee meeting 5 June 2017 Recommendation – Gawler River Floodplain Management Authority
4.3 Gawler River Floodplain Management Authority – Draft 2017-2020 GRFMA Business Plan and the 2017/18 Draft GRFMA Budget
4.4 Gawler River Floodplain Management Authority – Audit Committee

5 DECLARATION OF MEMBERS’ INTEREST (material, actual, perceived)

6 OPEN FORUM

COMMUNICATIONS

7 MAYOR’S REPORT
7.1 Meetings and Discussions

8 REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED
### DEPUTATIONS AND PRESENTATIONS

#### 9 DEPUTATIONS

9.1 Brenton Bell OAM – President, Mallala and Districts Lions Club – Mallala Short Term Stay Grounds

#### 10 PRESENTATIONS/BRIEFINGS

10.1 Steven Griffiths MP Member for Goyder

10.2 Arcadis / Alinta Energy - Open Cycle Gas Turbine Power Project
   - Greg Harrison - Infrastructure Director, Arcadis
   - Gray Bryant - General Manager Power Development, Alinta Energy
   - Huw Adler - Business Development Manager, Alinta Energy
   - Belinda Woite – Stakeholder Engagement Manager, Gould Thorpe Planning

#### 11 PETITIONS

11.1 Review of Parham Camp Ground Stay Period

#### 12 COMMITTEE RECOMMENDATIONS

12.1 Audit Committee – minutes of meeting held 5 June 2017

#### 13 ASSOCIATED ORGANISATIONS

13.1 Legatus Group – minutes of meeting held 19 May 2017

### REPORTS

#### 14 REPORTS FOR DECISION

14.1 Gawler River Floodplain Management Authority – Board Proxy Membership Appointment

14.2 Policy Review – Public Consultation Policy

14.3 Event Management Policy Introduction

14.4 Pinery Fire – Development Application Fees

14.5 Draft Strategic Plan 2017-2020 for Public Consultation


#### 15 REPORTS FOR INFORMATION

15.1 Council Resolutions/Actions Report
15.2 Mallala Heritage War Memorial Upgrade – Grant Application
15.3 Mallala CWMS update
15.4 Short Stay Accommodation Policy update
15.5 2017-2020 Regional Strategic Tourism Plan for the Yorke Peninsula
15.6 Northern Food Bowl Protection Areas Development Plan Amendment – Status Update

MATTERS RAISED BY MEMBERS

16 QUESTIONS ON NOTICE
Nil

17 QUESTIONS WITHOUT NOTICE

18 MOTIONS ON NOTICE
18.1 Rescind Motion 2015/281 – Proposed Relocation of Council’s Principal Office to Two Wells
18.2 Sealing of Coats Road, Two Wells

19 MOTIONS WITHOUT NOTICE

20 URGENT BUSINESS

21 CONFIDENTIAL ITEMS
21.1 Development – Assessment Panels Memberships and Delegations

22 CLOSURE
Items:

2.1 Confirmation of Council Minutes – Ordinary meeting held 15 May 2017

RECOMMENDATION

“That the minutes of the Ordinary Council meeting held on Monday 15 May 2017 (MB Folios 13526 to 13539, inclusive), be accepted as read and confirmed.”

2.2 Confirmation of Council Minutes – Special meeting held 22 May 2017

RECOMMENDATION

“That the minutes of the Ordinary Council meeting held on Monday 22 May 2017 (MB Folios 13540 to 13543, 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 IN

Council Chambers
Redbanks Road,
Mallala

on

Monday, 15 May 2017
1. ATTENDANCE RECORD

1.1 Present:

Mayor A J (Tony) Flaherty OAM JP
Cr Melville Lawrence
Cr Terry-Anne Keen
Cr Eddie Stubing
Cr Stephen Jones
Cr P D (Joe) Daniele
Cr Carmine Di Troia
Cr Karen McColl
Cr Anne Picard

Also in Attendance:

Chief Executive Officer Mr James Miller
General Manager, Governance and Communications Ms Sheree Schenk
General Manager, Infrastructure Mr Martin Waddington
General Manager, Finance and Economic Development Mr Rajith Udugampola
General Manager, Development and Community Mr Robert Veitch
Minute Secretary Ms Andrea Post

1.2 Apologies:

Cr S M (Marcus) Strudwicke

1.3 Not Present / Leave of Absence:

Nil
2. CONFIRMATION OF MINUTES

2.1 Moved Cr Lawrence Seconded Cr Keen 2017/113

“that the minutes of the Ordinary Council meeting held on Tuesday 18 April 2017 (MB Folios 13503 to 13525, inclusive), be accepted as read and confirmed, subject to the inclusion of the following:-

Moved Cr Keen Seconded Cr Lawrence 2017/099

“that Council, having considered Item 12.5.2 – Camping Reserves, dated 18 April 2017,

1. Charge a fee of $10 per site per night applied to both Parham and the new Mallala camp ground and a coin operated timer be retrofitted to the existing shower at the Mallala oval set at $2 for a 7 minute shower.”

CARRIED

to be inserted following resolution number 2017/098, with all subsequent resolution and page numbers to be amended accordingly.”

CARRIED

3. BUSINESS ARISING

Nil

4. ADJOURNED BUSINESS

Nil

5. DECLARATION OF MEMBERS’ INTEREST (material, actual, perceived)

Councillor Karen McColl declared a perceived interest in Item 15.5 – Regional Youth Bus Project, as she is employed by Barossa Lower North Futures Flexible (BLNF) and will leave the Chamber when the item is considered by the Elected Body.

6. OPEN FORUM

The Mayor sought leave of the meeting to suspend Part 2 of the Local Government Act (Procedures at Meetings) Regulations 2013, for a period of 20 minutes to facilitate ‘Open Forum’. The meeting was suspended at 6.32 pm.
The following speakers addressed Council in relation to Open Forum:

6.1  **John Lush**  *Mallala*

**Barb Reid**  *Parham*

The meeting resumed at 6.41 pm.

7.  **MAYOR’S REPORT**

7.1  Meetings and Discussions

18 April 2017  
Ordinary Council Meeting

19 April 2017  
Mayor/ Deputy Mayor/ CEO and General Manager, Governance and Communications  
Ordinary Council Meeting

20 April 2017  
LGA Ordinary General Meeting and Conference

21 April 2017  
LGA Ordinary General Meeting and Conference

McArthur meeting – re Annual CEO Review Process

25 April 2017  
Anzac Day Civic Duties

30 April 2017  
Development Inspection – Gawler River Road

1 May 2017  
Governance Matters – Mayor/ Deputy Mayor/ CEO and General Manager, Governance and Communications

3 May 2017  
Mayor and CEO Meeting

9 May 2017  
Mayor / CEO and EA Administration Meeting

10 May 2017  
McArthur meeting – re Annual CEO Review Process
7.2 Request for Deputation Denied – Update to Elected Body

Moved Cr Lawrence Seconded Cr Di Troia 2017/114

“that Council, having considered Item 7.2 – Request for Deputation Denied – Update to Elected Body, dated 15 May 2017, receives and notes the report.”

CARRIED

8. REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED

Nil

9. DEPUTATIONS

9.1 Mr Alvin Jenkin gave a 10 minute deputation to the Elected Members seeking support to review the Short Stay Accommodation Policy in consultation with the community.

Councillor Jones sought, and was granted, leave of the meeting to move Item 18.1 – Short Stay Accommodation Policy Review forward.

18. MOTIONS ON NOTICE

18.1 Short Stay Accommodation Policy Review

Moved Cr Jones Seconded Cr Keen 2017/115

"that the next Short Stay Accommodation Policy Review be brought forward to June 2017 in conjunction with community and stakeholder consultation with view to include any changes or issues identified from community and stakeholder consultation updated into forward review."

CARRIED

Moved Cr McColl Seconded Cr Lawrence 2017/116

"that administration undertake a review of Council’s Public Consultation Policy and bring a report back to the June 2017 meeting, with a focus of viewing the activities that form part of appendix one and align with the various levels of consultation."

CARRIED
10. PRESENTATIONS / BRIEFINGS
Nil

11. PETITIONS
Nil

12. COMMITTEE RECOMMENDATIONS

12.1 Audit Committee – meeting held 10 April 2017
Moved  Cr Jones  Seconded  Cr McColl  2017/ 117
“that Council receives and notes the minutes of the Audit Committee meeting held 10 April 2017.”
CARRIED

Moved  Cr Lawrence  Seconded  Cr Stubing  2017/ 118
“that Council endorses the recommendations of the 10 April 2017 Audit Committee meeting, by consideration of the application of a special rate to finance Council’s contractual obligations with Hickinbotham Group associated with Eden and Liberty development in Two Wells applicable only to properties in those two developments subject to consideration of the Long Term Financial projections of revenue and expenses associated with the development.”
CARRIED

12.2 Mallala and Districts Historical Committee – meeting held 3 May 2017
Moved  Cr McColl  Seconded  Cr Keen  2017/ 119
“that Council receives and notes the minutes of the Mallala and Districts Historical Committee meeting held 3 May 2017.”
CARRIED
13. ASSOCIATED ORGANISATIONS

13.1 Gawler River Floodplain Management Authority – minutes of meeting held 28 April 2017

Moved Cr McColl
Seconded Cr Picard

2017/120

“that Council receives and notes the minutes of the Gawler River Floodplain Management Authority meeting held 28 April 2017.”

CARRIED

13.1 Gawler River Floodplain Management Authority – minutes of meeting held 28 April 2017

Moved Cr Jones
Seconded Cr Keen

2017/121

“that Council staff immediately initiate the appropriate procedures to allow Adelaide Plains Council to withdraw from Gawler River Floodplain Management Authority.”

Cr Picard called a Point of Order stating that the discussion is getting off topic.

The Mayor did not accept the Point of Order.

CARRIED

Division

Councillor Jones called for a division.

The Mayor declared the vote set aside.

Members voting in the affirmative: Councillors Lawrence, McColl, Picard, Jones, Stubing, Daniele, Keen and Di Troia.

Those voting in the negative: No votes.

The Mayor declared the motion CARRIED

14. REPORTS FOR DECISION

14.1 Waiving Development Application Fees – Dublin History Group Inc.

Moved Cr Jones
Seconded Cr Lawrence

2017/122

“that Council, having considered Item 14.1 – Waiving Development Application Fees – Dublin History Group, dated 15 May 2017, receives and notes the report and in doing so:-

1. endorses the Chief Executive Officer to authorise and waive Council Development Application Fees, inclusive of the DEWNR (Heritage Branch) Application Fee.”

CARRIED
14.2 Asset Management Plan

Moved Cr Jones  Seconded Cr Lawrence  2017/ 123

“That Council, having considered Item 14.2 - Asset Management Plan, 15 May 2017, receives and notes the report and in doing so adopts the Asset Management Plan as presented in Attachment 1 to this Report.”

CARRIED

14.3 2016/2017 - Mid-Year Budget Review

Moved Cr Lawrence  Seconded Cr Keen  2017/ 124

“That Council, having considered Item 14.3 – 2016/2017 - Mid-Year Budget Review, dated 15 May 2017, receives and notes the report and in doing so:-

1. Receives and notes the project progress reports contained in Attachment A; and

2. Pursuant to Regulation 9 (1) (a) of the Local Government (Financial Management) Regulations 2011, the updated Budgeted Financial Statements as contained within Attachment B be adopted.”

CARRIED

14.4 2016/2017 - Third Budget Update Report

Moved Cr Lawrence  Seconded Cr Stubing  2017/ 125

“That Council, having considered Item 14.4 – 2016/2017 - Mid-Year Budget Review, dated 15 May 2017, receives and notes the report and in doing so:-

1. Receives and notes the project progress reports contained in Attachment 1; and

2. Pursuant to Regulation 9 (1) (a) of the Local Government (Financial Management) Regulations 2011, the updated Budgeted Financial Statements as contained within Attachment 2 be adopted.”

CARRIED
14.5 Discretionary Fees and Charges 2017/2018

Moved Cr Daniele                  Seconded Cr Keen  2017/126

“that Council, having considered Item 14.5 – *Discretionary Fees and Charges 2017/2018*, dated 15 May 2015, receives and notes the report and in doing so adopts the draft Schedule of discretionary Fees and Charges for the 2017/2018 Financial Year as detailed in Attachment 1 with a change to the 2017/2018 fee for the Advertising to be $390.”

CARRIED


Moved Cr Lawrence                  Seconded Cr Di Troia  2017/127

“that Council, having considered Item 14.6 – *Draft 2017/2018 Annual Business Plan, Budget and Long Term Financial Plan – Consideration of Public Submissions*, dated 15 May 2017, receives and notes the report and in doing so:

1. that written submissions which have been received in respect to the Draft 2017/2018 Annual Business Plan and Long Term Financial Plan be received and noted and where appropriate, the relevant plans be amended for consideration and final adoption by the Council at the general Council meeting scheduled to be held on 19 June 2017; and

2. that the residents and organisations who have made written submissions in respect to the Draft 2017/2018 Annual Business Plan and Long Term Financial Plan be thanked and advised of the Council’s decision in respect to their submissions.”

CARRIED

14.7 Central Local Government Region of South Australia (referred to as Legatus Group) - Charter

Moved Cr Lawrence                  Seconded Cr Stubing  2017/128

“that Council, having considered Item 14.7 – *Central Local Government Region of South Australia (referred to as Legatus Group) - Charter*, dated 15 May 2017, receives and notes the report and in doing so:

1. Adopts the amended Charter as provided in Attachment 1; and
2. Instructs administration to provide an update of Council’s resolution to the Board of Management of the Central Local Government Region of South Australia (referred to as Legatus Group).”

CARRIED

15. REPORTS FOR INFORMATION

15.1 Barossa Regional Procurement Group

Moved Cr McColl     Seconded Cr Picard 2017/129

“that Council, having considered Item 15.1 – Barossa Regional Procurement Group, dated 15 May 2017, receives and notes the report.”

CARRIED

15.2 Council Resolutions / Actions Report

Moved Cr McColl     Seconded Cr Keen 2017/130

“that Council, having considered Item 15.2 – Council Resolutions/Action Report, dated 15 May 2017, receives and notes the report.”

CARRIED

15.3 Draft Adelaide International Bird Sanctuary Management Plan Consultation

Moved Cr Jones     Seconded Cr Keen 2017/131

“that Council, having considered Item 15.3 – Draft Adelaide International Bird Sanctuary Management Plan Consultation, dated 15 May 2017, receives the report and in doing so, endorses the proposed feedback to DEWNR.”

CARRIED

15.4 Cat Management

Moved Cr Lawrence     Seconded Cr McColl 2017/132

“that Council, having considered Item 15.4 – Cat Management, dated 15 May 2017, receives and notes the report.”

CARRIED
At this juncture, 8.32 pm Cr McColl left the Chamber as a perceived interest had been declared in Item 15.1 – *Regional Youth Bus Project Options*, as Cr McColl is employed by Barossa Lower North Futures Flexible (BLNF).

At this juncture, 8.32 pm Cr Di Troia left the Chamber.

15.5 Regional Youth Bus Project

Moved Cr Lawrence  Seconded Cr Jones  2017/ 133

“that Council, having considered Item 15.5 – *Regional Youth Bus Project*, dated 15 May 2017, receives and notes the report and that the Chief Executive Officer writes to Barossa Light North Futures and member Councils associated with the Regional Youth Bus Project and advise them that the Adelaide Plains Council will not be entering into another Agreement.”

CARRIED

At this juncture, 8.34 pm Cr McColl returned to the Chamber.

15.6 Lewiston Playground - 210 Hayman Road

Moved Cr Lawrence  Seconded Cr Picard  2017/ 134

At this juncture, 8.35 pm Cr Di Troia returned to the Chamber.

“that Council, having considered Item 15.6 – *Lewiston Playground - 210 Hayman Road, Monday May 2017*, receives and notes the report and in doing so:-

1. Resolves not to replace the fencing around the playground equipment, to allow for future expansion.”

CARRIED

Division

Councillor Daniele called for a division.

The Mayor declared the vote set aside.

Members voting in the affirmative: Councillors Lawrence, Picard, Jones, Stubing and Keen.

Members voting in the negative: Councillors McColl, Daniele and Di Troia.

The Mayor declared the motion CARRIED
15.6 Lewiston Playground - 210 Hayman Road

Moved Cr Stubing Seconded Cr Lawrence 2017/135

“that Council, having considered Item 15.6 – Lewiston Playground - 210 Hayman Road, Monday May 2017, receives and notes the report and in doing so:-

1. Endorses $10,000 to the 2016/2017 budget to complete the remaining upgrade of the playground as per the Local Government Stimulation funding signed agreement deed.”

Cr Jones called for a Point of Order.
The Mayor did not make a ruling.

Cr Stubing called for a Point of Order as the Members were not resolving the decision of part two of the motion.
The Mayor did not make a ruling.

CARRIED

15.7 Salt Creek Remediation

Moved Cr Jones Seconded Cr Stubing 2017/136

“that Council, having considered Item 15.7 – Creek Remediation, dated 15 May 2017, receives and notes the report.”

CARRIED

15.8 Mallala – Short Stay Camping Facility Update

Moved Cr Lawrence Seconded Cr Stubing 2017/137

“that Council, having considered Item 15.8 – Mallala – Short Stay Camping Facility Update, 15 May 2017, receives and notes the report.”

CARRIED

15.9 Coastal Settlements Speed Limit Reduction Investigation

Moved Cr Jones Seconded Cr Stubing 2017/138

“that Council, having considered Item 15.9 – Coastal Settlements Speed Limit Reduction Investigation, 15 May 2017, receives and notes the report.”

CARRIED
15.10 Related Party Transactions
Moved Cr Keen Seconded Cr McColl 2017/ 139
CARRIED

15.11 Donation of Water Tanks – Pinery Fire Ground Update
Moved Cr Daniele Seconded Cr Jones 2017/ 140
“That Council, having considered Item 15.11 – Donation of Water Tanks – Pinery Fire Ground Update, 15 May 2017, receives and notes the report.”
CARRIED

15.12 Exemption from Annual CWMS Service Charge
Moved Cr Keen Seconded Cr Lawrence 2017/ 141
“That Council, having considered Item 15.12 – Exemption from Annual CWMS Service Charge, dated 15 May 2017, receives and notes the report.”
CARRIED

16. QUESTIONS ON NOTICE
Nil

17. QUESTIONS WITHOUT NOTICE
Not recorded in Minutes in accordance with Regulation 9(5) of the Local Government (Procedures at Meetings) Regulations 2013.

19. MOTIONS WITHOUT NOTICE
19.1 Council Development Assessment Panel Recruitment Panel
Moved Cr Lawrence Seconded Cr Keen 2017/ 142
“That Council appoints the following Elected Member(s) to sit on the Recruitment Panel for the Independent Membership composition of the Council Development Assessment Panel:-

1. Councillor Jones; and
2. Mayor Flaherty.”
CARRIED
20. **URGENT BUSINESS**

20.1 Australian Local Government Association National General Assembly – Canberra

Moved Cr Lawrence  
Seconded Cr Keen  

2017/ 143

“that Council appoints the Chief Executive Officer, Mr James Miller, to be the delegate for Adelaide Plains Council at the Australian Local Government Association National General Assembly to be held in Canberra from 18 – 21 June 2017.”

CARRIED

21. **CONFIDENTIAL ITEMS**

Nil

22. **CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 9.21 pm.

Confirmed as a true record.

Mayor: ...............................................................

Date: ___/___/___
MINUTES

of

Special Council Meeting

Pursuant to the provisions of section 83 (2) of the Local Government Act 1999

HELD IN

Council Chambers
Redbanks Road,
Mallala

on

Monday, 22 May 2017
The Mayor formally declared the meeting open at 6.00 pm.

1. **ATTENDANCE**

1.1 **Present:**
Mayor A J (Tony) Flaherty OAM JP  
Cr Melville Lawrence  
Cr S M (Marcus) Strudwicke  
Cr Stephen Jones  
Cr Carmine Di Troia  
Cr P D (Joe) Daniele  
Cr Terry-Anne Keen  
Cr Eddie Stubing (from 6.05 pm)

Also in Attendance:
General Manager, Infrastructure  
Mr Martin Waddington  
General Manager, Finance and Economic Development  
Mr Rajith Udugampola  
General Manager, Development and Community  
Mr Robert Veitch  
Governance Support Officer  
Mr Rob Adam  
Minute Taker  
Ms Andrea Post

1.2 **Apologies**
Cr Karen McColl  
Cr Anne Picard

1.3 **Not Present / Leave of Absence**
Nil

2. **ITEMS FOR DECISION**

2.1 Mallala Camping Grounds – Mallala Lions Club Proposal

**Council Resolution 2017/ 144**

Moved  
Cr Strudwicke  
Seconded  
Cr Lawrence

At this juncture, 6.05 pm Cr Stubing entered the chamber.

“that Council, having considered Item 2.1 – *Mallala Camping Ground – Mallala Lions Club Proposal*, dated 22 May 2017, receives and notes the report and in doing so: -

1. instructs the Chief Executive Officer to continue to liaise with the Mallala Lions Club Executive with a view of negotiating appropriate terms and conditions for the advancement of a more permanent camping ground solution at Mallala.”

**CARRIED**
2.2 Konzag Grains – Proposed Lease

**Council Resolution 2017/ 145**

Moved Cr Strudwicke Seconded Cr Lawrence

“that Council, having considered Item 2.2 – Konzag Grains – Proposed Lease dated 22 May 2017, receives and notes the report; and:-

1. authorises the Chief Executive Officer to seek the assistance of Norman Waterhouse Lawyers and to negotiate and finalise the Lease Agreement between Council and Konzag Grains Trust (ABN 81138435749) for the leasing of portion of Allotment 1 DP 21725, Limerock Road, Lower Light, comprised in Certificate of Title Volume 5443 Folio 710, for an initial term of two years;

2. authorises, pursuant to Sections 38 and 44 of the *Local Government Act 1999*, the Mayor and Chief Executive Officer to execute the lease agreement between the Adelaide Plains Council and Konzag Grains Trust;

3. that subject to Konzag Grains Trust agreeing to the additional terms and conditions as detailed in the report, Council permit them to occupy the land prior to the lease agreement being executed to allow them to commence seeding for the 2017 season; and

4. that Konzag Grains Trust be advised that they will be responsible for all legal costs incurred for the drafting of lease agreements.”

**CARRIED**

2.3 Cemeteries Policy Review

**Council Resolution 2017/ 146**

Moved Cr Strudwicke Seconded Cr Lawrence

“that Council, having considered Item 2.3 – Cemeteries Policy Review, dated 22 May 2017, receives and notes the report and in doing so:-

1. adopts the amended Cemetery Policy as identified in Attachment 1 to this report.”

**CARRIED**
2.3  Council Resolution

**Moved**  Cr Lawrence  **Seconded**  Cr Keen

“that Council, having considered Item 2.3 – *Cemeteries Policy Review*, dated 22 May 2017, instructs the Chief Executive Officer to commence a process reviewing the capacity of all cemeteries with a view to identifying appropriate land for future burials.”

CARRIED

2.4  Regional Subsidiaries and Board Membership

**Council Resolution**

**Moved**  Cr Strudwicke  **Seconded**  Cr Jones

“that Council, having considered Item 2.4 – *Regional Subsidiary and Board Membership*, dated 22 May 2017, receives and notes the report.”

CARRIED

3.  CLOSURE

There being no further business, the Mayor declared the meeting closed at 6.39 pm.

Confirmed as a true record.

Mayor: .........................................................................................

Date: _____/____/____
Items:

4.1 Australian Local Government Association National General Assembly

4.2 Audit Committee meeting 5 June 2017 Recommendation – Gawler River Floodplain Management Authority

4.3 Gawler River Floodplain Management Authority – Draft 2017-2020 GRFMA Business Plan and the 2017/18 Draft GRFMA Budget

4.4 Gawler River Floodplain Management Authority – Audit Committee
In the absence of a quorum present, at 5.15 pm, the Presiding Member adjourned the meeting.

1. ATTENDANCE

1.1 Present:
Mayor A J (Tony) Flaherty OAM JP
Cr S M (Marcus) Strudwicke
Cr P D (Joe) Daniele
Cr Carmine Di Troia

Also in Attendance:
Chief Executive Officer Mr James Miller
Minute Taker Ms Andrea Post

1.2 Apologies
Cr Karen McColl
Cr Terry-Anne Keen
Cr Melville Lawrence
Cr Stephen Jones
Cr Anne Picard

1.3 Not Present
Cr Eddie Stubing
EXECUTIVE SUMMARY

- Each year the Australian Local Government Association (ALGA) hosts a National General Assembly (NGA) for its members in Canberra.
- The NGA provides an opportunity for councils to engage with the Australian Government to discuss and debate national issues and policy matters.
- At its meeting held 18 April 2017, Council delegated the authority to the Chief Executive Officer to finalise the wording of any motions to be submitted to the ALGA NGA. A motion regarding cost shifting was subsequently submitted.
- At its meeting held 15 May 2017, Council appointed the Chief Executive Officer to be the delegate for Adelaide Plains at the ALGA to be held in Canberra from 18 – 21 June 2017.
- Subsequent to this, and in the absence of any interest from members at the 18 April 2017 Council Meeting, the Mayor has expressed interest in also attending the NGA and represent Adelaide Plains Council.
- Mayor Flaherty, as recently as last week, has advised the Chief Executive Officer that he is now unable to attend the ALGA NGA.

RECOMMENDATION(S)

“that Council, having considered Item 4.1 – Australian Local Government Association National General Assembly, dated 19 June 2017, receives and notes the report and in doing so:-

1. acknowledges that Mayor Flaherty’s was not able to attend the ALGA National General Assembly to be held in Canberra on 18 – 21 June 2017; and
2. acknowledges that Mayor Flaherty can not be the Council Delegate with voting rights at the ALGA National General Assembly.”
EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the recommendation of the Audit Committee meeting held on 5 June 2017 relating to the Gawler River Floodplain Management Authority – Withdrawal from Regional Subsidiary, which is provided for below:-

4.1 Gawler River Floodplain Management Authority – Withdrawal from Regional Subsidiary

Committee Resolution 2017/021

Moved Mayor Flaherty Seconded Cr Lawrence

“that the Committee, having considered Item 4.1 - Gawler River Floodplain Management Authority – Withdrawal from Regional Subsidiary, dated 5 June 2017 receives and notes the report and in doing so recommends that in order to progress actions associated with Council Resolution 2017/121 the Committee recommends:-

1. That a report be provided to the Council outlining the financial costs and risk associated with proceeding with membership with the GRFMA or alternatively withdrawing from the GRFMA; and

2. In consideration of the above, Council duly considers its position in respect of activating Clause 20 of the GRFMA Charter (Dispute Resolution) in regard to the GRFMA’s apparent unwillingness to review Council contributions.”

CARRIED

RECOMMENDATION(S)

“that Council having considered Item 4.2 – Audit Committee meeting 5 June 2017 Recommendation – Gawler River Floodplain Management Authority, dated 19 June 2017, endorses the Audit Committee resolution number 2017/021 and in doing so, resolves that in order to progress the actions associated with Council Resolution 2017/121:-

1. a report be provided to the Council outlining the financial costs and risk associated with proceeding with membership with the GRFMA or alternatively withdrawing from the GRFMA; and

2. in consideration of the above, Council duly considers its position in respect of activating Clause 20 of the GRFMA Charter (Dispute Resolution) in regard to the GRFMA’s apparent unwillingness to review Council contributions.”
EXECUTIVE SUMMARY

- The purpose of this report is to introduce and seek Council’s endorsement of the Draft 2017-2020 GRFMA Business Plan and GRFMA Budget 2017 – 2018.
- Prior to setting the draft budget each year the Authority must review the Business Plan in conjunction with the Constituent Councils. The Business Plan must be updated to ensure it presents a plan for the ensuing three years.
- The budget must be consistent with and account for activities and circumstances referred to in the Authority’s business plan and must be submitted in draft form to each Constituent Council before 31 March for approval of its contribution for the year.
- The budget must not be adopted by the Authority until after 31 May but before 30 September.
- The out of session report (Attachment 1) from the Executive Officer GRFMA provides information on the draft 2017-2020 GRFMA Business plan and the 2017/18 draft GRFMA budget.

RECOMMENDATION(S)

“that Council, having considered Item 4.3 – Gawler River Floodplain Management Authority – Draft 2017-2020 GRFMA Business Plan and the 2017/18 Draft GRFMA Budget, dated 19 June 2017, receives the report and in doing so:-

2. notes that the GRFMA Executive Officer’s 2017/18 draft budget report to the GRFMA proposes that;
   • The preferred 2017/18 draft GRFMA Budget provision is Scenario 1 which provides a revenue increase of 4% with further consideration of 2016/17 extraordinary road access cost of $60,000 to be met from reserves; and
   • Councils be advised to note the impending $27 Million Northern Floodway project proposal in 2017/18 in their budget discussion and that a separate consultation process at the relevant time, will be undertaken by the GRFMA on the solution designs, costings and funding mechanisms required by Local, State and Federal Governments and other funding partners. Councils and the GRFMA should then subsequently agree the most appropriate process to recognise and achieve required council contributions; and
3. acknowledges that Adelaide Plains Council has missed the opportunity to provide feedback on the relevant considerations regarding the proposed draft Business Plan and Draft Budget, as proposals and advice were to be presented to the 15 June 2017 GRFMA meeting.”
EXECUTIVE SUMMARY

- The Gawler River Floodplain Management Authority (GRFMA) sought expressions of interest for the position of Independent Chair and for two members on the Audit Committee.
- In accordance with the GRFMA resolution, Council approval is now sought for appointment of the GRFMA Audit Committee.

RECOMMENDATION(S)

“that Council, having considered Item 4.4 - Gawler River Flood Management Authority – Audit Committee dated 19 June 2017, receives and notes the report and in doing so:

1. approves the proposed membership of the GRFMA Audit Committee; and
2. authorises administration to provide the resolution of Council to GRFMA.”
Activities and Meetings attended

15 May 2017
Pre Council meeting with Chief Executive Officer and General Managers
Ordinary Council Meeting

16 May 2017
Debrief meeting with Chief Executive Officer

18 May 2017
Meeting with Chief Executive Officer re Mallala CWMS

19 May 2017
Meeting with ratepayer in Two Wells re development matter

22 May 2017
Strategic Plan Workshop
Special meeting of Council
Budget Workshop

25 May 2017
Meeting with Chief Executive Officer and McArthur (via phone hook up)

26 May 2017
Meeting with Chief Executive Officer re GRFMA

28 May 2017
Meeting with Chief Executive Officer re various matters – North Adelaide

29 May 2017
CEO Performance Review Committee meeting

30 May 2017
Meeting with staff re various matters

2 June 2017
Meeting with Chief Executive Officer and Jon Gee MP

4 June 2017
Meeting with Chief Executive Officer re various matters – North Park

5 June 2017
Audit Committee Meeting
Strategic Planning Workshop
CDAP Independent Member Panel Interviews
Meeting Procedures Workshop

7 June 2017
CDAP Independent Member Panel Interviews

8 June 2017
Governance Advisory Panel Meeting
Special Council Meeting

13 June 2017
Mayor and Chief Executive Officer agenda settlement meeting
Items:

9.1 Brenton Bell OAM – President, Mallala and Districts Lions Club
   1. Seeking approval from Adelaide Plains Council for Mallala and Districts
      Lions Club to reopen the Short Stay Camping Ground, Mallala, situated
      outside of the Mallala Oval on the dirt road,
   2. Request that Adelaide Plains Council establish and adopt bylaws for the
      Short Stay Camping Ground,
   3. Adelaide Plains Council to approve in principal a 25 + 25 year peppercorn
      lease to the Mallala and Districts Lions Club for the proposed site,
   4. That a Memorandum of Understanding between Adelaide Plains Council
      and Mallala and Districts Lions Club be drafted and adopted, and
   5. The Adelaide Plains Council approve that Mallala and Districts Lions Club
      develop a proposed “walking trail area” to include bike tracks for children
A petition, addressed to the CEO, containing 153 signatures stating that:

**Petition for the Review of Parham Camp Ground Stay Periods**

The signatories have raised the following matters:

- Request to review the conditions of the camp ground in consultation with the residents and ratepayers of the community

---

**Local Government (Procedures at Meetings) Regulations 2013**

10 – Petitions

(1) A petition to the council must –

(a) be legibly written or typed or printed; and

(b) clearly set out the request or submission of the petitioners: and

(c) include the name and address of each person who signed or endorsed the petition; and

(d) be addressed to the council and delivered to the principal office of the council.
Petition for the Review of Parham Camp Ground stay periods
(Petition originator: Alvin Jenkin, PO Box 199, Dublin SA 5501 Ph 08 85292504 Date: 28 April 2017)

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<tbody>
<tr>
<td>ALVIN JENKIN</td>
<td>78 THE ESPLANADE PARHAM SA 5501</td>
<td></td>
</tr>
<tr>
<td>Sally Jarvis</td>
<td>78 THE ESPLANADE PARHAM SA 5501</td>
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<tr>
<td>DEAN REID</td>
<td>3 PRINCE ST PARHAM</td>
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<tr>
<td>Ann Holley</td>
<td>21a Seashore Parade Road Parham</td>
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<tr>
<td>Jane Farrelly</td>
<td>14 Newcombe Rd Mount Mc Leans</td>
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<tr>
<td>Terry Brandon</td>
<td>4 Jemison St Waikerie</td>
<td></td>
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<tr>
<td>Anne Brandescone</td>
<td>1 Jemison St Waikerie</td>
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<tr>
<td>Glenn Poinsetti</td>
<td>9 CONEY CT MT CREEK QLD</td>
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<td>Ninda Poinsetti</td>
<td>9 CONEY CT MT CREEK QLD</td>
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<tr>
<td>JAM MULLER</td>
<td>7 cooeeena Place Twin Waters</td>
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<td>CRAIG BILLOTT</td>
<td>20 CLUESTON AVE BEVERLY</td>
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<td>Kevin Traeger</td>
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<tr>
<td>Tommy Craker</td>
<td>24 Neilson St Edgeworth NSW</td>
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<td>GAYLE MACAUSSE</td>
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<td>TONY SUTTON</td>
<td>20 YORK ST NCASTLE</td>
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<tr>
<td>RED PLATT</td>
<td>WAXWICK QLD</td>
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<td>Sue Platt</td>
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<td>Julie Castles</td>
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<td>Max Platt</td>
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<tr>
<td>Horace Wood</td>
<td>151 NORTH ROAD</td>
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<td>Michael Fren</td>
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<td>Ida Park</td>
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<td>Lorraine Mathias</td>
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<td>Colleen Harte</td>
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<td>KLP Bailey</td>
<td>15 SOUTH ST. 501, PARRA</td>
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<tr>
<td>Anne-Marie Pace</td>
<td>515 SHANNON RD DUBLIN</td>
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<td>Leanne West</td>
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<td>Michael Lev</td>
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<tr>
<td>Bridget Wyatt</td>
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<td>Roger Wyatt</td>
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<td>Maxine Synes</td>
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<td>Neville Synes</td>
<td>East Tea P. Parham</td>
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<tr>
<td>Ben Jones</td>
<td>Pt Wakefield Rd Dublin</td>
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<tr>
<td>Karelene Howard</td>
<td>Pt Wakefield Rd Dublin</td>
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<tr>
<td>Danielle Haley</td>
<td>P. Parham</td>
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<tr>
<td>Margaret Sires</td>
<td>MALONIA</td>
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<tr>
<td>Neville Seaton</td>
<td>26 Blomfield Rd, Mannum</td>
<td></td>
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<tr>
<td>Trevor Kloss</td>
<td>218 Bassett Rd, Tanunda</td>
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<tr>
<td>Bob The</td>
<td>1/101 Coronation Dr, Brougha</td>
<td></td>
</tr>
<tr>
<td>Ethel Schubneke</td>
<td>60, The Esplanade</td>
<td></td>
</tr>
<tr>
<td>Avril Reynolds</td>
<td>90 Smith Road, Salisbury</td>
<td></td>
</tr>
<tr>
<td>Ray Reynolds</td>
<td></td>
<td></td>
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<tr>
<td>Chris DeKort</td>
<td>43/5 Witney St, Ewanston, SA</td>
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<tr>
<td>Sue McNicol</td>
<td>23 Station St, Wirrigs</td>
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<tr>
<td>Sue McNicol</td>
<td>28, Mannum St, Wirrigs</td>
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<td>Gino Canale</td>
<td>31 Smith St, Dublin</td>
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<tr>
<td>Deb Canale</td>
<td>31 Sixth St, Dublin</td>
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<tr>
<td>Colin Makins</td>
<td>19 Richardson St, Parham</td>
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<tr>
<td>Steven Makins</td>
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<tr>
<td>Leah Milne</td>
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<td>Chris Makins</td>
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<tr>
<td>Clinton Jenkin</td>
<td>18 Calvary St, Mallala</td>
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<td>Dan Lyall</td>
<td>18 Main St, Parham</td>
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<tr>
<td>Katrina Jenkin</td>
<td>16 Calvary Street, Mallala</td>
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</tr>
<tr>
<td>Chris Jenkin</td>
<td>194 Wellington Rd, Windara</td>
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<tr>
<td>Alvin Jenkin</td>
<td>Box 133 Long Plains</td>
<td></td>
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<tr>
<td>Simon Jenkin</td>
<td>Box 133 Long Plains</td>
<td></td>
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<tr>
<td>Rod Priest</td>
<td>Box 69 Dublin</td>
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<tr>
<td>John Gilbert</td>
<td>Gilberts Road Windor</td>
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<tr>
<td>Michael Jenkin</td>
<td>6 Redglen Ave, Valley Vale, SA</td>
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<tr>
<td>Sharon Jenkin</td>
<td>27 Davis St Salisbury</td>
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<tr>
<td>Craig Jenkin</td>
<td>8 Orchard Driv Echuca</td>
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<td>Robert Bell</td>
<td>24 Orchard Driv Echuca</td>
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<tr>
<td>Noreen Jenkin</td>
<td>8 Orchard Driv Echuca</td>
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<tr>
<td>Lisa Schulz</td>
<td>645A P1 Wakefield Hwy, Wattle</td>
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<td>Sue Wood</td>
<td>Moorabbin QLD</td>
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<td>Brian Wood</td>
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<tr>
<td>Frank Dimitri</td>
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<td>Michael Dimitri</td>
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<tr>
<td>Pat Newell</td>
<td>PO Box 162 Dublin</td>
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<td>Rod Newell</td>
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<tr>
<td>Law Wilt</td>
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<td>Nicole Whelan</td>
<td>Carindale Rd, Berriacourt</td>
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<td>Liz O'Mahony</td>
<td>Chief St, Brompton</td>
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<tr>
<td>Sami Blundell</td>
<td>Horley Rd, Kilburn</td>
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<td>Kerry Mansfield</td>
<td>McGregor Rd, Roseville</td>
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<td>Tony Joseph</td>
<td>Enfield St</td>
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<td>Kelly Salmin</td>
<td>Lady Gowrie Drive, Langs North</td>
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<td>Ena Collins</td>
<td>Salmon Rd, Pennington</td>
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<tr>
<td>William Callah</td>
<td>Railway St, Walkley Heights</td>
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<tr>
<td>Jenny Millikan</td>
<td>Hamilton Ave, Chelsea</td>
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<tr>
<td>Andrew Starkey</td>
<td>Sarah St, Mt Gambier</td>
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<tr>
<td>Paul Vardaro</td>
<td>26. Parham St, Parham</td>
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<tr>
<td>Malcolm Burgemeister</td>
<td>72, Gill Avenue, Murray Bridge</td>
<td></td>
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<tr>
<td>Ingrid Burgemeister</td>
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<td>Lorraine Valbrak</td>
<td>15 East Tor Parham</td>
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<td>Barrie Amlett</td>
<td>13 Bowery Rd, Pt. Willunga</td>
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<tr>
<td>Helen Gramario</td>
<td>Dublin Butcher Shop Dublin</td>
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<tr>
<td>Jo Anne Reesbee</td>
<td>35 Green Gles Morgan</td>
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<tr>
<td>Chris Dhillen</td>
<td>81 D'Saun &amp; EVANJEN</td>
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<tr>
<td>John Murray</td>
<td>15/4 McDowell Street Ave Willunga</td>
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<tr>
<td>Brooke Daley</td>
<td>154 McDowell Street Ave</td>
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<tr>
<td>Ross Family</td>
<td>1 Tassel St Waterloo</td>
<td></td>
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<tr>
<td>Judy Jenkin</td>
<td>22/4 Esplanade Parham</td>
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<tr>
<td>K Barwick</td>
<td>6th Precinct Rd Old</td>
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<tr>
<td>K Keenan-Dunn</td>
<td>36 Shauny Drive Leeds</td>
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<tr>
<td>Corrin Duncan</td>
<td>23 Cleveland St Balhoun ACT 2612</td>
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<tr>
<td>Leona Hartley</td>
<td>36 Chevallard Road Hindmarsh SA</td>
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<td>R Swinton</td>
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<td>R James</td>
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<td>Marc Puy</td>
<td>Wyna Vale</td>
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<td>Helminia Hoffman</td>
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<td>54 The Esplanade, Parham</td>
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<td>S Woods</td>
<td>7 Prime St, Parham</td>
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<td>D Woods</td>
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<td>L Le Coutteur</td>
<td>54 Esplanade, Parham</td>
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<tr>
<td>HELEN ROGERS</td>
<td>12 The Esplanade, Parham</td>
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<tr>
<td>Jason Andrew Bugg</td>
<td>141 Wilton St, Eudunda</td>
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<td>Connie Quinn</td>
<td>26 Prime St, Parham</td>
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<td>Bob Piper</td>
<td>26 Prime St, Parham</td>
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<tr>
<td>Christina Dixon</td>
<td>13 Main St, Parham</td>
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<tr>
<td>MIC STREVELER</td>
<td>26 Esplanade, Parkland</td>
<td></td>
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<tr>
<td>Janie Gray</td>
<td>91 Esplanade, Parkland</td>
<td></td>
</tr>
<tr>
<td>Lorraine Volkmer</td>
<td>15 East Tea, Parham</td>
<td></td>
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<tr>
<td>J Tanner</td>
<td>5 1/2 Prime Caravan Rd, SA</td>
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<td>M Tanner</td>
<td>5 1/2 Prime Caravan Rd, SA</td>
<td></td>
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<tr>
<td>Ted Rio</td>
<td>No 6 Dublin, Ty Trimpton</td>
<td></td>
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<tr>
<td>Ray Lee</td>
<td></td>
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<tr>
<td>Andrew Mills</td>
<td>22 Richardson, Parham</td>
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</tr>
<tr>
<td>David Dyer</td>
<td>PO Box 635, Pyrmont, Vic</td>
<td></td>
</tr>
<tr>
<td>Peter Ben</td>
<td>MOUNT VIEW</td>
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Petition for the Review of Parham Camp Ground stay periods

(Petition originator: Alvin Jenkin, PO Box 199, Dublin SA 5501 Ph 08 85292504 Date: 28 April 2017)

We, residents and visitors to the communities of Port Parham and Dublin, petition the Adelaide Plains Council to review the conditions recently imposed on camping at the Parham Camp Ground in consultation with the ratepayers and residents of the community.

The conditions imposed by the Council during the month of April 2017 are considered by the petitioners to be unreasonable and are not to the benefit of the travelling public, the local community or local businesses. Further the conditions were imposed without any consultation with the local community, who were responsible for the original establishment of the camp ground, and have maintained an interest in the management of the campground.

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<tr>
<td>Trevor Lloyd</td>
<td>9 Gannet Crt Marion Bay</td>
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<td>Sue Warren</td>
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<td>Patrick Warren</td>
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<td>Theo de Fee</td>
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<td>Gordon Walters</td>
<td>118 Peeler's Road Mount Pleasant</td>
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<td>Charles Brown</td>
<td>326 Steven's Ave Angle Vale</td>
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<td>Barry Niccol</td>
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<td>Loretta Ennion</td>
<td>11 Tarmyn St Webb Beach</td>
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<td>Jason Ennion</td>
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OVERVIEW

The purpose of this report is to facilitate the receiving and noting of the minutes from the 5 June 2017 Audit Committee Meeting, and endorse the recommendations of the committee to Council.

RECOMMENDATION

“that Council receives and notes the minutes of the Audit Committee meeting held 5 June 2017.”

RECOMMENDATION

“that Council endorses the recommendation of the Audit Committee, and instructs its Chief Executive Officer to undertake further financial analysis in relation to the application of a separate rate for the Liberty and Eden residential developments. Upon conclusion of the said body of work, a further report is presented to the Audit Committee for consideration.”

RECOMMENDATION

“that Council endorses the recommendation of the Audit Committee, and receives and notes the 2017/2018 Annual Budget and 2018/2027 Long Term Financial Plan and commends the document to Council for adoption at its June 2017 Ordinary Meeting.”
RECOMMENDATION

“that Council endorses the recommendation of the Audit Committee, that the Draft Debt Management Policy as presented in Attachment 1, with the inclusion of minor amendments adopted at the meeting, to this report for adoption at its June 2017 ordinary meeting”.

Attachments

1. Minutes of Audit Committee meeting held 5 June 2017

References

Legislation

Not Applicable

Council Policies

Not Applicable
MINUTES

of

Audit Committee Meeting
of the

Adelaide Plains Council

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

HELD IN

Council Chambers
Redbanks Road
Mallala

on

Monday, 5 June 2017
The Chairman formally declared the meeting open at 10.02 AM

1. **ATTENDANCE**

1.1 **Present**
Chairman John Comrie
Mr Peter Fairlie-Jones
Mayor A J (Tony) Flaherty OAM
Cr Stephen Jones
Cr Melville Lawrence

Also in attendance for the meeting:
Chief Executive Officer Mr James Miller
General Manger – Finance & Economic Development Mr Rajith Udugampola
General Manager - Infrastructure Mr Martin Waddington
Finance Coordinator Mr Gary Graham
Minute Secretary Ms Vicki Weaver

1.2 **Apologies**

1.3 **Not Present / Leave of Absence**

2. **CONFIRMATION OF MINUTES**

2.1 **Committee Resolution**

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Moved Cr Lawrence  Seconded Mr Fairlie-Jones

“that the minutes of meeting held on Friday, 10 April 2017 (MB Folios 43 to 49, inclusive), be accepted as read and confirmed.”
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CARRIED

3. **BUSINESS ARISING**

Item 4.2 from previous meeting – Chairperson expected the works program to be on the agenda. Requested to include current works program on next agenda.

4. **REPORTS**
4.1  Gawler River Floodplain Management Authority – Withdrawal from Regional Subsidiary

**Committee Resolution 2017/021**

Moved  Mayor Flaherty    Seconded  Cr Lawrence

“that the Committee, having considered Item 4.1 - Gawler River Floodplain Management Authority – Withdrawal from Regional Subsidiary, dated 5 June 2017 receives and notes the report and in doing so recommends that in order to progress actions associated with Council Resolution 2017/121 the Committee recommends:

1. That a report be provided to the Council outlining the financial costs and risk associated with proceeding with membership with the GRFMA or alternatively withdrawing from the GRFMA; and

2. In consideration of the above, Council duly considers its position in respect of activating Clause 20 of the GRFMA Charter (Dispute Resolution) in regard to the GRFMA’s apparent unwillingness to review Council contributions.”

CARRIED

4.2  Application of a Separate Rate – Liberty and Eden Residential Land Releases

**Committee Resolution 2017/022**

Moved  Cr Lawrence    Seconded  Mr Fairlie-Jones

“that the Committee, having considered Item 4.2 - Application of a Separate Rate – Liberty and Eden Residential Land Releases dated 5 June 2017 receives and notes the report, and in doing so recommends to Council that Council instructs its Chief Executive Officer to undertake further financial analysis in relation to the application of a separate rate for the Liberty and Eden residential developments. Upon conclusion of the said body of work, a further report is presented to the Audit Committee for consideration.”

CARRIED
4.3 Committee Resolutions

**Committee Resolution 2017/023**

Moved Mr Fairlie-Jones  
Seconded Cr Jones

“that Audit Committee, having considered Item 4.3 – *Committee Resolutions*, dated 5 June 2017, receives and notes the report.”

CARRIED

4.4 Annual Audit Plan 2016-2017 by Council Auditors

**Committee Resolution 2017/024**

Moved Cr Lawrence  
Seconded Mr Fairlie-Jones

“that Audit Committee, having considered Item 4.4 – *Annual Audit Plan 2016-2017 by Council Auditors*, dated 5 June 2017, receives and notes the report.”

CARRIED

4.5 Draft 2017/2018 Annual Budget and 2018-2027 Long Term Financial Plan

**Committee Resolution 2017/025**

Moved Cr Lawrence  
Seconded Mr Fairlie-Jones


CARRIED
4.6 Draft Debt Management Policy

**Committee Resolution**  
Moved Mr Fairlie-Jones Seconded Cr Lawrence

“That Audit Committee, having considered Item 4.6 – Draft Debt Management Policy, dated 5 June 2017, receives and notes the report and in doing so:-

Recommend to the Council that the Draft Debt Management Policy as presented in Attachment 1, with the inclusion of minor amendments adopted at the meeting, to this report for adoption at its June 2017 ordinary meeting”.

CARRIED

4.7 Annual Work Program Self Assessment 2015-2016

**Committee Resolution**  
Moved Mayor Flaherty Seconded Mr Fairlie-Jones

“That the Audit Committee, having considered Item 4.7 – Annual Work Program Self Assessment 2015-2016, dated 5 June 2017, receives and notes the report.”

CARRIED

4.8 Draft Annual Audit Committee Work Program 2017-2018

**Committee Resolution**  
Moved Mayor Flaherty Seconded Mr Fairlie-Jones

“That the Audit Committee, having considered Item 4.8 – Draft Annual Audit Committee Work Program 2017-2018, dated 5 June 2017, receives and notes the report and in doing so adopts Draft 2017-2018 Audit Committee Work Program”.

CARRIED
4.9 Risk Management Policy and Procedure

Committee Resolution 2017/029

Moved Cr Lawrence Seconded Mr Fairlie-Jones

“that the Committee, having considered Item 4.9 – Risk Management Policy and Procedure, dated 5 June 2017, receives and notes the report and in doing so, accepts the finalised Risk Management Policy and Procedure as attached to this report and:

1. That a copy of the Risk Register and its content come to the Audit Committee at its next meeting; and
2. That a review of the Risk Register be included on the 2017/2018 Audit Committee Works Program.”

CARRIED

5. CONFIDENTIAL ITEMS

No Confidential Items

6. GENERAL BUSINESS

6.1 Tendering Process
6.2 Meeting Procedures – Adoption of Minutes

7. NEXT MEETING

7.1 Monday, 14 August 2017 – time to be confirmed

8. CLOSURE

There being no further business, the Chairman declared the meeting closed at 11.53AM.

Confirmed as a true record.

Chairman: .................................................................

Date: ____/____/____
OVERVIEW

The purpose of this report is to facilitate the receiving and noting of the minutes from the 19 May 2017 Legatus Group meeting.

RECOMMENDATION

“that Council receives and notes the minutes of the Legatus Group meeting held 19 May 2017.”

Attachments

1. Minutes of meeting held 19 May 2017

References

Legislation

Not Applicable

Council Policies

Not Applicable
Minutes of Ordinary Meeting held:
19th May, 2017
Melrose Showgrounds, Melrose, South Australia, 5483

The meeting was declared open by the Chair at 10:04am on 19th May, 2017 at the Melrose Showgrounds, Melrose.

1.0 Meeting Preliminaries

Present
Mayor Peter Mattey - Chair (Goyder), Mayor Cynthia Axford (Barunga West), Mayor Allan Aughey (Clare and Gilbert Valleys), Mayor Peter Slattery (Flinders Ranges), Mayor Colin Nottle (Mount Remarkable), Mayor Denis Clark (Northern Areas), Chair Kathie Bowman (Orroroo/Carrieton), Mayor Ruth Whittle (Peterborough), Mayor Ray Agnew (Yorke Peninsula)

In Attendance
Cr Bim Lange (CR Barossa), Mr Martin McCarthy (CEO Barossa), Mr Andrew Cole (CEO Barunga West), Mr Colin Davies (CEO Flinders Ranges), Mr Wayne Hart (CEO Mount Remarkable), Mr Colin Byles (CEO Northern Areas), Mr Peter McGuiness (CEO Peterborough), Cr Jan Woolford (Cr Mount Remarkable), Cr Vicki Morley (Cr Mount Remarkable), David J Stevenson (Legatus Group CEO), Paul Kennedy (Legatus Group Procurement Officer)

Guests
Ms Kelly-Anne Saffin – CEO RDAYMN
Mr Sean Holden – Senior Policy Advisor LGA
Apologies

Mayor Bob Sloane (Barossa), Mayor Paul Thomas (Copper Coast), Mr Peter Harder (CEO Copper Coast), Mr Roy Blight (CEO Clare & Gilbert Valleys), Mr Griff Campbell (Acting CEO Goyder), Mayor Bill O’Brien (Light), Mr Brian Carr (Light), Mayor Tony Flaherty (Adelaide Plains), Mr James Miller (CEO Adelaide Plains), Mr Stephen Rufus (CEO Orroroo/Carrieton), Mayor John Rohde (Port Pirie), Dr Andrew Johnson (CEO Port Pirie), Mayor Rodney Reid (Wakefield), Mr Jason Kuchel (CEO Wakefield), Mr Andrew Cameron (CEO Yorke Peninsula), Mr Trevor Naismith (Regional Manager DEWNR), Mr Eric Sommerville (NRM Board)

1.1 - Welcome to Region

The Chairman invited Mayor Colin Nottle to provide an overview of the District Council of Mount Remarkable region.

Mayor Colin Nottle, in his first time as hosting Mayor, welcomed all attendees to the District Council of Mount Remarkable – a jewel in the crown of the Central Region.

The Council covers an area of 3,500 square kilometres of diverse landscapes and has 6 major and 6 minor towns within its boundaries.

The area was previously predominant with agriculture but has now progressed into food, wine and most importantly tourism, with Melrose attracting visitors from all over the world as an off road cycling hot spot.

Council is also working with DEWNR to develop the ‘Around the Mount’ adventure trail on Mount Remarkable as a further boost to its tourism offering.

The Bluff lookout on Mount Remarkable is also being progressed with financial assistance from the State Government, which will enable vehicle access to the summit and provide unsurpassed views over the ranges, up to Whyalla and out to the Spencer Gulf.

Other notable attractions are the Wilmington Rodeo, which has just celebrated its 50th anniversary, the rebuilt Port Germain jetty and the Steam and Traction museum at Booleroo Centre.

The Council has undertaken a rebranding exercise to strongly reflect the ‘Remarkable’ experience the region has to offer.

There is also work being undertaken in conjunction with the State Government, the RDA and private enterprise to further explore commercial opportunities in mining, a camel dairy, flour milling and utilising the Willochra underground water catchment that holds 750,000 megalitres.

The future of the district is very positive and Mayor Colin Nottle appreciates everyone’s attendance today.

1.2 Confirmation of previous Minutes

Motion: That the minutes of the previous Legatus Group Board meeting be taken as read and confirmed

Moved: Mayor Cynthia Axford   Seconded: Mayor Denis Clark   CARRIED
The Chairman called for any discussion and Cr Bim Lange (Barossa) sought clarification regarding the belief that Barossa did not have the ability to vote due to the absence of Mayor Bob Sloane from the meeting.

The Chairman confirmed that under the Legatus Group Charter, it is only attending Mayors that have the ability to formally vote on the day, but attendees have permission to speak through the Chair to ensure their ability to participate.

Mayor Denis Clark drew attention to the disappointingly low attendance at the meeting.

**Business Arising not otherwise on the Agenda**

**a) Member Council Attendance**

Adelaide Plains Council have sent a letter of explanation for their non-attendance at Legatus Group meetings and this has been attached to the meeting agenda.

There was nothing further to add to this item.

**b) Murray Darling Association Membership**

The Chair sought the views of the member councils on the proposal to obtain a Legatus Group membership to this association at an annual cost of $26,249.30.

This figure will be reduced in the initial account as there are six of our member councils who already have membership, so this will be pro-rata factored in to membership fee.

Mayor Denis Clark, as the nominated Legatus Group representative of the MDA, contributed some commentary about the important work this Association carries out to ensure the health of the river system and noted the water quality and flow is something that can easily be taken for granted.

In taking out a Legatus Group membership of the MDA, this will assist in providing a stronger regional voice for the Basin issues that are faced and Mayor Denis Clark commended and supported the Legatus Group membership proposal.

Chairman Mattey queried whether individual Councils would wield more influence than a collective body such as Legatus Group.

Mayor Cynthia Axford and Cr Lange confirmed their Councils would most likely rescind their individual memberships of the MDA should Legatus Group take out a group membership.

Mayor Ruth Whittle commented a regional membership opportunity was a test of our ability to act as a united group on behalf of our fifteen member councils.

A motion was moved that Legatus Group applies for group membership of the Murray Darling Association.

Moved: Mayor Denis Clark   Seconded Mayor Ray Agnew   **CARRIED**
c) Employment Agreement Review – Chief Executive Officer

Mayor Denis Clark suggested that for expediency, this agenda item be moved to the end of the meeting. Board Members agreed.

2. Chairman’s Report

The Chairman updated the meeting with the confirmation the new Legatus Group CEO – Mr Simon Millcock – will be commencing on 5th July 2017.

The selection process was exhaustive and the Chairman noted the consulting firm engaged performed their duties extremely well.

61 applications were received and ultimately six people were selected to be formally interviewed, with the successful candidate being flown down from Queensland.

Simon’s background is with Local Government, but with a real focus and experience in Regional Development.

Mayor Allan Aughey noted the psychometric testing provided an additional layer of information to that gained from personal interviews and he felt this was extremely beneficial in the overall process.

The Chairman attended an LGA Board Meeting on 18th May 2017 and commented on a new method of Member Council subscription reviews that was put forward, but without the opportunity for input from the Member Councils.

The net result is there will be some fee increases of significance for some smaller councils.

The Chairman requested each Legatus Group Member Council review their new fee structure and if they have any individual concerns, to immediately raise them with the Chairman or directly with the CEO of the LGA.

3. Decision Reports

3.1 – Procurement

Mayor Allan Aughey (Clare & Gilbert Valleys) left the meeting at 10.41am.

The Procurement Report was tabled for noting.

Paul Kennedy provided an overview of the Legatus Group Procurement Plan that has been composed for 2017/18.

Once provisionally approved, the 2017/18 Member Council expenditure plans will be forwarded to Legatus Group Procurement for a spreadsheet to be composed that summarises the budgeted regional spend by category.

The next meeting of the Regional Procurement Group will then collaboratively review this document and identify the key areas of opportunity for a joint procurement process to be undertaken.
It is estimated there will be around $40m worth of regional spend that can be aligned for a centralised procurement approach, which will positively influence the efficiency and cost effectiveness of the Member Council 2017/18 asset management plans.

Following prioritisation by the Procurement Working Group and signed commitment from the Member Councils that are participating in each individual procurement activity, the market engagement, tender and quotation process will be undertaken by Legatus Group Procurement. Assessment teams will then convene to appraise the market offerings before making a final recommendation to the Legatus Group Board for endorsement.

The ongoing contract management and post procurement reviews will be the responsibility of Legatus Group procurement.

Mayor Allan Aughey returned to the meeting at 10.45am.

3.2 Rubble Royalties

The Chairman and CEO advised agreement has been reached with the CCAA, with one final issue to be agreed upon.

The CCAA originally adopted the position that eligible borrow pits would need to be located 100kms or more from a current operating quarry.

The Legatus Group position remained firm on a distance of 15kms, and the CCAA have now softened their stance back to 50kms.

This is still an unacceptable distance however, so to avoid an impasse and to continue the dialogue, Legatus Group has requested our Member Councils to supply some factual data to verify the actual distances between currently operating rubble pits and the nearest operating quarry.

Once this detail has been collected, we will be in a position to finalise discussions with the CCAA and present the matter to Treasury for review and the ultimate withdrawal of the royalty.

3.3 Items referred from Councils

The District Council of Barunga West have submitted for Board discussion a proposal that would see the Legatus Group undertake a role as a Joint Planning Board within the new planning framework that has been established by a recent Planning Act.

There are many efficiencies to be realised under this proposed model with one set of policies, a united voice and a single system of regional planning governance.

The CEO invited Andrew Cole to provide an overview of the proposal to the meeting.

Andrew advised that effective 1st July 2017 there will be a change in planning laws that will enable a planning agreement to be established which delegates planning functions to a regional grouping of Councils.
A joint planning board can then be formed to carry out its agreed planning functions.

The State Government has established a pilot project to investigate a range of possible alternative structures and whether it is practical to utilise existing regional subsidiaries such as Legatus Group rather than a group of Councils form a new corporate entity for the purposes of undertaking the planning tasks.

Barunga West, Copper Coast and Yorke Peninsula Councils have formed an alliance and nominated through DPTI to be part of the pilot project.

The purpose of this agenda item is to commence discussion regarding the feasibility of the Legatus Group establishing a joint planning agreement and then forming regional assessment panels to localise the decision-making process for strategic regional planning.

Cr Lange (Barossa) confirmed that Barossa Council has formed an alliance with Adelaide Plains, Gawler and Light and have also applied to be part of the pilot project.

A motion was moved that there be further exploration of the options available to the Legatus Group and the subsequent impact on Member Councils of this initiative, with a further report to be provided at the August Board Meeting.

Moved: Mayor Cynthia Axford   Seconded: Mayor Ray Agnew  CARRIED

3.4 Management Group

The topic under discussion was whether the CEO’s were providing value through their attendance at the Legatus Group Ordinary Meetings.

A motion was moved that this matter be carried over to the next Meeting where a greater representation of the Member Councils should be in attendance to allow a broader discussion of the topic and a wider vote to be enabled.

Moved: Mayor Allan Aughey   Seconded: Mayor Colin Nottle  CARRIED

3.5 Special Local Roads

2017/18 Special Local Roads funding applications have now been completed.

The final summary recommendations to LGTAP are detailed in the Agenda.

A motion was moved that the Legatus Group Board thank the Road & Transport Infrastructure Advisory Committee for their work in producing their final recommendations.

Moved: Mayor Ray Agnew   Seconded: Mayor Denis Clark  CARRIED

3.6 Alliance Joint Venture Legatus Group / RDAYMN / NRMYMN
The CEO advised further discussions have be held, with some common goals and strategies being reached with NRM.

There has been an independent Federal review of the RDA completed in January, however no outcome has been released to date.

The RDA Board has proposed the engagement of an independent Facilitator to continue the joint venture discussions.

The CEO then sought feedback from the Legatus Group Board on the Member Councils thoughts regarding the use of a facilitator to progress the JV discussions.

The Chairman highlighted the degree of political complexity involved with the Federal RDA review outcome not yet published and also the belief that if there were a change of Government at the next State election, that the NRM will also be subject to a structural review.

Mayor Ruth Whittle suggested the advantage of continuing the JV discussions, was that a forward vision could be agreed upon and established irrespective of the outcome of the State election.

Mayor Denis Clark also recommended the continuation of dialogue as a progression of the Legatus Group vision and the need to demonstrate our ability to form a collaborative position to move forward.

Mr Martin McCarthy advised that Barossa had already developed an opportunity to work together with NRM and RDA in conjunction with the Regional Planning initiative.

A motion was moved that a discussion paper be submitted to the Legatus Group Board incorporating issues of timing and the potential of collaborative amalgamations between Legatus Group/NRM/RDA, including the possibility of the Regional Planning initiative being part of the overall consideration process.

Moved: Mayor Allan Aughey  Seconded: Mayor Colin Nottle  CARRIED

3.7 Charter

The minor amendments to the Charter as discussed by the Board at the November meeting has now been approved by 12 Regional Councils, with Barunga West having it scheduled as an agenda item for their meeting on 16th June, 2017.

A motion was moved that the minor amendments to the Charter as presented to the Board at the November meeting be approved.

Moved: Mayor Peter Slattery  Seconded: Mayor Cynthia Axford  CARRIED
3.8 Audit Committee

The CEO advised the Audit Committee met on 22nd February and are seeking the approval of the Board for the reconfirmation of the existing Committee, and also to appoint one additional member in accordance with their Charter.

Mayor Ray Agnew commented that the Legatus Group Region Audit and Risk Committee was the only one that did not have an approved exemption from the Minister, as the agreement for that exemption needed to be unanimous amongst its Member Councils.

At the last discussion, fourteen of the fifteen Legatus Group Member Councils were in agreement to seek an exemption, with The District Council of Mount Remarkable the sole exception, thereby introducing the need for an Audit Committee.

Mayor Denis Clark nominated Mayor Colin Nottle be appointed as the final member of the Audit Committee.

Mayor Colin Nottle accepted the nomination.

A motion was moved that Mayor Colin Nottle be included as a member of the Legatus Group Audit Committee.

Moved: Mayor Denis Clark   Seconded: Mayor Ruth Whittle   CARRIED

3.9 Guest Speakers

Mr Sean Holden – Senior Policy Advisor Economic Development Local Government Association

Sean has been in this role for seven months now and the LGA Board have allocated ten priority tasks, with Tourism being the focus at the moment.

A regional tourism summit was just held in Berri and one of the reports presented was the plan to standardise the data captured when measuring the varying tourism spends by individual Councils in South Australia.

The findings of the report will be circulated to our Member Councils at a later date, but Sean highlighted one aspect captured was that South Australian Councils collectively spend $16m per annum on Visitor Information Centres, yet the SATC record that only $9m is spent, so there appears to be a mismatch in data that needs to be corrected.

Future Towns/Future Cities is a theme that has been chosen to focus on in 2017/18, with the objective to better align the State with the Federal initiative of Smart Cities.

Three events to be highlighted are the Metropolitan Local Government Group holding a Business Friendly Local Government Charter think tank on 24th May 2017, with the aim of fostering a closer working relationship between small business and Local Government.
On 9th June 2017 there will be the launch of the Local Government and Tourism Festival and Events Guide which will comprise of a workshop that explores tourism, events and festivals.

There will be a range of presenters who will impart their experience in establishing the various events and festivals that have become annual events in South Australia and provide guidance to those Councils who might wish to initiate something unique in their region.

The potential impact of rate capping was also discussed as experience shows a general trend of marketing and tourism budgets being the first to be cut should there be a requirement to reduce spending in response to rate capping being implemented.

The final thought to take away is that tourism is not a cost, it is an investment.

It is important to keep this in mind when formulating cost reduction strategies to address rate capping should it be introduced.

Ms Kelly-Anne Saffin – CEO RDAYMN

Kelly-Anne confirmed that the RDAYMN Board is committed to see the Joint Venture initiative move forward and advised that the Commonwealth has requested the submission of a regional strategic plan by December of this year and RDA would like to include both Legatus Group and NRM as partners of the joint submission.

The Building Better Regions Fund has had 28 applications submitted, and for those who did not participate in this current round, the next round will be released on 17th September 2017.

The 11 Legatus Group Member Councils that are part of the RDAYMN will have received invitations for an NDIS presentation on 29.05.2017 which will be co-chaired by the Department of State Development and the Primary Health Care Network.

The presentation on that day will comprise of the data collected by KPMG in relation to the level and type of disability that will be funded through the NDIS in our region as well as a breakdown of the workforce projections estimated to deliver the NDIS services.

The early estimate is that there will be an additional 600 FTE jobs created in our region to fulfil the requirements under the funding.

The spend is estimated to grow from an existing $10m in our region for disability services to $100m in a two-year period.

There is an artificial reef to be established on the Yorke Peninsula and RDA have just commenced the procurement process, with eighteen local businesses already involved.

$11m will be spent with regional businesses and preliminary discussion have also been held with the Councils to ensure that local opportunities will be maximised.

There will be a Leadership Program adopted by a number of Councils in our region which will be aimed at emerging business and community individuals, with funding already approved to enable kick off.

NRM have partnered with DEWNR and PIRSA to undertake a project in relation to Tourism Investment Readiness.

DEWNR have a fund of $40m for National Parks into the future and it is necessary to have strong and robust business cases developed to ensure that we can attract investment into our region.
Ten business cases have been identified and the work is now around bringing those into fruition.

Questions were then called:

Mr Martin McCarthy commented that Barossa Council have been working in the NDIS space for around eighteen months now and estimate that they will require around 3,000 workers to manage the projected demand, but there appears to be no structured plan to manage the recruitment of what will be a significant volume of employees.

Kelly-Anne responded there will be a minimum standard of training for these employees, which will include 12 weeks of work experience, and the logistics of this project are still being developed.

There is still a large amount of groundwork to be completed to identify providers within the region, where any shortfalls are to occur and how to address that imbalance so that local families are not disadvantaged.

Mr Wayne Hart spoke about the Community Passenger Network and how the NDIS does not cover this essential transport service.

3.10 Financials

The CEO advised that the Long Term Financial Plan as distributed is a working draft for information only and will be presented to the incoming CEO to for his input and finalisation with the Board of Management.

3.11 Tenancy Agreement

A motion was moved to authorise the CEO to sign the Memorandum of Administrative Arrangement and Tenancy Agreement for the Legatus Group offices at 155 Main North Road in Clare.

Moved: Mayor Ray Agnew   Seconded: Chair Kathie Bowman  CARRIED

3.12 Regional Alliance – Legatus Group / NRMN&Y / RDAY&MN

This is a Sector Agreement between the South Australian Government and the Regional alliance which formalises the cooperative work between the parties in responding to climate change and sustainability.

A motion was moved that the Legatus Group continues to support the Regional Alliance and its partnership with the South Australian Government by entering into a new Sector Agreement to
commence upon signing and continue until 30\textsuperscript{th} June 2020 with the agreement to be signed on behalf of the Alliance by Chairman Peter Mattey.

Moved: Mayor Ray Agnew   Seconded: Mayor Cynthia Axford  \textbf{CARRIED}

\textbf{3.13 Department of Communities and Social Inclusion – State Recoveries Office}

This project is ongoing with Legatus Group gathering the relevant data around the Clare and Gilbert Valleys Council claim through the State Recoveries Office for damages relating to the extreme weather event experienced in the region in September of 2016.

The timeline of the claims process is published in the Agenda and it is fair to say that the complexity of the claim procedure was not the original intention of the Department when it was developed.

CGVC is the first Council in South Australia to make a claim under this new regime so the work that Legatus Group is undertaking to map the timeline and steps will be invaluable when reviewing the effectiveness of the process.

It is clear that due to the elaborate steps in the procedure, over a year will have elapsed before any compensation will be forthcoming to the Council, and this is despite the prompt action of the CEO at the time to begin the formal claim process within twenty-four hours of the actual weather event.

We will continue to measure the progress and will be meeting with the Treasury at the appropriate time to review and identify opportunities to improve the claims process.

For noting

\textbf{3.14 Regional Transport Plan}

The CEO advised that this is for noting.

\textbf{3.15 Major Developments}

The CEO provided a commentary that this item follows on from a request from Goyder to investigate what opportunities exist to introduce a rating structure for major developments such as wind farms.

The CEO recently met with the National Wind Farm Commissioner – Professor Andrew Dyer – who expressed a willingness to work with Legatus Group in this space and develop a model for South Australian Councils.

Minister Brock has also expressed his support for this initiative and the CEO will schedule a meeting with the Minister in the coming weeks to further develop a proposal.

Victoria has a much more mature model and local Councils benefit from an income per turbine of approximately $2,500 per turbine per annum, so this project has the potential to impact significantly amongst the majority of Councils within our region.
The matter has also been raised onto the SAROC agenda.

For noting

### 3.16 Community Passenger Networks

The CEO advised that some Councils have expressed an interest for Legatus Group to revisit the regional model that was established in 2008 and feedback from the Board was sought as to whether they considered this both timely and warranted.

The CEO also met with Rowan Ramsey MP on this matter last week to discuss our concerns regarding the ongoing sustainability of the CPN’s when the NDIS is rolled out.

Mr Wayne Hart commented that his region books in excess of 11,000 bus tickets per annum and these will not form part of the NDIS going forward, which is at odds with the guidelines that are published on the Government website, so a review and clarification has been requested.

The CEO sought guidance from the Board as to whether Legatus Group should develop a revised regional model and provide a singular regional voice for this service.

Mayor Denis Clark advised that funding was only certain for another twelve months and there was the potential for a volume of work to be invested in this matter, only for the Government support to be discontinued in twelve months’ time.

For noting

### 3.17 Mega Trends Forum

On behalf of the Regional Alliance, the CEO sought feedback from Board Members regarding the Mega Trends Forum that was held in Clare on 31st March 2017.

Mayor Colin Nottle provided some positive commentary regarding the range and quality of the Speakers throughout the day, especially the keynote Speaker – Dr John Hewson.

Mayor Ray Agnew concurred with that sentiment and also acknowledged the relevance of the event.

For noting

### 3.18 New Chief Executive Officer
A motion was moved that the Legatus Group Board appoints Simon Millcock as the new Chief Executive Officer, effective 5th June 2017.

Moved: Mayor Ray Agnew  Seconded: Chair Katie Bowman  CARRIED

A motion was moved that the Board resolves to approve the CEO to prepare and have executed documentation relating to a credit card and changing bank signatories to Mr Simon Millcock effective 5th June, 2017.

Moved: Mayor Ray Agnew  Seconded: Mayor Peter Slattery  CARRIED

4. Finance Report

Finance Report – For noting.

5. Other Business

5.1 Authorisation pursuant to Clause 3.6.16 of the Charter and section 90(2) and 90(2)(e) of the Local Government Act 1999.

The Chairman advised authorisation was sought from the meeting pursuant to Clause 3.6.16 of the Charter and section 90(2) and 90(2)(e) of the Local Government Act 1999. The Chairman advised the Mayors needed to have an in-confidence discussion regarding an employment matter and the Chairman will stand down and not participate in the discussion.

The Chairman stood down at 12.22 pm.

Mayor Allan Aughey in his capacity as Deputy Chairman assumed the role of Chairman of the in-confidence meeting session.

A motion was moved for the meeting to move into confidence.

Moved: Mayor Peter Slattery  Seconded Mayor Cynthia Axford  CARRIED

Meeting was conducted in confidence from 12.23pm to 1.08pm.

At 1.08pm Chairman Mattey and the CEO were asked to join the meeting, the meeting was then adjourned for lunch at 1.13pm.

The meeting reconvened in confidence at 1.45pm to 2.01pm

Motion for the Resumption of Open to the Public Meeting.

Moved: Mayor Ray Agnew  Seconded: Mayor Cynthia Axford  CARRIED

Chairman Mattey resumed the Chair
6. Next Meeting

The next meeting of the Board of Management is scheduled for Friday 18th August 2017 at 10.00am and is to be hosted by the District Council of the Copper Coast.

Meeting Closed by the Chair at 2.04 pm

Signed as a true and correct record:

Chairman Mayor Peter Mattey __________________________ Dated 18th August 2017
EXECUTIVE SUMMARY

- At a recent meeting between the Chief Executive Officer and the Chairman and Executive Officer of the Gawler River Floodplain Management Authority (GRFMA), the matter of Proxy Membership for the GRFMA was discussed.

- The Chief Executive Officer has been advised by the Authority, that it is within the Charter for the Administration Membership position of Council to have Proxy Membership.

- To that end, it is deemed appropriate that Council nominate Mr Martin Waddington, General Manager – Infrastructure, as Proxy Member to the GRFMA.

RECOMMENDATION

“that Council, having considered Item 14.1 – Gawler River Floodplain Management Authority – Board Membership Appointment, dated 19 June 2017, receives and notes the report, and in doing so instructs its Chief Executive Officer to advise the GRFMA that it wishes to nominate Mr Martin Waddington, General Manager – Infrastructure, in the position of Proxy Member for the Administration Membership position on the Authority.”
EXECUTIVE SUMMARY

- Council’s current Public Consultation Policy was last reviewed in 2014.
- Following feedback from the community, Council, at its meeting held 15 May 2017, resolved to undertake a review of its Public Consultation Policy.
- Section 50 of the Local Government Act 1999 states inter alia, that before Council adopts, alters or substitutes its Public Consultation Policy it must submit the proposal to a public consultation process, unless it determines that the alteration is of only minor significance that would attract little (or no) community interest.
- The policy has been reviewed by Management in accordance with current legislative requirements and in line with the practice and standards across the sector.
- The revised Public Consultation Policy is based on a combination of the model policy provided by the Local Government Association and policies adopted by other councils.
- The ‘marked up’ Public Consultation Policy is presented as Attachment 1 to this report for Council’s consideration.
- The ‘clean’ Public Consultation policy is presented as Attachment 2 for Council’s consideration.
- Council is required to consider the revised policy and Management’s recommendation is to undertake public consultation in accordance with section 50 of the Local Government Act 1999.
RECOMMENDATION

“That Council, having considered Item 14.2 – Policy Review – Public Consultation Policy, dated 19 June 2017, receives and notes the report and in doing so authorises Council’s administration to undertake public consultation and invite submissions on the revised Public Consultation Policy document for consideration and adoption at a subsequent Council meeting.”

BUDGET IMPACT

Advertising costs estimated at $600.00 to be provided for in the 2017/18 budget estimates.

RISK ASSESSMENT

Not Applicable

Attachments

1. Revised ‘marked up’ copy of Public Consultation Policy
2. Revised ‘clean’ copy of Public Consultation Policy
DETAILED REPORT

Purpose

This report provides for a review of Council’s Public Consultation Policy that has been undertaken in accordance with Council’s resolution from the meeting held 15 May 2017 (Resolution No. 2017/116) as follows:-

“that administration undertake a review of Council’s Public Consultation Policy and bring a report back to the June 2017 meeting, with a focus of viewing the activities that form part of appendix one and align with the various levels of consultation.”

The report also outlines the relevant legislation requirements regarding public consultation.

Background/History

Council’s current Public Consultation Policy was endorsed by Council in 2014. Council’s recent decision to review the policy followed feedback from the community in relation to a lack of community engagement regarding local camping grounds and an associated policy.

The policy has been reviewed taking into consideration other Public Consultation Policies across the local government sector including the Model Policy provided by the Local Government Association. All proposed amendments have been ‘marked up’ with revisions in red font to assist with identification of changes. Please note that not all text in red font that has been struck out has necessarily been deleted, but may represent text that has been moved to another section of the policy.

The ‘marked up ‘copy of the revised public Consultation Policy is provided in Attachment 1 and the ‘clean’ copy of the revised Public Consultation Policy is provided in Attachment 2.

Discussion

The Local Government Act 1999 requires Council to adopt a Public Consultation Policy that prescribes minimum consultation standards. The policy review has been undertaken in accordance with current legislative requirements and in line with the practice and standards across the sector.
In addition to incorporating minor administrative/formatting changes, the body of the policy has been simplified while maintaining compliance with the consultation requirements prescribed by legislation. The policy outlines the minimum legislative requirements, including Council’s practice/processes and incorporates further options where Council may, at its discretion, undertake the public consultation or community engagement (where there is no legislative requirement to do so).

Appendix 2 of the current policy has been removed and instead simply referred to under ‘Related Documents’ as the appendix contains an internal letter template for use by Council’s administration and it is therefore not necessary that it form part of the policy.

Removal of Different Levels of Consultation

The main change to the current Public Consultation Policy is the removal of reference to the different consultation levels (1 to 4) referred to in the consultation process and Appendix 1 in order to simplify the process.

The current policy incorporates consultation processes for matters not specified as requiring public consultation in the Local Government Act 1999 and also includes public consultation provisions from other legislation (e.g. Development Act 1993) which have their own specified consultation requirements, and should therefore not be included in Council’s Public Consultation Policy.

The revised policy sets out the following:

- **Clause 5.1 – Minimum Requirements as per Council’s Public Consultation Policy** which identifies the relevant sections of the Local Government Act 1999 where Council must refer to its Public Consultation Policy.

- **Clause 5.2 – Minimum Requirements Prescribed by the Local Government Act 1999** which identifies the relevant sections of the Local Government Act 1999 that have specific consultation requirements that Council must follow. For example, section 13 - Status of a Council or Change of Various Names states, in addition to other requirements, that Council must undertake a public consultation period of at least six (6) weeks.

- **Clause 6 – Discretionary Consultation and Community Engagement** is a new clause which outlines public consultation that Council may undertake at its discretion in relation to non-legislative matters. Matters where the legislation does not specify
that public consultation be undertaken in accordance with the policy may sometimes still warrant some form of community engagement. In fact, this issue is what prompted Council to undertake a review of its Public Consultation Policy following recent decisions surrounding Council’s Short Stay Accommodation Policy. The revised Public Consultation Policy has been simplified but gives Council the flexibility and discretion to determine specific matters or proposed decisions of Council that may require public consultation.

- **Clause 7 – Consultation Process** has been amended to identify the minimum steps that Council is required to follow in relation to those sections of the Local Government Act 1999 listed under Clause 5.1, as well as other methods that Council may choose to utilise to disseminate information and to encourage community participation as part of the decision making process.

**Conclusion**

In light of recent community engagement requests, the need to ensure transparency, and given that Council’s current Public Consultation Policy was last reviewed in 2014, it is recommended that the revised Public Consultation Policy document (Attachment 2), be made available for public consultation for a minimum period of one (1) month in accordance with section 50 of the Local Government Act 1999.

Submissions (if any) from the community following the public consultation process, will be submitted to a subsequent Council meeting for consideration and review with a view to adopt a revised policy.

**References**

**Legislation**

Local Government Act 1999 – Section 50

**Council Policies**

Internal Review of Council Decisions Policy
1. Objective

The purpose of this policy is to ensure that Adelaide Plains Council (‘Council’) meets its legislative obligations in regard to public consultation. The policy outlines the principles and procedures that Council will follow to involve the community in planning and decision making in the local area.

Section 50 of the Local Government Act 1999 requires Council to adopt a Public Consultation Policy that prescribes minimum consultation standards.

This Public Consultation Policy will apply to Council activities and initiatives for which legislation requires consultation and where further identified by Council.

Council is committed to genuine, effective and timely community consultation encouraging the public to participate in policy development and planning, the management and evaluation of services and in identifying areas of concern.

Council will endeavour to take into account the views and consideration of the community, balancing those views with factors such as infrastructure, financial constraints, health and safety and legislative requirements in order to make decisions compatible with Council’s strategic direction and providing accurate information while maintaining financial viability and confidentiality.

Comment [s1]: Covered in ‘Scope’

Comment [s2]: Moved to ‘Policy Statement’
2. **Scope**

This Policy applies to Council and its staff, contractors, agents or consultants acting on its behalf and will apply to the activities, initiatives and responsibilities of Council required by legislation and where further identified by Council to undertake public consultation over and above the relevant legislative requirements. In such circumstances where there is no relevant legislative requirement, Council will undertake consultation in a manner consistent with the scope and principles of this Policy.

This Policy does not cover consultation in respect to other legislation affecting Local Government. For example, there are specific consultation requirements under the following acts:

- Planning, Development and Infrastructure Act 2016;
- Roads (Opening and Closing) Act 1991;
- Public Health Act 2011; and
- Land Acquisition Act 1969.

Planning and building applications (i.e. Development Approval). The Development Act 1993 and Council’s Development Plan establishes specific requirements for the public notification of particular development applications. Public notification requirements for Development Plan Amendments (DPA’s) are also outlined in the Development Act 1993, and so are not included in this Policy.

3. **Definitions**

**Communication** – refers to the exchange of information from Council to the community, and the views from the community to Council;

**Community** – all people who live, work, pay rates, conduct private / government business, visit, utilise services, facilities and public space within the Council. They may be referred to as stakeholders, or comprise stakeholders;

**Consultation** – a process of community engagement that seeks to inform the community and receive views and preferences of the community. These preferences and views are used to inform Council providing a guide to the decision making process;

**Council** – Council member body representing the Council and Council staff operating under delegated authority, includes contractors and consultants with the authority to act on behalf of Council;

**Engagement** – all levels, including the community in the decision making process.
4. **Policy Statement**

Council is committed to open, accountable and responsive decision making, which is informed by public consultation.

Council will endeavour to take into account the views and consideration of the community balancing those views with factors such as infrastructure, financial constraints, health and safety and legislative requirements in order to make decisions compatible with Council’s strategic direction and providing accurate information while maintaining financial viability and confidentiality.

Council appreciates that the community seeks to be involved and consulted with respect to decisions that affect the community culturally, financially, environmentally and socially. Council understands that the consultation process can identify a range of issues, ideas and solutions, providing a balanced outcome for the community within the parameters set by Council.

**Effective consultation requires the commitment of Council ensuring an efficient process with the expectation that:**

- community consultation will commence early in the planning process;
- achieving a balance between the requirement to consider community views, meet legislative requirements and provide timely and accurate information;
- ensure correspondence is easily understood, consistent, accessible and accurate;
- the development of a coordinated approach to consultation addressing the identified needs of the community;
- support transparent and accountable decision making practices;
- encourage the community and specific stakeholders to participate by making informed contributions to the consultation process;
- ensuring community submissions are responded to respectfully and timely;
- Council will consider community submissions as part of the decision making process;
- notify affected stakeholders of specific outcomes where identified;
- ensure decisions and outcomes are accurately recorded and reviewed where relevant; and
- develop a consistent approach to the requirements of community consultation.

This policy fulfils Council’s obligations under Section 50 of the *Local Government Act 1999*, which provides that:

- Council must set out the steps that the Council will follow in cases where the *Local Government Act 1999* requires consultation on a matter; and
The Council may set out the steps that it will follow in other cases involving its decision making.

Council may, from time to time, alter this policy or substitute a new policy. In the instance that any significant changes are being proposed to the public, the Council must submit the proposal to a public consultation process.

5. Roles and Responsibilities

Council is charged with making decisions on the community’s behalf. Appropriate levels of consultation will ensure that decisions take into account community views. This Policy will apply to Council Members, staff, contractors, agents and consultants acting on behalf of Council.

The Chief Executive Officer (CEO) is responsible for the implementation of this Policy, reporting outcomes of consultations to Council, and the review of this Policy.

It is the responsibility of community members seeking to make a submission as part of any consultation process to make those submissions to Council in writing and addressed to Council’s Principal Office:

Adelaide Plains Council
2a Wasleys Road
PO Box 18
SA 5502

info@apc.sa.gov.au

All written submissions shall be a matter of public record and may form part of a report to Council. It is the responsibility of the community member making the written submission to specifically request, in writing, that their submission is to remain confidential.

5.2 Statutory Requirements

6.5 Local Government Act Requirements

Section 50(4) of the Local Government Act 1999 identifies where Council must apply its Policy in accordance with the Act providing the community with a minimum twenty-one (21) days (inclusive of weekends and public holidays) notice to make written submissions, this must be included in the notice and is relevant to:

5.1 Minimum requirements as per Council’s Public Consultation Policy (refer to steps outlined in clause 7):
<table>
<thead>
<tr>
<th>Topic</th>
<th>Section Reference</th>
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<tbody>
<tr>
<td>Principal Office operating hours</td>
<td>Section 45(3)</td>
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<tr>
<td>Code of Practice – Access to Meetings &amp; Documents</td>
<td>Section 92(5)(b)</td>
</tr>
<tr>
<td>Annual Business Plan</td>
<td>Section 123(3)(b)</td>
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<td>Changes to Basis of Rating</td>
<td>Section 151(5)(e)</td>
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<td>Rating – Differential Rates</td>
<td>Section 156(14a)(b)</td>
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<tr>
<td>Community Land – Revocation of Classification</td>
<td>Section 194(2)(b)</td>
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<tr>
<td>Community Land – Management Plans</td>
<td>Section 197(1)(b)</td>
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<tr>
<td>Community Land – Alienation by Lease or Licence</td>
<td>Section 202(2)</td>
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<tr>
<td>Roads – Permits restricting access or for use of activity requiring public consultation under regulations; and</td>
<td>Section 223(1)</td>
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<tr>
<td>Trees – Planting Trees and Vegetation</td>
<td>Section 232(b)</td>
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<td><strong>Section 193(2) Community Land – Classification</strong></td>
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</table>

5.2 Minimum requirements prescribed by the Local Government Act 1999

In the matters listed in the table below, Council will be required to undertake public consultation in the manner prescribed in accordance with the relevant section of the Local Government Act 1999. For example, section 13 – Status of a council or change of various names prescribes that, in addition to other requirements, prescribes a public consultation period of at least six (6) weeks. In addition to the above mandatory consultation requirements, the Local Government Act 1999 identifies requirements to consult on the following Sections of the Act.

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<thead>
<tr>
<th>Topic</th>
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<tbody>
<tr>
<td>Representation Reviews – Composition and Wards</td>
<td>Section 12</td>
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<tr>
<td>Change of Status or Name of Council</td>
<td>Section 13</td>
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</table>
Where other legislation identifies consultation requirements these will take precedence over this Policy in so far as there are no inconsistencies.

This Policy does not cover consultation in respect to planning and building applications (i.e. Development Approval). The Development Act 1993 and Council’s Development Plan establishes specific requirements for the public notification of particular development applications. Public notification requirements for Development Plan Amendments (DPA’s) are also outlined in the Development Act 1993, and so are not included in this Policy.

In circumstances where there is no requirement to follow legislative requirements Council will undertake consultation in a manner consistent with the scope and principles of this Policy.

7.6 Discretionary Consultation and Community Engagement

Where there is no legislative requirement to undertake public consultation, Council has the discretion as to whether it resolves to undertake public consultation in accordance with this Policy. This may include specific matters of interest to the community or specific stakeholder groups. Some examples of discretionary consultations are listed below:

- **Targeted policies, strategies and initiatives**
  
  This includes policy and strategy development on issues that impact particular groups and/or areas.

- **Operational matters**

  This includes activities undertaken to identify community needs and establish community interests in the discretionary services and day to day operation matters of Council. For example, proposal to remove a tree (not covered by section 223 of the Local Government Act 1999).

- **Performance evaluation/customer satisfaction**
This includes council-wide and individual service/issue assessment of community perceptions of council performance (otherwise known as satisfaction surveys or market research).

- Miscellaneous
  
  Council may also undertake community engagement activities when it believes that it will enhance its decision-making.

When Council elects to consult beyond the minimum statutory requirements, Council staff will approach and undertake consultation in a manner this is consistent with the scope and principles of this Policy.

5.3 Consultation Methods

8.7 Consultation Process

The strategic objective of any public consultation is to ensure the community receives regular information about Council’s achievements, objectives and performance, are advised of major issues affecting the community and are given the opportunity to comment on and be consulted about these issues or events.

7.1 Where Council is required to follow its Public Consultation Policy (refer matters listed in clause 5.1), the following minimum steps will be followed in accordance with Section 50(4):-

- Council will publish a notice in local newspapers – The Bunyip and The Plains Producer and on Council’s website describing the matter under consideration and inviting interested persons to make submissions in relation to the matter within a period being at least twenty-one (21) days from the date of the notice;
- Council will consider any submissions received as part of its decision making process and will also have regard to any relevant legislation.

7.2 Other options which Council may choose to utilise to communicate information and invite submissions, in addition to the above, are:-

Elements of this process include:

- A quarterly newsletter, the District Communicator;
- Direct mail publications or letterbox drops, as identified (Appendix 1);
- Advertising in The Bunyip, The Plains Producer, The Echo and other local township newsletters and other media outlets as identified;
- Regular media releases to appropriate media outlets and community groups;
• Community forums; informal workshops and stakeholder meetings, as identified;
• Market research or surveys;
• Council’s website www.apc.sa.gov.au
• Fixed displays, noticeboards within Council’s Principal Office, Two Wells Service Centre, Two Wells Public Library and Dublin General Store Noticeboard; and
• A flyer in local business premises throughout the District.

Any steps taken by Council in addition to the minimum requirements set out in the Local Government Act 1999, are at the absolute discretion of Council and will depend upon the particular topic under consideration, the resources available to Council and the level of interest that the topic is likely to generate.

5.4 Consultation Process

This Policy specifies four (4) levels of activity designed to suit all consultation requirements, ranging from the most basic public notification to a major project or issue of community-wide significance:

Level 1 – Local area / street issue;
Level 2 – Ward issue;
Level 3 – Single high-impact issue affecting the wider community; and
Level 4 – Council wide issue of strategic / financial / environmental importance.

Each level specifies the minimum statutory requirement relating to community consultation and exceeds them with a mixture of activities that may or may not be required.

An effective consultation strategy requires a degree of flexibility to suit the specific situation. While setting out minimum standards, each activity level reflects this need by not being too prescriptive. The following list indicates which level may apply for certain activities. (These are examples only and should not be regarded as a comprehensive list.):

Level 1
Change of Street Name;
Community Events;
Notice of Works;
Town Specific Works e.g. CWMS.

Level 2
Community Land – Alienation by Lease or License;
Community Land Management Plans – (minor);
Traffic Management Plans.

Level 3
Community Land Management Plans – Open Space (Major);

Level 4
Annual Business Plan;
By-Laws;
Changes to Basis Rating;
Codes of Practice – Access to Meetings and Documents;
Community Land – change in classification;
Council Amalgamations;
Major Projects;
Order Making Policy;
Plan Amendment Report (PAR) affecting the District;
Principal Office – Opening Hours;
Representation Reviews;
Rating – Differential Rates;
Strategic Plan.

Council will establish the level of consultation required when considering a subject requiring community consultation. The level of consultation will reflect the minimum statutory requirement relating to the consultation subject.

The CEO will be responsible for establishing the consultation level and determining elements within that process where Council has not done so.

Where the Act requires the CEO / Council Officers will

1. Prepare a report to Council which outlines Council’s proposal in relation to the matter;
2. Publish a notice:
   — detailing the issue under consideration;
   — in the Bunyip, The Plains Producer and The Echo newspapers and
     Council’s website www.apc.sa.gov.au
   — invite the community to make written submissions within twenty one (21) days (inclusive of weekends and public holidays) (to be stated in the notice).
3. When written submissions have been received following the stated closure date, the responsible Council Officers will:
   - compile and summarise the received written responses;
   - prepare a detailed report for Council’s consideration which;
     • summarises the consultation outcomes;
     • presents the information in the broader context of the matter under consideration;
     • makes recommendations for Council to consider when making a decision on the matter, and
     • is provided to the Executive Assistant for inclusion in the next available Council Agenda.

4. Council will consider the report and its recommendations and decide on the matter accordingly.

The right to address Council by way of a deputation in support of any submission may be allowed at the discretion of the Mayor or Presiding Member in accordance with Council’s Code of Practice – Meeting Procedures, unless otherwise prescribed in the relevant legislation.

9. **Related Documents**

   Code of Practice – Meeting Procedures.
   
   Public Consultation Letter Template

10. **Records Management**

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

11. **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. To review its Public Consultation Policy, Council must submit the proposal to a public consultation process, unless it determines that the alteration is of only minor significant that would attract little (or no) community interest.

12. **References**

    Development Act 1993
13.12. Further Information

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

2a Wasleys Rd, SA 5502

On payment of a fee, a copy of this policy may be obtained.

Any queries in relation to this Policy must be in writing and directed to info@apc.sa.gov.au.
Appendix 1

The Local Government Act 1999 provides that Councils must consult whenever they consider:

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<tr>
<th>Principal Office — Operating Hours</th>
<th>Section 45</th>
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<tr>
<td>Code of Practice — Access to Meetings and Documents</td>
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<td>Section 123</td>
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<td>Section 202</td>
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<td>Roads — Permits restricting access or for use or for activity requiring public consultation</td>
<td>Section 223</td>
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<td>Trees — Planting Trees and Vegetation</td>
<td>Section 232</td>
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Other forms of consultation are required in respect to:

<p>| Representation Reviews | Section 13 | 4° |
| Status of Council or Name Change | Section 13 | 4° |
| Commercial Activities — Prudential Arrangements | Section 48 | 4° |
| Public Consultation Policy | Section 50 | 4° |</p>
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<tr>
<th>Strategic Management Plans</th>
<th>Section 122</th>
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<tr>
<td>By-laws</td>
<td>Section 249</td>
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<td>Power to make Orders</td>
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<td>Level 1</td>
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<td>Compliance with statutory requirements where identified</td>
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<td>Relevant details placed on Councils Website and Noticeboards</td>
<td>Copies of major reports and plans made available at Council Offices and Two Wells Library</td>
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<td>A letterbox drop may be done where identified</td>
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### Local Issues

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<td>Community Letter</td>
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</table>
Dear Recipient,

Re: Public Consultation – (Subject)

Council is considering (subject) and is seeking input from the community as part of its decision making process. Please find attached documents relating to this matter for your information and consideration. Information is also available on Council’s website, www.apc.sa.gov.au. If you wish to discuss this matter with a member of staff please contact (name and number).

A report on this matter will be prepared for Council’s consideration; written submissions are encouraged and must be received by close of business on (day, date).

Submissions must be in writing and forwarded to:

(Position)
Adelaide Plains Council
PO Box 18
SA 5502
Or by email to info@apc.sa.gov.au

Please Note: All written submissions shall become public record and may form part of a report to Council. It is the responsibility of the author to notify Council in writing if they wish their correspondence to remain confidential.

Yours sincerely

Officer Name
Job Title
1. Objective

The purpose of this policy is to ensure that Adelaide Plains Council (‘Council’) meets its legislative obligations in regard to public consultation. The policy outlines the principles and procedures that Council will follow to involve the community in planning and decision making in the local area.

Council is committed to genuine, effective and timely community consultation encouraging the public to participate in policy development and planning, the management and evaluation of services and in identifying areas of concern.

2. Scope

This Policy applies to Council and its staff, contractors, agents or consultants acting on its behalf and will apply to the activities, initiatives and responsibilities of Council required by legislation and where further identified by Council to undertake public consultation over and above the relevant legislative requirements. In such circumstances, Council will undertake consultation in a manner consistent with the scope and principles of this Policy.

This Policy does not cover consultation in respect to other legislation affecting Local Government. For example, there are specific consultation requirements under the following acts:-

- Planning, Development and Infrastructure Act 2016;
• **Roads (Opening and Closing) Act 1991**;
• **Public Health Act 2011**; and
• **Land Acquisition Act 1969**.

3. **Definitions**

**Communication** – refers to the exchange of information from Council to the community, and the views from the community to Council;

**Community** – all people who live, work, pay rates, conduct private / government business, visit, utilises services, facilities and public space within the Council. They may be referred to as stakeholders, or comprise stakeholders;

**Consultation** – a process of community engagement that seeks to inform the community and receive views and preferences of the community. These preferences and views are used to inform Council providing a guide to the decision making process;

**Engagement** – all levels, including the community in the decision making process.

4. **Policy Statement**

Council is committed to open, accountable and responsive decision making, which is informed by public consultation.

Council will endeavour to take into account the views and consideration of the community balancing those views with factors such as infrastructure, financial constraints, health and safety and legislative requirements in order to make decisions compatible with Council’s strategic direction and providing accurate information while maintaining financial viability and confidentiality.

Council appreciates that the community seeks to be involved and consulted with respect to decisions that affect the community culturally, financially, environmentally and socially. Council understands that the consultation process can identify a range of issues, ideas and solutions, providing a balanced outcome for the community within the parameters set by Council.

This policy fulfils Council’s obligations under Section 50 of the **Local Government Act 1999**, which provides that:-

- Council *must* set out the steps that the Council will follow in cases where the **Local Government Act 1999** requires consultation on a matter; and
- The Council *may* set out the steps that it will follow in other cases involving its decision making.
Council may, from time to time, alter this policy or substitute a new policy. In the instance that any significant changes are being proposed to the public, the Council must submit the proposal to a public consultation process.

5. **Local Government Act Requirements**

5.1 **Minimum requirements as per Council’s Public Consultation Policy (refer to steps outlined in clause 7):**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Section Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Office operating hours</td>
<td>Section 45(3)</td>
</tr>
<tr>
<td>Code of Practice – Access to Meetings &amp; Documents</td>
<td>Section 92(5)(b)</td>
</tr>
<tr>
<td>Annual Business Plan</td>
<td>Section 123(3)(b)</td>
</tr>
<tr>
<td>Changes to Basis of Rating</td>
<td>Section 151(5)(e)</td>
</tr>
<tr>
<td>Rating – Differential Rates</td>
<td>Section 156(14a)(b)</td>
</tr>
<tr>
<td>Community Land – Revocation of Classification</td>
<td>Section 194(2)(b)</td>
</tr>
<tr>
<td>Community Land – Management Plans</td>
<td>Section 197(1)(b)</td>
</tr>
<tr>
<td>Community Land – Alienation by Lease or Licence</td>
<td>Section 202(2)</td>
</tr>
<tr>
<td>Roads - Permits restricting access or for use of activity requiring public consultation under regulations; and</td>
<td>Section 223(1)</td>
</tr>
<tr>
<td>Trees – Planting Trees and Vegetation.</td>
<td>Section 232(b)</td>
</tr>
</tbody>
</table>

5.2 **Minimum requirements prescribed by the *Local Government Act 1999***
In the matters listed in the table below, Council will be required to undertake public consultation in the manner prescribed in accordance with the relevant section of the *Local Government Act 1999*. For example, *section 13 – Status of a council or change of various names* prescribes that, in addition to other requirements, prescribes a public consultation period of at least six (6) weeks.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Section Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representation Reviews – Composition and Wards</td>
<td>Section 12</td>
</tr>
<tr>
<td>Change of Status or Name of Council</td>
<td>Section 13</td>
</tr>
<tr>
<td>Commercial Activities – Prudential requirements</td>
<td>Section 48</td>
</tr>
<tr>
<td>Adopting or varying a Public Consultation Policy</td>
<td>Section 50</td>
</tr>
<tr>
<td>Strategic Management Plans</td>
<td>Section 122(6)</td>
</tr>
<tr>
<td>By-Laws – the making of</td>
<td>Section 249</td>
</tr>
<tr>
<td>Order Making Policy</td>
<td>Section 259</td>
</tr>
</tbody>
</table>

**6. Discretionary Consultation and Community Engagement**

Where there is no legislative requirement to undertake public consultation, Council has the discretion as to whether it resolves to undertake public consultation in accordance with this Policy. This may include specific matters of interest to the community or specific stakeholder groups. Some examples of discretionary consultations are listed below:-

- **Targeted policies, strategies and initiatives**
  
  This includes policy and strategy development on issues that impact particular groups and/or areas.

- **Operational matters**
  
  This includes activities undertaken to identify community needs and establish community interests in the discretionary services and day to day operation matters of Council. For example, proposal to remove a tree (not covered by section 223 of the *Local Government Act 1999*).

- **Performance evaluation/customer satisfaction**
This includes council-wide and individual service/issue assessment of community perceptions of council performance (otherwise known as satisfaction surveys or market research).

- **Miscellaneous**
  
  Council may also undertake community engagement activities when it believes that it will enhance its decision-making.

When Council elects to consult beyond the minimum statutory requirements, Council staff will approach and undertake consultation in a manner this is consistent with the scope and principles of this Policy.

7. **Consultation Process**

7.1 Where Council is required to follow its Public Consultation Policy (refer matters listed in clause 5.1), the following minimum steps will be followed in accordance with Section 50(4):-

- Council will publish a notice in local newspapers – The Bunyip and The Plains Producer and on Council’s website describing the matter under consideration and inviting interested persons to make submissions in relation to the matter within a period being at least twenty-one (21) days from the date of the notice;
- Council will consider any submissions received as part of its decision making process and will also have regard to any relevant legislation.

7.2 Other options which Council may choose to utilise to communicate information and invite submissions, in addition to the above, are:-

- A quarterly newsletter, the Communicator;
- Direct mail publications or letterbox drops, as identified
- Advertising in The Plains Producer, The Echo and other local township newsletters and other media outlets as identified;
- Regular media releases to appropriate media outlets and community groups;
- Community forums; informal workshops and stakeholder meetings, as identified;
- Market research or surveys
- Fixed displays, noticeboards within Council’s Principal Office, Two Wells Service Centre, Two Wells Public Library and Dublin General Store Noticeboard
- A flyer in local business premises throughout the District.
Any steps taken by Council in addition to the minimum requirements set out in the Local Government Act 1999, are at the absolute discretion of Council and will depend upon the particular topic under consideration, the resources available to Council and the level of interest that the topic is likely to generate.

8. Related Documents

Code of Practice – Meeting Procedures.
Public Consultation Letter Template

9. Records Management

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

10. Document Review

This Policy will be reviewed periodically to ensure legislative compliance and that it continues to meet the requirements of Council its activities and programs. To review its Public Consultation Policy, Council must submit the proposal to a public consultation process, unless it determines that the alteration is of only minor significant that would attract little (or no) community interest.

11. References

Local Government Act 1999

12. Further Information

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

2a Wasleys Rd, SA 5502

On payment of a fee, a copy of this policy may be obtained.

Any queries in relation to this Policy must be in writing and directed to info@apc.sa.gov.au
EXECUTIVE SUMMARY

- The purpose of this report is to introduce, and seek Council’s endorsement of, the Event Management Policy.
- The introduction of an Event Management Policy was prompted by a review of Council’s Event Management System as a result of the 2016 Risk Review and community feedback.
- Implementing an Event Management Policy will improve the Event Management System for both event organisers and Council Officers.

RECOMMENDATION

“that Council, having considered Item 14.3 – Event Management Policy Introduction, dated 19 June 2017, receives and notes the report and in doing so endorses the Event Management Policy as presented in Attachment 1 to this Report.

BUDGET IMPACT

Estimated Cost: $ 0
Future ongoing operating costs: $ 0
Is this Budgeted? Not Applicable

RISK ASSESSMENT

There may be reputational and financial risks if Council decides not to endorse and implement an Event Management Policy.
Attachments

1. Event Management Policy
DETAILED REPORT

Purpose

The purpose of this report is to seek Council’s endorsement of the Event Management Policy. This Policy has been developed to assist event organisers and Council Officers with the planning, management and expectations of running events on Local Government Land.

Background/History

As a result of the annual Risk Review conducted by the Local Government Association Mutual Liability Scheme in 2016, it was highlighted that Council did not have an Event Management Policy in place and the Event Management templates were also due for review. Council received feedback from the community at the time of the ‘Whoa to Go’ event which identified that there were some potential areas for improvement regarding Council’s Event Management System and processes.

As a result, administration decided to conduct a full review of the Event Management System and processes. Key stakeholders within Council met to discuss the main areas for improvement, to review feedback received from the community and to also determine roles and responsibilities in regard to Event Management System and processes. It was agreed that Council would source and review the Event Management processes and templates of our neighbouring Council’s, namely Barossa and Town of Gawler.

Following consultation, the attached Event Management Policy was developed (Attachment 1).

Discussion

This Policy will provide administrative guidance and event management principles to event organisers and Council Officers. The implementation of the Event Management Policy will:-

- Ensure that roles, responsibilities and expectations are clearly defined for event organisers and Council Officers;
- Ensure that events are well managed and consistent across Council departments to achieve successful outcomes for event organisers;
- Provide guidance on appropriate event types, fees and levels of due diligence on Local Government Land; and
- Provide a sense of place and community pride which builds community spirit, increases local interest and participation, strengthens local values and traditions and encourages volunteerism.
Conclusion

It is recommended that Council adopt the attached Event Management Policy. Following endorsement, the policy will be made available to the public together with a suite of event management templates for the community to access.

References

Legislation

Local Government Act 1999

WHS Act and Regulations 2012

Council Policies

Risk Management Policy and Procedure
### Event Management Policy

<table>
<thead>
<tr>
<th>Event Management Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Version Adoption by Council:</strong> (Date)</td>
</tr>
<tr>
<td><strong>Resolution Number:</strong> 2016/</td>
</tr>
<tr>
<td><strong>Current Version:</strong> V 1.0</td>
</tr>
<tr>
<td><strong>Administered by:</strong> General Manager, Governance and Communications</td>
</tr>
<tr>
<td><strong>Last Review Date:</strong></td>
</tr>
<tr>
<td><strong>Next Review Date:</strong></td>
</tr>
</tbody>
</table>

**TRIM CON:** 12/201  
**DOC ID:** 16/6814[v2]  
**Strategic Outcome:** 5.2: Informed and engaged community, stakeholders and staff.

1. **Objective**  
The purpose of this Policy is to assist event organisers with the planning, management and expectations of running their event on Local Government Land.

This Policy will provide administrative guidance and event management principles to event organisers and Council Officers.

This Policy will:
- Ensure that events are well managed to achieve successful outcomes for event organisers;
- Provide guidance on appropriate event types and levels of due diligence on Local Government Land; and
- Provide guidance on when a Fee should be applied to an event booking and the grounds and process for withholding bonds or part bonds, if required.

2. **Scope**  
The Council recognises that events contribute to a sense of place and community pride and have many benefits:
- Which build community spirit, increase local interest and participation, strengthen local values and tradition and encourage volunteerism;
- Provide opportunities for recreation, fun, entertainment, celebration and education;
- Enhance the local economy by attracting and keeping visitors in the region longer;
- That build on and profile local attractions, products, history, culture and the environment;
- Including increased tourism development and destination awareness;
- Of economic development and growth of local businesses;
- Contribute to a positive image of the Adelaide Plains Council and its communities; and
• Develop and Promote initiatives that enhance the identity of individual communities and district as a whole.

This policy covers all Local Government Land that is available for hire by the public.

Events are categorised and appropriate management determined accordingly.

The policy will be implemented and utilised across all directorates, committees and booking officers of Council, for application on all Local Government Land.

Please note: Some Local Government Land e.g. halls, ovals, community centres are leased and or licensed by third parties therefore prior to the event, written approval of any event application needs to be sought from the relevant third party.

3. Definitions

<table>
<thead>
<tr>
<th><strong>Booking Officer</strong></th>
<th>The Council officer, contractor or volunteer responsible for the booking of Local Government Land.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bond</strong></td>
<td>An amount payable by the event organiser to the Council before the event to mitigate the financial burden of damage to a Council owned and operated sites as a result of the event. The bond is refundable if the event organiser can meet all the requirements of the pre and post event site inspection by a Council officer.</td>
</tr>
<tr>
<td><strong>Local Government Land</strong></td>
<td>Land owner by a Council or under Council’s care, control and management. For example, open space areas, libraries, galleries, Council chambers, meeting rooms and road reserves.</td>
</tr>
<tr>
<td><strong>Hallmark Event</strong></td>
<td>Target Market - Interstate experience seekers. E.g. Tour Down Under</td>
</tr>
<tr>
<td><strong>Regional Event</strong></td>
<td>Target market - Adelaide and state regions. E.g. farmer’s markets, organised sporting, motor sport events (Whoa to go etc), recreational, political, artistic, cultural or other activity.</td>
</tr>
<tr>
<td><strong>Local Event</strong></td>
<td>Private, small events, Christmas parades, corporate hirers, street parties.</td>
</tr>
<tr>
<td><strong>Event Organiser</strong></td>
<td>The entity responsible for the event hiring</td>
</tr>
<tr>
<td><strong>Event Participant/s</strong></td>
<td>Stallholders; food, wine or entertainment providers involved in events organised by Event Organisers.</td>
</tr>
<tr>
<td><strong>Event Application Form</strong></td>
<td>Document required to be completed by Event Organisers with support from Council, in order to assess the nature and requirements of a proposed event.</td>
</tr>
<tr>
<td><strong>Fee</strong></td>
<td>An amount payable to the Council for the use of Council facilities as per Council Fees &amp; Charges Register annually adopted by the Council.</td>
</tr>
<tr>
<td><strong>Potential High Impact Event</strong></td>
<td>An event that involves utilisation of Council owned and operated site that are not their primary purpose. Any event where an internal risk assessment results in moderate or high risk of damage or impact to</td>
</tr>
</tbody>
</table>

Ordinary Council Meeting  
Page 97 of 282  
19 June 2017
Council owned and operated site.

**Special Event Permit**
- Individuals who facilitate a small event on Council land/site e.g. personal trainers, book clubs, fundraising bodies, parents groups using our owned and operated sites.

**Stall Holders Permit**
- To be completed when selling goods at small and large events by stall holders, food and beverages.

**Temporary Road Closure**
- The temporary restriction of vehicular access to a road. Formal Council approval (and depending on the road, South Australian Police or State Government approval) is required to endorse the need for a temporary road closure. Best practice traffic management will be required.

### 4. Policy Statement
Council is committed to encouraging the community to coordinate and hold events within the Adelaide Plains Council district to encourage visitors to the area and build positive relationships between the community and Council. To assist with this process, Council has endorsed this policy and provided event organisers with guidance and templates in order to meet all the event management requirements.

### 5. Specific Provisions/Responsibilities

#### 5.1 Roles and Responsibilities

**5.1.1 Council**
- To respond to requests, provide advice on Council’s policy, receive Event Application Forms, facilitate Council’s approval process, process payments and assist with event support as required; and
- Council will not however, actually organise events for third parties unless expressly authorised by Council or the Chief Executive Officer and fees may apply.

**5.1.2 Event Organiser**
- To submit an Event Application Form within appropriate timeframes with all necessary supporting documents;
- To read, understand, sign and adhere to General and Special Conditions;
- To pay nominated fees (where required);
- To consider and record hazards and risks that may occur as a result of holding the event and implement strategies to mitigate residual risks;
- To adhere to Work Health Safety (WHS) legislative requirements;
- To manage the requirements on all Event Participants including stall holder exhibitor permits, food notification form, liquor licensing, Safework SA registration, dry zone requirements, road closures and compliance for Amusement Structures;
- Traffic Management Plans;
• To convey General and Special Conditions to all Event Participants; and
• To make good any damage resulting from an event.

5.2 Event Hierarchy and Approval

Events can be categorised into a hierarchy with more significant events e.g. Hallmark or Regional Events) to attract higher due diligence requirements than Local Events.

5.2.1 Hallmark or Regional Events will require Council approval due to the:
• Potential to attract large crowds which involve high risk activities such as the interaction between consumption of alcohol, event covering a large area and moving vehicles;
• Potential for significant sensitivity, controversy or opposition;
• Temporary Road Closure;
• Request for Council sponsorship (financial or in-kind); and
• Community consultation.

Event organisers are required to complete the Event Application Form and Event Management and Inspection Checklist for these events. E.g. Whoa to Go, Tour down under, Refer to Doc No:

In addition, event organisers are required to complete stall holder exhibitor permits for third parties who are selling items at the event e.g. products, food and beverages.

If selling food and beverages event organisers are required to complete Temporary Event – Food Notification Form and if alcohol is present an appropriate liquor license is required to be provided.

5.2.2 Local Events medium in size will require Council Officer approval as facilitated by Council’s Customer Service Team as these events are generally:
• Simpler in nature;
• Smaller in participant and guest numbers; and
• Lower WHS and operational risks.

Event organisers are required to complete an Event Application Form. E.g. Christmas Parades, bike trails, farmers markets etc.

In addition, event organisers are required to complete stall holder exhibitor permits for third parties who are selling items at the event e.g. products, food and beverages.
If selling food and beverages event organisers are required to complete **Temporary Event – Food Notification Form** and if alcohol is being sold an appropriate liquor license is required to be provided.

5.2.3 **Local Events** by individuals and or small groups will require Council Officer approval as facilitated by Council’s Customer Service Team as follows:
- Completion of a **Facility and Community Land Use Permit** for individuals holding small low risk events e.g. Fitness sessions on Council Land, birthday parties where amusement structures are provided such as jumpy castles, book events, horse trails. Refer to Doc No:

5.2.4 **Commercial Events may require Development Approval**
Event Application Forms received from Commercial entities that are not considered by Council to be reasonably incidental to the approved use of the affected land, for example significant music concerts or regular shopping activities, may require separate Development Approval.

5.3 **Event Management Procedures and Guidelines**

5.3.4 **Pre-Event Management**
May include but is not limited to Event Application Assessment, applicable fees and written agreement of pre and post event condition, emergency management, traffic management, risk and WHS assessment, site walk through, irrigation plan assessment, engineering assessment for structures and preventative measures to be undertaken as appropriate.

**Please note:** It is essential that event organisers provide a copy of their public liability insurance (min $20,000,000) certificate prior to event approval. Council is unable to cover third parties in terms of insurance.

5.3.5 **During Event Management**
Adhere to general and special conditions as documented in the approved Event Application Form. Examples may include consideration of irrigation plans and the interaction with pegged structures, emergency planning, traffic management planning, WHS requirements and correct management of event participants and specific monitoring of Local Government Land condition.

5.3.6 **Post-Event Management**
Clean up, remediation requirements, post-event inspection, debrief (as required)

5.4 **Fees**

5.4.1 Hire fees contribute to the maintenance cost of Local Government Land.
5.4.2 Not-for-profit Event Organisers that can demonstrate community benefit resulting from their event are able to apply for a fee reduction.

5.4.3 The Fees and Charges Schedule is available on Council’s website: [www.apc.sa.gov.au](http://www.apc.sa.gov.au).

5.4.5 Post-event inspection and Fee Refunds
Fee refunds will be issued once Council is satisfied that the Local Government Land has been vacated and returned in its original condition. For most events, a fee will be returned within 14 days. Potential High Impact Events will require a longer timeframe due to heightened post-event inspection requirements and will generally be returned within 30 days.

5.5 Application Requirements and Assessment Criteria

5.5.1 Applications for local events with no potential for high impact must be received no later than 3 weeks prior to the event.

5.5.2 Applications for Regional, High Impact Events or events with Temporary Road Closure will require lodgement no later than 3 months prior to event.

5.5.3 Approval will not be issued unless all supporting information is provided and the Event Application Form is signed by the Event Organiser.

5.5.4 The Customer Service Team will facilitate the approval process that is depicted in the Event Management Procedure and as per Customer Service Charter.

5.5.5 Where Council receives two (2) applications for events; for the same time and location of Local Government Land, preference will be granted to the Event Organiser who forwards the Event Application Form first pending any requirements of current lease agreements with third parties.

5.5.6 Assessment Criteria include:
- Compliance with Event Management Policy, procedures, documentation requirements e.g. event emergency management plan and WHS detailed in a risk assessment (or hazard identification);
- Social Benefits (Local volunteerism, attendance, participation, recreation and entertainment opportunity);
- Economic development benefits (local business and potential accommodation patronage, fundraising for not-for-profit organisations);
- Event timing (complimentary or conflicting events or existing agreements with sporting clubs and other users); and
- Event impacts (financial, environmental, community (noise, nuisance, safety, alcohol, temporary road closures etc).
5.5.7 The following information provides a guide for inclusion in an Event Application:

- Public Liability Insurance ($20,000,000);
- Event Emergency Management Plan and Site Map;
- Traffic Management Plan;
- Liquor Licensing (including security arrangement if required);
- Temporary Event - Food Notification Form;
- Temporary Road Closures and Traffic Management;
- Amusement and other (e.g. Staging) structures;
- Risk Assessment (Hazard Identification for Small Events);
- Signage and promotional requirements;
- Listing of all participants and provision of required information;
- Stall Holders Permit;
- Waste Management; and
- Emergency Management requirements.

6. Supporting Documentation

- Event Application Form (including a risk assessment template)
- Event Management and Inspection Checklist
- Event Participant Application Form
- Application for Fee Reduction Form
- Special Event Permit
- Community Land and Facility Use Permit
- Stall Holders Permit
- Event Emergency Management Plan template
- Temporary Event – Food Notification Form
- Public Consultation Policy

7. Related Documents

- Code of Conduct for Council Members
- Code of Conduct for Council Employees
- Customer Service Charter
- Customer Complaints Handling Policy (not yet endorsed)
- Internal Review of Council Decisions Policy
- Internal Review of Council Decisions Procedure
- Public Consultation Policy
- Request for Service (not yet endorsed)
- Risk Management Framework
- Risk Management Policy
- Risk Register
- Section 221 Permits
8. **Records Management**

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

9. **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.

10. **Further Information**

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

2a Wasleys Rd, Mallala SA 5502

On payment of a fee, a copy of this policy may be obtained.

Any queries in relation to this Policy must be in writing and directed to the General Manager Governance and Communications.
EXECUTIVE SUMMARY

- Council resolved at its 21 December 2015 meeting that fee waivers under the Development Act 1993 and Development Regulations 2008 and the South Australian Public Health Act 2011 would apply to applications lodged by landowners whose property was located within the defined fire ground footprint. Waivers relating to Rates had closing dates of 30 June 2016 (see Attachment 1).
- No closing date was applied to the waiving of Development Application fees.
- A total of 46 Development Applications have been processed for reconstruction following the Pinery Fire, with only two received this calendar year to date.
- Clare and Gilbert Valleys Council and Wakefield Regional Council have both applied a closing date for the waiving of Development Applications fees of 31 December 2017; with Light Regional Council considering a closing date of 30 June 2017.
- An amnesty period until 31 December 2017 would enable Council to publicise the closure date and allow affected landowners the opportunity to lodge an application.

RECOMMENDATION

“that Council, having considered Item 14.4 – Pinery Fire – Development Application Fees, dated 19 June 2017, receives and notes the report and in doing so revokes the Development Application and Waste Control Application fee waivers in place for applications lodged by landowners whose property is situated within the defined fire ground footprint area of the Pinery Fire, as of 31 December 2017.”
**BUDGET IMPACT**

- Estimated Cost: $0.00
- Future ongoing operating costs: $0.00
- Is this Budgeted? Not Applicable

**RISK ASSESSMENT**

By adopting the recommendation, Council will not be exposed to any significant risk. Notice of the closure of fee waivers may precipitate some additional lodgements of Development Applications. Financial implications are only for reduced fee income on development which would not normally have occurred and would therefore be a positive outcome.

---

**Attachments**

1. Nil
DETAILED REPORT

Purpose

No closing date was applied to the waiving of Development Application fees for landowners whose property was located within the defined Pinery fire ground footprint. To avoid confusion for affected landowners, two years on from the Pinery fire a closing date for fee concessions should be considered.

Background/History

Council resolved at its 21 December 2015 meeting:

Moved Cr Lawrence Seconded Cr Stubing

”that the Council, having considered Item 16.6 – Pinery Fire – November 2015, dated 21 December 2015, offer the following Development Act fee waivers in accordance with section 39(4)(c) of the Development Act 1993 against those fees and charges imposed under section 39(1)(d) and Schedule 6 of the Development Regulations 2008, and South Australian Public Health Act 2011 fee waivers, for applications lodged by landowners whose property is situated within the defined fire ground footprint area (as officially defined by the State Government):

• Applications that are submitted which are a direct result of the Pinery Fire event will be given priority with respect to their assessment;
• Applicants utilising Council’s services for both the Planning and Building Rules Assessment, building rules assessment fees will be reduced by 50%;
• Applications for demolition of fire damaged buildings will require the minimum lodgement fee only;
• Council’s Waste Control Application fees be reduced through the waiving of the inspection fee component (saving of approximately 75% of the normal fee);
• Applicant’s using only Council’s Planning Assessment Services, the minimum lodgement fee and planning assessment fees can be applied irrespective of the cost of the development.”

CARRIED (2015/351)

Moved Cr Jones Seconded Cr Keen

“that the Council, having considered Item 16.6 – Pinery Fire – November 2015, dated 21 December 2015, instruct the Acting Chief Executive Officer to formally write to the Minister for Planning, the Hon John Rau MP, requesting that the Development Assessment Commission waive their statutory fees and charges for all development applications within the Pinery fireground.”

CARRIED (2015/352)
Fee waivers under Section 39(1)(d) of the Development Act 1993, Schedule 6 of the Development Regulations 2008 and the South Australian Public Health Act 2011 would apply to applications lodged by landowners whose property was located in the defined fire ground. In the same report and preceding resolutions, waivers relating to Rates payments had closing dates of 30 June 2016.

Discussion

To date a total of 46 Development Applications have been processed for reconstruction following the Pinery Fire. Only two Development Applications have been received this calendar year for Pinery Fire development.

Clare and Gilbert Valleys Council and Wakefield Regional Council have both applied a closing date for the waiving of Development Applications fees of 31 December 2017; with Light Regional Council considering a closing date of 30 June 2017.

Conclusion

An amnesty period for approximately six months until 31 December 2017 would enable Council to publicise the closure date and allow affected landowners the opportunity to lodge an application. Such a decision would see consistency applied across three of the four council areas affected by the fire, with Light Regional Council open to extending the closing date to 31 December 2017 as well.

References

Legislation

Development Act 1993

Council Policies

Nil
OVERVIEW

Purpose

This report seeks endorsement of Council’s draft Strategic Plan 2017-2020 and authorisation to commence Public Consultation on the Plan. The report also provides a summary of the consultation and engagement that has been undertaken during the preparation of the draft Plan.

Background

In March 2017, Council engaged planning consultant Urban and Regional Planning Solutions (URPS) to develop Council’s Strategic Plan 2017-2020. The Strategic Plan will inform all Council actions, priorities and budgets for 2017-2020.

In accordance with the requirements of the Local Government Act 1999 and Council’s Public Consultation Policy, the following public and agency consultation was undertaken during preparation of the draft Strategic Plan:-

- **Formation of a Strategic Plan Working Party (SPWP) comprising key staff members and Elected Member representation**

  An initial meeting with URPS was held on 27 March 2017 to discuss Council priorities for the Strategic Plan 2017-2020, including strategic focus areas, goals and outcomes. Further consultation with the SPWP has taken place via email, with feedback requested on the challenges and opportunities in relation to the strategic focus areas outlined in the current Strategic Plan (2013-2016); ideas for trends/data sources that could be used to measure successful outcomes; and, feedback on the draft Strategic Plan Framework.
Key Stakeholder Workshop on 27 April 2017

Representatives from the following stakeholder groups attended a workshop at URPS’s offices to inform the development of the draft Strategic Plan:

- Regional Development Australia Barossa
- DEWNR - Adelaide International Bird Sanctuary
- Gawler River Flood Plain Management Authority
- Vietnamese Farmers Association
- Light Regional Council

The workshop included a discussion of the issues and challenges that Adelaide Plains Council should consider during the preparation of the Strategic Plan as well as the key priorities that the Plan should focus on. The workshop also considered partnership and funding opportunities from the stakeholder perspective.

Follow up consultation was also carried out directly with representatives of DPTI (Transport Services), PIRSA, SA Water and adjoining Councils that could not attend the workshop.

3 community workshops at Dublin, Mallala and Two Wells on 9th, 11th and 17th May 2017

The community workshops were advertised in The Bunyip and The Plains Producer, via key community locations within Dublin, Mallala and Two Wells as well as on Council’s website and noticeboards. In addition, a direct invitation to the workshops and provision of the flyer/feedback form was sent to all key community groups and representatives within the Council area. The flyer included a feedback form on the reverse that could be completed and returned to Council if attendance at the workshop was not possible.

A total of 18 residents attended the 3 community workshops and a further 3 feedback forms were received directly by Council.

The feedback from the community was considered by the Consultant in the development of the draft Strategic Plan 2017-2020.

Discussion

The adoption of a new Strategic Plan will provide Council with the framework to guide its operations and service delivery as well as defining the outcomes Council intends to achieve over a four year period to meet the community’s aspirations and vision for the future.

The Plan will drive the development of four year action plans that identify the initiatives and projects that Council will focus on and it will inform all Council actions, priorities and budgets for 2017-2020.

The draft Strategic Plan 2017-2020 (attachment 1) seeks to provide a clearer focus on the considerable potential for the future growth and development of the district, including
opportunities from the growth of Two Wells; the expansion of irrigation in horticulture and field and fodder crops, with the Northern Adelaide Irrigation Scheme (NAIS); and, the recently proclaimed Adelaide International Bird Sanctuary.

The draft Strategic Plan provides a clear and comprehensive planning document that describes the organisation's priorities, brings greater focus to Council's direction and heightens the organisation's efforts in response to the future economic and social challenges that face the Adelaide Plains community. The Strategic Plan also incorporates the social and environmental programs that are essential to the region’s long term sustainability.

**Next Steps**

In line with Council’s public consultation policy, a minimum period of 21 days will be provided for feedback on the draft Strategic Plan 2017-2020.

A workshop with the SPWP took place on 5 June 2017 prior to the consultation period to review the draft Plan. A post-consultation Elected Member Workshop has been tentatively scheduled for late afternoon 24 July 2017, should this be required.

At the completion of the consultation period all submissions (from both the community and staff) will be summarised, assessed and responded to in a Consultation Summary and Response Report. Where necessary, amendments will be made to the draft Plan and the final Strategic Plan will be presented to Council for endorsement.

It is anticipated that the final draft Strategic Plan 2017-2020 will be presented to Council for endorsement at Ordinary Council on 21 August 2017.

**Summary**

Following a series of community workshops and consultation with key stakeholders, planning consultant URPS has developed a draft Strategic Plan 2017-2020 on behalf of Council.

Administration is now seeking Council endorsement of the draft Strategic Plan and authorisation to commence Public Consultation on the draft plan.

At the completion of the consultation period all submissions will be assessed, where necessary amendments will be made to the draft plan and a final Strategic Plan will be presented to Council for endorsement.

**RECOMMENDATION**

“That Council, having considered Item 14.5 – Draft Strategic Plan 2017-2020 for Public Consultation, dated 19 June 2017:-
1. Receives and notes the report;
2. Endorses the draft Strategic Plan 2017-2020; and
3. Authorises the Chief Executive Officer to proceed with public consultation on the draft Strategic Plan 2017-2020 in accordance with Council’s Public Consultation Policy.”

Attachments

1. Draft Strategic Plan 2017-2020

References

Legislation

Local Government Act 1999

Council Policies

Public Consultation Policy
OUR PLAN FOR ADELAIDE PLAINS

THE ADELAIDE PLAINS
STRATEGIC PLAN 2017 - 2020
DRAFT For Public Consultation

Ordinary Council Meeting
Page 112 of 282
19 June 2017
Kaurna acknowledgement

Adelaide Plains Council acknowledges that we are meeting on the traditional country of the Kaurna people of the Adelaide Plains and pays respect to elders past and present.

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.
What is the Strategic Plan?

This plan outlines the Adelaide Plains Council aspirations and priorities for the Adelaide Plains Council area and the projects and services it will deliver between 2017 and 2020.

It has been prepared to provide strategic direction to the Council and comply with the requirements of the Local Government Act, 1999.
On behalf of Adelaide Plains Council, we are thrilled to introduce Council’s draft Strategic Plan 2017-2020.

The upcoming period for Council presents some wonderful opportunities, particularly in the economic development and investment realm, and seizing on those opportunities to facilitate orderly and economic development is crucial.

Elected members and staff alike have placed a concerted focus in recent years on consolidating the Council, rebranding the organisation and reconnecting with our community. Amending Council’s name to reflect the entire region, establishing sound governance structures, reorganising the structure and labour base, and improving on our communications and responsiveness when interacting with our community, ensures a solid foundation is now in place for Council to project forward with renewed confidence and vigour.

Before we touch on some of the key elements of the Strategic Plan, it is timely to outline that its development has seen significant input from a broad cross section of stakeholders. Our Council has been well lead by consultancy firm, URPS, and with their guidance, Council has facilitated a series of community workshops in Mallala, Two Wells and Dublin. In addition, a stakeholder workshop was held with a raft of key representative groups as were workshops with elected members and staff. The collective ‘buy-in’ from a multitude of stakeholders has enabled the development of our Strategic Plan and we thank everyone who has assisted throughout this process.

So what are some of the key themes and activities on Council’s radar for the period 2017-2020?

Being a peri-urban council, population growth beckons and we know that Two Wells alone will effectively double Council’s population over the ensuing twenty year period. We know that a reception to year 12 private school is earmarked for Two Wells to support that population influx. The potential of the Northern Adelaide Irrigation Scheme to generate significant water harvesting opportunities for our region would entice economic investment in horticulture and allied industry. The growth of the ‘food bowl’ equates to jobs. The Adelaide International Bird Sanctuary, recently proclaimed, will place the international spotlight on our 47 kilometres of coastline, enticing visitors and tourists alike to our region. And finally, flood protection along the Light and Gawler Rivers will continue as a significant investment by our Council.

So while the depth and breadth of activity is just as vast as it is exciting, the role of Council is crucial in facilitating orderly and economic development. With only a small ratepayer base, Council has a limited capacity to finance new projects, new infrastructure and new services. Thus, it is vitally important that our Strategic Plan 2017-2020, a) makes this very point clear and b) provides the basis for Council to be able to leverage off all tiers of Government as well as the private sector to generate the means by which those projects and activities listed can be realised for our community and at no additional cost to our community.

In addition to the pursuit of public-private partnerships and leveraging off of all tiers of Government as a means of generating income streams, other key themes of the draft Strategic Plan are:

- Advocacy role in enticing retail, commercial and industrial development to the region
- Sound management of assets including CWMS, roads, stormwater and flood management
- Pursuit and advocacy of community partnerships as a means of delivering services to our community
- Ongoing emphasis placed on good corporate governance practices which underpins everything we do
- Maintaining a high level of respect for our natural environment, protecting it from incompatible land uses which gives rise to intruding on our natural fauna and flora, and

Astute fiscal management

On behalf of Council, we are therefore proud to introduce Adelaide Plains Council’s draft Strategic Plan 2017-2020 and hereby commend it to you, the reader.

Yours sincerely

Tony Flaherty OAM  
Mayor

James Miller  
Chief Executive Officer
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This Plan has been developed taking into account the directions and aspirations of our community, stakeholders, local, South Australian and Federal Governments.

1.0 OUR PARTNERS

South Australia’s Strategic Plan
30 Year Plan for Greater Adelaide
Premier’s 10 Economic Priorities
3 Community Drop in Sessions
Stakeholder Workshop

Regional Health Plan
Gawler River Flood Management Authority Business Plan
Investment Prospectus (RDA)
Barossa Climate Change Adaptation Plan
Legatus
Adelaide & Mount Lofty Ranges Natural Resources Management Plan
2.0 OUR VISION AND PRIORITIES

OUR VISION
A proud, prosperous, resilient and cohesive community supported by quality townships, rural places and services.

OUR PRIORITIES
> Advocating for new retail, commercial and allied industrial development
> Delivering the **Northern Food Bowl Protection Areas Development Plan Amendment**
> Increasing collaboration and funding through public private partnerships
> Increasing **South Australian and Australian Government** funding and collaboration
> Sound management of community assets (Community Wastewater Management Scheme, Transport, Open Space, Stormwater and Flood Management)
> Increasing **community partnerships and volunteering** as a means of delivering services to our region
To deliver our vision and priorities, Council has determined five strategic focus areas for action. The following pages of this plan outline the strategies, services, potential projects and partnerships to support the delivery of the strategic focus areas. They also outline how Council will measure its progress towards achieving each strategic focus area.
Vibrant Community

Adelaide Plains is a place...
- With a growing residential population where people can choose to live and work locally
- With quality services, facilities and open space that support community wellbeing and resilience
- That people love to call home, where people of all backgrounds feel safe, connected and that they belong
- With a creative community committed to life-long learning

STRATEGIES
1. Attract more people to live in Adelaide Plains
2. Provide, support and promote facilities and programs that enable people to be healthy, active, learn and participate in community life
3. Support community safety
4. Advocate for increased health, education, aged care, welfare and emergency facilities and services

SERVICES & POTENTIAL PROJECTS
1. Support the community’s interests in Eden and Liberty residential developments
2. A reinvigorated Council volunteer and community partnerships program
3. Library and community centre services, events and investigation of community garden or men’s shed
4. Community grants: Sports and Cultural Fund
5. Civic recognition events
6. Maintenance of recreations facilities, trails and playgrounds
7. Safety initiatives: environmental and public health; emergency response planning and support; and public lighting
8. Feasibility studies for new recreation facilities such as: play space at Dublin main street; new play space / fitness equipment at Two Wells oval; and a BMX track or skate park
9. Review to improve community bus service
PARTNERSHIP OPPORTUNITIES

1. Community groups, organisations and individuals
2. Country Arts South Australia – leverage position based in the Regional Development Authority Office (Barossa)
3. Planning and Development Fund (Open Space and Places for People grants)
4. Recreation SA
5. Office for Recreation and Sport

MEASURING PROGRESS

The following measures will be used to keep track of how well we are working to deliver a Vibrant Community:

Community Trends
1. Current and estimated future residential population
2. Number of new dwellings
3. Number of active community and service groups/organisations

Council Performance
4. Community Survey - Our community positively rates the provision of services and facilities
5. Number of active volunteers registered by Council (as a percentage of Council population)
6. Number of active library members (as a percentage of Council population)
7. Performance of Regional Health Plan targets
8. Key projects or services delivered

ALIGNMENT TO SOUTH AUSTRALIAN POLICY

South Australian Strategic Plan
1. Our communities are vibrant places to live, work, play and visit.
2. We are connected to our communities and give everyone a fair go.
3. Everyone has a place to call home.

30 Year Plan for Greater Adelaide
4. Getting active
5. Walkable neighbourhoods
6. A green liveable city
7. Greater housing choice
Growing Economy

Adelaide Plains is a place...

- With a growing, strong and diverse economic base (agribusiness, tourism and retail and commercial developments within townships)
- Where business and employment growth provides local opportunities
- Where vibrant townships and active walkable main streets are a focus for community life

STRATEGIES

1. Support horticulture, broad acre cropping and farming industries and encourage the establishment of value add allied industries
2. Promote the growth of local tourism
3. Encourage the establishment of and support quality retail and food and beverage providers in townships
4. Provide for main streets that attract trade and encourage participation
5. Support small and medium local businesses to thrive
6. Advocate for appropriate Information Communication Technology (ICT) infrastructure to support industry, business and community use

SERVICES & POTENTIAL PROJECTS

1. Farming, horticulture, and allied industries initiatives: Northern Adelaide Food Bowl Development Plan Amendment and industry zone in Two Wells investigations
2. Partnerships for International Bird Sanctuary tourism infrastructure
3. New caravan park for Two Wells and Mallala
4. New supermarket for Two Wells advocacy initiatives
5. Tourism strategy: support expansion of accommodation options; celebrate tourism assets; and leverage local food industry, Bird Sanctuary and connection with Barossa
6. Small and medium business support services through libraries
7. Feasibility study Dublin main street upgrades: landscaping, play space and roadside signage
8. Streamlined case management support to enable ease of new business establishment

PARTNERSHIP OPPORTUNITIES

1. Barossa Regional Development Authority – economic development, business initiatives, and funding attraction
2. Legatus Group (Central Local Government) – increasing local procurement
3. Universities – research and development for primary production
4. Department of Environment, Water and Natural Resources – Adelaide International Bird Sanctuary, Natural Tourism Grants
5. Department for Primary Industry and Resources SA
EMPLEO:
Número de personas viviendo y trabajando en los Plains de Adelaida
(Source: ABS Census)

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PALESTRA DE COHERENCIAS

Los siguientes indicadores serán utilizados para seguir el progreso de cómo trabajamos para llegar a una economía creciente:

Indicadores de la comunidad
1. Número de empleos locales
2. Número de empresas
3. Producto Regional Bruto ($)
4. Incremento en la visita de turismo y gasto

Pruebas de rendimiento del consejo
5. Porcentaje de solicitudes de desarrollo que cumplen con los requisitos legales en el tiempo.
6. Encuesta comunitaria - satisfacción de la comunidad con el apoyo del consejo a las empresas locales.
7. Proyectos clave o servicios entregados

EMPLEO:
Número de personas viviendo y trabajando en los Plains de Adelaida
(Source: ABS Census)

PALESTRA DE COHERENCIAS

Los siguientes indicadores serán utilizados para seguir el progreso de cómo trabajamos para llegar a una economía creciente:

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7. Proyectos clave o servicios entregados

ALINEACIÓN CON LA POLÍTICA DE AUSTRALIA DEL SUR

Plan Estratégico de Sudáfrica
1. Una economía fuerte y sostenible que se basa en nuestras fortalezas
2. Tenemos un fuerte y sostenible personal laboral

Plan Estratégico de 30 años para un Adelaida mayor
3. Mantenga y proteja los activos de producción primaria y turísticos en las áreas de medio ambiente y producción de alimentos, mientras permita actividades de valorización apropiadas para aumentar las oportunidades de inversión.

ALINEACIÓN CON LA POLÍTICA DE AUSTRALIA DEL SUR

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Great Places & Infrastructure

Adelaide Plains is a place...

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

**STRATEGIES**

1. Provide and maintain a safe and fit for purpose local road network
2. Ensure that Adelaide Plains is well designed, planned and built to sustainably accommodate growth
3. Protect and celebrate Adelaide Plains built heritage and rural character
4. Advocate to the South Australian Government for an improved regional and public transport network
5. Provide and maintain people and cycle friendly attractive streetscapes, public places and open spaces

**SERVICES & POTENTIAL PROJECTS**

1. **Asset Management Program** (including roads, footpaths, bicycle paths, building, stormwater and flood management)
2. Community precinct upgrade investigations: **Two Wells Oval precinct** (including play space closer to oval, fitness equipment), **Dublin main street and play space**
3. **Heritage conservation:** Mallala Monument repair and support for Dublin and Windsor Institutes
4. Tree planting and open space maintenance programs (including streetscapes)
5. Car and truck parking **improvement investigations** for townships
6. Development planning and assessment
7. **Building and facilities** management program
MEASURING PROGRESS

The following measures will be used to keep track of how well we are working to deliver Great Places & Infrastructure:

1. **Community Trend Indicator**
   - Number of road accidents on Council and South Australian Government Roads

2. **Organisation Performance Indicator**
   - Community Survey - Community satisfaction regarding the appearance and function of towns (including roads and flood management)
   - Kilometres of roads sealed or resurfaced
   - Key projects or services delivered

ALIGNMENT TO SOUTH AUSTRALIAN POLICY

South Australian Strategic Plan
1. New developments are people friendly, with open spaces and parks connected by public transport and bikeways.
2. We are committed to our towns and cities being well designed, generating great experiences and a sense of belonging.

30 Year Plan for Greater Adelaide
1. Containing our urban footprint and protecting our resources
2. More ways to get around
3. Walkable neighbourhoods
4. A green liveable city
5. Greater housing choices
Adelaide Plains is a place...

- that values its natural environments and the benefits they bring to the community
- that is resilient to the impacts of climate change
- where integrated water management supports sustainable use and mitigates flood impacts
- where waste is a repurposed resource

**STRATEGIES**

1. Protect natural biodiversity and restore natural environments
2. Mitigate the impacts of flooding on the local community, business, industry, horticulture and farming
3. Prepare for and respond to the impacts of climate change
4. Reduce mains water and energy use and encourage alternative supplies
5. Reduce waste to landfill

**SERVICES & POTENTIAL PROJECTS**

1. **Adelaide International Bird Sanctuary**: advocacy for improved infrastructure (signage, hides, interpretive centre), services, and local business participation (accommodation, food)
2. **Habitat protection and enhancement works**: including riparian, coastal and roadside
3. **Community environmental initiatives**: revegetation, education
4. **Flood management**: flood infrastructure maintenance; Gawler River Floodplain Management Scheme/Authority; and Food Bowl Development Plan Amendment flood mapping update
5. **Climate change adaptation responses**: Coastal Settlements Adaptation Study and Climate Change Adaptation Plan (RDA Barossa Region) implementation
6. **Domestic and small business waste management and recycling services**
7. **Waste to energy** generation investigations at Dublin
8. **Alternative water supplies**: Northern Adelaide Irrigation Scheme support; and Aquifer Storage and Recovery Investigations
9. **Natural Resource Management Officer** hosted position
**ALIGNMENT TO SOUTH AUSTRALIAN POLICY**

1. South Australians think globally, act locally and are international leaders in addressing climate change.
2. We look after our natural environment.
3. We value and protect our water resources.

**30 Year Plan for Greater Adelaide**
4. Containing our urban footprint and protecting our resources
5. A green liveable city

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**PARTNERSHIP OPPORTUNITIES**

1. Department of Environment, Water and Natural Resources – Adelaide International Bird Sanctuary, Natural Tourism Grants, NRM Officer hosting
2. Northern Adelaide Irrigation Scheme
3. Gawler River Flood Management Authority
5. SA Water

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**MEASURING PROGRESS**

The following measures will be used to keep track of how well we are working to deliver a Resilient Environment:

**Community Trend Indicator**
1. Recycle water use as a proportion of total irrigation
2. Percentage of waste disposed to landfill/recycled

**Organisation Performance Indicator**
3. Climate change considerations into Council Plans (including Asset Management Plans) and projects
4. Number of Mutual Liability Claims as a result of flooding
5. Community Survey - Community satisfaction regarding how well Council has responded to environmental issues
6. Key projects or services delivered
Adelaide Plains Strategic Plan 2017-2020

**Accountable & Sustainable Governance**

Adelaide Plains is a place...

- is proactive and provides stable and strategic leadership
- listens to, responds to and keeps its community informed
- collaborates to deliver sustainable customer focused services and infrastructure
- actively fosters relationships with organisations, business, industry and governments
- is trusted and good to do business with
- attracts funding and manages its finances wisely
- is accountable and shares its performance

---

### STRATEGIES

1. Actively seek government, business and industry funding and partnerships
2. Streamline Council processes
3. Engage the community in Council decisions and initiatives
4. Provide friendly and responsive customer service
5. Maintain a positive and forward thinking culture
6. Strategically plan for and sustainably maintain Council’s assets and finances
7. Advocate for and represent the interests of the community
8. Listen and use evidence to make the best decisions

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### SERVICES & POTENTIAL PROJECTS

1. **Funding and partnerships attraction:** build business and partnership network and external funding
2. Reinvigorated volunteer and community partnerships program
3. Improved customer service initiatives: including case management approaches
4. Planning: Long Term Financial Plan, Asset Management Plan(s) and Annual Business Plan and Budget
5. Red tape reduction initiatives: including development assessment processes
6. Community engagement and information initiatives: including consultation, community newsletter, Annual Report, open Council Meetings, social media, new residents pack
7. Human resource initiatives to build staff and elected member capacity
8. Advocacy actions: collaboration to reducing cost-shifting to local government
**MEASURING PROGRESS**

The following measures will be used to keep track of how well we are working to deliver Accountable and Sustainable Governance:

**Organisation Performance Indicator**

1. Community Survey - Community satisfaction regarding Council’s customer service, communication, consultation, processes and Elected Member representation
2. Dollar value of grants and co-funding received
3. Number of ombudsman or Independent Commissioner Against Corruption (ICAC) investigations, or Mutual Liability Claims
4. Asset Sustainability Ratio (is Council replacing assets at the rate)
5. Operating Surplus Ratio (Council operating costs as a percentage of total income)
6. Net Financial Liabilities Ratio (net financial liabilities as a percentage of total operating income)
4.0 WORKING WITH OUR COMMUNITY

Working with the community has been central to developing this Plan and will be vitally important to its delivery.

The community were engaged from the start to inform the development of the draft Strategic Plan through community drop-in sessions across three townships and were invited to provide feedback on the draft Strategic Plan.

The community will be involved in the delivery of the Plan by informing project and service delivery through to the Annual Business Plan and Budget process and through participating in the delivery of particular projects - either through input into project planning or through volunteering in project delivery.

The community will be kept informed of progress in delivering the plan through the Annual Report.
EXECUTIVE SUMMARY

At its April 2017 meeting, the Council resolved that the Draft 2017/2018 Annual Business Plan and Long Term Financial Plan be released for public consultation. The estimated operating deficit for the 2017/2018 financial year was $1.154m based on a 1.80% increase in average rate. However, the draft report also included the impact on long term operating results and Council borrowings based on two (2) other rate increase options of;

1. 3.00% increase in average rates
2. 3.25% increase in average rates

In total two (2) formal submissions received from the public during the public consultation period and at its May 2017 ordinary meeting held on 15 May 2017, Council considered the submissions received and the responses provided by the staff for the submissions.

Based on the most recent rates modelling completed and other post public consultation budget adjustments, the updated draft operating deficit for the 2017/2018 Financial Year is $1.033m, a reduction of $0.121m from the initial estimated operating deficit of $1.154m.

RECOMMENDATION

“that Council, having considered Item 14.6 – Adoption of 2017/2018 Annual Business Plan, Budget and 2018-2027 Long Term Financial Plan and Declaration of Rates for 2017/2018, dated 19 June 2017, receives and notes the report and in accordance with the powers contained in Chapters 8, 9 and 10 of the Local Government Act 1999 and in respect to the Financial Year ending 30 June 2018 Council resolves the below-mentioned resolutions.”
RECOMMENDATION

“Public Submissions received on draft Annual Business Plan, Budget and 2018-2027 Long Term Financial Plan

that Council receives the submissions made from members of the public in regard to Council’s draft Annual Business Plan, Budget for the 2017/2018 Financial Year and 2018-2027 Long Term Financial Plan, acknowledging their contribution made toward the annual business plan process of Council.”

RECOMMENDATION

“Adoption of Annual Business Plan

that Council for the financial year ending 30 June 2018, pursuant to Section 123 of the Local Government Act 1999 and Regulation 6 of the Local Government (Financial Management) Regulations 2011, having considered all submissions in accordance with Section 123(6) of the Local Government Act 1999, adopts the Annual Business Plan as presented in Attachment 1 (subject to editorial and non-material alterations), and further that the Chief Executive Officer be delegated authority to prepare an abridged or summary version of the Annual Business Plan for distribution to the ratepayers with the first quarterly rate notice.”

RECOMMENDATION

“Adoption of Budget

that Council, in accordance with Section 123 of the Local Government Act 1999 and Regulation 7 of the Local Government (Financial Management) Regulations 2011 having considered the budget in conjunction with, and determined it to be consistent with Council’s adopted Annual Business Plan, adopts budget as presented in Attachment 1 for the financial year ending 30 June 2018 comprising:-

(a) Statement of Comprehensive Income;
(b) Statement of Financial Position;
(c) Statement of Changes in Equity;
(d) Statement of Cash Flows;
(e) Uniform Presentation of Finances; and
(f) Financial Indicators.

involving –

(1) an estimated operating expenditure of $12,412,265 inclusive of an estimated depreciation expense of $2,806,820;
(2) an estimated operating income from sources other than rates of $2,336,508; and;

(3) a total amount required to be raised from rates of $9,051,007 comprising –

General rate: $8,066,805

Services charges:
- (Refuse Collection & Disposal) $596,352
- (Community Wastewater Management Systems Disposal) $217,956
- Natural Resource Management Levy: $169,894

RECOMMENDATION

“Adoption of Valuation

that Council, for the financial year ending 30 June 2018, pursuant to Section 167(2)(a) of the Local Government Act 1999, adopt the most recent valuations of the Valuer-General of South Australia and available to the Council of the capital value of land in the Council area for rating purposes (subject to alteration), such valuations to govern the assessment of rates in the Council area for the financial year commencing 1 July 2017, and totalling $1,710,595,900, of which $1,682,021,405 is rateable.”

RECOMMENDATION

“Declaration of General Rate

that Council, for the financial year ending 30 June 2018, having taken into account the general principle of rating outlined in section 150 of the Local Government Act 1999 and the requirements of section 153(2) of the Local Government Act 1999, and pursuant to sections 153(1)(b) and 156(1)(a) of the Act, declares the following differential general rates based on the capital value of rateable land varying according to the land use category:

(a) on all rateable land attributed Land Use Category (a) – Residential, a rate of 0.462942 cents in the dollar of the capital value of the land;

(b) on all rateable land attributed Land Use Category (b) – Commercial Shop, Land Use Category (c) – Commercial Office, Land Use Category (d) – Commercial Other, Land Use Category (e) – Industrial Light, and Land Use Category (f) – Industrial Other a rate of 0.601783 cents in the dollar of the capital value of the land;

(c) on all rateable land attributed Land Use Category (g) – Primary Production, a rate of 0.420867 cents in the dollar of the capital value of the land;

(d) on all rateable land attributed Land Use Category (h) – Vacant Land and Land Use Category (i) - Other, a rate of 0.462942 cents in the dollar of the capital value of the land.”
RECOMMENDATION

“Application of Rate Capping

that Council determines not to fix a maximum increase in the general rate to be charged on rateable land in accordance with Section 153(3) of the Local Government Act 1999, for the financial year ending 30 June 2018.”

RECOMMENDATION

“Adoption of Fixed Charge

that Council pursuant to Section 151 and 152 of the Local Government Act 1999, for the financial year ending 30 June 2018, to impose a fixed charge of $102.50 on all rateable land within its area for the financial year ending 30 June 2018.”

RECOMMENDATION

“Community Wastewater Management System (CWMS) Annual Service Charge

that Council, for the financial year ending 30 June 2018, pursuant to Section 155 of the Local Government Act 1999, impose the following annual service charges based on the nature of the service on each assessment, whether vacant or occupied, to which the Council provides or makes available the prescribed service of the collection, treatment or disposal of waste as part of a Community Wastewater Management System (CWMS) service:

<table>
<thead>
<tr>
<th>CWMS System</th>
<th>Annual Service Charge ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle Beach – Large Tank</td>
<td>405</td>
</tr>
<tr>
<td>Middle Beach – Small Tank</td>
<td>405</td>
</tr>
<tr>
<td>Mallala</td>
<td>586</td>
</tr>
</tbody>
</table>

RECOMMENDATION

“Kerbside Waste Collection Annual Service Charge

(a) that Council, for the financial year ending 30 June 2018, pursuant to Section 155 of the Local Government Act 1999, impose an annual service charge of $180.00 per assessment in respect of all land, except for vacant land, to which Council provides or makes available the prescribed service of kerbside waste collection 3-bin service, within the townships of Mallala, Two Wells and Dublin.

(b) Commercial/Industrial properties within the townships can apply to have the
mandatory waste levy removed provided they supply written documentation to the council detailing how they will dispose of their waste in an environmentally sustainable manner.

(c) That Council, for the financial year ending 30 June 2018, pursuant to Section 155 of the Local Government Act 1999, impose an annual service charge of $180.00 per assessment in respect of all land, except for vacant land, to which Council provides the prescribed service of kerbside waste collection 2-bin service, outside the townships of Mallala, Two Wells and Dublin upon the (existing or future) application to participate in such service by the ratepayer. Regulation 13 of the Local Government (General) Regulations 2013 provides a sliding scale to reduce the service charge payable, as prescribed.”

RECOMMENDATION

“Natural Resource Management Board Levy

that Council, for the financial year ending 30 June 2018 in exercise of the powers contained in Natural Resources Management Act 2004, and Section 154 of the Local Government Act 1999, and in order to reimburse the Council for the amount contributed to the Adelaide and Mount Lofty Ranges Natural Resources Management Board, being $169,894 declare a separate rate of 0.010132 cents in the dollar of the Capital Value of land, in respect of all rateable land in the Council’s area and in the area of that Board the Capital Value of such land totaling $1,676,746,789.”

RECOMMENDATION

“Rebate of Rates

(a) Pursuant to and in accordance with Sections 162 (religious purposes), 163 (public cemeteries) and Section 165 (educational purposes) of the Local Government Act 1999, the Council grants mandatory rebates of 100% of the rates imposed for the year ending 30 June 2018 on the following assessments:

<table>
<thead>
<tr>
<th>Assessment No</th>
<th>Organisation</th>
<th>Section of the LGA Act 1999</th>
</tr>
</thead>
<tbody>
<tr>
<td>12948</td>
<td>Uniting Church Cemetery</td>
<td>163</td>
</tr>
<tr>
<td>13037</td>
<td>Mallala Primary School</td>
<td>165</td>
</tr>
</tbody>
</table>
(b) That Council, for the financial year ending 30 June 2018, in accordance with the discretionary powers given to Council under Section 166(1)(c) of the Local Government Act 1999 in relation to the granting of rates rebates, grants a discretionary rebate of 100% of the general rates imposed on the following rateable assessments (represented by their assessment number) to enable the preservation of buildings or places of historic significance:

<table>
<thead>
<tr>
<th>Assessment No</th>
<th>Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>20206</td>
<td>Moquet Le</td>
</tr>
<tr>
<td>30395</td>
<td>Windsor Institute</td>
</tr>
<tr>
<td>30486</td>
<td>Long Plains Memorial Hall</td>
</tr>
</tbody>
</table>
(c) That Council, for the financial year ending 30 June 2018, in accordance with the discretionary powers given to Council under Section 166(1)(h) of the Local Government Act 1999 in relation to the granting of rates rebates, grants a rebate of 100% of the general rates imposed on the following rateable assessments (represented by their assessment number) on the basis that the land is being used to provide accommodation for aged and disabled persons:

<table>
<thead>
<tr>
<th>Assessment No</th>
<th>Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>20081</td>
<td>Junction and Women's Housing Ltd - Unit 1</td>
</tr>
<tr>
<td>47662</td>
<td>Junction and Women's Housing Ltd</td>
</tr>
<tr>
<td>47944</td>
<td>Junction and Women's Housing Ltd - Unit 2</td>
</tr>
<tr>
<td>47951</td>
<td>Junction and Women's Housing Ltd - Unit 3</td>
</tr>
<tr>
<td>47969</td>
<td>Junction and Women's Housing Ltd - Unit 4</td>
</tr>
<tr>
<td>47977</td>
<td>Junction and Women's Housing Ltd - Unit 5</td>
</tr>
<tr>
<td>47985</td>
<td>Junction and Women's Housing Ltd - Unit 6</td>
</tr>
<tr>
<td>47993</td>
<td>Junction and Women's Housing Ltd - Unit 7</td>
</tr>
</tbody>
</table>

(d) That Council, for the financial year ending 30 June 2018, in accordance with the discretionary powers given to Council under Section 166(1)(j) of the Local Government Act 1999 in relation to the granting of rates rebates, grants a discretionary rebate of 100% of the general rates imposed on the following rateable assessments (represented by their assessment number) on the basis that the land is being used by an organisation which, in the opinion of the Council, provides a benefit or service to the local community:

<table>
<thead>
<tr>
<th>Assessment No</th>
<th>Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1784</td>
<td>Two Wells Golf Club</td>
</tr>
<tr>
<td>12971</td>
<td>Two Wells Pony Club</td>
</tr>
<tr>
<td>13722</td>
<td>Mallala Bowling Club</td>
</tr>
<tr>
<td>20263</td>
<td>Redbank Community Hall</td>
</tr>
<tr>
<td>20271</td>
<td>Mallala Netball Club</td>
</tr>
<tr>
<td>20289</td>
<td>Mallala Netball Club</td>
</tr>
<tr>
<td>20362</td>
<td>St John Ambulance Service Inc</td>
</tr>
<tr>
<td>21576</td>
<td>Adelaide Pistol Club</td>
</tr>
<tr>
<td>22350</td>
<td>SA Sport Parachute Club</td>
</tr>
<tr>
<td>23689</td>
<td>SA Rifle Association Incorporated</td>
</tr>
</tbody>
</table>
RECOMMENDATION

“Due Dates for Payment of Rates

That Council resolves that:

i. pursuant to section 181 of the Local Government Act 1999, rates and charges imposed in respect of the financial year ending 30 June 2018, shall be payable in four equal or approximately equal instalments, such instalments being due and payable by:

a) Friday, 1 September 2017 (first instalment);

b) Friday, 1 December, 2017 (second instalment);

c) Friday, 2 March, 2018 (third instalment); and

d) Friday, 1 June, 2018 (final instalment).

provided that in cases where the initial account requiring payment of rates is not sent at least 30 days prior to this date, or an amended account is required to be sent, authority to fix the date by which rates must be paid in respect of those assessments affected is delegated to the Chief Executive Officer: and

ii. in exercise of the powers contained in section 44 of the Local Government Act 1999, the Council delegates this 19th day of June 2017 to the person occupying the office of Chief Executive Officer of the Council the power pursuant to Section 181(4)(b) of the Local Government Act 1999, in any case where he considers it necessary or desirable to do so, to agree with the Principal Ratepayer that rates

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>29207</td>
<td>Port Parham Social Club</td>
</tr>
<tr>
<td>30510</td>
<td>Long Plains Recreation Oval</td>
</tr>
<tr>
<td>30833</td>
<td>Dublin Cricket Club</td>
</tr>
<tr>
<td>38935</td>
<td>United Pistol &amp; Shooting Club</td>
</tr>
<tr>
<td>40337</td>
<td>Two Wells Football Club</td>
</tr>
<tr>
<td>40386</td>
<td>Two Wells Bowling Club</td>
</tr>
<tr>
<td>40451</td>
<td>Two Wells Golf Club</td>
</tr>
<tr>
<td>40543</td>
<td>Two Wells Trotting Trainers and Trotting Trainers</td>
</tr>
<tr>
<td>40550</td>
<td>Adelaide Plains Dog and Obedience Club</td>
</tr>
<tr>
<td>43059</td>
<td>Mallala Football Club</td>
</tr>
<tr>
<td>46268</td>
<td>SA Rifle Association Incorporated</td>
</tr>
<tr>
<td>40345</td>
<td>Two Wells Community Centre</td>
</tr>
<tr>
<td>43067</td>
<td>Mallala RSL Club</td>
</tr>
<tr>
<td>43190</td>
<td>Mallala CWA</td>
</tr>
<tr>
<td>43117</td>
<td>Mallala Tennis Club</td>
</tr>
</tbody>
</table>
will be payable in such instalments falling due on such days as may be specified in the agreement and in that event that ratepayers rates will thereby be payable accordingly.”

RECOMMENDATION

“Loan Borrowings

That Council resolves that:

(a) pursuant to the provisions of Sections 134 and 135 of the Local Government Act 1999, the Council 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 $1,050,000 from the Local Government Finance Authority of South Australia on a floating variable/fixed rate for a maximum period of ten years, the purpose of which is to finance Council’s operations including its capital works programs;

(b) pursuant to Sections 38 and 44 of the Local Government Act 1999, Council hereby delegates authority to the Mayor and the Chief Executive Officer to execute under the Common Seal of Council, documentation associated with the aforementioned loan borrowing facility.

RECOMMENDATION

“Adoption of Long-term Financial Plan 2018-2027

That Council, pursuant to Section 122(1a) of the Local Government Act 1999 and Regulation 5 of the Local Government (Financial Management) Regulations 2011, having considered all submissions received in accordance with Section 123(6) of the Local Government Act 1999, adopts the Long-term Financial Plan 2018-2027 contained in Attachment 1.”

REASONS FOR THE DECISION

The proposed recommendations, if carried, complete;

i. the process incorporating the adoption of 2017/2018 Annual Business Plan, Annual Budget and Declaration of Rates in accordance with requirements of the Local Government Act 1999; and

ii. Legislative requirements with regard to Council loan borrowings and to apply for a loan funding facility to finance programs included within the 2017/2018 budget.

BUDGET IMPACT
Estimated Cost: $1.025m (deficit) & new borrowing of $1.050m
Is this Budgeted? No

RISK ASSESSMENT

Council’s main source of income is General Rates which account for 79% 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 borrowings (financial risk) more money.

Attachment

DETAILED REPORT

Purpose

The purpose of this report is to present to the Council,

i. the 2017/2018 Annual Business Plan, Annual Budget, 2018-2027 Long Term Financial Plan for consideration and adoption;
ii. declare various rates and charges needed to fund Council’s 2017/2018 annual budget; and
iii. seek Council’s approval for establishment of an additional loan borrowing facility as included in the 2017/2018 annual budget.

Background/History

The Local Government Act 1999 and the Local Government (Financial Management) Regulations 1999 stipulate various pieces of legislation which determine the manner in which Council must adopt its Annual Business Plan and Budget and declare the annual rate.

Pursuant to Chapters 8,9,10 of the Local Government Act 1999 (the Act), the Council is required to adopt both the Annual Business Plan and Annual Budget after 31 May but before 31 August each year.

Part 2 of the Act, “Annual Business Plans and Budgets” requires the Council to consider its budget in conjunction with the Council’s Annual Business Plan and adopt it following the adoption of the Annual Business Plan. The Draft 2017/2018 Annual Business Plan and Budget have been considered by the Council at number of workshops and Council meetings.

Part of the annual budgetary process is for Council to adopt, pursuant to Section 167 of the Local Government Act 1999, the most recent valuations available to the Council at the time that the Council adopts its budget under the Act. The adopted valuation will govern the assessment of rates for the financial year.

The most recent valuation is as at 19 June 2017 from the Valuer-General’s office.

Discussion

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 large rate revenue increases or cuts in service provision and/or standards.

From an operational perspective, financial sustainability is being able to manage the conflict between keeping rate revenues increases to a minimum, maintaining existing service standards and spending on new services and major capital investments.
To be truly financially sustainable, the Council needs to generate sufficient cash flow from recurrent operations to meet existing principal loan repayments, spending on renewal works, while having the future financial capacity (i.e. cash reserves to meet future loan servicing) to undertake new investments in the Council’s Infrastructure, services and activities.

At a Council Meeting held on 18 April 2017, the Council approved the Draft 2017/2018 ABP and LTFP for public consultation, which has been prepared, based on an average rate increase of 1.80% for existing rate payers. In addition, further information was provided in the Annual Business Plan seeking community feedback, showing the long-term financial impact of two (2) more rate increase options over the next 10 years.

In total, two (2) formal submissions received from the public during the public consultation period. Written budget submission received from DCM Ratepayers & Residents Association supported 3.00% increase in average rate (2.50% rate in the dollar increase & 0.50% valuation increase), provided the Council cuts its operating expenses by a matching 2.50%. The verbal submission received from Mr. Neil Tiller of Mallala asked why Council is not proposing to increase Dog Registration Fees, CWMS Charges & Waste Levy by CPI in 2017/2018.

At the ordinary Council meeting held on 15 May 2017, Council considered the submissions received and the responses provided by the staff to those submissions and the Council and the Audit Committee have considered a number of reports in regard to the draft Annual Business Plan and Budget for the 2017/2018 Financial Year.

Pursuant to Section 123 (10) (b) of the Local Government Act, 1999 and the Local Government (Financial Management) Regulations 2011, Part 2 Financial Accountability, the budget is required to contain;

i. a budgeted income statement, balance sheet, statement of changes in equity and statement of cash flows, presented in a manner consistent with the Model Financial Statements; and

ii. a statement as to whether projected operating income is sufficient to meet projected operating expenses for the relevant financial year; and

iii. a summary of operating and capital investment activities presented in a manner consistent with the note in the Model Financial Statements entitled Uniform Presentation of Finances; and

iv. estimates with regard to the Council’s Operating Surplus ratio, Asset Sustainability ratio and Net Financial Liabilities ratio presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.

Attachment 1 contains the Budgeted Financial Statements as prescribed in the Model Financial Statements, based on increase in average rate of 3.00% (2.50% rate in the dollar increase & 0.50% valuation increase) for existing rate payers.
Statement of Comprehensive Income

Based on the most recent rates modelling completed (3.00% average increase on existing rate payers and further 0.50% growth from new assessments) and other post public consultation budget adjustments, the updated draft operating deficit for 2017/2018 Financial Year is $1.025m, a reduction of $0.129m from the initially estimated operating deficit of $1.154m. Please refer to Table 1 below for updated Statement of Comprehensive Income.

Table 1: Draft Statement of Comprehensive Income

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>OPERATING INCOME</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates</td>
<td>8,112,516</td>
<td>8,497,616</td>
<td>9,051,007</td>
</tr>
<tr>
<td>Statutory charges</td>
<td>325,479</td>
<td>314,835</td>
<td>335,205</td>
</tr>
<tr>
<td>User charges</td>
<td>115,413</td>
<td>75,794</td>
<td>142,825</td>
</tr>
<tr>
<td>Grants, subsidies and contributions</td>
<td>1,452,028</td>
<td>1,736,700</td>
<td>1,679,566</td>
</tr>
<tr>
<td>Investment Income</td>
<td>7,665</td>
<td>2,000</td>
<td>1,500</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>282,508</td>
<td>245,125</td>
<td>162,443</td>
</tr>
<tr>
<td>Other Income</td>
<td>136,943</td>
<td>29,498</td>
<td>14,969</td>
</tr>
<tr>
<td>TOTAL INCOME</td>
<td>10,432,552</td>
<td>10,901,568</td>
<td>11,387,515</td>
</tr>
<tr>
<td>OPERATING EXPENSES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee Costs</td>
<td>4,326,041</td>
<td>5,041,825</td>
<td>4,739,668</td>
</tr>
<tr>
<td>Materials, contracts and other services</td>
<td>3,726,567</td>
<td>3,323,531</td>
<td>3,569,046</td>
</tr>
<tr>
<td>Depreciation, Amortisation &amp; Impairment</td>
<td>2,619,196</td>
<td>2,707,107</td>
<td>2,806,820</td>
</tr>
<tr>
<td>Finance Costs</td>
<td>427,625</td>
<td>435,863</td>
<td>366,067</td>
</tr>
<tr>
<td>Share of loss - joint ventures &amp; associates</td>
<td>66,872</td>
<td>-</td>
<td>50,000</td>
</tr>
<tr>
<td>Operating Project Expenses</td>
<td>-</td>
<td>-</td>
<td>880,663</td>
</tr>
<tr>
<td>TOTAL EXPENSES</td>
<td>11,166,301</td>
<td>11,508,326</td>
<td>12,412,264</td>
</tr>
<tr>
<td>OPERATING SURPLUS / (DEFICIT)</td>
<td>(733,749)</td>
<td>(606,758)</td>
<td>(1,024,749)</td>
</tr>
<tr>
<td>Asset Disposal &amp; Fair Value Adjustments</td>
<td>(52,403)</td>
<td>(36,000)</td>
<td>69,000</td>
</tr>
<tr>
<td>Amounts specifically for new or upgraded assets</td>
<td>871,592</td>
<td>-</td>
<td>490,500</td>
</tr>
<tr>
<td>Physical resources received free of charge</td>
<td>661,308</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>NET SURPLUS (DEFICIT)</td>
<td>746,748</td>
<td>(642,758)</td>
<td>(465,249)</td>
</tr>
</tbody>
</table>

Note: Above estimates do not include the impact of Two Wells new housing developments.

Draft Four Year Operating Project Program

Council’s forward operating project program is given below in Table 2. Accordingly, it is planning to spend $2.338m over next four financial years.
### Table 2: Draft Four Year Operating Project Program

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Four Year Cost</th>
<th>17/18</th>
<th>18/19</th>
<th>19/20</th>
<th>20/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delegation Software</td>
<td></td>
<td>1,500</td>
<td>1,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Building Maintenance Program</td>
<td></td>
<td>275,800</td>
<td>60,000</td>
<td>215,800</td>
<td></td>
</tr>
<tr>
<td>Community Plant Nursery</td>
<td></td>
<td>10,000</td>
<td></td>
<td>10,000</td>
<td></td>
</tr>
<tr>
<td>Installation of roundabout in Two Wells</td>
<td></td>
<td>500,000</td>
<td>500,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Levees – Two Wells Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lewiston Storm Water Management Plan</td>
<td></td>
<td>40,000</td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>AIBS Issues and Opportunities Paper</td>
<td></td>
<td>30,000</td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Allied Food Industries Land Supply Study &amp; Northern Food Bowl Protection Areas DPA</td>
<td></td>
<td>70,000</td>
<td>70,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Webb Beach Community Emergency Management Plan</td>
<td></td>
<td>50,000</td>
<td>50,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coastal Settlements DPA and the Issues and Opportunities - Coastal Settlements</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>To be confirmed</td>
</tr>
<tr>
<td>General Inspector .6FTE</td>
<td></td>
<td>223,848</td>
<td>54,473</td>
<td>55,454</td>
<td>57,468</td>
</tr>
<tr>
<td>Engineer 1.0 FTE</td>
<td></td>
<td>439,695</td>
<td>107,000</td>
<td>108,926</td>
<td>110,887</td>
</tr>
<tr>
<td>APC Remanent and Roadside Vegetation Action Plan</td>
<td></td>
<td>30,000</td>
<td></td>
<td>30,000</td>
<td></td>
</tr>
<tr>
<td>Take 5 safety program &amp; smart phones to access the program by Depot outside staff</td>
<td></td>
<td>5,000</td>
<td>5,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Review of 5 By-Laws (Permits &amp; Penalties/Local Govt. Land/Roads/Dogs/Moveable Signs)</td>
<td></td>
<td>10,000</td>
<td>10,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council Election</td>
<td></td>
<td>30,000</td>
<td>30,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building Biodiversity</td>
<td></td>
<td>12,000</td>
<td>12,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two Wells Service Centre Landscaping</td>
<td></td>
<td>10,690</td>
<td>10,690</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Operating Projects yet to be specified</td>
<td></td>
<td>600,000</td>
<td></td>
<td></td>
<td>300,000</td>
</tr>
<tr>
<td><strong>Total Costs</strong></td>
<td></td>
<td>2,338,533</td>
<td>880,663</td>
<td>520,180</td>
<td>467,339</td>
</tr>
</tbody>
</table>

#### Draft Four Year Capital Project Program

Council’s total investment over next four (4) financial years in the community infrastructure assets is $11.594m. **Table 3** below summarise these capital programs.

### Table 3: Draft Four Year Operating Project Program

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Four Year Cost</th>
<th>17/18</th>
<th>18/19</th>
<th>19/20</th>
<th>20/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Sealing Program (Note 1)</td>
<td>1,376,500</td>
<td>857,500</td>
<td>294,000</td>
<td>50,000</td>
<td>175,000</td>
</tr>
<tr>
<td>New Footpath Program</td>
<td>186,880</td>
<td>37,680</td>
<td>58,240</td>
<td>36,160</td>
<td>54,800</td>
</tr>
<tr>
<td>New Sheeting Program</td>
<td>55,000</td>
<td></td>
<td>55,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Kerbing Program</td>
<td>161,920</td>
<td></td>
<td>33,920</td>
<td></td>
<td>128,000</td>
</tr>
<tr>
<td>New Site Improvement Program</td>
<td>105,000</td>
<td>20,000</td>
<td>85,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Levees</td>
<td>325,500</td>
<td></td>
<td>302,500</td>
<td>16,000</td>
<td>7,000</td>
</tr>
<tr>
<td>New Stormwater Program</td>
<td>349,000</td>
<td>25,000</td>
<td>175,000</td>
<td>119,000</td>
<td>30,000</td>
</tr>
<tr>
<td>Resealing Renewal Program</td>
<td>962,012</td>
<td>235,776</td>
<td>256,867</td>
<td>230,842</td>
<td>238,527</td>
</tr>
</tbody>
</table>
Resheeting Renewal Program  3,019,922  888,898  1,019,962  551,870  559,192
Kerbing Renewal Program  340,330  155,556  103,797  52,791  28,186
Footpath Renewal Program  40,000  10,000  10,000  10,000  10,000
Building Renewal Program  629,657  29,500  117,000  160,215  322,942
Open Space Renewal Program  4,500  4,500
Site Improvements Renewal  246,575  5,394  217,741  23,440
Structure Renewal Program  16,231  16,231
CWMS Renewal Program  41,985  4,500  37,485
Plant/Fleet Replacement(Note2)  3,728,895  654,500*  1,836,265  523,130  715,000
Solar Heating Mallala Toilet Shower amenities  5,000  5,000
Total Costs  11,594,907  2,933,804  4,363,782  2,095,749  2,201,572

Note 1#: Includes allocation of $681,000 for the sealing & upgrade of Hart Road in Lower Light & will be implemented only if Council’s grant application for $341,500 is successful & a contribution of $150,000 from the Days Egg Pty Limited.

Note 2*: Include replacement of garbage compacter at a cost of $380,000. However, the expenditure may not be incurred if the Council decides to engage an external contractor for kerbside collection program.

➢ Long Term Financial Plan (LTFP) 2018-2027

The draft LTFP for the period 2018-2027 in Attachment 1 shows that Council is expected to make operating deficits for the next four (4) financial years with a 3.00% increase in average rate (2.50% increase in rate the dollar by the Council & 0.50% valuation increase by Valuer General) and 0.60% growth, excluding the impact of Two Wells developments. Although the LTFP forecasts an operating surplus from year 5 (2021/2022) onwards, Council should make it priority to return to budget breakeven earlier if possible, without putting more financial burden on the Adelaide Plains community by a combination of actions such as;

a. Commitment to the annually Adopted Budget without bringing in new spending proposals during the financial year unless they are cost neutral or really necessary to address significant community issues;
b. Set all council discretionary fees & charges, including service charges on a cost recovery basis;
c. Commitment to Improve the efficiency & the productivity of the Council operations;
d. Reduce council’s operating/capital expenditure further to a level sustainable & accepted by the Community;
e. Targeting government grants to supplement Council rates revenue in delivering Council programs (co-contribution from the Council may be required);
f. Introduce separate rate to meet expenses associated with deed of agreement (Two Wells roundabout & levees) signed with the developers of Two Wells housing estate;
g. Increase Fixed Charge in line with the rate in the dollar;
h. Implement a freeze on recruitment of staff for new (& unfunded) positions (not the replacement of existing positions); and
i. Continue to participate in collaborative procurements through LGA Procurement & Barossa Regional Procurement Group (BRPG) to receive group discount on purchases etc.

Table 4 below summarises the assumptions that were used in the preparation of draft 2017/2018 Budget and 10 year LTFP.

<table>
<thead>
<tr>
<th>Description</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates</td>
<td></td>
</tr>
<tr>
<td>- General Rates</td>
<td>From year 1 to 10 a 3.00% increase in existing average rate <em>(consists of 2.50% rate in the $ increase by the Council &amp; 0.50% valuation increase by the Valuer General)</em> and 0.60% growth from new assessment. <em>Long-term Financial Plan does not include the financial impact of Two Wells housing development.</em></td>
</tr>
<tr>
<td>- CWMS Charge</td>
<td>No change from the current level of $580. However, may be need to review the charge once the full cost of operating the scheme is known upon the hand over of the scheme to the Council later this year.</td>
</tr>
<tr>
<td>- Reuse Collection Charge</td>
<td>No change from current level of $180 pending the outcome of tender process currently undertaken by BRPG.</td>
</tr>
<tr>
<td>- NRM Levy</td>
<td>1.30% from year 1 to 10.</td>
</tr>
<tr>
<td>- Fixed Charge</td>
<td>2.50% increase from year 1 to 10. Equivalent to rate in the $ increase.</td>
</tr>
<tr>
<td>User charges</td>
<td>1.30% on average over next 10 years</td>
</tr>
<tr>
<td>Grants, subsidies and</td>
<td>Based on confirmed grant funding only. No estimates were made for R2R grant after 2018/2019 as Federal Government is yet to confirm the amounts available to APC beyond 2018/2019. <em>(i.e. R2R grant of $360,177 for 17/18 &amp; $180,089 for 18/19 have been included in the budget. Financial Assistance Grants (FAGs) remain constant at 2017/2018 level of $1,294,389 for the next 10 years as the financial impact of Federal Government decision to return to FAGs indexation and supplementary road funding for SA from 2017/2018 Financial Year is yet to be determined.</em></td>
</tr>
<tr>
<td>contributions</td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>An estimated fixed income of $1,500 per year.</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>2.00% on average over next 10 years</td>
</tr>
<tr>
<td>Other Income</td>
<td>2.00% on average over next 10 years</td>
</tr>
<tr>
<td>Employee Costs</td>
<td>1.80% on average over next 10 years</td>
</tr>
<tr>
<td>Materials, contracts and</td>
<td>1.30% on average over next 10 years</td>
</tr>
<tr>
<td>other expenses</td>
<td></td>
</tr>
<tr>
<td>Depreciation</td>
<td>2.00% on average over next 10 years</td>
</tr>
<tr>
<td>Finance Costs</td>
<td>Based on actual interest payable on existing loans and expected interest expense on new cash advance loans at 3.75%.</td>
</tr>
</tbody>
</table>

**➢ Loan Borrowings**

On 30 June 2016, Council had eight (8) outstanding fixed rates long-term borrowings with a total value of $5.316m and short-term cash advance (CAD) borrowings of $2.890m. The CAD balance as at 30 May 2017 is $2.801m, a reduction of $0.089m

Updated LTFP contained in **Attachment 1** (Cash Flow Statement) shows that Council is not generating sufficient cash from its day-to-day operations to pay for all of its operating & capital expenditures and repaying existing debts. Therefore, it is required to borrow further for the next five (5) financial years with a 3.00% increase in average rate. Accordingly, Council
is required to borrow $1.050m in 2017/2018 Financial Year which is mainly to finance new or upgraded infrastructure assets as shown below;

- Two Wells Roundabout $500,000
- Hard Road Upgrade $225,000 (subject to the outcome of Federal Grant application)
- New Road Sealing $176,500
- New Footpaths $37,680
- CCTV to Lewiston Playground $20,000
- New Drainage construction $25,000

**Total new spending $984,180**

- **Long Term Financial Indicators**

Following graphs shows the long term financial ratios as recommended by Local Government Financial Management Regulation 2011 based on 3.00% increase in average rates and 0.60% growth and exclusive of the financial impact of Two Wells housing development.

1. **Operating Surplus/(Deficit) Ratio**

The following graph shows, Adelaide Plains Council’s forecast 10-year operating results and Operating Surplus/(Deficit) Ratio from 2017/2018 Financial Year. With a 3.00% increase in average Council rates and a 0.60% growth for the next 10 years, Council is in a position to gradually reduce its operating deficit and from 2021/2022 onwards Council will be delivering operating surplus.

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

3. Net Financial Liabilities Ratio (including Mallala CWMS Loan)

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.

The net financial Liability Ratio is gradually coming down, as Council is repaying its current long-term loans progressively and after 30 June 2022, Council will have only the Mallala CWMS loan which is self-funded and repaid from the CWMS Charge and not from general
rate revenue. In addition, short-term cash advance loans will be peaked at $6.365m in 2021/2022 and expected to be reduced to $1.874m in 2026/2027.

Conclusion

The proposed budgetary recommendations allows for the draft budget document, inclusive of the proposed capital works schedule, to be adopted in line with proposed sources of income.

Through the adoption of the 2018-2027 Long Term Financial Plan, the Council has committed to the attainment of Financial Sustainability. The development of the Annual Budget with reference to the financial targets and outcomes outlined in the LTFP will ensure that the Council continues to move in the right direction to achieve its ultimate goal of Financial Sustainability.

Sections 134 and 135 of the Local Government Act 1999 set out the borrowing and related financial arrangements for Councils. Council approval is required for the borrowing of loan funds to finance programs within the draft 2017/2018 budget by way of a loan through the Local Government Financial Authority of South Australia.

References

Legislation

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

Section 123 (13) of the Local Government Act 1999

Council Policies

Budget Management Policy

Funding Policy

Treasury Management Policy
2017/2018 Annual Business Plan, Budget

and

Long Term Financial Plan (2018 to 2027)
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1. Preamble

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

Council therefore prepares, as part of its budget development process, an Annual Business Plan. According to section 123(2) of the Act, each annual business plan of a council must:

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

b) include an outline of:
   
   (i) the council’s objectives for the financial year;
   
   (ii) the activities that the council intends to undertake to achieve those objectives; and
   
   (iii) the measures (financial and non-financial) that the council intends to use to assess the performance of the council against its objectives over the financial year;

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

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

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

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

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

Before a Council adopts its Annual Business Plan it must prepare a draft Annual Business Plan and undertake a public consultation process that, as a minimum, meets the requirements of section 123(4) of the *Local Government Act 1999*. During the public consultation period copies of the Council’s Draft Annual Business Plan and any other associated documents must be made available for inspection and purchase by the public at the principal office of the Council.

This document presents the 2017/2018 Annual Business Plan, Budget and 2018-2027 Long Term Financial Plan for the Adelaide Plains Council as adopted by the Council at its Monday, 19 June 2017 meeting which has been developed in consultation with the Elected Members, Audit Committee and the Council staff in the context of Council’s “Strategic Plan 2013-2016”.
2. Message from the Mayor and Chief Executive Officer

On behalf of the Adelaide Plains Council, I am excited to unveil Council's Annual Business Plan and Budget for the 2017/2018 financial year. While the 2016/2017 financial year was a period of consolidation for Council, the forthcoming twelve month period will certainly see a number of exciting advancements and these are set out within Council's 2017/2018 Annual Business Plan.

Following the recruitment of Council's Chief Executive Officer in May 2016, a concerted focus has been on improving governance practices as well as restructuring our organisation to ensure better integration of disciplines so as to achieve greater efficiencies in the manner in which Council delivers its services.

With much of the internal focal areas now having been addressed, Council is well equipped to embrace the 2017/2018 Financial Year with optimism and excitement, as should our community.

There is a high level of economic development activity and investment occurring within our Council region at present. Two Wells residential growth, the advancement of a new Reception-Year 12 educational establishment also at Two Wells, the Northern Adelaide Irrigation Scheme which will drive horticultural investment and employment within our Food Bowl precinct, allied industrial investment that will come as a result of a land rezoning initiative that seizes on the water harvesting opportunity, and finally, the International Bird Sanctuary – a wonderful tourism opportunity for our Council region if capitalised upon correctly. With all this activity it is fair to say that the Adelaide Plains Council’s landscape will evolve, and quite rapidly, over the next few years and we as a Council need to ensure that this growth is orderly and economic – with no adverse impact on our region’s amenity nor our ratepayers’ levels of service.

Council understands the importance of sound financial management and to that end we assure our residents that the 2017/2018 Annual Business Plan and Budget has been through a thorough review process with extensive consultation with our elected members. Management has adopted a zero based budget approach where each budget line was reviewed for relevance and necessity. With a shrewd, disciplined approach to financial management, aligning expenditure with service level expectations, we are confident that the Annual Business Plan and Budget is transparent, well considered and accountable. Some of the key aspects of the forthcoming Annual Business Plan include:

- Delivery of Council’s Strategic Plan 2017-2020;
- Delivery of the Northern Adelaide Food Bowl Protection Development Plan Amendment (DPA);
- $2.982m investment into capital works projects;
- $0.857m investment into operating projects; and
- Commitment to continue to realise savings through astute fiscal management, review of service levels and the manner in which we procure, as well as exploring external funding grants as a means of increasing revenue streams to delivery services and projects for our region.

Council continues to pursue financial sustainability and this budget certainly contributes to attaining this goal over time. On behalf of Council, we are excited to present the 2017/2018 Annual Business Plan and Budget and 2018-2027 Long-Term Financial Plan for the Adelaide Plains community.
3. Budget Snapshot

### Source of Council Revenue ($’000)

<table>
<thead>
<tr>
<th></th>
<th>2017/2018</th>
<th>2016/2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Levy - 50% Discount</td>
<td>90</td>
<td>90</td>
</tr>
<tr>
<td>Waste Levy - 25% Discount</td>
<td>135</td>
<td>135</td>
</tr>
<tr>
<td>Standard Waste Levy</td>
<td>180</td>
<td>180</td>
</tr>
<tr>
<td>Waste Levy - Additional Bin</td>
<td>132</td>
<td>132</td>
</tr>
<tr>
<td>Middle Beach CWMS - Small Tank</td>
<td>405</td>
<td>375</td>
</tr>
<tr>
<td>Middle Beach CWMS - Large Tank</td>
<td>405</td>
<td>405</td>
</tr>
<tr>
<td>Mallala CWMS</td>
<td>586</td>
<td>586</td>
</tr>
</tbody>
</table>

### Services Charges ($)

<table>
<thead>
<tr>
<th></th>
<th>2017/2018</th>
<th>2016/2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Road Resheeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Road Sealing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant/Fleet Replacement</td>
<td>660</td>
<td></td>
</tr>
<tr>
<td>New Road Sealing</td>
<td>858</td>
<td></td>
</tr>
<tr>
<td>Road Resheeting</td>
<td>889</td>
<td></td>
</tr>
<tr>
<td>Waste Levy - 50% Discount</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Waste Levy - 25% Discount</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standard Waste Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Waste Levy - Additional Bin</td>
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<tr>
<td>Middle Beach CWMS - Small Tank</td>
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<td></td>
</tr>
<tr>
<td>Middle Beach CWMS - Large Tank</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mallala CWMS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Rate in the dollar increase (%)

<table>
<thead>
<tr>
<th></th>
<th>2017/2018</th>
<th>2016/2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Levy - 50% Discount</td>
<td></td>
<td></td>
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<tr>
<td>Waste Levy - 25% Discount</td>
<td></td>
<td></td>
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<tr>
<td>Standard Waste Levy</td>
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<td></td>
</tr>
<tr>
<td>Waste Levy - Additional Bin</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Middle Beach CWMS - Small Tank</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Middle Beach CWMS - Large Tank</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mallala CWMS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Budgeted Council Staff Numbers (FTEs) by Department

<table>
<thead>
<tr>
<th>Asset/Service Category</th>
<th>Dimensions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sealed</td>
<td>165 km</td>
</tr>
<tr>
<td>Unsealed Roads</td>
<td>544 km</td>
</tr>
<tr>
<td>Pavement</td>
<td>165 km</td>
</tr>
<tr>
<td>Footpaths</td>
<td>14 km</td>
</tr>
<tr>
<td>Kerb and Watertable</td>
<td>46 km</td>
</tr>
<tr>
<td>Watertable</td>
<td></td>
</tr>
<tr>
<td>Clay Roads</td>
<td>239 km</td>
</tr>
<tr>
<td>Street Lights (no)</td>
<td>356</td>
</tr>
<tr>
<td>Development Applications</td>
<td>335</td>
</tr>
<tr>
<td>Libraries (10,000 visitors)</td>
<td>02</td>
</tr>
</tbody>
</table>

### Council investment in Community Assets in 2017/2018 ($’000)

<table>
<thead>
<tr>
<th></th>
<th>2017/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Others</td>
<td>44</td>
</tr>
<tr>
<td>New Drainage</td>
<td>25</td>
</tr>
<tr>
<td>Building Renewal</td>
<td>30</td>
</tr>
<tr>
<td>New Footpath</td>
<td>38</td>
</tr>
<tr>
<td>Kerb Renewal</td>
<td>156</td>
</tr>
<tr>
<td>Road Resealing</td>
<td>236</td>
</tr>
<tr>
<td>Plant/Fleet Replacement</td>
<td>660</td>
</tr>
<tr>
<td>New Road Sealing</td>
<td>858</td>
</tr>
<tr>
<td>Road Resheeting</td>
<td>889</td>
</tr>
</tbody>
</table>

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Ordinary Council Meeting

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19 June 2017
Council investment in New Operating Projects 2017/2018 ($'000)

Summary of Council Operating Expenses ($'000)

Loans Outstanding at 30/06/17 ($Mn)

Projected 10 Year Operating Surplus/(Deficit) ($'000) with a 3.00% increase in average rates (2.50% rate in the Dollar Increase & 0.50% valuation increase)

Budgeted Operating Surplus/(Deficit)  New Borrowings
4. Significant Budget Influences and Priorities

Annual Business Plan is the key annual operational and financial planning document of the Adelaide Plains Council. It describes what services and projects Council plans to deliver to the community in 2017/2018 Financial Year and how to finance those planned services/projects.

It has been developed in the context of delivering Council’s long term strategic direction as set out in the “Strategic Plan 2013-2016” and Infrastructure and Asset Management Plans (I&AMP) as required under the Local Government Act 1999.

In this context, in preparing 2017/2018 Annual Business Plan (ABP) and Budget, Council has considered several significant factors/assumptions. These include:

- Expected Local Government Price Index (LGPI) of 2.6% in 2017/2018;
- Adelaide Consumer Price Index of 2.00% for the year ending 31 December 2016;
- The interest rate applicable to short-term cash advances from Local Government Financing Authority (LGFA) is 3.75%;
- The impact of “30-Year Plan for Greater Adelaide” of the Government of South Australia;
- Planned significant new residential developments in Two Wells;
- The impact of Planning, Development and Infrastructure Act 2016 and Local Nuisance and Litter Control Act 2016;
- Council continues to take part in a Local Government Association of SA sponsored lobbying program to resist cost shifting by the State Government and any move by State Government to restrict Council capacity to generate sufficient income to deliver Council programs and services;
- Enterprise bargaining agreements in regard to wage and salary conditions for Council staff;
- Service standards policy for providing, maintaining and renewing infrastructure assets, including roads, footpaths, lighting, stormwater drainage, street trees, open space and Council properties;
- Evolving needs of services and infrastructure to serve our growing community;
- Possible reduction or removal of State or Federal Government grant funding and contribution for Council services;
- New or increased fees and charges imposed by other levels of government; and
- Council commitment to major projects which span for more than one financial year.

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

Council will aim to:

- Continuously review, prioritise and validate current services and programs;
- Continuously review systems and procedures to ensure that internal operations are effective and efficient;
- Empower community organisations with appropriate support to manage and maintain specific community assets by the community itself. It is believed that this will enhance the autonomy of these organisations through site ownership and control;
- Contain employee costs through productivity and system reviews;
- Develop strategic partnerships with other Councils in the region to achieve meaningful outcomes. An example is savings in procurement activities- In 2014/2015 Financial Year, Barossa Council, Town of Gawler, Adelaide Plains Council, Mid Murray Council and the Adelaide Plains Council commenced working in partnership to form the Barossa Regional Procurement Group. The focus of the group is to capitalise on opportunities for collaborative procurement to generate cost savings, process efficiencies and economic benefits to the region by growing local business capacity.
The following graph (Figure 1) shows the growth in Council operating expenditures since the 2012/2013 Financial Year. Accordingly, **Employee Costs** have gone up by $1.026m or 28% from 2012/2013 to 2017/2018 Financial Year. During the same period, the number of fulltime equivalent (FTEs) staff has increased from 51 to 56. While the budget for 2017/2018 is proposing to create 1.60 FTEs positions, Council is committed not to create any new staff positions in the near future.

**Material, Contracts and Other Expenses** have fluctuated across the period dependent upon each year’s proposed budget, however an upward trend is showing over the period except in 2014/2015 and in 2016/2017 Financial Years, mainly due to increased cost to Council of purchasing items such as of general maintenance, water, electricity, insurances, legal fees, fuel, plant monitoring etc.

**Interest Expenses** have also increased over the years due to additional borrowings Council has made, particularly, its short-term cash advance facility from LGFA.

**Depreciation Expenses** has gone up by $0.934m, mainly due to the impact of additional depreciation flowing from Council investment of $11.578m on new/upgraded assets since 2012/2013 Financial Year.

### 5. 2017/2018 Recurrent and Project Budgets

Council’s 2017/2018 Budget, consists of Recurrent Budget, Operating Projects and Capital Projects Budgets.

**Recurrent Budget**

The Recurrent Budget includes the amount of operating income Council will receive in 2017/2018 Financial Year from general rates, service charges, government grants, fees and charges and investment and operating expenditures to provide council’s day-to-day operations and services in the course of its normal operating activities (on business as usual basis) such as kerbside rubbish collection, street lighting, parks and ovals maintaining and issuing building consents etc. It also includes costs related to the capital expenditure programme such as interest on loan obtained for capital program, maintenance of Council assets and depreciation.
Operating Projects

Some programs/activities of the Council are categorised as Operating Projects rather than Recurrent Budget if it does not make up part of Council’s regular core services or there is a finite funding life required.

Capital Projects

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

5.1 Sources of Council Revenue

In order to fund Council operations and programs, the Council collect revenue from sources such as general rates, fees and charges levied on Council services (Statutory Charges and User Charges), grants from State and Federal Governments, interest income from investing excess cash in short-term investments, reimbursements and other sundry revenue sources. The pie chart (Figure 2) illustrates the main sources of the estimated Council revenues in 2017/2018 Financial Year.

**Figure 2 : Distribution of Operating Income in 2017/2018 ($'000)**

- **Rates**: $9,051, 80%
- **Statutory charges**: $1,680, 15%
- **User charges & Other Income**: $162, 1%
- **Grants, subsidies and contributions**: $335, 3%
- **Reimbursements**: $159, 1%

Rates

Rates are the main source of funding for the Council. A total of $9,051m ($8.497m in 2016/2017) will be collected in 2017/2018 Financial Year, to help pay for essential services (non-discretionary) such as citizenship ceremonies, waste collection, management of community infrastructure assets, public health and safety as well as discretionary services such as Council libraries, outdoor cinemas, and assistance to community programs and events.

Statutory Charges

Statutory Charges relate mainly to fees and fines levied in accordance with legislation and include development application fees, animal registrations, health act registrations and parking fines. It is estimated that the Council will collect statutory charges of $0.335m in 2017/2018 Financial Year which is a 6.47% increase over 2016/2017 budgeted statutory charges of $0.315m.
User Charges

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council’s services. These include charges for the use of Council facilities, library printing and photocopy charges, Section 7 property searches etc. User charge income is expected to increase from $0.076m in 2016/2017 Financial Year to $0.143m in 2017/2018 Financial Year.

Grants, subsidies and contributions

Grants include monies received from State and Federal sources for the purposes of funding the delivery of Council’s services to ratepayers and contributions from other parties towards property development costs. Grants income has been budgeted based on confirmed funding levels only. The main source of grant to be received by the Council is from Commonwealth Government through the South Australian Local Government Grants Commission ($1.294m) and under Roads to Recovery (R2R) program ($0.360m). While both grants are untied, Roads to Recovery grant can be spent, at a council’s discretion, only on maintaining, renewing, replacing or upgrading existing roads or construction of new roads.

In addition, Government of South Australia allocates funds annually to support public libraries in South Australia, complementing the funding allocation by individual Councils to public libraries. Accordingly, Adelaide Plains Council is estimated to receive $0.025m for 2017/2018 Financial Year.

Investment Income

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

Reimbursements

From time to time the Council enters into commercial arrangements under which it performs services on behalf of third parties, and subsequently then seeks reimbursement for undertaking those services.

During 2017/2018, it is estimated that the Council will seek reimbursement for $0.162m compared to $0.245m in 2016/2017.

Other Income

Other income relates to a range of unclassified items that do not fit within the aforementioned main revenue categories. Council will receive other income of $0.015m in 2017/2018 Financial Year compared to $0.029m in 2016/2017.

5.2 How Council’s Revenue is Spent

Employee Expenses

Employee expenses include all labour related expenditure such as salaries, wages, allowances and on-costs (Annual Leaves, Long Service Leaves, Superannuation, Workers Compensation Insurances etc.) expenses.

During 2017/2018 Financial Year, employee costs are expected to decrease to $4.740m as compared to $5.042m in 2016/2017. This is an overall reduction of $0.302m or 6% due to combined impact of the staff Enterprise Bargaining Agreement and staff resignations in 2016/2017 Financial Year that was not filled. The budgeted FTEs for 2017/2018 is 55 which is same as the FTEs on 30/06/14, excluding two (2) new positions of 1.60FTEs proposed in the Operating Project budget for 2017/2018.

Following graph shows the Adelaide Plains Council’s staff levels at the end of each financial year from 2008 and current staff numbers on a full-time equivalent basis.

It should be noted that compared to other Council’s in the region, Adelaide Plains Council has higher staff numbers, as the Council deliver several services in-house (road maintenance, roads constructions, kerbside
waste collection, cleaning of office buildings, quarry operations, rubble carting etc) that are being done through contractors in other Councils.

**Figure 3: Adelaide Plains Council Workforce (FTEs)**

*Note: 30/06/08 to 30/06/16 is actual staff numbers, 30/06/17 and 30/06/18 are budgeted staff numbers

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**Materials, Contracts and Other Expenses**

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

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

It is estimated that the Council will spend on Materials, Contracts and Other Expenses $3.619m in 2017/2018 Financial Year, compared to $3.323m in 2016/2017 Financial Year, an increase of $0.296m or 8.91% which is due to combined impact of general CPI increase of Council expenses and new planning portal expenses of $0.020m.

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**Depreciation, Amortisation and Impairment**

Depreciation is an accounting charge which measures the usage of the Council’s Property, Plant and Equipment (including infrastructure assets such as roads and drains) over the estimated effective useful life of the assets.

In 2017/2018 the forecast amount of depreciation is $2.807m compared to $2.707m for 2016/2017, an increase of $0.100m or 3.68% due to additional depreciation expenses on new/upgraded assets created in 2015/2016 and 2016/2017.

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**Finance Charges**

Finance charges relate to interest charged by the Local Government Financing Authority on funds that have been borrowed by Council. Interest costs have been estimated based on Council’s current loan portfolio as at April 2017 and expected borrowings scheduled for 2017/2018 Financial Year.

Interest costs for 2017/2018 are expected to decrease by 15.80% from $0.435m in 2016/2017 Financial Year to $0.366m in 2017/2018, mainly due to interest being paid progressively reduced when repaying loan instalments overtime.
5.3 Budgeted Statement of Comprehensive Income

Council’s Statement of Comprehensive Income which incorporates all operating income and expenses and operating project expenses are given below in Table 1. Accordingly, it is estimated that Council will incur an operational deficit of $1.154m in 2017/2018 Financial Year, with a 3.00% increase in average rates.

Table 1: Statement of Comprehensive Income for 2017/2018 Financial Year

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>OPERATING INCOME</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates</td>
<td>8,112,516</td>
<td>8,497,616</td>
<td>9,051,007</td>
</tr>
<tr>
<td>Statutory charges</td>
<td>325,479</td>
<td>314,835</td>
<td>335,205</td>
</tr>
<tr>
<td>User charges</td>
<td>115,413</td>
<td>75,794</td>
<td>142,825</td>
</tr>
<tr>
<td>Grants, subsidies and contributions</td>
<td>1,452,028</td>
<td>1,736,700</td>
<td>1,679,566</td>
</tr>
<tr>
<td>Investment Income</td>
<td>7,665</td>
<td>2,000</td>
<td>1,500</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>282,508</td>
<td>245,125</td>
<td>162,443</td>
</tr>
<tr>
<td>Other Income</td>
<td>136,943</td>
<td>29,498</td>
<td>14,969</td>
</tr>
<tr>
<td>TOTAL INCOME</td>
<td>10,432,552</td>
<td>10,901,568</td>
<td>11,387,515</td>
</tr>
<tr>
<td>OPERATING EXPENSES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee Costs</td>
<td>4,326,041</td>
<td>5,041,825</td>
<td>4,739,668</td>
</tr>
<tr>
<td>Materials, contracts and other services</td>
<td>3,726,567</td>
<td>3,323,531</td>
<td>3,569,046</td>
</tr>
<tr>
<td>Depreciation, Amortisation &amp; Impairment</td>
<td>2,619,196</td>
<td>2,707,107</td>
<td>2,806,820</td>
</tr>
<tr>
<td>Finance Costs</td>
<td>427,625</td>
<td>435,863</td>
<td>366,067</td>
</tr>
<tr>
<td>Share of loss - joint ventures &amp; associates</td>
<td>66,872</td>
<td>-</td>
<td>50,000</td>
</tr>
<tr>
<td>Operating Project Expenses</td>
<td>-</td>
<td>-</td>
<td>880,663</td>
</tr>
<tr>
<td>TOTAL EXPENSES</td>
<td>11,166,301</td>
<td>11,508,326</td>
<td>12,412,264</td>
</tr>
<tr>
<td>OPERATING SURPLUS / (DEFICIT)</td>
<td>(733,749)</td>
<td>(606,758)</td>
<td>(1,024,749)</td>
</tr>
<tr>
<td>Asset Disposal &amp; Fair Value Adjustments</td>
<td>(52,403)</td>
<td>(36,000)</td>
<td>69,000</td>
</tr>
<tr>
<td>Amounts specifically for new or upgraded assets</td>
<td>871,592</td>
<td>-</td>
<td>490,500</td>
</tr>
<tr>
<td>Physical resources received free of charge</td>
<td>661,308</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>NET SURPLUS (DEFICIT)</td>
<td>746,748</td>
<td>(642,758)</td>
<td>(465,249)</td>
</tr>
</tbody>
</table>

Note: Above estimates do not include the impact of Two Wells new housing developments.
5.4 Four-Year Operating Project Program

As part of developing 2017/2018 Annual Budget, management has developed four (4) year operating project program, with a total investment value of $1.716m, for consideration by the Council. A summary of four (4) year program is presented in Table 2 below.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Four Year Cost</th>
<th>17/18</th>
<th>18/19</th>
<th>19/20</th>
<th>20/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delegation Software</td>
<td>1,500</td>
<td>1,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Annual Building Maintenance Program</td>
<td>275,800</td>
<td>60,000</td>
<td>215,800</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Community Plant Nursery</td>
<td>10,000</td>
<td>10,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Installation of roundabout in Two Wells</td>
<td>500,000</td>
<td>500,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Levees – Two Wells Development</td>
<td>-</td>
<td>-</td>
<td>To be confirmed</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Lewiston Storm Water Management Plan</td>
<td>40,000</td>
<td>-</td>
<td>40,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>AIBS Issues and Opportunities Paper</td>
<td>30,000</td>
<td>-</td>
<td>30,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Allied Food Industries Land Supply Study &amp;</td>
<td>70,000</td>
<td>70,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Northern Food Bowl Protection Areas DPA</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Webb Beach Community Emergency Management Plan</td>
<td>50,000</td>
<td>50,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Coastal Settlements DPA and the Issues and Opportunities - Coastal Settlements</td>
<td>-</td>
<td>-</td>
<td>To be confirmed</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>General Inspector 0.6FTE</td>
<td>223,848</td>
<td>54,473</td>
<td>55,454</td>
<td>56,452</td>
<td>57,468</td>
</tr>
<tr>
<td>Engineer 1.0 FTE</td>
<td>439,695</td>
<td>107,000</td>
<td>108,926</td>
<td>110,887</td>
<td>112,883</td>
</tr>
<tr>
<td>APC Remanent and Roadside Vegetation Action Plan</td>
<td>30,000</td>
<td>-</td>
<td>30,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Take 5 safety program &amp; smart phones to access the program by Depot outside staff</td>
<td>5,000</td>
<td>5,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Review of 5 By-Laws (Permits &amp; Penalties/Legal Govt. Land/Roads/Dogs/Moveable Signs)</td>
<td>10,000</td>
<td>10,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Council Election</td>
<td>30,000</td>
<td>30,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Building Biodiversity</td>
<td>12,000</td>
<td>12,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Two Wells Service Centre Landscaping</td>
<td>10,690</td>
<td>10,690</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other Operating Projects yet to be specified</td>
<td>600,000</td>
<td>-</td>
<td>300,000</td>
<td>300,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Costs</strong></td>
<td><strong>2,338,533</strong></td>
<td></td>
<td><strong>880,663</strong></td>
<td><strong>520,180</strong></td>
<td><strong>467,339</strong></td>
</tr>
</tbody>
</table>

5.5 Four-Year Capital Projects Program

Adelaide Plains Council is responsible for a large portfolio of assets with a depreciation of $2.808m approximately per annum. It is therefore critical for the long term sustainability of assets that the Council engages in practises that optimise assets useful lives for the benefit of the community.

Capital Budget with an investment of $11.6m over four (4) years was prepared by the Management as part of 2017/2018 Annual Budget. Elected Members considered these capital programs at two workshops held on 14 March 2017 and 03 April 2017. Table 3 below summarise four (4) year capital program.

In 2017/2018 Financial Year, Council is planning to spend $2.981m on its capital programs of which $1.976m will be spent on asset renewal programs which involves, resealing sealed roads, re-sheeting sheeted rural roads, renewing footpath, kerbing, building, open spaces etc. and $1.005m will be spend on new/upgraded assets.
Table 3 below summarise the Council investment in the four (4) year capital program.

### Table 3: Four Year Capital Project Budget

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Four Year Cost</th>
<th>17/18</th>
<th>18/19</th>
<th>19/20</th>
<th>20/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Sealing Program (Note 1)</td>
<td>1,376,500</td>
<td>857,500</td>
<td>294,000</td>
<td>50,000</td>
<td>175,000</td>
</tr>
<tr>
<td>New Footpath Program</td>
<td>186,880</td>
<td>37,680</td>
<td>58,240</td>
<td>36,160</td>
<td>54,800</td>
</tr>
<tr>
<td>New Sheeting Program</td>
<td>55,000</td>
<td></td>
<td>55,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Kerbing Program</td>
<td>161,920</td>
<td></td>
<td>33,920</td>
<td>128,000</td>
<td>294,000</td>
</tr>
<tr>
<td>New Site Improvement Program</td>
<td>105,000</td>
<td>20,000</td>
<td>85,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Leves</td>
<td>325,500</td>
<td></td>
<td>302,500</td>
<td>16,000</td>
<td>7,000</td>
</tr>
<tr>
<td>New Stormwater Program</td>
<td>349,000</td>
<td>25,000</td>
<td>175,000</td>
<td>119,000</td>
<td>30,000</td>
</tr>
<tr>
<td>Resealing Renewal Program</td>
<td>962,012</td>
<td>235,776</td>
<td>256,867</td>
<td>230,842</td>
<td>238,527</td>
</tr>
<tr>
<td>Resheeting Renewal Program</td>
<td>3,019,922</td>
<td>888,898</td>
<td>1,019,962</td>
<td>551,870</td>
<td>559,192</td>
</tr>
<tr>
<td>Kerbing Renewal Program</td>
<td>340,330</td>
<td>155,556</td>
<td>103,797</td>
<td>52,791</td>
<td>28,186</td>
</tr>
<tr>
<td>Footpath Renewal Program</td>
<td>40,000</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
</tr>
<tr>
<td>Building Renewal Program</td>
<td>629,657</td>
<td>29,500</td>
<td>117,000</td>
<td>160,215</td>
<td>322,942</td>
</tr>
<tr>
<td>Open Space Renewal Program</td>
<td>4,500</td>
<td>4,500</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Site Improvements Renewal</td>
<td>246,575</td>
<td>5,394</td>
<td>-</td>
<td>217,741</td>
<td>23,440</td>
</tr>
<tr>
<td>Structure Renewal Program</td>
<td>16,231</td>
<td>16,231</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CWMS Renewal Program</td>
<td>41,985</td>
<td>4,500</td>
<td></td>
<td>37,485</td>
<td>37,485</td>
</tr>
<tr>
<td>Plant/Fleet Replacement (Note2)</td>
<td>3,728,895</td>
<td>654,500</td>
<td>1,836,265</td>
<td>523,130</td>
<td>715,000</td>
</tr>
<tr>
<td>Solar Heating Mallala Toilet Shower</td>
<td>5,000</td>
<td>5,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>amenities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Costs</strong></td>
<td><strong>11,594,907</strong></td>
<td><strong>2,933,804</strong></td>
<td><strong>4,363,782</strong></td>
<td><strong>2,095,749</strong></td>
<td><strong>2,201,572</strong></td>
</tr>
</tbody>
</table>

**Note 1#:** Includes allocation of $681,000 for the sealing and upgrade of Hart Road in Lower Light and will be implemented only if Council’s grant application for $341,500 is successful and private contribution of $150,000.

**Note 2*:** Include replacement of garbage compacter at a cost of $380,000. However, the expenditure may not be incurred if the Council decides to engage an external contractor for kerbside collection program.

### 5.6 2017/2018 Capital Program in Details

Table 4 below provides more details on the capital program for 2017/2018 Financial Year.

### Table 4: 2017/2018 Capital Project Budget

<table>
<thead>
<tr>
<th>Capital Project Description</th>
<th>Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>New Roads Sealing Program</strong></td>
<td></td>
</tr>
<tr>
<td>Dublin Road and Shannon Road - Intersection upgrade</td>
<td>26,500</td>
</tr>
<tr>
<td>Germantown Road (Gawler Road to End of Seal) Reconstruction</td>
<td>150,000</td>
</tr>
<tr>
<td>Hart Road - Sheeted to Sealed Project</td>
<td>681,000</td>
</tr>
<tr>
<td><strong>Resealing Roads Program</strong></td>
<td></td>
</tr>
<tr>
<td>Surface - Boundary Road (045) from Gawler Road to Hayman Road</td>
<td>46,457</td>
</tr>
<tr>
<td>Surface - Dublin Road (025) from Powerline Road to Hall Road</td>
<td>80,048</td>
</tr>
<tr>
<td>Surface - Port Parham Road (020) from Beach Road to Webb Beach Road</td>
<td>83,935</td>
</tr>
<tr>
<td><strong>Resheeting Roads Program</strong></td>
<td></td>
</tr>
<tr>
<td>Surface - Nairn Road (010) from Franks Road to Hall Road</td>
<td>37,855</td>
</tr>
<tr>
<td>Surface - March Road (010) from Owen Road to Davies Road</td>
<td>49,285</td>
</tr>
<tr>
<td>Surface - March Road (005) from Balaklava Road to Owen Road</td>
<td>37,707</td>
</tr>
<tr>
<td>Surface - Franks Road (010) from Calomba Road to Ross Road</td>
<td>33,816</td>
</tr>
<tr>
<td>Surface - Franks Road (015) from Ross Road to Broster Road</td>
<td>46,686</td>
</tr>
<tr>
<td>Kerbing Renewal Program</td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------------</td>
<td>------------------------------------------------------------------</td>
</tr>
<tr>
<td>LHS Kerb and Watertable - Old Mallala Road (010) Noble Crescent to End</td>
<td>53,980</td>
</tr>
<tr>
<td>LHS Kerb and Watertable - Drew Street (005) from Gawler Road to Chapman Street</td>
<td>34,178</td>
</tr>
<tr>
<td>RHS Kerb and Watertable - Drew Street (015) from Rowe Crescent to Old Port</td>
<td>30,285</td>
</tr>
<tr>
<td>RHS Kerb and Watertable - Drew Street (015) from Rowe Crescent to Old Port</td>
<td>31,643</td>
</tr>
<tr>
<td>RHS Kerb and Watertable - Drew Street (010) from Chapman Street to Rowe Crescent</td>
<td>3,136</td>
</tr>
<tr>
<td>LHS Kerb and Watertable - Drew Street (010) from Chapman Street to Rowe Crescent</td>
<td>2,334</td>
</tr>
<tr>
<td>Annual New Footpath Program</td>
<td>Eden to Tangari Footpath Access</td>
</tr>
<tr>
<td>Gawler Road - Old Mallala Road to Rowe Crescent (141m)</td>
<td>11,280</td>
</tr>
<tr>
<td>Mary Street - Aerodrome Road to Chivell Street (105m)</td>
<td>8,400</td>
</tr>
<tr>
<td>Gawler Road - Drew Street to Railway (20m)</td>
<td>3,000</td>
</tr>
<tr>
<td>Annual Plant/Fleet Replacement Programs</td>
<td>Garbage Compactor</td>
</tr>
<tr>
<td>5 Ton truck (Mitsubishi Water cart including tank unit)</td>
<td>125,000</td>
</tr>
<tr>
<td>Tractor</td>
<td>75,000</td>
</tr>
<tr>
<td>4x4 Diesel Dual Cab Ute</td>
<td>40,000</td>
</tr>
<tr>
<td>Slasher</td>
<td>18,000</td>
</tr>
<tr>
<td>Designated mowing trailer</td>
<td>12,000</td>
</tr>
<tr>
<td>Other Capital Programs</td>
<td>Purchase of new 3 X computers &amp; 2 Ipad for Two Wells Library</td>
</tr>
<tr>
<td>Solar Heating Mallala Toilet Shower amenities</td>
<td>5,000</td>
</tr>
<tr>
<td>Pram Ramp renewal to Disability Discrimination Act compliant</td>
<td>10,000</td>
</tr>
<tr>
<td>Parham Camping Ground Toilets - Septic tank and soakage</td>
<td>20,000</td>
</tr>
<tr>
<td>Middle Beach CWMS - Treatment Plant Air Blower</td>
<td>4,500</td>
</tr>
<tr>
<td>Security System for Mallala/Two Wells Office Reception, TW Library &amp; Mallala Chamber</td>
<td>9,500</td>
</tr>
<tr>
<td>Install new CCTV to Lewiston Playground</td>
<td>20,000</td>
</tr>
<tr>
<td>Grace Plains Cemetery - Fencing</td>
<td>5,394</td>
</tr>
<tr>
<td>Russel Road &amp; Trim Road - Drainage construction (pipes and crossovers)</td>
<td>25,000</td>
</tr>
<tr>
<td>Middle Beach CWMS - Treatment Plant Air Blower</td>
<td>4,500</td>
</tr>
<tr>
<td><strong>Total Costs</strong></td>
<td>2,933,804</td>
</tr>
</tbody>
</table>
6. Loan Borrowings

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

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

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

6.1 Current Long-Term Borrowings

At the end of 2016/2017 Financial Year, Council is expected to have eight (8) outstanding fixed rates long-term borrowings with a total value of $4.739m and short-term cash advance (CAD) borrowings of $2.300m. Following Table 4 shows the details of the outstanding long-term borrowings;

<table>
<thead>
<tr>
<th>Purpose of the Loan</th>
<th>$</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gawler River Scheme - Flood Plain Management</td>
<td>41,906</td>
<td>Paid from General Rates income</td>
</tr>
<tr>
<td>Gawler River Scheme - Flood Plain Management</td>
<td>192,982</td>
<td>Paid from General Rates income</td>
</tr>
<tr>
<td>Community Land - Mallala</td>
<td>81,454</td>
<td>Paid from General Rates income</td>
</tr>
<tr>
<td>Resource Recovery shed and Ruskin Shannon Rd Development</td>
<td>166,716</td>
<td>Paid from General Rates income</td>
</tr>
<tr>
<td>Mallala Bowling Club Synthetic Green</td>
<td>12,295</td>
<td>Paid by Mallala Bowling Club</td>
</tr>
<tr>
<td>Funding 2009/2010 Capital Program</td>
<td>634,613</td>
<td>Paid from General Rates income</td>
</tr>
<tr>
<td>Funding Mallala Depot Construction and Other Capital Program</td>
<td>1,716,526</td>
<td>Paid from General Rates income</td>
</tr>
<tr>
<td>Council investment in Mallala CWMS</td>
<td>1,892,152</td>
<td>Paid from Annual CWMS Charge</td>
</tr>
<tr>
<td><strong>Total outstanding long-term loans</strong></td>
<td><strong>4,738,644</strong></td>
<td></td>
</tr>
</tbody>
</table>

The following two graphs show that outstanding fixed rate loan balance at the end of each financial year and annual interest repayment. Accordingly, after 30 June 2022, Council will have only the Mallala CWMS loan which is self-funded and repaid from the CWMS Charge and not from general rate revenue.
6.2 New Borrowings for 2017/2018 Financial Year

Updated LTFP (Cash Flow Statement) shows that Council is not generating sufficient cash from its day-to-day operations to pay for all of its operating & capital expenditures and repaying existing debts. Therefore, it is required to borrow further for the next five (5) financial years with a 3.00% increase in average rate. Accordingly, Council is required to borrow $1.050m in 2017/2018 Financial Year which is mainly to finance new or upgraded infrastructure assets as shown below;

Two Wells Roundabout $500,000
Hard Road Upgrade $225,000 (subject to the outcome of Federal Grant application)
New Road Sealing $176,500
New Footpaths $ 37,680
CCTV to Lewiston Playground $ 20,000
New Drainage construction $ 25,000
Total new spending $984,180

However, the actual timing and the amount of borrowing will be decided by the management (subject to maximum threshold of $1.050m) based on cash available from day-to-day Council operations as part of Councils treasury management activities.

7. Rating Structure and Policy

7.1 What are Rates?
Rates are levied as a tax on property in accordance with the provisions of the Local Government Act 1999. They are not a service or user charge. Consequently, some property owners, for example, may choose not to use the library but nevertheless make a contribution through their rates. Because rates are levied on the value of property, those in higher valued properties pay more than those in lower valued properties.

Rates are the principal source of funding for Council services representing approximately 79% of total operating income in 2017/2018 and 78% in 2016/2017 Financial Years which is relatively a high percentage compared to other Councils in the region.

7.2 Strategic Focus
In proposing its rates for the 2017/2018 Financial Year, Council has considered its Strategic Plan 2013 to 2016, the current economic climate, specific issues faced by the community, the budget requirements for the 2017/2018 Financial Year and the impact of rates on the community – in particular householders and primary producers.

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

7.3 Method Used to Value Land
All land within a council area, except for land specifically exempt (eg. crown land, council occupied land), is rateable. Council continues to use capital value as the basis for valuing land within the council area. Council considers that this method of valuing land provides the fairest method of distributing the rates across all ratepayers because:

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

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

Council will be adopting the valuations made by the Valuer-General and which are applicable for the financial year commencing 1 July 2017. If a property owner is dissatisfied with a property valuation, then
an objection may be made to the Valuer-General in writing, within 60 days of receiving notice of the valuation, explaining the basis for the objection. Further contact details can be obtained from Council’s Rates Officer on (08) 8527 0200. It is important to note that Council has no role in the valuation process.

7.4 Impact of Rates

The following data in Table 5 provides a summary of differential rates income & valuations based on valuation and property data from the State Valuer General as at 30 June 2017.

Table 5: Rates Modelling

<table>
<thead>
<tr>
<th>Differential Rate</th>
<th>Total District Valuation</th>
<th>Total Rates Generated for 2017/2018 - All Assessments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2016/2017</td>
<td>2017/2018</td>
</tr>
<tr>
<td>Residential</td>
<td>850,361,766</td>
<td>877,936,766</td>
</tr>
<tr>
<td>Commercial - Office/Shops</td>
<td>4,712,500</td>
<td>4,679,500</td>
</tr>
<tr>
<td>Commercial - Other</td>
<td>20,811,600</td>
<td>23,143,446</td>
</tr>
<tr>
<td>Industry - Light</td>
<td>1,003,000</td>
<td>1,024,000</td>
</tr>
<tr>
<td>Industry - Other</td>
<td>16,742,000</td>
<td>15,505,830</td>
</tr>
<tr>
<td>Primary Production</td>
<td>687,073,640</td>
<td>687,119,013</td>
</tr>
<tr>
<td>Vacant Land</td>
<td>55,645,500</td>
<td>68,816,500</td>
</tr>
<tr>
<td>Other</td>
<td>3,718,229</td>
<td>3,796,350</td>
</tr>
<tr>
<td>Total</td>
<td>1,640,068,235</td>
<td>1,682,021,405</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Differential Rate</th>
<th>Rate in $</th>
<th>Increase in Rate in the Dollar</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2016/2017</td>
<td>2017/2018</td>
</tr>
<tr>
<td>Residential</td>
<td>0.00451651</td>
<td>0.004629423</td>
</tr>
<tr>
<td>Commercial - Office/Shops</td>
<td>0.00587105</td>
<td>0.006017826</td>
</tr>
<tr>
<td>Commercial - Other</td>
<td>0.00587105</td>
<td>0.006017826</td>
</tr>
<tr>
<td>Industry - Light</td>
<td>0.00587105</td>
<td>0.006017826</td>
</tr>
<tr>
<td>Industry - Other</td>
<td>0.00587105</td>
<td>0.006017826</td>
</tr>
<tr>
<td>Primary Production</td>
<td>0.00410602</td>
<td>0.004208671</td>
</tr>
<tr>
<td>Vacant Land</td>
<td>0.00451651</td>
<td>0.004629423</td>
</tr>
<tr>
<td>Other</td>
<td>0.00451651</td>
<td>0.004629423</td>
</tr>
</tbody>
</table>

7.5 Differential General Rates

Every resident benefits in some part from the general amenity of the council area, whether that is at the present time or in the future. The amenity includes the local economy, general council operations and the ability to use council facilities.

It is acknowledged that the system of council rates is in essence a system of taxation against property prescribed through the provisions of the Local Government Act 1999. However, Council has assessed that the level of differential rating imposed is governed in part by the ability to pay, the potential for income tax deductions and the perception of accessibility or useability of council services by the residents and consumers. To this end, Council has decided that:

a) Commercial Properties

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

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

c) Primary Production Properties

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

7.6 Fixed Charge

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

In 2017/2018 the fixed charge would be $102.50 ($100.00 in 2016/2017) and this will be applicable to 4,311 rateable properties. Council considers it appropriate that all rateable properties make a base level contribution to the cost of administering Council’s activities and to the cost of creating and maintaining the physical infrastructure that supports each property.

7.7 Natural Resource Management Board Levies

The whole of the Council area is located within the boundaries of the Adelaide and Mount Lofty Ranges Natural Resource Management Board. Contributions are sought in 2017/2018 totalling $169,894.

Council is operating as a revenue collector for the Natural Resource Management Boards in this regard. It does not retain this revenue or determine how the revenue is spent.

7.8 Service Charges

Community Wastewater Management System (CWMS)

Council provides a Community Wastewater Management System to residential and commercial properties in Mallala and Middle Beach. Table 6 below shows the estimated costs of the of operating and maintaining this service for the 2017/2018 Financial Year including funds required to repayment Council loan obtained for the Mallala CWMS Scheme.
Table 6: CWMS Budget for 2017/2018

<table>
<thead>
<tr>
<th>Description</th>
<th>Mallala Scheme</th>
<th>Middle Beach Scheme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest on Investments</td>
<td>1,000</td>
<td></td>
</tr>
<tr>
<td>CWMS Charge</td>
<td>191,622</td>
<td>19,920</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>192,622</strong></td>
<td><strong>19,920</strong></td>
</tr>
</tbody>
</table>

---

**Less : Operating Expenses and Loan Repayments**

<table>
<thead>
<tr>
<th>Description</th>
<th>Mallala Scheme</th>
<th>Middle Beach Scheme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation</td>
<td>86,442</td>
<td>6,685</td>
</tr>
<tr>
<td>Salaries and Wages</td>
<td>31,960</td>
<td></td>
</tr>
<tr>
<td>Interest Payments - CWMS Loan</td>
<td>83,996</td>
<td></td>
</tr>
<tr>
<td>Principal Repayment - CWMS Loan</td>
<td>18,651</td>
<td></td>
</tr>
<tr>
<td>Consultants</td>
<td>10,000</td>
<td></td>
</tr>
<tr>
<td>Consumables and Hardware</td>
<td>12,150</td>
<td>1,150</td>
</tr>
<tr>
<td>Contractors</td>
<td>19,000</td>
<td></td>
</tr>
<tr>
<td>Electricity</td>
<td>7,500</td>
<td>4,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>10,000</td>
<td>826</td>
</tr>
<tr>
<td>ESCOSA Licence Fee</td>
<td>300</td>
<td></td>
</tr>
<tr>
<td>Materials</td>
<td>10,000</td>
<td></td>
</tr>
<tr>
<td>Postage and Freight</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Service Contracts</td>
<td>21,000</td>
<td>7,000</td>
</tr>
<tr>
<td>Telephone</td>
<td>2,800</td>
<td></td>
</tr>
<tr>
<td>Water</td>
<td>500</td>
<td></td>
</tr>
<tr>
<td>Rubble</td>
<td>1,500</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses and Loan Repayments</strong></td>
<td><strong>315,899</strong></td>
<td><strong>19,661</strong></td>
</tr>
</tbody>
</table>

**Net Cash Surplus/(Deficit)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Mallala Scheme</th>
<th>Middle Beach Scheme</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(123,277)</strong></td>
<td>259</td>
<td></td>
</tr>
</tbody>
</table>

Council recovers above cost through the imposition of a service charge of $586.00 per unit for all properties where the service is available. Where the service is provided to rebated land, a service charge is still levied against the land.

The Council will not increase Mallala CWMS charge in 2017/2018 from the current amount of $586.00. However, in relation to Middle Beach Scheme, the CWMS charge for the “small tank” will be increased to same as “large tank” ($405.00) as smaller tanks are pumped twice yearly hence the Council is pumping the equivalent amount of sludge/effluent from all properties. Therefore, irrespective of the tank size, all properties connected to the Middle Beach CWMS system should pay a similar charge.

Kerbside Waste Collection Program

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

The full cost of operating and maintaining kerbside waste collection program for 2017/2018 is estimated to be $0.506m. The two trucks that deliver the program have already passed their useful life and due for replacement, costing around $0.600m.

However, the management is currently working with Barossa Regional Procurement Group to ascertain whether the delivery of Council’s waste collection program through a dedicated contractor is more efficient and cost effective. Therefore, pending the outcome of the tender process, Council proposes not to increase
2016/2017 waste levy of $180 in 2017/2018 Financial Year for each property within the designated township, rural or coastal settlements bin service areas.

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

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

i. If greater than 500 metres but no more than 2 kilometres from the resident’s access point to their land, 75% of the annual levy is charged ($135);  
ii. If greater than 2 kilometres but less than 5 kilometres, 50% of the annual levy is charged ($90);  
iii. 5 kilometres or more from the resident’s access point to their land, no annual levy is charged.

7.9 Mandatory Township Refuse Charges

The waste levy is mandatory for properties located within the townships of Mallala, Two Wells and Dublin from 2017/2018 Financial Year which was an option in prior years.

7.10 Payment of Rates

Under section 181 of the Local Government Act 1999, Council must provide the opportunity for all ratepayers to pay rates by quarterly instalments. Council payment dates for the 2017/2018 Financial Year will be 1 September 2017, 1 December 2017, 2 March 2018 and 1 June 2018.

Late Payment of Rates

The Local Government Act 1999 provides that Councils impose an initial penalty of 2% on any payment for rates, whether by instalment or otherwise, that is received late. A payment that continues to be late is then charged an interest rate, set each year according to a formula in the Act, for each month it continues to be late. Council allows a further three working days after the due date for payment as a grace period. Thereafter late payment penalties are applied in accordance with the Local Government Act 1999.

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

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

7.11 Remission and Postponement of Rates

Postponement or Rates - Hardship

Section 182 of the Local Government Act 1999 permits Council, on the application of the ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship. Where a ratepayer is suffering hardship in paying rates they are invited to contact Council’s Rates Officer, on (08) 8527 0200 to discuss the matter. Such enquiries are treated confidentially by Council.
Seniors Rate Postponement

Section 182A of the *Local Government Act 1999* provides the option for State Senior Card holders to apply to postpone part of their council rates on a long term basis. The deferred amount is subject to monthly interest charge, with the accrued debt being payable on the disposal or sale of the property. Postponement is similar to a reverse mortgage by relying on the equity in the property. A ratepayer who has a State Seniors Card may apply for postponement of a portion of the council rates payable on property they own if it is their principal place of residence and if no other person other than their spouse has an interest as owner of the property and there is appropriate equity in the property. Further information can be obtained from Council’s Rates Officers on (08) 8527 0200.

7.12 Rebate of Rates

The *Local Government Act 1999* requires Councils to rebate the rates payable for certain land uses. This includes 100% rate rebates granted on Places of Worship, Public Cemeteries, Hospitals and land occupied by Universities, and 75% rate rebates have been granted on Educational facilities (subject to some qualifications).

Discretionary rebates may be applied by the Council under section 166 of the Act. Council annually considers many applications for rate rebates and has in the past, and is again for the 2017/2018 Financial Year, proposing to rebate rates charged to various district community and sporting organisations.

7.13 Sale of Land for Non-Payment of Council Rates

The *Local Government Act 1999* provides that a Council may sell any property where the rates have been in arrears for three years or more. The Council is required to notify the principal ratepayer and the owner (if not the same person) of the land of its intention to sell the land and provide the owner with details of the outstanding amounts. If payment of the outstanding amount is not received within one month the property may be sold. Except in extraordinary circumstances, the Council enforces the sale of land for arrears of rates.

8. How to Measure Council Performance

The measure of the Council’s success is driven by the achievement of the strategic objectives outlined in the Strategic Plan 2013-2016 which also identifies the desired outcomes expected from the strategic objectives. In addition to the strategic outcomes, the Council also measures its achievements through the following non-financial and financial Indicators.

**Non-Financial Indicators**

To ensure that the Council delivers on the strategic objectives set out in the Strategic Plan 2013-2016 and Annual Business Plan, it is paramount that annual budget activities and projects are completed on time while delivering project outcomes as planned. Therefore, the progress of the activities and projects will be closely monitored to ensure that there will be no project delays and budget overruns.

**Financial Indicators**

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

A series of financial indicators have been developed by the local government sector to assist in determining whether a council is financially sustainable or moving to a position of financial sustainability.
Financial indicators which are used by the Council to measure performance and financial sustainability as recommended by the Model Financial Statements approved by the Minister for Local Governments and Local Government Association of South Australia are:

1. **Operating Surplus Ratio** - Desired level is 0% and 10% on average over long term;
2. **Asset Sustainability Ratio** - Desired level is greater than 90% but less than 110% on average over long term; or
3. **Net Financial Liabilities Ratio** - Desired level is greater than 0% but no more than 100% on average over long term.

a) **Operating Surplus/ (Deficit) Ratio**

The Council’s long term financial sustainability is dependent upon ensuring that, on average over time, its operating income is higher than operating expenses (i.e. an Operating Surplus).

The operating surplus ratio is the operating surplus (deficit) expressed as a percentage of operating income. A positive ratio indicates the percentage of operating income available to help fund proposed capital expenditure. A negative ratio indicates the percentage increase in operating income or the approximate decrease in operating expenses required to achieve a break-even operating result.

The following graph (Figure 7) shows, Adelaide Plains Council’s operating results and Operating Surplus/(Deficit) Ratio since 2010/2011 Financial Year. Accordingly it has reported an operating deficit throughout the period, except in two (2) financial years. Projected operating deficit in 2017/2018 is the largest for the period and will have a long term impact on Council financial sustainability unless:

i. the operating expenses are cut significantly;
ii. general rate revenue is increased by more than 3.00% if the community doesn’t want to compromise the level and scope of services delivered by the Council; or
iii. increase borrowings to deliver 2017/2018 Council services and programs that have to be paid by the future generation which however would create inter-generational inequality.

**Conclusion:** Council has not been achieving the desired level of operating results as recommended by Local Government Association of South Australia.
b) **Asset Sustainability Ratio**

Asset Sustainability Ratio measures whether the Council is renewing or replacing existing physical assets (roads, footpaths, stormwater drainage, buildings, plant and equipment and furniture and fittings etc.) at the same rate the stock of these assets is wearing out. The ratio is calculated by measuring actual capital expenditure on renewal or replacement of assets, relative to the expenditure on renewal or replacement of assets as per Council’s Infrastructure and Assets Management Plans.

![Figure 8: Asset Sustainability Ratio (%)](image)

**Conclusion:** Council has not being achieving the desired level of Assets Sustainability Ratio as recommended by Local Government Association of South Australia.

c) **Net Financial Liabilities Ratio**

This ratio indicates the extent to which the net financial liabilities of the Council or its total indebtedness can be met by Council’s total operating revenue. Net financial liabilities measure a council’s indebtedness. It is a broader measure than net debt as it includes all of a council’s obligations including provisions for employee entitlements and creditors.

The net financial liabilities ratio is calculated by expressing net financial liabilities at the end of a financial year as a percentage of operating income for the year. Net financial liabilities equals total liabilities less financial assets where financial assets include cash, investments, loans to community groups, receivables and prepayments. Where the ratio is increasing, it indicates a greater amount of a council’s operating revenues is required to service its financial obligations.
Conclusion: Council has been operating within the range recommended by the Local Government Association of South Australia for Net Financial Liability Ratio.

9. Long Term Financial Plan 2017/2018 to 2026/2027

Background

Section 122(1a) of the Local Government Act 1999 requires councils to develop and adopt:

(a) a Long Term Financial Plan (LTFP) for a period of at least 10 years; and

(b) an infrastructure and asset management plan, relating to the management and development of infrastructure and major assets by the council for a period of at least 10 years (and these plans will also be taken to form part of the council’s strategic management plans).

Section 122(4)(a)(i) the Act requires that the LTFP should be reviewed as soon as practical after the adoption of the Annual Business Plan. However, section 122(4)(b) of the Act specifies that the Council must undertake a comprehensive review of its Long Term Financial Plans within two (2) years after each general election of the council.

The purpose of a Council’s LTFP is to express, in financial terms, the activities that it proposes to undertake over the medium to longer term to achieve its stated objectives. It is similar to, but usually less detailed than, the annual budget. Just like the budget, it is a guide for future action although its preparation requires the Council to think about not just one year but the longer-term impact of revenue and expenditure proposals. The aggregation of future strategic plans and business initiatives and their intended outlays and anticipated revenues, enables the accumulating overall financial and economic implications to be readily identified and, if warranted, proposed future activities to be revised. The LTFP should specify and take account of:

- Expected expenses and capital outlays for each year of the plan;
- Expected revenues for each year and their source;
- Any variations in net debt required as a result of expected cash flow needs;
• Performance measures to enable assessment of the Council’s financial sustainability over the period of the plan.

9.1 Long Term Financial Objective of the Adelaide Plains Council

Long Term Financial Objective of Adelaide Plains Council is to be “a Council which delivers on its strategic Objectives by managing its financial resources in a sustainable and equitable manner by incremental growth and service cost containment to reduce the operating deficit over time; as opposed to burdening the ratepayers of the Council with short term excessive increases to their annual council rate bill”.

Financial sustainability means having a financial position capable of meeting long-term service and infrastructure levels and standards, acceptable to the community, without substantial increases in rates or cuts to services. The Long Term Financial Plan has been developed based on following budget principles. They are;

**Principle 1: Breakeven budget**

Cost of annual Council’s services and programs, including depreciation of assets, are fully funded by the current ratepayers being the consumers of those Council services, programs and assets.

**Principle 2: Rate Stability**

Annual rate collections are fair and equitable for the ratepayers with the aim to keep rate revenue increases stable over the medium term.

**Principle 3: Infrastructure and Asset Management**

Maintain Infrastructure and Assets in line with the Council’s Infrastructure Asset Management Plans.

**Principle 4: Prudent Debt Management**

Prudent use of debt to invest in new long term assets to ensure intergenerational equity between current and future users.

The Long Term Financial Plan (LTFP) provides the financial projections and budget framework to guide the development of the detailed annual budget and provide a level of assurance to Elected Members and the community on the sustainability of Council operations.

A 10 year Long Term Financial Plan summarises the financial impacts of Council’s strategic directions and provides an indication of the sustainability of these plans. By evaluating our financial strategies over a planning horizon of 10 years we can determine how decisions we make now and for the 2017/2018 budget will impact on future and ensure the impact of rates is spread equitably across generations of ratepayers so that planned service standards over the long term and infrastructure levels can be met without unplanned and disruptive increases in rates or cuts to services.

The Long Term Financial Plan is prospective information. Actual results are likely to vary from the information presented. Consequently, the information presented is prepared on the basis of best estimate assumptions as to future events which Council expects are likely to take place. These estimates arise from information known as at 10th April 2017.

Long Term Financial Plan has been developed as part of Council’s ongoing financial planning to assist Council to plan within a longer term strategic framework. Key inputs and influences on the Long Term Financial Plan include:

• An assessment of Council’s current financial position for achieving longer term financial sustainability;
• Alignment with the Strategic Plan;
• Consideration of Council’s appropriate role and responsibilities;
• Alignment with Council Programs;
• Alignment with Corporate Programs and internal support strategies;
• Alignment with agreed service provision and delivery standards;
• Alignment with Infrastructure and Asset Management Plans; and
• Costing of proposed strategies before they are agreed.

The LTFP for the period 2018-2027 shows that Council is expected to make operating deficits for the next 10 financial years with a 1.80% increase in average rate (excluding the impact of Two Wells developments) and 0.50% growth. While this is not the ideal proposition the Council want to project for the next financial year in terms of financial sustainability, it shows Council’s true financial situation, that need to be addressed by a combination of actions such as:

a) Commitment to the annually Adopted Budget without bringing in new spending proposals during the financial year unless they are cost neutral or really necessary to address significant community issues;

b) Set all council discretionary fees & charges, including service charges on a cost recovery basis;

c) Commitment to Improve the efficiency & the productivity of the Council operations;

d) Reduce council’s operating/capital expenditure further to a level sustainable & accepted by the Community;

e) Targeting government grants to supplement Council rates revenue in delivering Council programs (co-contribution from the Council may be required);

f) Introduce separate rate to meet expenses associated with deed of agreement (Two Wells roundabout & levees) signed with the developers of Two Wells housing estate;

g) Increase Fixed Charge in line with the rate in the dollar;

h) Implement a freeze on recruitment of staff for new (& unfunded) positions (not the replacement of existing positions); and

i) Continue to participate in collaborative procurements through LGA Procurement & Barossa Regional Procurement Group (BRPG) to receive group discount on purchases etc.
9.2 Assumptions Used in the Preparation of Long Term Financial Plan 2017/2018 to 2026/2027

Table 7 below summarises the assumptions that were used in the preparation of 2017/2018 Budget and 10 year LTFP based on best available information as of 10 April 2017.

<table>
<thead>
<tr>
<th>Description</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates</td>
<td>From year 1 to 10 a 3.00% increase in existing average rate (consists of 2.50% rate in the $ increase by the Council &amp; 0.50% valuation increase by the Valuer General) and 0.60% growth from new assessment. Long-term Financial Plan does not include the financial impact of Two Wells housing development.</td>
</tr>
<tr>
<td>- General Rates</td>
<td>No change from the current level of $580. However, may be need to review the charge once the full cost of operating the scheme is known upon the hand over of the scheme to the Council later this year.</td>
</tr>
<tr>
<td>- CWMS Charge</td>
<td>No change from current level of $180 pending the outcome of tender process currently undertaken by BRPG.</td>
</tr>
<tr>
<td>- Reuse Collection Charge</td>
<td>1.30% from year 1 to 10.</td>
</tr>
<tr>
<td>- Fixed Charge</td>
<td>2.50% increase from year 1 to 10. Equivalent to rate in the $ increase.</td>
</tr>
<tr>
<td>Statutory charges</td>
<td>1.30% on average over next 10 years</td>
</tr>
<tr>
<td>User charges</td>
<td>1.30% on average over next 10 years</td>
</tr>
<tr>
<td>Grants, subsidies and contributions</td>
<td>Based on confirmed grant funding only. No estimates were made for R2R grant after 2018/2019 as Federal Government is yet to confirm the amounts available to APC beyond 2018/2019. (i.e. R2R grant of $360,177 for 17/18 &amp; $180,089 for 18/19 have been included in the budget. Financial Assistance Grants (FAGs) remain constant at 2017/2018 level of $1,294,389 for the next 10 years as the financial impact of Federal Government decision to return to FAGs indexation and supplementary road funding for SA from 2017/2018 Financial Year is yet to be determined.</td>
</tr>
<tr>
<td>Investment Income</td>
<td>An estimated fixed income of $1,500 per year.</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>2.00% on average over next 10 years</td>
</tr>
<tr>
<td>Other Income</td>
<td>2.00% on average over next 10 years</td>
</tr>
<tr>
<td>Employee Costs</td>
<td>1.80% on average over next 10 years</td>
</tr>
<tr>
<td>Materials, contracts and other expenses</td>
<td>1.30% on average over next 10 years</td>
</tr>
<tr>
<td>Depreciation</td>
<td>2.00% on average over next 10 years</td>
</tr>
<tr>
<td>Finance Costs</td>
<td>Based on actual interest payable on existing loans and expected interest expense on new cash advance loans at 3.75%.</td>
</tr>
</tbody>
</table>

The following page shows Council’s Long Term Financial Plan for the 10 year period developed based on above assumptions.
### Statement of Comprehensive Income

**ADELAIDE PLAINS COUNCIL**

**DRAFT LONG TERM FINANCIAL PLAN**

**STATEMENT OF COMPREHENSIVE INCOME**

**2017/2018 TO 2026/2027**

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>YEAR 4</th>
<th>YEAR 5</th>
<th>YEAR 6</th>
<th>YEAR 7</th>
<th>YEAR 8</th>
<th>YEAR 9</th>
<th>YEAR 10</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPERATING INCOME</td>
<td>Rates</td>
<td>9,051,007</td>
<td>9,369,696</td>
<td>9,699,652</td>
<td>10,041,276</td>
<td>10,394,981</td>
<td>10,761,197</td>
<td>11,140,366</td>
<td>11,532,949</td>
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<tr>
<td>Statutory charges</td>
<td>335,205</td>
<td>339,563</td>
<td>343,977</td>
<td>348,449</td>
<td>352,979</td>
<td>357,567</td>
<td>362,216</td>
<td>366,924</td>
<td>371,694</td>
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<tr>
<td>User charges</td>
<td>142,825</td>
<td>144,682</td>
<td>146,563</td>
<td>148,468</td>
<td>150,398</td>
<td>152,353</td>
<td>154,334</td>
<td>156,340</td>
<td>158,373</td>
</tr>
<tr>
<td>Grants, subsidies and contributions</td>
<td>1,679,566</td>
<td>1,499,803</td>
<td>1,320,043</td>
<td>1,320,377</td>
<td>1,320,715</td>
<td>1,321,057</td>
<td>1,321,403</td>
<td>1,321,755</td>
<td>1,322,110</td>
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<tr>
<td>Investment Income</td>
<td>1,500</td>
<td>1,500</td>
<td>1,500</td>
<td>1,500</td>
<td>1,500</td>
<td>1,500</td>
<td>1,500</td>
<td>1,500</td>
<td>1,500</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>162,443</td>
<td>165,692</td>
<td>169,006</td>
<td>172,386</td>
<td>175,834</td>
<td>179,350</td>
<td>182,937</td>
<td>186,596</td>
<td>190,328</td>
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<tr>
<td>Other Income</td>
<td>14,969</td>
<td>15,268</td>
<td>15,574</td>
<td>15,885</td>
<td>16,203</td>
<td>16,527</td>
<td>16,858</td>
<td>17,195</td>
<td>17,539</td>
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<tr>
<td>Share of loss - joint ventures &amp; associates</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Operating Project Income</td>
<td>-</td>
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<td>-</td>
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</tr>
<tr>
<td>Operating Project Income-Carried Forward</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<td>-</td>
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<tr>
<td>TOTAL INCOME</td>
<td>11,387,515</td>
<td>11,536,203</td>
<td>11,696,314</td>
<td>12,048,340</td>
<td>12,412,609</td>
<td>12,789,551</td>
<td>13,179,614</td>
<td>13,583,259</td>
<td>14,000,965</td>
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<tr>
<td>OPERATING EXPENSES</td>
<td>Employee Costs</td>
<td>4,739,668</td>
<td>4,824,982</td>
<td>4,911,832</td>
<td>5,000,244</td>
<td>5,090,249</td>
<td>5,181,873</td>
<td>5,275,147</td>
<td>5,370,100</td>
</tr>
<tr>
<td>Materials, contracts and other services</td>
<td>3,569,046</td>
<td>3,586,491</td>
<td>3,596,629</td>
<td>3,645,740</td>
<td>3,695,547</td>
<td>3,746,060</td>
<td>3,797,291</td>
<td>3,849,250</td>
<td>3,901,948</td>
</tr>
<tr>
<td>Finance Costs</td>
<td>366,067</td>
<td>430,564</td>
<td>399,705</td>
<td>376,157</td>
<td>346,320</td>
<td>333,965</td>
<td>316,919</td>
<td>289,826</td>
<td>253,684</td>
</tr>
<tr>
<td>Share of loss - joint ventures &amp; associates</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td>Operating Project Expenses</td>
<td>880,663</td>
<td>520,180</td>
<td>467,339</td>
<td>470,351</td>
<td>100,000</td>
<td>100,000</td>
<td>100,000</td>
<td>100,000</td>
<td>100,000</td>
</tr>
<tr>
<td>Operating Project Expenses-Carried Forward</td>
<td>-</td>
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</tr>
<tr>
<td>TOTAL EXPENSES</td>
<td>12,412,265</td>
<td>12,275,174</td>
<td>12,345,721</td>
<td>12,521,113</td>
<td>12,320,308</td>
<td>12,510,855</td>
<td>12,700,293</td>
<td>12,883,330</td>
<td>13,061,031</td>
</tr>
<tr>
<td>OPERATING SURPLUS / (DEFICIT)</td>
<td>(1,024,750)</td>
<td>(738,971)</td>
<td>(649,407)</td>
<td>(472,773)</td>
<td>92,300</td>
<td>278,696</td>
<td>479,321</td>
<td>699,929</td>
<td>939,934</td>
</tr>
<tr>
<td>Asset Disposal &amp; Fair Value Adjustments</td>
<td>69,000</td>
<td>252,500</td>
<td>31,850</td>
<td>177,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Amounts specifically for new or upgraded assets</td>
<td>490,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Physical resources received free of charge</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>NET SURPLUS (DEFICIT)</td>
<td>(465,250)</td>
<td>(486,471)</td>
<td>(617,557)</td>
<td>(295,773)</td>
<td>92,300</td>
<td>278,696</td>
<td>479,321</td>
<td>699,929</td>
<td>939,934</td>
</tr>
<tr>
<td>Share of other comprehensive income - joint ventures and associates</td>
<td>(30,000)</td>
<td>(30,000)</td>
<td>(30,000)</td>
<td>(30,000)</td>
<td>(30,000)</td>
<td>(30,000)</td>
<td>(30,000)</td>
<td>(30,000)</td>
<td>(30,000)</td>
</tr>
<tr>
<td>Impairment (expense) / recoupments offset to asset revaluation reserve</td>
<td>(430,000)</td>
<td>(430,000)</td>
<td>(430,000)</td>
<td>(430,000)</td>
<td>(430,000)</td>
<td>(430,000)</td>
<td>(430,000)</td>
<td>(430,000)</td>
<td>(430,000)</td>
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<tr>
<td>TOTAL COMPREHENSIVE INCOME</td>
<td>1,839,339</td>
<td>1,740,080</td>
<td>1,721,715</td>
<td>2,089,844</td>
<td>2,527,074</td>
<td>2,784,767</td>
<td>3,058,077</td>
<td>3,352,779</td>
<td>3,668,305</td>
</tr>
</tbody>
</table>

Note: With 2.50% rate in the dollar increase & 0.50% valuation Increase (3.00% total average rate increase) and 0.60% growth from new assessments excluding Two Wells Development.
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
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<tr>
<td>Current Assets</td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>37,222</td>
<td>49,965</td>
<td>29,829</td>
<td>71,717</td>
<td>69,976</td>
<td>82,642</td>
<td>97,695</td>
<td>128,931</td>
<td>132,937</td>
<td>132,937</td>
</tr>
<tr>
<td>Trade &amp; other receivables</td>
<td>584,651</td>
<td>584,651</td>
<td>584,651</td>
<td>584,651</td>
<td>584,651</td>
<td>584,651</td>
<td>584,651</td>
<td>584,651</td>
<td>584,651</td>
<td>584,651</td>
</tr>
<tr>
<td>Inventories</td>
<td>266,000</td>
<td>266,000</td>
<td>266,000</td>
<td>266,000</td>
<td>266,000</td>
<td>266,000</td>
<td>266,000</td>
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</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>887,873</td>
<td>900,616</td>
<td>880,480</td>
<td>922,368</td>
<td>920,627</td>
<td>939,288</td>
<td>933,293</td>
<td>948,346</td>
<td>979,582</td>
<td>983,588</td>
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<tr>
<td>Non-Current Assets</td>
<td></td>
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<td></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Other Non-current Assets</td>
<td>442,400</td>
<td>442,400</td>
<td>442,400</td>
<td>442,400</td>
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<td>442,400</td>
<td>442,400</td>
<td>442,400</td>
<td>442,400</td>
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<tr>
<td><strong>Total Assets</strong></td>
<td>95,640,402</td>
<td>99,330,520</td>
<td>100,775,189</td>
<td>102,375,645</td>
<td>104,670,484</td>
<td>107,032,010</td>
<td>109,415,800</td>
<td>111,868,198</td>
<td>114,384,981</td>
<td>116,923,371</td>
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<td><strong>LIABILITIES</strong></td>
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<tr>
<td>Current Liabilities</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade &amp; Other Payables</td>
<td>1,189,400</td>
<td>1,189,400</td>
<td>1,189,400</td>
<td>1,189,400</td>
<td>1,189,400</td>
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<td>1,189,400</td>
<td>1,189,400</td>
<td>1,189,400</td>
</tr>
<tr>
<td>Borrowings</td>
<td>3,728,962</td>
<td>6,366,046</td>
<td>6,578,387</td>
<td>6,596,234</td>
<td>6,387,241</td>
<td>5,988,287</td>
<td>5,339,380</td>
<td>4,465,522</td>
<td>3,341,715</td>
<td>1,902,962</td>
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<tr>
<td>Provisions</td>
<td>748,000</td>
<td>748,000</td>
<td>748,000</td>
<td>748,000</td>
<td>748,000</td>
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<td>748,000</td>
<td>748,000</td>
<td>748,000</td>
<td>748,000</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>5,666,362</td>
<td>8,303,446</td>
<td>8,515,787</td>
<td>8,533,634</td>
<td>8,324,641</td>
<td>7,925,687</td>
<td>7,276,780</td>
<td>6,402,922</td>
<td>5,279,115</td>
<td>3,840,362</td>
</tr>
<tr>
<td>Non-current Liabilities</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Borrowings</td>
<td>3,473,790</td>
<td>2,786,743</td>
<td>2,297,356</td>
<td>1,790,122</td>
<td>1,766,880</td>
<td>1,742,593</td>
<td>1,717,213</td>
<td>1,690,691</td>
<td>1,662,976</td>
<td>1,634,013</td>
</tr>
<tr>
<td>Provisions</td>
<td>73,229</td>
<td>73,229</td>
<td>73,229</td>
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<td>1,763,920</td>
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<td>9,067,222</td>
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<td><strong>NET ASSETS</strong></td>
<td>86,427,022</td>
<td>88,167,101</td>
<td>89,888,816</td>
<td>91,978,660</td>
<td>94,505,734</td>
<td>97,290,501</td>
<td>100,348,578</td>
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<td>Asset Revaluation Reserve</td>
<td>56,780,665</td>
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<td>61,346,486</td>
<td>63,732,103</td>
<td>66,166,878</td>
<td>68,672,947</td>
<td>71,251,704</td>
<td>73,904,553</td>
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<td>Other Reserves</td>
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### Statement of Changes in Equity

#### 2017/2018 to 2026/2027

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<td><strong>Accumulated Surplus</strong></td>
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<td>Net Result for Year</td>
<td>(465,250)</td>
<td>(486,471)</td>
<td>(617,557)</td>
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<td>92,300</td>
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<td>Transfers from Other Reserves</td>
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<td>Other equity adjustments - equity accounted Councils</td>
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#### Asset Valuation Reserve

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<td>Balance at end of previous reporting period</td>
<td>54,476,076</td>
<td>56,780,665</td>
<td>59,007,215</td>
<td>61,346,487</td>
<td>63,732,104</td>
<td>66,166,877</td>
<td>68,672,947</td>
<td>71,251,704</td>
<td>73,904,554</td>
<td>76,632,924</td>
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<td>Impairment (expense) / recoupments offset to asset valuation reserve</td>
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<td>Share of other comprehensive income - equity accounted Councils</td>
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<tr>
<td>Balance at end of period</td>
<td>56,780,665</td>
<td>59,007,215</td>
<td>61,346,487</td>
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<td>66,166,877</td>
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#### Other Reserves

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<td>Transfers from Accumulated Surplus</td>
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<td>Transfers to Accumulated Surplus</td>
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#### Total Equity at End of Reporting Period

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<tr>
<td>Total equity at end of reporting period</td>
<td>86,427,022</td>
<td>88,167,102</td>
<td>89,888,817</td>
<td>91,978,660</td>
<td>94,505,734</td>
<td>97,290,501</td>
<td>100,348,578</td>
<td>103,701,357</td>
<td>107,369,661</td>
<td>111,375,767</td>
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<td>YEAR 1</td>
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<td><strong>Receipts</strong></td>
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<td>Rates - general &amp; other</td>
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<td>11,140,366</td>
<td>11,532,949</td>
<td>11,939,422</td>
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<td>Fees &amp; other charges</td>
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<td>352,979</td>
<td>357,567</td>
<td>362,216</td>
<td>366,924</td>
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<td>376,526</td>
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<td>User charges</td>
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<td>Grants utilised for operating purposes</td>
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<td>182,937</td>
<td>186,596</td>
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<td>Other revenues</td>
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<td>17,889</td>
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<tr>
<td>Employee costs</td>
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<td>(5,000,244)</td>
<td>(5,090,249)</td>
<td>(5,181,873)</td>
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<td>(5,370,100)</td>
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<td>(5,565,163)</td>
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<td>(316,919)</td>
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<td>(253,684)</td>
<td>(207,491)</td>
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<td>2,320,809</td>
<td>2,555,848</td>
<td>3,180,493</td>
<td>3,427,653</td>
<td>3,690,257</td>
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<td>4,278,572</td>
<td>4,605,179</td>
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<td>Grants specifically for new or upgraded assets</td>
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<td>Sale of replaced assets</td>
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<td>252,500</td>
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<td><strong>Payments</strong></td>
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<tr>
<td>Expenditure on renewal/replacement of assets</td>
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<td>(2,785,750)</td>
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<td>(2,858,650)</td>
<td>(2,895,813)</td>
<td>(2,933,458)</td>
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<td>Expenditure on new/upgraded assets</td>
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<tr>
<td><strong>Net Cash provided by (or used in) Investing Activities</strong></td>
<td>(2,374,304)</td>
<td>(4,111,281)</td>
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<td><strong>Receipts</strong></td>
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<td>Proceeds from Borrowings</td>
<td>1,050,000</td>
<td>2,600,000</td>
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<td>275,000</td>
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<td><strong>Payments</strong></td>
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<td>Repayments of Borrowings</td>
<td>(614,893)</td>
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<td>(489,387)</td>
<td>(507,234)</td>
<td>(423,241)</td>
<td>(674,287)</td>
<td>(900,380)</td>
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<td>(1,467,715)</td>
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<tr>
<td><strong>Net Cash provided by (or used in) Financing Activities</strong></td>
<td>435,107</td>
<td>1,950,038</td>
<td>(277,046)</td>
<td>(489,387)</td>
<td>(232,234)</td>
<td>(423,241)</td>
<td>(674,287)</td>
<td>(900,380)</td>
<td>(1,151,522)</td>
<td>(1,467,715)</td>
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<td><strong>Net Increase (Decrease) in cash held</strong></td>
<td>(107,127)</td>
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<td><strong>Cash &amp; cash equivalents at beginning of period</strong></td>
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<td><strong>Cash &amp; cash equivalents at end of period</strong></td>
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<td>71,717</td>
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Operating Revenues
less Operating Expenses
Operating Surplus / (Deficit) before Capital Amounts

less Net Outlays on Existing Assets
  Capital Expenditure on renewal and replacement of Existing Assets
  less Depreciation, Amortisation and Impairment
  less Proceeds from Sale of Replaced Assets

(901,197) 244,664 (1,205,477) (1,220,848) (288,193) (313,207) (338,971) (365,504) (392,825) (420,952)

less Net Outlays on New and Upgraded Assets
  Capital Expenditure on New and Upgraded Assets (including investment property & real estate developments)
  less Amounts received specifically for New and Upgraded Assets

(490,500) 1,003,660 349,160 266,800 200,000 200,000 200,000 200,000 200,000 200,000

Net Lending / (Borrowing) for Financial Year

(592,233) (1,987,295) 206,910 481,275 180,493 391,903 618,292 865,433 1,132,759 1,421,720
9.3 Long Term Financial Indicators

The following graph shows, Adelaide Plains Council’s forecast 10-year operating results and Operating Surplus/(Deficit) Ratio from 2017/2018 Financial Year. With a 3.00% increase in average Council rates and a 0.60% growth for the next 10 years, Council is in a position to gradually reduce its operating deficit and from 2021/2022 onwards Council will be delivering operating surplus.

Operating Surplus/(Deficit) Ratio

![Operating Surplus/Deficit Ratio Graph](image)

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

Asset Sustainability Ratio

![Asset Sustainability Ratio Graph](image)

**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.
Net Financial Liabilities Ratio

**Figure 12: Net Financial Liabilities Ratio (%)**

<table>
<thead>
<tr>
<th>Year</th>
<th>Ratio (%)</th>
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<tbody>
<tr>
<td>2018</td>
<td>75</td>
</tr>
<tr>
<td>2019</td>
<td>91</td>
</tr>
<tr>
<td>2020</td>
<td>88</td>
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<tr>
<td>2021</td>
<td>81</td>
</tr>
<tr>
<td>2022</td>
<td>77</td>
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<td>2023</td>
<td>71</td>
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<td>2024</td>
<td>64</td>
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<td>2025</td>
<td>55</td>
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<tr>
<td>2026</td>
<td>45</td>
</tr>
<tr>
<td>2027</td>
<td>33</td>
</tr>
</tbody>
</table>

**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.
OVERVIEW

To provide for Council’s information and monitoring, the status of actions that are currently being processed (Attachment 1).

This report provides the status of Council Resolutions that have not yet been closed out (finalised) for the period April 2015 to April 2017. However, those previously outstanding matters that have been finalised since the last report to Council are also included for the sake of completeness.

The Council Resolutions for May 2017 are provided in full for Council Members’ information.

Administration acknowledges the efficiencies afforded the Council Members monitoring their performance and the confidence built using transparent control measures.

RECOMMENDATION

“that Council, having considered Item 15.1 – Council Resolutions/Action Report, dated 19 June 2017, receives and notes the report.”

Attachments

1. Resolution Status Report
References

Legislation

*Local Government Act 1999*

*Local Government (Procedures at Meetings) Regulations 2013*

Council Policies

N/A
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Item Number</th>
<th>Title</th>
<th>Resolution Description</th>
<th>Resolution Number</th>
<th>Status/Comments ('Deferred, Ongoing, Agenda, Completed')</th>
<th>Responsible Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>27-Apr-15</td>
<td>17.2</td>
<td>Lewiston Community Focal Point Study - Phase 2: Cost Benefit Analysis (CON13/8)</td>
<td>&quot;that the Council, having considered Item 17.2 - Lewiston Community Study Phase 2: Cost Benefit Analysis, dated 27 April 2015, request that a report be brought back to Council to include costs, flooding concerns, native vegetation issues, identified community club and group participation and minimum cost infrastructure requirements for Hams Park, Clara Harniman Reserve and 210 Hayman Road.&quot;</td>
<td>2015/129</td>
<td>Ongoing - Staff are continuing negotiations with community groups interested in relocation</td>
<td>Development &amp; Community</td>
</tr>
<tr>
<td>21-Dec-15</td>
<td>14.2</td>
<td>Long Term Financial Plan (CON12/537)</td>
<td>&quot;that Council undertake a substantial and complete review of its Long Term Financial Plan in good time for the next Budget.&quot;</td>
<td>2015/328</td>
<td>Agenda 19/6/17</td>
<td>CEO Finance &amp; Economic Development</td>
</tr>
<tr>
<td>18-Jan-16</td>
<td>14.2</td>
<td>Dedicated car parking facilities (CON12/537)</td>
<td>&quot;that the Chief Executive Officer be instructed to bring a report back to council that provides suitable options for the provision of dedicated car parking facilities at Webb Beach, Parham and Thompson Beach. Further, that in undertaking this research, the CEO be instructed to commence discussions with agencies such as Fisheries, Coast Protection Branch, Native Vegetation Council, Natural Resources Management Board, DPTI, and the Northern Adelaide International Bird Sanctuary with a view of obtaining their position and the prospect of securing funding for this initiative.&quot;</td>
<td>2016/005</td>
<td>Agenda 21/8/17</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>16-May-16</td>
<td>8.5</td>
<td>Environmental Management Advisory Committee Recommendation - EMAC and Working Party</td>
<td><strong>Formal Motion</strong> &quot;that this matter lay on the table&quot; <strong>Committee Recommendation - EMAC and Working Party Membership – Release of Expression of Interests</strong> &quot;that Council endorses the recommendation of the Environmental Management Advisory Committee, having considered Item 6.5 - EMAC and Working Party – Expression of Interests, dated 16 March 2016, to advertise for community membership to both the Environmental Management Advisory Committee and the Native Vegetation Marker System Working Party.”</td>
<td>2016/143</td>
<td>Deferred - laying on the table</td>
<td>Development &amp; Community</td>
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<tr>
<td>20-Jun-16</td>
<td>14.4</td>
<td>Future Annual Staff Costs (CON12/537)</td>
<td><strong>Resolution:</strong> &quot;that this motion lay on the table until after the next meeting of the SPDPC meeting in July 2016.&quot; &quot;that Council adopt and ensure future annual staff cost do not exceed fifty percent Council Rate Revenue income including 2016-17 financial year.&quot;</td>
<td>2016/181</td>
<td>Deferred - laying on table</td>
<td>CEO Development &amp; Community</td>
</tr>
<tr>
<td>20-Jun-16</td>
<td>16.6</td>
<td>Parham – Horse Activity Management (CON12/131)</td>
<td>&quot;that Council endorses the continued use of Main Street between the Esplanade and East Terrace at Parham as a horse float parking area until the end of 2016, prior to a further report being brought back to Council on establishing a more permanent horse float parking option.&quot;</td>
<td>2016/202</td>
<td>Ongoing</td>
<td>Development &amp; Community</td>
</tr>
<tr>
<td>15-Aug-16</td>
<td>16.3</td>
<td>Regulation of Off Road Trail Bike Riding (CON12/202)</td>
<td>&quot;that Council considers the possible introduction of a new bylaw to regulate trail bike riding activity on both private and public land into the next substantive bylaw review to take effect in 2017.&quot;</td>
<td>2016/254</td>
<td>Ongoing - by-law review 2017</td>
<td>Development Services Coordinator</td>
</tr>
<tr>
<td>15-Aug-16</td>
<td>16.5</td>
<td>Camping Grounds By-Laws and Length of Stay (CON12/961)</td>
<td>&quot;that Council considers the possible introduction of a new bylaw to regulate length of stay matters associated with short term camping grounds into the next substantive bylaw review to take effect in 2017.&quot;</td>
<td>2016/257</td>
<td>Ongoing - by-law review 2017</td>
<td>Development &amp; Community</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>15.1</td>
<td>Middle Beach Revegetation Protection (CON12/573)</td>
<td>&quot;that Council investigate the possibility by way of report, of reinstating/raising dune to suitable or pre development height, behind the length of the rear row of dwellings at Middle Beach, so as to help protect revegetation efforts from salt water rise and prevent wetland damage caused by off road 4 wheel drive vehicle activity.&quot;</td>
<td>2016/289</td>
<td>Deferred - Refer Item 17.7 - 17/10/16 - Resolution 2016/337 re: current policy position.</td>
<td>Development &amp; Community</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>15.1</td>
<td>Middle Beach Revegetation Protection (CON12/573)</td>
<td>&quot;that Council following the inspection, investigate by way of a report, the raising of that section of low lying access road into and out of Middle Beach which is subject to regular inundation by storm surge and rain events.&quot;</td>
<td>2016/290</td>
<td>Deferred - Refer Item 17.7 - 17/10/16 - Resolution 2016/337 re: current policy position.</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>15.2</td>
<td>Parham and Webb Beach Culverts (CON12/573)</td>
<td>&quot;that Council investigate by way report the installation of a culvert suitably sited under road into and out of Parham with intention of possible mitigation of pressure and depth of tidal storm surge waters in lagoon at back of Township.&quot;</td>
<td>2016/291</td>
<td>Deferred - Refer Item 17.8 - 17/10/16 - Resolution 2016/338 re: current policy position.</td>
<td>Infrastructure</td>
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<tr>
<td>19-Sep-16</td>
<td>15.2</td>
<td>Parham and Webb Beach Culverts (CON12/573)</td>
<td>“that Council investigate by way report raising and placing culvert under suitable section of low lying road into and out of Webb Beach.”</td>
<td>2016/292</td>
<td>Deferred - Refer Item 17.8 - 17/10/16 - Resolution 2016/338 re: current policy position.</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>16.5</td>
<td>Request for the Mallala Chamber Refurbishment (CON12/953)</td>
<td>“that Council, having considered Item 16.5 - Request for the Mallala Chamber Refurbishment, dated 19 September 2016, and further that Council adopts option 1 appended to the report with an imminent focus of upgrading the visual equipment in the 2016-2017 financial year with the maximum budget expenditure of $50,000, with a subsequent focus to be on upgrading the audio equipment and chamber furniture in the 2017-2018 financial year.”</td>
<td>2016/298</td>
<td>Ongoing - part 1 of upgrade is complete, part 2 yet to commence</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>16.6</td>
<td>Suicide Prevention Network (CON12/1040)</td>
<td>“that Council, having considered Item 16.6 - Suicide Prevention Network dated 19 September 2016, that staff arrange a network proposal meeting with the Office of the Chief Psychiatrist and invite Rod McKenzie from Gawler Suicide Prevention Network, the Hon John Dawkins, Minister Leesa Vlahos, Local Member for Goyder Steven Griffiths, the Mallala Ratepayers Association along with representatives from local SAPOL, CFS, Ambulance, Lions Clubs, sporting clubs, RSL Branches, Elected Members and Staff”.</td>
<td>2016/300</td>
<td>Ongoing - Most effective way to establish a Suicide Prevention Network being considered, with input from neighbouring councils and stakeholders, prior to 'network proposal meeting' being set</td>
<td>Community Development Officer</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>16.6</td>
<td>Suicide Prevention Network (CON12/1040)</td>
<td>“that Council, having considered Item 16.6 - Suicide Prevention Network dated 19 September 2016, that staff arrange a network proposal meeting with the Office of the Chief Psychiatrist and invite Rod McKenzie from Gawler Suicide Prevention Network, the Hon John Dawkins, Minister Leesa Vlahos, Local Member for Goyder Steven Griffiths, the Mallala Ratepayers Association along with representatives from local SAPOL, CFS, Ambulance, Lions Clubs, sporting clubs, RSL Branches, Elected Members and Staff”.</td>
<td>2016/300</td>
<td>Ongoing - Most effective way to establish a Suicide Prevention Network being considered, with input from neighbouring councils and stakeholders, prior to 'network proposal meeting' being set</td>
<td>Development &amp; Community</td>
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<td>19-Sep-16</td>
<td>17.1</td>
<td>Application for Section 270 Internal Review of Council Decision (CON12/859)</td>
<td>“that Council, having considered Item 17.1– Application for Section 270 Internal Review of Council Decision dated 19 September 2016, note that it is not its role to undertake the initial investigation of its decision of 9 June 2015, and, in accordance with Clause 4.1 of the Council’s Internal Review of Council Decisions Procedure, Council engages Norman Waterhouse Lawyers to undertake an independent review of the decision and provide a report back to Council to assist Council to make a decision on the review”.</td>
<td>2016/304</td>
<td>Completed - report to Council on 20/2/17 (Refer 2017/038-042)</td>
<td>Governance &amp; Communications</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>17.4</td>
<td>Junction &amp; Women’s Housing Ltd – Lease and Working Agreement (CON12/905)</td>
<td>“that Council, having considered Item 17.4 - Junction &amp; Women’s Housing Ltd - Lease and Working Agreement report, dated 19 September 2016, authorise the Chief Executive Officer to make minor amendments as required to finalise and then sign the Working Agreement between Junction &amp; Women’s Housing Ltd and the District Council of Mallala.”</td>
<td>2016/309</td>
<td>Completed - Final Lease and Working Agreement executed 6/2/17</td>
<td>Development &amp; Community Governance &amp; Communications</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>17.4</td>
<td>Junction &amp; Women’s Housing Ltd – Lease and Working Agreement (CON12/905)</td>
<td>“that Council, having considered Item 17.4 - Junction &amp; Women’s Housing Ltd – Lease and Working Agreement report, dated 19 September 2016, authorises the Chief Executive Officer to negotiate and finalise any outstanding terms of the Lease Agreement.”</td>
<td>2016/310</td>
<td>Completed - Final Lease and Working Agreement executed 6/2/17</td>
<td>Development &amp; Community Governance &amp; Communications</td>
</tr>
<tr>
<td>19-Sep-16</td>
<td>17.8</td>
<td>Two Wells Football &amp; Netball Sporting Clubs Inc – Ground Lease (CON12/912)</td>
<td>“that Council, having considered Item 17.8 - Two Wells Football and Netball Sporting Clubs Inc – Ground Lease, dated 19 September 2016, authorises the Chief Executive Officer to negotiate and finalise any outstanding terms of the lease as provided for in Attachment 2 appended to report – Item 17.8.”</td>
<td>2016/320</td>
<td>Ongoing - awaiting response from Crown Lands Unit of Department of Environment, Water &amp; Natural Resources</td>
<td>Development &amp; Community Governance &amp; Communications</td>
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<tr>
<td>19-Sep-16</td>
<td>17.8</td>
<td>Two Wells Football &amp; Netball Sporting Clubs Inc – Ground Lease (CON12/912)</td>
<td>“that Council, having considered Item 17.8 - Two Wells Football and Netball Sporting Clubs Inc – Ground Lease, dated 19 September 2016, and subject to Ministerial consent, authorises, pursuant to Sections 38 and 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute under the common seal of Council, the lease agreement between the Adelaide Plains Council and Two Wells Football and Netball Sporting Clubs Inc.”</td>
<td>2016/321</td>
<td>Ongoing - awaiting response from Crown Lands Unit of Department of Environment, Water &amp; Natural Resources</td>
<td>Development &amp; Community Governance &amp; Communications</td>
</tr>
<tr>
<td>17-Oct-16</td>
<td>16.1</td>
<td>Hard Waste Voucher (CON12/573)</td>
<td>“that administration by way of report Council, investigate all options, costs, notify etc the possibility of a once a year voucher for bona fide residents hard waste by definition delivered to council transfer station.”</td>
<td>2016/330</td>
<td>Agenda 21/8/17 - Options are being investigated and also are part of the BRPG tender for waste services which will be assessed in July 2017. After this a report will be forwarded to Council recommending a way forward for both kerbside waste and recycling services and kerbside waste services.</td>
<td>Infrastructure</td>
</tr>
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<td>Meeting Date</td>
<td>Item Number</td>
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<tr>
<td>17-Oct-16</td>
<td>18.2</td>
<td>Kerbside Collection - Waste Truck Replacement (CON12/498)</td>
<td>“that Council, having considered Item 18.2 – Kerbside Collection - Waste Truck Replacement, dated 17 October 2016, endorses the CEO to allow administration to seek external quotations, prior to the scheduled replacement vehicle, to provide the Adelaide Plains Council’s kerbside collection services through the Barossa Procurement Group with a further report to Council on the evaluation”.</td>
<td>2016/343</td>
<td>Agenda 21/8/17 - Options are being investigated and also are part of the BRPG tender for waste services which will be assessed in July 2017. After this a report will be forwarded to Council recommending a way forward for both kerbside waste and recycling services and kerbside waste services.</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>21-Nov-16</td>
<td>15.3</td>
<td>Salt Creek Remediation engagement of hydrological engineer</td>
<td>“that Council instructs its CEO to bring back report which outlines indicative costs to engage an independent hydrological engineer to provide options for remediating a short stretch of Salt Creek at Middle Beach adjacent to boat ramp.”</td>
<td>2016/352</td>
<td>Agenda 18/4/17 (Refer Item 17.8 - 17/10/16 - Resolution 2016/338 re: current policy position)</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>21-Nov-16</td>
<td>15.5</td>
<td>Independent Review of Coastal Settlements Adaptations Study</td>
<td>“that Council instructs the CEO to bring back a report on the cost of an independent and comprehensive review of Council’s Coastal Settlement Adaptation Study inclusive of and not restrictive of all further relevant data, information historical or otherwise.”</td>
<td>2016/354</td>
<td>Ongoing - prior to report coming back to Council for consideration, meeting with key stakeholders to occur</td>
<td>Development &amp; Community</td>
</tr>
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</table>
| 21-Nov-16    | 17.4        | Donation of Water Tanks for Pinery Fire Area                        | “that Council, having considered Item 17.4 – Donation of water tanks for Pinery fire area dated 21 November 2016,  
• Instructs the CEO to continue with the investigations of supporting the implementation of the proposal for one (1) donated tank to be located at Moquet Lee Reserve described as Lot 675, FP 17542 comprised in CT 5776/435.”                                             | 2016/364          | Ongoing - Development Application for Moquet Lee Reserve approved | Infrastructure         |
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Item Number</th>
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<th>Status/Comments ('Deferred, Ongoing, Agenda, Completed')</th>
<th>Responsible Department</th>
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| 21-Nov-16    | 17.8        | Two Wells Golf Club Inc – Ground Lease | "that Council, having considered Item 17.8 – Two Wells Golf Club Inc – Ground Lease, dated 21 November 2016, receive and note the report, and in doing so:-
A. Authorises the Chief Executive Officer to negotiate and finalise any outstanding terms of the lease,
B. Subject to Ministerial consent, authorises, pursuant to Section 38 and 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute under the common seal of Council, the lease agreement between the Adelaide Plains Council and Two Wells Golf Club Inc,
C. In accordance with Section 166(1)(j) of the Local Government Act 1999, Council, being satisfied that the land comprised in Crown Record 5764/757, Assessment 40451, 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 percent (%) of the rates imposed, effective from the 2017/18 rating year." | 2016/369 | Ongoing - awaiting response from Crown Lands Unit of Department of Environment, Water & Natural Resources | CEO Governance & Communications |
| 19-Dec-16    | 15.1        | Rescind Motion (2016/133) Sea Level Gauge | "that Council resolution 2016/133 which provides:-
"that prior to any current or future coastal protection infrastructure works or policy being undertaken/adopted, such works or policy be subject to further peer review based on local data obtained from modern Sea Level Gauge." be rescinded". | 2016/379 | N/A (motion lost) *motion to the same effect cannot be brought for at least 12 months | Executive |
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<tr>
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<tr>
<td>19-Dec-16</td>
<td>16.5</td>
<td>Control Options for Colomba Daisy and other Declared Plants</td>
<td>“that the matter lay on the table.” “that Council, having considered Item 16.5 - Control Options for Colomba Daisy and other Declared Plants, dated 19 December 2016, receives and notes the report.” “that Council, having considered Item 16.5 - Control Options for Colomba Daisy and other Declared Plants, dated 19 December 2016, endorses administration to continue with the chemical control of Colomba Daisy in consultation with Adelaide and Mt. Lofty NRM Board.” “that Council, having considered Item 16.5 - Control Options for Colomba Daisy and other Declared Plants, dated 19 December 2016, endorses administration to research methods to introduce some form of competition from other vegetation which is not affected by the chemicals used to control Colomba Daisy.”</td>
<td>2016/384</td>
<td>Ongoing - lying on table</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>19-Dec-16</td>
<td>17.5</td>
<td>Adelaide Plains Equestrian Club – Proposed Licence</td>
<td>“that Council, having considered Item 17.5 – Adelaide Plains Equestrian Club - Proposed Licence dated 19 December 2016, and subject to Development Approval being granted and remnant vegetation being adequately fenced off, authorises, pursuant to Sections 38 and 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the Licence Agreement between Council and the Adelaide Plains Equestrian Club Inc, and to execute the licence agreement as amended.”</td>
<td>2016/394</td>
<td>Ongoing - written to APEC advising them to lodge Development Application</td>
<td>Development &amp; Community Governance &amp; Communications'</td>
</tr>
<tr>
<td>19-Dec-16</td>
<td>17.7</td>
<td>The Light and Wakefield Rivers Monitoring and Alert System</td>
<td>“that Council, having considered Item 17.7 - The Light and Wakefield Rivers Monitoring and Alert System, dated 19 December 2016, support the Department of Environment Water and Natural Resources preparation of an application in to the 2015-2017 National Disaster Relief Program. A project that implements a flood monitoring and warning system for the Light and Wakefield River catchments.”</td>
<td>2016/397</td>
<td>Ongoing</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>19-Dec-16</td>
<td>17.7</td>
<td>The Light and Wakefield Rivers Monitoring and Alert System</td>
<td>“that Council, having considered Item 17.7 - The Light and Wakefield Rivers Monitoring and Alert System, dated 19 December 2016, In providing support for a 2015-2017 National Disaster Resilience Program project application, reserves its right to commit to funding and proceed with the project subject to considering a cost sharing model for the project.”</td>
<td>2016/398</td>
<td>Ongoing</td>
<td>Executive Infrastructure</td>
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<td>19-Dec-16</td>
<td>17.8</td>
<td>Rededication of Crown Land – Two Wells Bowling Club</td>
<td>“that Council, having considered Item 17.8 – Rededication of Crown Land – Two Wells Bowling Club, receive and note the report and authorise the Chief Executive Officer to make application to Department of Environment, Water &amp; Natural Resources (DEWNR) to have Section 144 Two Wells, comprised in CR 5755/735, rededicated for both a Recreation Reserve to accommodate the Two Wells Bowling Club and a Reserve for a Soldiers Memorial Garden to accommodate the War Memorial and the Playground area.”</td>
<td>2016/399</td>
<td>Ongoing - letter sent to Crown Lands Unit of DEWNR requesting a rededication of the land</td>
<td>Governance &amp; Communication</td>
</tr>
<tr>
<td>19-Dec-16</td>
<td>17.8</td>
<td>Rededication of Crown Land – Two Wells Bowling Club</td>
<td>“that Council, having considered Item 17.8 – Rededication of Crown Land – Two Wells Bowling Club, amend the Club’s existing lease over Section 144 comprised in CR 5753/647 to include portion of Allotment 103 comprised in CR 5753/647.”</td>
<td>2016/400</td>
<td>Ongoing - awaiting legal advice</td>
<td>Governance &amp; Communication</td>
</tr>
<tr>
<td>16-Jan-17</td>
<td>4.1</td>
<td>Independent Structural Report – Recommendations for Wasleys Bridge Maintenance</td>
<td>“that Council, having considered Item 17.4 – Independent Structural Report - Recommendations for Wasleys Bridge Maintenance, dated 19 December 2016, undertake consultation in relation to either closure or reduced load limit/local traffic only on Wasleys Bridge and that management bring a subsequent report back to Council for consideration.”</td>
<td>2017/003</td>
<td>Ongoing - load limit satisfactory and external funding being sourced for possible upgrades.</td>
<td>Infrastructure</td>
</tr>
<tr>
<td>16-Jan-17</td>
<td>17.1</td>
<td>Strategic Plan Update</td>
<td>“that Council, having considered Item 17.1 – Strategic Plan Update, dated 16 January 2017, endorses the commencement of the comprehensive review of its strategic management plan and delegates to the Chief Executive Officer the scoping and timeframe for the review and letting of the tender for the successful consultant; with further advice to be presented to Council at the first workshop.”</td>
<td>2017/009</td>
<td>Ongoing</td>
<td>Development &amp; Community</td>
</tr>
<tr>
<td>20-Feb-17</td>
<td>16.4</td>
<td>Lewiston Playground Fencing</td>
<td>“that Council, having considered Item 16.4 – Lewiston Playground Fencing, dated 20 February 2017, a further report to council outlining our liabilities and risk associated with children accessing Hayman Road from the playground site, internal risk assessment, fencing solutions and signage to be included and all associated costs.”</td>
<td>2017/032</td>
<td>Completed - Agenda 15/5/17</td>
<td>Infrastructure Finance &amp; Economic Development</td>
</tr>
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<tr>
<td>20-Feb-17</td>
<td>17.4</td>
<td>Section 270 Review – Hayman Road Playground</td>
<td>“that Council, having considered Item 17.4 – Section 270 Review – Hayman Road Playground, dated 20 February 2017, notes that the Chief Executive Officer will give consideration to what action, if any, is required with respect to the investigator’s additional recommendations contained at paragraph 5.5 of the investigator’s report, and take such action as deemed appropriate.”</td>
<td>2017/042</td>
<td>Ongoing</td>
<td>Executive Office Governance &amp; Communications</td>
</tr>
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</table>
| 20-Mar-17    | 17.3        | Animal Management 2017/2018 | “that administration bring back a report with regard to cat registration outlining the following:-
- How other councils are managing the issue;
- The charges; and
- What policies and practices they are using.” | 2017/066 | Completed - Agenda 15/5/17 | Development & Community |
| 18-Apr-17    | 10.2        | Audit Committee | “that the Council, endorses the recommendation of the Audit Committee and recommends endorsement of the attached:
1. Risk Management Policy;
2. Risk Management Procedure;
3. acknowledges that the Risk Register will be available to the committee June or July 2017; and
that a progress report will be presented to the first Audit Committee meeting for the 2017-2018 financial year.” | 2017/077 | Ongoing - Agenda 19/6/17 | Governance & Communications |
<p>| 18-Apr-17    | 10.2        | Audit Committee | “that the Council, endorses the recommendation of the Audit Committee and notes that 2017/2018 proposed rates increase of 1.30 % is not financially sustainable, (based on assumptions there-in and ignoring the impact of the Two Wells Development) and therefore recommends Council gives consideration to reducing its operating/capital expenditure for the 2017/2018 financial year, and further incremental reductions over the 10 year period with a view to achieve at least an operating break even position, and as such recommends Council identify opportunities to improve efficiency at a budget workshop at the first opportunity.” | 2017/080 | Completed - as the budget workshop held in May 2017. | Finance &amp; Economic Development |</p>
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<tr>
<td>18-Apr-17</td>
<td>10.6</td>
<td>Governance Advisory Panel</td>
<td>“that the Council endorses the recommendation of the Governance Advisory Panel and requests that administration undertake an urgent review of the current Meeting Procedures, particularly in relation to current unsatisfactory Public Open Forum provisions.”</td>
<td>2017/082</td>
<td>Ongoing - Meeting Procedures Workshop held Monday 5 June 2017, report to presented to the July meeting</td>
<td>Governance &amp; Communications</td>
</tr>
<tr>
<td>18-Apr-17</td>
<td>10.6</td>
<td>Governance Advisory Panel</td>
<td>“that the Council endorses the recommendation of the Governance Advisory Panel and requests that administration commence the immediate review or creation of a policy that requires all communications from Elected Members be addressed to a single point of entry to be determined by the Chief Executive Officer.”</td>
<td>2017/083</td>
<td>Ongoing - Review Communications Policy and present to July meeting</td>
<td>Governance &amp; Communications</td>
</tr>
<tr>
<td>18-Apr-17</td>
<td>12.1.1</td>
<td>Northern Food Bowl Projection Areas Development Plan Amendment</td>
<td>“that Council, having considered Item 12.1.1 – Northern Food Bowl Projection Areas Development Plan Amendment, 18 April 2017, receives and notes the report and in doing so instructs the Chief Executive Officer to immediately advance as a priority the preparation of the Development Plan Amendment.”</td>
<td>2017/084</td>
<td>Ongoing - Select Tender Process underway with successful firm likely to be appointed by mid May</td>
<td>Development &amp; Community</td>
</tr>
<tr>
<td>18-Apr-17</td>
<td>12.2.1</td>
<td>Proposed Road Closure and Disposal – Portion of Old Port Wakefield Road Two Wells</td>
<td>“that Council, having considered Item 12.2.1 - Proposed Road Closure and Disposal – Portion of Old Port Wakefield Road Two Wells dated 18 April 2017 receives and notes the report; and a) authorises Council staff to commence the Road Process pursuant to the Roads (Opening and Closing) Act 1991 to close portion of Old Wakefield Road, Two Wells adjacent Allotment 179 FP 162528 comprised in Certificate of Title Volume 5306 Folio 163; and b) Maloney Field Services be engaged to assist Council with the required Road Process pursuant to Part 3 of the Roads (Opening and Closing) Act 1991.”</td>
<td>2017/087</td>
<td>Ongoing - Road Closure Process commencing, waiting on external agencies to authorise preliminary plan for public consultation</td>
<td>Governance &amp; Communications</td>
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<td>18-Apr-17</td>
<td>12.5.2</td>
<td>Camping Reserve</td>
<td>“that Council, having considered Item 12.5.2 – Camping Reserves, dated 18 April 2017, seek to commence discussions with interested parties to further develop an enhanced camping ground or caravan park at the new Mallala camp ground, and operate the facility into the future.”</td>
<td>2017/098</td>
<td>Ongoing - in discussions with Executive of Mallala and Districts Lions Clubq</td>
<td>Infrastructure / Finance &amp; Economic Development</td>
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<tr>
<td>18-Apr-17</td>
<td>12.5.2</td>
<td>Camping Reserve</td>
<td>“that Council, having considered Item 12.5.2 – Camping Reserves, dated 18 April 2017, 1. Charge a fee of $10 per site per night applied to both Parham and the new Mallala camp ground and a coin operated timer be retrofitted to the existing shower at the Mallala oval set at $2 for a 7 minute shower.”</td>
<td>2017/099</td>
<td>Ongoing</td>
<td>Infrastructure / Finance &amp; Economic Development</td>
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<tr>
<td>18-Apr-17</td>
<td>12.5.2</td>
<td>Camping Reserve</td>
<td>“that Council, having considered Item 12.5.2 – Camping Reserves, dated 18 April 2017, 1. requests that a report be brought back to Council with the view of reviewing the Short Stay Accommodation Policy.”</td>
<td>2017/100</td>
<td>Ongoing</td>
<td>Infrastructure / Governance &amp; Communications</td>
</tr>
<tr>
<td>18-Apr-17</td>
<td>14.3.3</td>
<td>Exemption – Annual CWMS Service Charge</td>
<td>“that Council exempt the Anglican Church Mallala (Assessment Number 20099) Aerodrome Road, from the requirement to pay the Annual CWMS Service Charge for the current year, and future yearly exemptions be considered annually on the agenda, at the time when the rates are being declared.”</td>
<td>2017/106</td>
<td>Completed - Agenda 15/5/17</td>
<td>Finance &amp; Economic Development</td>
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| 15-May-17    | 2.1         | Confirmation of Minutes | “that the minutes of the Ordinary Council meeting held on Tuesday 18 April 2017 (MB Folios 13503 to 13525, inclusive), be accepted as read and confirmed, subject to the inclusion of the following:-
Moved Cr Keen  Seconded Cr Lawrence  2017/099
“that Council, having considered Item 12.5.2 – Camping Reserves, dated 18 April 2017, 1. Charge a fee of $10 per site per night applied to both Parham and the new Mallala camp ground and a coin operated timer be retrofitted to the existing shower at the Mallala oval set at $2 for a 7 minute shower.”
CARRIED to be inserted following resolution number 2017/098, with all subsequent resolution and page numbers to be amended accordingly.” | 2017/113 | Completed | Executive Office | C |
<p>| 15-May-17    | 18.1        | Short Stay Accommodation Policy | &quot;that the next Short Stay Accommodation Policy Review be brought forward to June 2017 in conjunction with community and stakeholder consultation with view to include any changes or issues identified from community and stakeholder consultation updated into forward review.&quot; | 2017/115 | Ongoing | Executive Office - Notice / Development and Community | C |
| 15-May-17    |             | Public Consultation Policy | &quot;that administration undertake a review of Council’s Public Consultation Policy and bring a report back to the June 2017 meeting, with a focus of viewing the activities that form part of appendix one and align with the various levels of consultation.&quot; | 2017/116 | Agenda - 19 June 2017 | Governance and Communications | C |
| 15-May-17    | 12.1        | Audit Committee - meeting held 10 April 2017 | “that Council receives and notes the minutes of the Audit Committee meeting held 10 April 2017.” | 2017/117 | Completed | Executive Office | C |</p>
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<tr>
<td>15-May-17</td>
<td>12.1</td>
<td>Audit Committee - meeting held 10 April 2017</td>
<td>“that Council endorses the recommendations of the 10 April 2017 Audit Committee meeting, by consideration of the application of a special rate to finance Council’s contractual obligations with Hickinbotham Group associated with Eden and Liberty development in Two Wells applicable only to properties in those two developments subject to consideration of the Long Term Financial projections of revenue and expenses associated with the development.”</td>
<td>2017/118</td>
<td>Ongoing</td>
<td>Finance and Economic Development</td>
<td>C</td>
</tr>
<tr>
<td>15-May-17</td>
<td>12.2</td>
<td>Mallala and Districts Historical Committee meeting held 3 May 2017</td>
<td>“that Council receives and notes the minutes of the Mallala and Districts Historical Committee meeting held 3 May 2017.”</td>
<td>2017/119</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<td>15-May-17</td>
<td>13.1</td>
<td>Gawler River Floodplain Management Authority – minutes of meeting held 28 April 2017</td>
<td>“that Council receives and notes the minutes of the Gawler River Floodplain Management Authority meeting held 28 April 2017.”</td>
<td>2017/120</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<tr>
<td>15-May-17</td>
<td>13.1</td>
<td>Gawler River Floodplain Management Authority – minutes of meeting held 28 April 2017</td>
<td>“that Council staff immediately initiate the appropriate procedures to allow Adelaide Plains Council to withdraw from Gawler River Floodplain Management Authority.”</td>
<td>2017/121</td>
<td>Ongoing</td>
<td>Executive Office</td>
<td>C</td>
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<tr>
<td>15-May-17</td>
<td>14.2</td>
<td>Asset Management Plan</td>
<td>“that Council, having considered Item 14.2 - Asset Management Plan, 15 May 2017, receives and notes the report and in doing so adopts the Asset Management Plan as presented in Attachment 1 to this Report.”</td>
<td>2017/123</td>
<td>Ongoing</td>
<td>Infrastructure</td>
<td>C</td>
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<td>15-May-17</td>
<td>14.4</td>
<td>2016/2017 - Third Budget Update Report</td>
<td>&quot;that Council, having considered Item 14.4 – 2016/2017 - Mid-Year Budget Review, dated 15 May 2017, receives and notes the report and in doing so:- 1. Receives and notes the project progress reports contained in Attachment 1; and 2. Pursuant to Regulation 9 (1) (a) of the Local Government (Financial Management) Regulations 2011, the updated Budgeted Financial Statements as contained within Attachment 2 be adopted.&quot;</td>
<td>2017/125</td>
<td>Completed</td>
<td>Finance and Economic Development</td>
<td>C</td>
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<tr>
<td>15-May-17</td>
<td>14.6</td>
<td>Draft 2017/2018 Annual Business Plan, Budget and Long Term Financial Plan – Consideration of Public Submissions</td>
<td>&quot;that Council, having considered Item 14.6 – Draft 2017/2018 Annual Business Plan, Budget and Long Term Financial Plan – Consideration of Public Submissions, dated 15 May 2017, receives and notes the report and in doing so:- 1. that written submissions which have been received in respect to the Draft 2017/2018 Annual Business Plan and Long Term Financial Plan be received and noted and where appropriate, the relevant plans be amended for consideration and final adoption by the Council at the general Council meeting scheduled to be held on 19 June 2017; and 2. that the residents and organisations who have made written submissions in respect to the Draft 2017/2018 Annual Business Plan and Long Term Financial Plan be thanked and advised of the Council’s decision in respect to their submissions.”</td>
<td>2017/127</td>
<td>Completed</td>
<td>Finance and Economic Development</td>
<td>C</td>
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<tr>
<td>15-May-17</td>
<td>14.7</td>
<td>Central Local Government Region of South Australia (referred to as Legatus Group) - Charter</td>
<td>&quot;that Council, having considered Item 14.7 – Central Local Government Region of South Australia (referred to as Legatus Group) - Charter, dated 15 May 2017, receives and notes the report and in doing so:- 1. Adopts the amended Charter as provided in Attachment 1; and 2. Instructs administration to provide an update of Council’s resolution to the Board of Management of the Central Local Government Region of South Australia (referred to as Legatus Group).&quot;</td>
<td>2017/128</td>
<td>Completed - correspondence sent 16 May 2017</td>
<td>Executive Office</td>
<td>C</td>
</tr>
<tr>
<td>15-May-17</td>
<td>15.1</td>
<td>Barossa Regional Procurement Group</td>
<td>&quot;that Council, having considered Item 15.1 – Barossa Regional Procurement Group, dated 15 May 2017, receives and notes the report.”</td>
<td>2017/129</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<td>15-May-17</td>
<td>15.3</td>
<td>Draft Adelaide International Bird Sanctuary Management Plan Consultation</td>
<td>“that Council, having considered Item 15.3 – Draft Adelaide International Bird Sanctuary Management Plan Consultation, dated 15 May 2017, receives the report and in doing so, endorses the proposed feedback to DEWNR.”</td>
<td>2017/131</td>
<td>Executive Office</td>
<td>C</td>
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<td>15-May-17</td>
<td>15.4</td>
<td>Cat Management</td>
<td>“that Council, having considered Item 15.4 – Cat Management, dated 15 May 2017, receives and notes the report.”</td>
<td>2017/132</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<tr>
<td>15-May-17</td>
<td>15.5</td>
<td>Regional Bus Youth Project</td>
<td>“that Council, having considered Item 15.5 – Regional Youth Bus Project, dated 15 May 2017, receives and notes the report and that the Chief Executive Officer writes to Barossa Light North Futures and member Councils associated with the Regional Youth Bus Project and advise them that the Adelaide Plains Council will not be entering into another Agreement.”</td>
<td>2017/133</td>
<td>Ongoing</td>
<td>Development and Community</td>
<td>C</td>
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<tr>
<td>15-May-17</td>
<td>15.6</td>
<td>Lewiston Playground - 210 Hayman Road</td>
<td>“that Council, having considered Item 15.6 – Lewiston Playground - 210 Hayman Road, Monday May 2017, receives and notes the report and in doing so: 1. Resolves not to replace the fencing around the playground equipment, to allow for future expansion.”</td>
<td>2017/134</td>
<td>Completed</td>
<td>Infrastructure</td>
<td>C</td>
</tr>
<tr>
<td>15-May-17</td>
<td>15.6</td>
<td>Lewiston Playground - 210 Hayman Road</td>
<td>“that Council, having considered Item 15.6 – Lewiston Playground - 210 Hayman Road, Monday May 2017, receives and notes the report and in doing so: 1. Endorses $10,000 to the 2016/2017 budget to complete the remaining upgrade of the playground as per the Local Government Stimulation funding signed agreement deed.”</td>
<td>2017/135</td>
<td>Ongoing</td>
<td>Infrastructure</td>
<td>C</td>
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<tr>
<td>15-May-17</td>
<td>15.7</td>
<td>Salt Creek Remediation</td>
<td>“that Council, having considered Item 15.7 – Creek Remediation, dated 15 May 2017, receives and notes the report.”</td>
<td>2017/136</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<td>15-May-17</td>
<td>15.8</td>
<td>Mallala – Short Stay Camping Facility Update</td>
<td>“that Council, having considered Item 15.8 – Mallala – Short Stay Camping facility Update, 15 May 2017, receives and notes the report.”</td>
<td>2017/137</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<td>15-May-17</td>
<td>15.9</td>
<td>Coastal Settlement Speed Limit Reduction Investigation</td>
<td>“that Council, having considered Item 15.9 – Coastal Settlements Speed Limit Reduction Investigation, 15 May 2017, receives and notes the report.”</td>
<td>2017/138</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<td>15-May-17</td>
<td>15.11</td>
<td>Donation of Water Tanks – Pinery Fire Ground Update</td>
<td>“that Council, having considered Item 15.11 – Donation of Water Tanks – Pinery Fire Ground Update, 15 May 2017, receives and notes the report.”</td>
<td>2017/140</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<tr>
<td>15-May-17</td>
<td>15.12</td>
<td>Exemption from Annual CWMS Service Charge</td>
<td>“that Council, having considered Item 15.12 – Exemption from Annual CWMS Service Charge, dated 15 May 2017, receives and notes the report.”</td>
<td>2017/141</td>
<td>Completed</td>
<td>Executive Office</td>
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<td>15-May-17</td>
<td>20.1</td>
<td>Australian Local Government Association National General Assembly – Canberra</td>
<td>&quot;that Council appoints the Chief Executive Officer, Mr James Miller, to be the delegate for Adelaide Plains Council at the Australian Local Government Association National General Assembly to be held in Canberra from 18 – 21 June 2017.&quot;</td>
<td>2017/143</td>
<td>Completed</td>
<td>Executive Office</td>
<td>C</td>
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<tr>
<td>22-May-17</td>
<td>2.1</td>
<td>Mallala Camping Grounds – Mallala Lions Club Proposal</td>
<td>&quot;that Council, having considered Item 2.1 – Mallala Camping Ground – Mallala Lions Club Proposal, dated 22 May 2017, receives and notes the report and in doing so: - 1. instructs the Chief Executive Officer to continue to liaise with the Mallala Lions Club Executive with a view of negotiating appropriate terms and conditions for the advancement of a more permanent camping ground solution at Mallala.&quot;</td>
<td>2017/144</td>
<td>Ongoing</td>
<td>Finance and Economic Development</td>
<td>C</td>
</tr>
<tr>
<td>22-May-17</td>
<td>2.2</td>
<td>Konzag Grains – Proposed Lease</td>
<td>&quot;that Council, having considered Item 2.2 – Konzag Grains – Proposed Lease dated 22 May 2017, receives and notes the report; and:- 1. authorises the Chief Executive Officer to seek the assistance of Norman Waterhouse Lawyers and to negotiate and finalise the Lease Agreement between Council and Konzag Grains Trust (ABN 81138435749) for the leasing of portion of Allotment 1 DP 21725, Limerock Road, Lower Light, comprised in Certificate of Title Volume 5443 Folio 710, for an initial term of two years; 2. authorises, pursuant to Sections 38 and 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the lease agreement between the Adelaide Plains Council and Konzag Grains Trust; 3. that subject to Konzag Grains Trust agreeing to the additional terms and conditions as detailed in the report, Council permit them to occupy the land prior to the lease agreement being executed to allow them to commence seeding for the 2017 season; and 4. that Konzag Grains Trust be advised that they will be responsible for all legal costs incurred for the drafting of lease agreements.&quot;</td>
<td>2017/145</td>
<td>Ongoing - parties are in negotiation and finalising lease agreement details</td>
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<td>22-May-17</td>
<td>2.3</td>
<td>Cemeteries Policy Review</td>
<td>&quot;that Council, having considered Item 2.3 – Cemeteries Policy Review, dated 22 May 2017, receives and notes the report and in doing so:- 1. adopts the amended Cemetery Policy as identified in Attachment 1 to this report.&quot;</td>
<td>2017/146</td>
<td>Ongoing</td>
<td>Infrastructure</td>
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<td>22-May-17</td>
<td>2.3</td>
<td>Cemeteries Policy Review</td>
<td>&quot;that Council, having considered Item 2.3 – Cemeteries Policy Review, dated 22 May 2017, instructs the Chief Executive Officer to commence a process reviewing the capacity of all cemeteries with a view to identifying appropriate land for future burials.&quot;</td>
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<td>22-May-17</td>
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<td>Regional Subsidiaries and Board Membership</td>
<td>&quot;that Council, having considered Item 2.4 – Regional Subsidiary and Board Membership, dated 22 May 2017, receives and notes the report.&quot;</td>
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OVERVIEW

State Government Anzac Day Commemoration Fund is providing $350,000 over four years to support projects that commemorate the Anzac Centenary for South Australians including events, exhibitions, research, community education activities and the restoration of memorials.

Council administration has applied to the Anzac Day Commemoration Funding grant made available prior to the closing date of 21 April 2017. The intention of the grant is to acknowledge the contribution of all men and women who have served Australia in time of war or armed conflict, or in international peace keeping operations in which Australia has been involved over the past 100 years.

The Anzac Day Commemoration Fund is managed under the Anzac Day Commemoration Act 2005 and administered through the Department of Veterans ‘affairs South Australia from 2014 to 2018.

The grants program provided priority to projects that are specifically within South Australia and are focused on educating the community about the significance of Anzac Day or commemorating our nation’s military heritage on Anzac Day.

The grant also provides an opportunity for Council to undertake much needed works to upgrade and protect the heritage landmark memorial in Mallala to its former glory.

Grant applications are assessed over an eight week period from the closing date by the funding panel and the successful applicants will be advised approximately in mid June 2017.

If Council is successful with this grant application the funds must be expended within twelve Months from the time of the signing of the deed agreement.
An indication of previous successfully funded projects includes:

- Adelaide Cemeteries Authority - Restoration of Cross of Sacrifice
  West Terrace Cemetery
- Adelaide Hills Council - Research & Preservation of Honour Board Memorials of
  Adelaide Hills
- Colonel Light Gardens Community RSL - Tribute to the Mitcham Army Camp
  Memorial plaques to be placed around the lawned area at Col Light Gardens RSL
- District Council of Cleve - Cleve & Districts Century of Service Collate, preserve &
  display Cleve & Districts memorabilia

For further information on the Anzac Day Commemoration fund can be viewed at this email

**Proposed Scope of Works**

The proposed works include:

- Careful deep cleaning of the monument structure
- Preparation for repainting (minor mortar repairs)
- Painting of the structure matching the original colours
- Upgrade to the lighting infrastructure
- New double Power point for the PA system
- Tree guards with permanent plaques in remembrance of the Ten (10) fallen soldiers

Administration lodged a Development application for the upgrade to the monument on the
3 February 2017. The notification of the Development Consent approval was granted on the
5 April 2017, with a condition to seek final approval from DEWNR to the colour scheme prior
to the proposed painting of the monument.

In the meantime administration met with Heritage advisor Margaret Heathcote, Senior
Conservation Architect from the State Heritage Unit – Economic and Sustainable
Development Group of the Department of Environment, Water and Natural Resources
(DEWNR) on site 22 February 2017. The scope of works was discussed with her as part of
the Development application process and advice sought on the methodology of the
proposed works. Administration also requested advice from DEWNR to ensure the correct
colours are applied during this upgrade and to address all requirements from the State
Heritage department (DEWNR). Paint samples were taken from site by a DEWNR approved
professional painter and matched accordingly. Council’s Heritage advisor is very supportive
of this project and is willing to continue to provide advice and expertise throughout the
process.
Colour samples below were matched by a professional paint supplier and also recommended by DEWNR:

- Globe - The Sea – Hobart Sky
- Globe - The Land – Deep Taupe – Goanna or Casablanca
- Outer Surrounds – Fusilli

The total project expenditure for the above mentioned list of works totals $23,400 and through the application process Council is seeking $15,400 in grants. The major works will be contracted out to an approved professional and all the infrastructure purchases will be covered within the $15,400 grant with the remainder of costs being in-kind works using Council workforce contribution. The in-kind contribution includes the project management, engagement of the contractors and for Council’s workforce to install the tree guards and plaques for the ten trees planted in the memory of the fallen soldiers.

The grant application assessment process looks favourably in particular to in-kind contributions towards well scoped projects, it also gives the workforce an opportunity to work in conjunction with the community and to take pride in the final outcome of the project.

If Council is successful with this grant application, further consultation will occur with the Mallala Museum committee members, RSL members and any other interested parties that may wish to contribute their time towards this project.

RECOMMENDATION

“that Council, having considered Item 15.2 – Mallala Heritage War Memorial Upgrade – Grant Application, 19 July 2017, receives and notes the report.”

Attachments

1. Development Approval

References

Legislation

Anzac Day Commemoration Act 2005

Council Policies

Procurement Policy
For Development Application

Registered on: 06/02/2017

TO:

Adelaide Plains Council
PO Box 18
MALLALA SA 5502

COPY TO:

State Heritage Unit
Development and Assessment Policy
GPO Box 1047
ADELAIDE SA 5501

Location of Proposed Development:

LOT: 740 HD: Grace FP: 175207 CT: 5790/80 1-3 Dublin Road MALLALA 5502

NATURE OF PROPOSED DEVELOPMENT: General Maintenance - clean, prepare and paint the Mallala Soldier Memorial

From: Adelaide Plains Council

In respect of this proposed development you are informed that:

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<th>Nature of Decision</th>
<th>Consent Granted</th>
<th>No. of Conditions</th>
<th>Consent Refused</th>
<th>Not Applicable</th>
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Details of the building classification and the approved number of occupants under the Building Code are attached.

Date of Decision: 05/05/2017

{ } Development Assessment Commission or delegate

{ X} Council Chief Executive Officer or delegate

{ } Private Certifier

{ X} Sheets Attached

Signed: 

Jane E Strange

Date: 05/05/2017
APPLICANT : ADELAIDE PLAINS COUNCIL

Council Decision:

{X} Development Plan Consent
{X} Development Approval

is hereby granted in respect to application 312/ 23 /2017 subject to the conditions listed below.

Development Plan Conditions:

1. The development must be undertaken in accordance with the details, plans, specifications and correspondence submitted with and forming part Application 312/023/2017, except where varied by any conditions listed below.

2. The paint system and colour scheme for repainting shall be agreed with the Department of Environment, Water and Natural Resources.

Reason for condition: To ensure that the proposed paint system and colour scheme are appropriate in their physical and visual impact. The development application does not stipulate materials for cleaning and repainting or provide complete colour selections.

Dial before you dig

Underground assets may exist in the area that is subject to your application. It is your responsibility to ensure that any building work undertaken in accordance with this approval is not built over, and does not cause damage to, underground assets. Please telephone 1100 before you commence any building work, including excavation, in relation to this approval to ensure that you do not build over, or cause damage to, underground assets. If you are or become aware that any building work may affect telecommunications assets, call 1800 810 443.

Footnotes:

1. The applicant is advised to check the Certificate of Title for the land, to ascertain whether there are any encumbrances, which affect the development being applied for.

2. The site is to be maintained in a neat and tidy condition to the reasonable satisfaction of the Council at all times.

3. All or any alterations to the approved plan must be approved by Council.

4. Compliance in all respects with the requirements of the Development Act and Regulations and any other relevant legislation.

5. The granting of this consent does not absolve the applicant from obtaining all other consents which may be required, pursuant to the provisions of any other statutes or regulations.
APPLICANT: ADELAIDE PLAINS COUNCIL

6. This consent is granted pursuant to the Development Act 1993 and approves the proposed development only for the purposes of that Act. You are advised to contact SA Power Networks regarding the location of public and private electricity supply lines in relation to the proposed building and/or development.

7. It shall be necessary for you to seek separate approval of these approved plans under the Work Health Safety Act 2012 and from the following authorities:
   * Department of Planning, Transport and Infrastructure - Transport Section (arterial road widening requirements);
   * SA Water (sewer drainage layout and plumbing fixtures and fittings);
   * SA Power Networks (location of connection points, position of meter and wiring standards and proximity of overhead and underground electricity wires);
   * Australian Gas Networks Ltd;
   * Telstra;

8. This application has been approved, subject to location, construction and levels at property boundary, of footpath cross-overs conforming with the requirements of the Council. These requirements may be ascertained from Council’s Infrastructure Services Department. Cartage of material onto the building site will not be permitted until location of cross-over has been fixed and construction thereof approved.

9. Should a condition of this approval require "the face of the external wall to be located on the true boundary", this will usually necessitate the removal of any existing boundary fence, which is solely a matter of negotiation and agreement between the adjoining owners, in accordance with the requirements of the Fences Act 1975.

   (NOTE: This Council has no legislative powers under this Act).

10. This approval does not relate to the provisions required under the Food Act. If the premises are to be used for the manufacture, storage and sale of food, you are required to contact Council’s Environmental Health Officer before proceeding further.

11. Ensure that the location of the proposed development is at least:
   - 2.5 metres from the existing septic tank
   - 3 metres from the existing effluent disposal trenches and stormwater is diverted away from the on site Waste Water System.

Reasons for Council’s Decision:

The above conditions were imposed upon the consent notice pursuant to Section 42 of the Development Act 1993.
APPLICANT: ADELAIDE PLAINS COUNCIL

Appeal Rights:

Pursuant to Section 86 of the Development Act 1993 you may lodge an appeal against any of the conditions imposed upon the consent notice within two (2) months of the date of the decision. The appeal shall be submitted to the Environment, Resources and Development Court, Sir Samuel Way Building, Victoria Square, Adelaide, S.A., 5000.

Signed:

Jane Strange

Chief Executive Officer or Delegate

Date: 05/05/2017
OVERVIEW

The new CWMS at Mallala were due to be handed over to Council in July 2016 after many years in planning and construction. However at the time this was to occur there were many shortfalls, faults and failings discovered to a number of components of the new scheme and so staff refused to accept handover and ongoing responsibility of the scheme on behalf of the ratepayers of Mallala. Among some the faults and shortfalls included:

- A wastewater treatment plant (WWTP) that was unable to perform to the required Department of Health specifications and other Work Health Safety standards.
- Numerous properties unable to gravitate towards their connection point due to their insufficient depth than was originally expected.
- Trenches collapsing, sometimes in roadways, pipes sagging causing pooling of sewage.
- Inability to irrigate the Mallala Oval due to the quality of the recycled water generated from the treatment plant.
- Ensuring the road surfaces are fit for purpose and acceptable to Council’s Infrastructure Department.

Complicating the matter at the time was the untimely collapse of the company that designed and built the failed WWTP, making it impossible to enforce rectification to the plant through that company.

However, Council staff working with Local Government Association (LGA) with the assistance of Consulting Engineers Wallbridge Gilbert Aztec has negotiated an agreement that will ensure all these shortcomings and failings are rectified and the Mallala CWMS is handed over to Council as a fit for purpose and robust scheme that will perform as originally expected. **Attachment 2** to this report is a recently received letter from the LGA which provides these assurances and further that the Adelaide Plains Council will not be financially disadvantaged as a result. In other words the LGA have underwritten the expense to achieve the outcome.
With regard to the works required now, there is activity recently completed to survey (measure) all properties that have not connected to the scheme at this point in time to discover which will not be able to achieve fall to their connection point. Those who can't, but could if the connection point was lowered, will have their connection points lowered accordingly. Others may require the installation of a pump and pump chamber to pressurise their wastewater to the installed connection point located at the front of the property. In the case the connection points are unable to be lowered sufficiently are due to the design, or there is structure footing concern due to narrow access at the property that do not meet the required standards for excavation.

Administration is working on a consultation plan to notify the residents who will be affected by the required changes to the design, to ensure a good outcome for Council and the residents.

Collapsed trenches and road surface repairs are being addressed by the original principal contractor at present.

The WWTP modification works has been tendered and a methodology and preferred contractor identified. Work is expected to begin at the WWTP site in September with a view to concluding in time for the summer irrigation period for the Mallala Oval.

Pleasingly the letter from Mr Haste provides that the LGA are also prepared to consider an allocation of funding to support compensation of annual service charges that were paid by customers when connection to the scheme was not actually possible. This and other issues concerning possible extensions to compensation for those required to pump will be further considered by staff and a subsequent report will be provided to Council in due course.

**RECOMMENDATION**

“that Council, having considered Item 15.3 – Mallala CWMS update, dated 19 June 2017, receives and notes the report and in so doing recognises the diligence of staff in bringing about a very satisfactory solution to difficult issues encountered during the construction and commissioning of the Mallala CWMS project.”

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**Attachments**

1. Letter from CEO James Miller to Andrew Haste (Chair, CWMS Management Committee, LGA) dated 1 July 2017
2. Letter from Andrew Haste in response dated 6 July 2017
Our Reference: CON12/334-2

1 June 2017

Mr Andrew Haste
Chief Executive Officer – LGA Procurement
GPO Box 2693
ADELAIDE SA 5001

Dear Andrew,

Re: Mallala Community Wastewater Management Scheme

On behalf of Adelaide Plains Council (APC), I take this opportunity to express my gratitude to the Local Government Association of South Australia (LGA) for your ongoing assistance and support to Council in the delivery of the Mallala Community Wastewater Management Scheme (CWMS).

The delivery of a new CWMS for Mallala was a major priority for APC and the residents of Mallala when discussions first arose. With the assistance of the LGA, Council were successful in obtaining financial support to deliver the scheme for our residents with a capped Council contribution of $1.91 million. This loan has now been consolidated as a debenture loan and the annual service charge, which currently sits at $586 per allotment, is servicing the loan.

Despite the best efforts of both APC and the LGA, there has been a number of failings, some significant, associated with delivery of the CWMS. This has culminated in a lack of community confidence amongst our ratepayer base, media scrutiny and disillusionment amongst elected members. Touching on the failings of the scheme, to summarise, Council can confirm:

- The Waste Water Treatment Plant (WWTP) is not fit for purpose and must be replaced, or at the very least, dramatically overhauled.
- The company responsible for the design and installation of the WWTP has gone into administration.
- Many properties are unable to achieve grade thereby requiring additional ‘on site’ domestic pumps or a lowering of infrastructure,
• Concerns still exist in relation to compaction of trench backfill material within road reserves.
• The overall finished spray seal surfaces of the road network is unsatisfactory.

It is against the aforementioned backdrop that I requested a meeting with you and relevant members of my staff, and I very much appreciated your time on the afternoon of Thursday, 18 May 2017 at LGA House.

While there have been some clear shortcomings with delivery of the CWMS, pleasingly, my staff has protected the public interest through refusing to accept handover of the infrastructure on 20 July 2016. Notwithstanding, some clear and decisive decisions now need to be made in relation to rectification works on the civil construction elements as well as replacement/augmentation of the WWTP. Direction and funding support from the LGA is therefore sought and in order to assist you, provided for below is a chronology of events leading up to this point.

**Chronology**

2. The Treatment Plant was designed and built by Environmental Waste Services Pty Ltd (EWS) 2014-15.
3. Practical Completion was issued 21 May 2015 by the Superintendent HDS Australia with defect and compliance conditions.
4. Many issues identified during the defect warranty period.
5. EWS downsized key staff and were unable to carry out defect repairs in 2015.
6. Alano Water was engaged by HDS to undertake notified defects August 2015.
9. Council Engaged Walbridge Gilbert Aztec (WGA) with the support of the LGA to undertake a project peer review and a Compliance Audit on the treatment plant in June 2016.
13. Select Tender for modifications to WWTP was issued and received in March 2017 and interviews were conducted and submissions evaluated (Attached to this correspondence is a report commissioned by Mr Nathan Silby of Walbridge and Gilbert (WGA) for your information. It provides a suite of recommendations in relation to advancing the establishment of a compliant WWTP).

**LGA Position and Direction sought**

In consideration of the above, Adelaide Plains Council now seeks confirmation from our LGA CWMS funding partner that it will provide the necessary financial assistance to advance completion of the Mallala CWMS project, including funding support for:

1. A new WWTP in the form of the Alano Waters proposal at an estimated cost of $640,000.
2. Installation of ‘on site’ pumps at no fewer than 19 properties in order to ensure connection to the scheme at an estimated cost of $100,000.
3. Lowering infrastructure at no fewer than 11 properties in order to ensure connection to the scheme at an estimated cost of $50,000.
4. Possible funding required to ensure the road network surface is safe and fit for purpose to the satisfaction of the Council and Community. Costs are unknown at this stage as SADB Directional Drilling (SADB) continue to look into these defects and have not been issued with a Final Completion certificate.
5. Allocation of $37,500 such that Council may compensate those residents who have been paying the $586 annual service charge for the past two financial years with no ability to physically connect to the new scheme.

As you can no doubt appreciate, community confidence in the Mallala CWMS is low. The provision of financial support to fund the aforementioned project rectification works is critical in re-establishing confidence amongst our community, ensuring no further burden is placed on our residents beyond the $1.91 million capital contribution, and lastly, ensuring the delivery of a well functioning and fit for purpose scheme for Mallala.

I look forward to your favourable consideration of this matter and please do not hesitate to contact me should you require further clarification.

Yours sincerely,

James Miller
Chief Executive Officer
6 June 2017

James Miller
Chief Executive Officer
Adelaide Plains Council
Email: apost@apc.sa.gov.au

Dear James

Mallala Community Wastewater Management Scheme

Thank you for your letter dated 1 June 2017 detailing the history and chronology of construction and associated issues for the Mallala CWMS project.

This project continues to be of interest to the CWMS Management Committee in ensuring eligible funding support remains in place to achieve the completion of all works to the normally expected standards and provide the community with a long-term asset of value.

Following a number of meetings, the last being on 18 May 2017, it is evident that the Waste Water Treatment Plant (WWTP) as constructed will not perform to the expected standards and that council has sought professional opinion as to options for rectification or replacement with an alternative system.

It is also evident that there are a number of details relating to the overall project that remain to be finalised and each will be considered on a case by case basis and in line with the normal funding requirements.

I have considered council’s request, the project history and professional opinion relating to each aspect of the project that remain unfinished or unsatisfactory and commit to supporting council with:

1. The construction of a new WWTP as per an agreed upon quote;
2. Installation of additional on-site pumps as reasonably required to meet system functionality;
3. Lowering of infrastructure as reasonably required to meet system functionality;
4. Consideration of further funding to ensure the road network surface is fit for purpose and in line with what is generally acceptable on these types of projects; and
5. Allocation of funding to support compensation of annual service charges that were paid when connection to the scheme was not actually possible.

I look forward to continue working closely with you and your staff through to the satisfactory conclusion of this important piece of infrastructure for the Mallala community.

Yours sincerely

Andrew Haste
Chair, CWMS Management Committee

Telephone: (08) 8224 2073
Email: andrew.haste@lga.sa.gov.au
OVERVIEW

At the Ordinary meeting of Council held on the 15 May 2017 the following notice of motion was tabled:

18.1 Short Stay Accommodation Policy Review

Moved Cr Jones           Seconded Cr Keen          2017/115

"that the next Short Stay Accommodation Policy Review be brought forward to June 2017 in conjunction with community and stakeholder consultation with view to include any changes or issues identified from community and stakeholder consultation updated into forward review."

CARRIED

Public consultation commenced soon after the May meeting and closed on Wednesday the 7 June 2017. During this time a number of submissions were received together with a petition on the subject matter.

Given the short time span between the close of submissions and the close of agendas for the June meeting of Council, there has been insufficient time to properly assess all the correspondence and formulate appropriate recommendations (if any) to the Short Stay Accommodation policy for Council’s consideration at its June 2017 ordinary meeting. It is advised that the matter would be better dealt with at a later meeting and to this end the aforementioned report will be presented to the July 2017 meeting of Council.

RECOMMENDATION

“that Council, having considered Item 15.4 – Short Stay Accommodation Policy update, dated 19 June 2017, receives and notes the report.”
OVERVIEW

Purpose

For council to provide feedback to the Yorke Peninsula Tourism Committee (YPTA) for the 2017-2020 Regional Strategic Tourism Plan for the Yorke Peninsula (draft copy attached).

Background

The YPTA covers the land in Adelaide Plains Council between the coast and Highway One. Their Plan will provide strategies to attract more visitors and grow tourism market share, while still preserving the natural landscapes, providing tourism opportunities reach full potential and grow market share.

Reference is made to the Adelaide International Bird Sanctuary (AIBS) in the draft Plan. However, the following areas relevant to our Council between the highway and coast, should also be included in the final Plan, as follows:

- Short Stay Accommodation between Highway One and the coast
- Increasing eco-tourism
- Increasing cycling to/from and between coastal settlements from Highway One.

While AIBS is referred to in Strategy 1 and 2, these are the only references. The Department for Environment, Water and Natural Resources (DEWNR) who manage AIBS, should be added to Strategy 3 as well, in regard to building relationships with State Government. Currently reference to their state programs is not mentioned here.

With infrastructure for self contained visitors supported without competing with private caravan parks ie provision of RV dump points, specific reference to existing privately run
caravan parks is not needed. Council may wish to facilitate such improvements between now and 2020, subject to external funding and maintenance.

Council staff have reviewed the plan with the following detailed feedback provided:

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<th>Task Description</th>
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| 1  | Support development of new experiences  
  Investigate the use of journey to destination devices (ie Apps, Bluetooth to radio information along the journey)  
  Build on the alliances of low cost stays within a 100-200km radius  
  Earmark safe locations to stop and experience the visual journey (i.e. skydive, Dublin Anti Dump Protest Statues  
  Examples  
  Extension of Walk the Yorke to the coast fringes of Adelaide  
  IT infrastructure into the AIBS area |
| 2  | Identify Opportunities  
  Key journey icons of tourism interest (ie Food Bowl Tourism, Weather station, skydive, recycling waste, meat industry and Proof Range) and AIBS  
  Identify barriers – APC has very limited identity  
  Increase eco-tourism opportunities  
  Encourage short stay accommodation between Highway One and the coast  
  Increase cycling to/from and between coastal settlements |
| 3  | Cross boundary projects have increased success of funding  
  The DEWNR who manage AIBS, should be mentioned in here as well, in regard to building relationships with State Government |
| 4  | Highlight the tourism entry points with APC and develop measurable indicators |
| 5  | Ensure risk based checklists are completed within individual businesses and events prior to regional marketing campaigns  
  Implement a sustainable tourism program for SME’s |
| 6  | Link to existing low level urban design or planning frameworks which attract continual funding  
  Increase the private and public partnerships which provide diversity in new capture markets in regional attraction  
  Implement small scale economic growth funding programs which have national or international attraction potential |
| 7  | RDA Barossa and RDA Yorke & Mid North to liaise on regional roadmap inclusions for joint across boundary funded projects |

Timeframes and Consultation

While the closing date for feedback was Monday 19 June 2017, given the timing of the Council meeting, YPTA may accept a late submission from the Adelaide Plains Council should there be any additional comments. At the time of this report being written, Council staff were still waiting for a response on this.

Summary

While AIBS is referred to several times in the strategies, DEWNR should also be mentioned in Strategy 3 as well, in regard to building relationships with State Government. Short Stay Accommodation between the highway and the coast, increasing eco-tourism, and cycling to/from and between coastal settlements from Highway One should also be highlighted. Infrastructure for self contained visitors can be supported without competing with private
caravan parks, on the proviso that Council facilitates such improvements, subject to external funding and maintenance.

**RECOMMENDATION**

“that Council, having considered Item 15.5 – *2017-2020 Regional Strategic Tourism Plan for the Yorke Peninsula*, dated 19 June 2017, receives and notes the report.”
Attachments

1. 2017-2020 Regional Strategic Tourism Plan for Yorke Peninsula D17/12036

References

Legislation

n/a

Council Policies

n/a
2017 – 2020 REGIONAL STRATEGIC TOURISM PLAN FOR YORKE PENINSULA

INCLUDING:

1. IMPLEMENTATION PLAN

2. EXAMPLES FOR CONTINUAL REVIEW

MAY 2017
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For further information on this Plan, please contact:

Yorke Peninsula Tourism  
Address: PO Box 417, Kadina, SA 5554  
Phone: 08 8853 3898  
Email: rmm@yorkepeninsula.com.au
1.0 INTRODUCTION

1.1 Executive summary

The Regional Strategic Tourism Plan for Yorke Peninsula sets a course for the region’s tourism industry to increase visitor expenditure in the region by 3.5% each year to 2019/2020 and increase the return to the regional economy from this expenditure by 10%.

The Plan contains strategies to increase visitor numbers and increase visitor spending in the region by continually improving service standards in the industry, upgrading and expanding tourism experiences, improving infrastructure, optimising marketing and promotional opportunities, identifying and targeting high yielding visitors and encouraging visitors to stay longer.

A greater return to the regional economy will be achieved by encouraging local businesses and the wider community to get more involved in the tourism industry.

Yorke Peninsula is already a strong performer in attracting intrastate overnight visitors. The Plan looks to continue to grow this market segment.

Moving forward, Yorke Peninsula will expand under-represented markets such as interstate visitors by appealing to the high yielding target market (couples aged 30 - 50 with or without children) originating from interstate capital cities.

Yorke Peninsula is also positioning itself as an option for a home base and/or recreational location for fly in and fly out employees from key industry sectors such as mining and large scale ‘drop in’ visitors like cruise ship passengers.

While focusing on overnight and longer stay visitors, the Plan sees emerging opportunities for capturing a larger day tripper market made up in part, from people moving to live in nearby areas as a result of population growth under the 30 year Plan for Greater Adelaide.

1.2 Vision

By 2020, Yorke Peninsula will be recognised by intrastate and interstate visitors as the state’s most attractive overnight and longer stay coastal destination outside of the Adelaide metropolitan area.

1.3 Growth Targets

Target 1 – increase in visitor expenditure

Between 2017 and 2020, Yorke Peninsula will grow visitor expenditure at a rate greater than or equal to 3.5% per annum.

This target is in line with the forecast for South Australian tourism visitor expenditure growth based on the Tourism Forecasting Committee’s national forecasts and SA trend. Reaching this target would result in the gross visitor expenditure rising from $191m in 2016 to about $302m by 2020.
Target 2 – increase in return to the regional economy

By 2020, Yorke Peninsula will have grown the return from visitor expenditure to the regional economy by at least 10%.

In 2013/14, the gross visitor expenditure of $190m returned $77m to the Gross Regional Product (GRP) of Yorke Peninsula. This represents a ratio of GRP to gross visitor expenditure of about 46%.

1.4 Key Performance Indicators

Key Performance Indicators for the Plan are the:

1. Number of day visitors to the region
2. Number of overnight and extended stay visitors to the region
3. Average length of stay of overnight and extended stay visitors
4. Per day / per visitor expenditure rates
5. Return from visitor expenditure to the Gross Regional Product (GRP)
6. Number of full time equivalent (FTE) employees in the region’s tourism industry.

Other indicators that may be related to the success of the Plan are likely to be kept by other stakeholders. These include:

1. Levels of new investment in the region’s tourism experiences
2. Levels of investment in general infrastructure that impact on the tourism sector.

1.5 About the Plan

To learn more about the Plan and its design, see Section 7.0.
2.0 STRATEGIC PLAN

2.1 INFRASTRUCTURE AND PRODUCT DEVELOPMENT

Aim: an appropriate range of ‘matched to market’ tourism experiences with a strong representation of iconic or key experiences, supported by infrastructure that is presented and maintained to a standard that meets the expectations of the high yielding target market.

STRATEGY 1
Enhance and continually improve existing tourism experiences and support the development of new tourism experiences, particularly iconic or key experiences.

Ensure that ‘fit for purpose’ facilitating infrastructure is developed and maintained.

Action 1
Identify, describe and document the current status of infrastructure relevant to the region’s tourism industry and identify gaps that may be the subject of future investment. Include a consideration of ownership, availability, ‘fit for purpose’ and condition.

Action 2
Where potential conflict exists between various industries and the wider community in their use of public infrastructure, seek managed and agreed ‘joint user’ solutions.

STRATEGY 2
Identify and develop new and innovative tourism experiences.

Action 3
Support reinvestment in existing tourism experiences and investment in new ones, particularly iconic or key experiences.

STRATEGY 3
Build relationships between the region’s tourism industry and those agencies at Commonwealth, State and Local Government level with a role in supporting tourism.

Action 4
Facilitate the region’s tourism industry to achieve a reasonable share of available grant funding and other industry support.

STRATEGY 4
Assist with developing the role of Visitor Information Centres (VICs) as sustainable businesses integral to supporting the region’s tourism industry and recognise and support the contingent of volunteers who work in VICs and elsewhere in the industry.

Action 5
Help build the sustainability of the region’s Visitor Information Centres (VIC). Particularly recognise the significance of volunteers to the region’s tourism industry and support the development of this important resource.

2.2 INDUSTRY DEVELOPMENT

Aim: a highly networked and strongly represented tourism industry comprising well qualified, motivated and innovative regional tourism operators committed to quality service and continual improvement

STRATEGY 5
Continually improve tourism industry performance and profitability through the application of up to date, relevant and accredited training.

Action 6
Provide opportunities for the region’s tourism industry to gain industry accredited qualifications and continually improve standards of service delivery.

2.3 DESTINATION MARKETING

Aim: a well-defined and accurately described tourism industry, effectively marketed and promoted with a special emphasis on the high yielding target market.

STRATEGY 6
Optimise opportunities and minimise risks for the region’s tourism industry arising from new state and local government policy and planning initiatives.

Action 7
Facilitate general business training to assist tourism operators to become more efficient, productive and profitable.

STRATEGY 7
Encourage wide participation of the region’s business and broader community in the tourism industry in order to optimise the return to the regional economy from visitor expenditure.

Action 8
Engage with the agencies responsible for relevant new and emerging policy and planning initiatives in order to inform policy making and planning decisions and to optimise benefits of policy, management plans and guidelines for the region’s tourism industry.

STRATEGY 8
Recognise the range of tourism leadership groups in the region and work towards building a cohesive, region wide approach through effective networking.

Action 9
Support the development of local suppliers of products and services for the tourism industry and increase awareness of local procurement opportunities.

STRATEGY 9
Clearly understand and accurately describe the region’s tourism industry.

Action 10
Maintain a Regional Tourism Committee (or similar) and through this group, continue to manage and implement an annual Business Plan and effectively communicate into markets using consistent messages.

STRATEGY 10
Get the most successful marketing messages to the most appropriate markets using the most effective media.

Action 11
Develop, deliver and measure the effectiveness of targeted, consumer focused destination marketing and promotion that leverages off state priorities and continues to build on unique, regional experiences.

Action 12
Provide opportunities for the region’s tourism industry to gain industry accredited qualifications and continually improve standards of service delivery.
3.0 IMPLEMENTATION PLAN

3.1 INFRASTRUCTURE AND PRODUCT DEVELOPMENT

STRATEGY 1

Enhance and continually improve existing tourism experiences and support the development of new tourism experiences, particularly iconic or key experiences.

Ensure that ‘fit for purpose’ facilitating infrastructure is developed and maintained.

Links to SA Tourism Plan: Supporting what we have

Action 1

Identify, describe and document the current status of infrastructure relevant to the region’s tourism industry and identify gaps that may be the subject of future investment. Include a consideration of ownership, availability, ‘fit for purpose’ and condition.

<table>
<thead>
<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
<th>Start by</th>
<th>Possible Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>T1</td>
<td>Identify tourism infrastructure opportunities including a commentary on ownership, availability, ‘fit for purpose’ and condition.</td>
<td>YPT SATC RDA YMN RDA B local tourism bodies Councils LEGATUS</td>
<td>2</td>
<td>30 June 2018</td>
<td>Councils</td>
</tr>
</tbody>
</table>

Divide the infrastructure study into two parts:

1. General infrastructure: larger scale, public infrastructure with region (and economy) wide implications like roads, airports and essential services, and
2. Specific tourism experience public and private infrastructure: more local infrastructure, closely related to particular experiences like tourist accommodation or attractions.

Examples

Examples of general infrastructure requirements that build the capacity of the region to support increased visitor numbers include but are not limited to:

1. Management of traffic entering the region via Port Wakefield, recognising the particular significance of this access point to the Yorke Peninsula tourism industry
2. Consideration of Mallala and Two Wells as entry points to the region in the specification and scheduling of road works and the raising of signage
3. Consideration of the port of Wallaroo and its potential to handle cruise ships and provide opportunities for local tourism operators to develop experiences to cater for this market
4. Upgrading of airports in the region or a selected ‘regional airport’ to cater for larger jet aircraft and provide an opportunity to encourage a fly in /fly out relationship with key industry sectors such as mining for residential or recreational purposes
5. Increasing access to broadband bandwidth that is capable of supporting the online functionality aspirations under Action 2.
6. Upgrading of major public infrastructure that relates to
development opportunities such as the provision of
potable water and waste water treatment (eg
STEDS/CWMS)

Examples of tourism experiences infrastructure that relate
specifically to particular tourism experiences include but are
not limited to:

1. Redeveloping the region’s foreshore areas. Examples
include but are not limited to improved boat ramp and
recreational fishing facilities at various locations
2. Improving tourism signage on Yorke Peninsula
3. Investigating the need for four and five star
accommodation options in recognition of high yielding
market preferences
4. Encouraging options like accommodation capable of
taking bigger groups generally across the region but
particularly in Southern Yorke Peninsula, with relevant
infrastructure such as larger bus facilities
5. Supporting infrastructure for self contained visitors such
as the provision of liquid waste dumping points for the
RV market without competing with private commercial
facilities such as caravan parks
6. Adding additional integrated facilities to complement
‘Walk the Yorke’ experiences including extended cycling
and walking trails, accommodation options, refreshment
and ‘value add’ experience opportunities such as
historical tours. Inter regional connections should also
be explored such as the potential to connect ‘Walk the
Yorke’ with the ‘Southern Flinders Rail Trail’.
7. Build on experiences to the Shellfish Reef ie. underwater
viewing platforms, diving opportunities, glass bottom
boat tours.
8. Additional facilities at the Adelaide International Bird
Sanctuary eg. Accommodation and tours.
9. Building on past achievements and adding further value
in order to attract recognition and support earlier
investment.
10. Supporting new opportunities where there is a
demonstrated market in various industries that may
include but are not limited to, health and well being
including day spas and arts and culture including

T2 Work with partners like local Councils, Legatus and the
RDA to place identified infrastructure opportunities into
meaningful programs.

Examples

1. Review of the State Infrastructure Plan
2. Review of the Yorke Peninsula Regional Land Use
Framework
3. Priorities (and programs) identified by Infrastructure
Australia
4. Opportunities under the (Commonwealth) Regional
Development Australia Fund and (State) Regional
Development Infrastructure Fund.
5. Asset programs of local Councils
Action 2

Where potential conflict exists between various industries and the wider community in their use of public infrastructure, seek managed and agreed ‘joint use’ solutions.

<table>
<thead>
<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
<th>Start by</th>
<th>Possible Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>T3</td>
<td>Through the auspice of Councils, the regional local government association or the RDA, work with peak bodies and other interested parties to develop shared use solutions for key public infrastructure. <strong>Examples</strong> Work with the SA Freight Council, the SA Road Transport Association and other interested road user bodies and agencies to develop a shared road users management plan for the region that takes into account the central local government transport strategy and the integrated freight movement strategy.</td>
<td>YPT RDA YMN RDA B Councils LEGATUS SA Freight Council and SA Road Transport Assoc Industry bodies such as agriculture and mining</td>
<td>3</td>
<td>30 June 2017</td>
<td>Councils / RDA</td>
</tr>
</tbody>
</table>

No | Measure for Action 8 | Outputs/Outcomes sought |
---|---------------------|-------------------------|
1 | The level of cooperative planning solutions for key regional infrastructure | Delivery of a Shared Road Users Plan for the region |

**STRATEGY 2**

Identify and develop new and innovative tourism experiences

**Links to SA Tourism Plan:** Driving demand

**Action 3**

Support reinvestment in existing tourism experiences and investment in new ones, particularly iconic or key experiences

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<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
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<th>Possible Lead</th>
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</thead>
<tbody>
<tr>
<td>T4</td>
<td>From the audits of the region’s tourism experiences and supporting infrastructure, provide strategic facilitation on tourism development and identify opportunities to promote the development of new or existing tourism experiences, particularly iconic or key experiences. Provide support for investment attraction programs and work with the SATC destination development team to facilitate projects. <strong>Examples</strong> Rewilding Yorkes project Shellfish Reef project Adelaide International Bird Sanctuary</td>
<td>YPT SATC DPTI RDA YMN RDA B local tourism bodies Councils</td>
<td>2</td>
<td>30 June 2017</td>
<td>SATC / RDA</td>
</tr>
</tbody>
</table>
Work with SATC, RDA YMN, RDA B and local tourism bodies to identify barriers to investment in tourism experiences. Work with regional leadership groups to find solutions.

Examples
The cost of managing various financial and commercial risk for micro – small enterprises

<table>
<thead>
<tr>
<th>No</th>
<th>Measure for Action 9</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Level of investment in the region’s tourism experiences</td>
<td>A number of new iconic or key tourism experiences with significant investment (over $1m). Growing investment by sustainable micro to small businesses in the region’s tourism industry</td>
</tr>
</tbody>
</table>

**STRATEGY 3**

Build relationships between the region’s tourism industry and those agencies at Commonwealth, State and Local Government level with a role in supporting tourism.

**Links to SA Tourism Plan:** Working better together, increasing the recognition of the value of tourism

**Action 4**

Facilitate the region’s tourism industry to achieve a reasonable share of available grant funding and other industry support

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<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
<th>Start by</th>
<th>Possible Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>T6</td>
<td>Support tourism operators, local tourism bodies, business groups, interest groups in areas such as history, heritage, recreation and environment and broader community organisations including volunteers to identify and access appropriate grant funding sources.</td>
<td>YPT SATC SATIC RDA YMN RDA B Councils Local tourism bodies Interest groups</td>
<td>1</td>
<td>30 June 2017</td>
<td>YPT / RDA</td>
</tr>
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</table>

**Examples**

National programs:
1. Building Better Regions Fund

State programs:
1. Regional Events and Festivals Program Fund (SA Tourism Commission)
2. Regional Development Fund (PIRSA)
3. Others such as Rec Fishing Grant Fund, Multicultural Grants Scheme, Recreation and Sport grants etc

Local programs:
1. Various Local Government, community and other grant programs

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<thead>
<tr>
<th>No</th>
<th>Measure for Action 10</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Level of grant funding and other support for the region’s tourism industry</td>
<td>A value of successful grant funding applications for the region’s tourism industry that is at least proportional to the size of the sector relative to the state.</td>
</tr>
</tbody>
</table>
**STRATEGY 4**

Assist in developing the role of Visitor Information Centres (VICs) as sustainable businesses integral to supporting the region’s tourism industry and recognise and support the contingent of volunteers who work in VICs and elsewhere in the industry.

**Links to SA Tourism Plan:** Working better together, Supporting what we have

**Action 5**

Help build the sustainability of the region’s Visitor Information Centres (VIC). Particularly recognise the significance of volunteers to the region’s tourism industry and support the development of this important resource.

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<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
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<th>Possible Lead</th>
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<tbody>
<tr>
<td>T7</td>
<td>Work with SATC and Councils to support VICs to become more sustainable through an approach that will:</td>
<td>VICs, SATC, SATIC, YPT, RDA YMN, RDA B, Councils</td>
<td>1</td>
<td>30 June 2017</td>
<td>SATC / YPT</td>
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<tr>
<td></td>
<td>1. Further develop business models aimed at building commercial capability in the region’s two accredited VICs</td>
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<td></td>
<td>2. Build and maintain a common information network comprising the two accredited VICs and the many local information outlets that provide services for visitors in local communities</td>
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<td>3. Facilitate appropriate partnership arrangements between VICs and other stakeholders from the public/private sector.</td>
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<td></td>
<td>4. Identify and adopt new and appropriate technology particularly aimed at enhancing the online booking capability of VICs</td>
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<td></td>
<td>5. Encourage the recognition and recruitment of volunteers who support tourism infrastructure such as the two accredited VICs and other visitor information outlets.</td>
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<td>6. Identify and deliver appropriate training for staff and volunteers</td>
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<td></td>
<td>7. Assist staff and volunteers to become a focal point for story telling to enrich regional tourism experiences</td>
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<thead>
<tr>
<th>No</th>
<th>Measure for Action 11</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Level of financial sustainability in the VICs</td>
<td>A reducing financial commitment to VICs from local Councils</td>
</tr>
<tr>
<td>2</td>
<td>The number and effectiveness of volunteers participating in the region’s tourism industry.</td>
<td>An increase in the number of trained volunteers in tourism industry roles</td>
</tr>
</tbody>
</table>

**3.2 INDUSTRY DEVELOPMENT**

**STRATEGY 5**

Continually improve tourism industry performance and profitability through the application of up to date, relevant and accredited training.

**Links to SA Tourism Plan:** Working better together

**Action 6**

Provide opportunities for the region’s tourism industry to gain industry accredited qualifications and continually improve standards of service delivery.
### Task Description

**T8** Facilitate training and support for tourism operators wishing to gain industry accreditation, rating or certification in tourism products or services.

SA Tourism Industry Council (SATIC) is an accredited provider of the Australia Tourism Accreditation Program (ATAP). Identify opportunities to work with SATIC and other accredited organisations to assist tourism operators in the region to gain accreditation, certification and rating credentials under relevant tourism programs.

<table>
<thead>
<tr>
<th>Partners</th>
<th>Priority</th>
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<th>Possible Lead</th>
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<tbody>
<tr>
<td>YPT</td>
<td>SATC</td>
<td><strong>1</strong></td>
<td>30 June 2017</td>
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<tr>
<td>SATIC</td>
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#### Measures for Action 1

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<th>No</th>
<th>Measures for Action 1</th>
<th>Outputs/Outcomes sought</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Number of YP tourism operators training in order to gain accreditation.</td>
<td>An increase in the number of Yorke Peninsula tourism operators who are accredited in programs. An increase in the number of Yorke Peninsula tourism operators who attend other recognised tourism industry programs/workshops.</td>
</tr>
</tbody>
</table>

### Action 7

Facilitate general business training to assist tourism operators to become more efficient, productive and profitable.

<table>
<thead>
<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
<th>Start by</th>
<th>Possible Lead</th>
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</thead>
<tbody>
<tr>
<td>T9</td>
<td>Develop functionality, skills, knowledge and understanding in the development of online bookable products, including online promotion and social media opportunities, in recognition of the preference of the high yielding target market for using online search and booking services.</td>
<td>YPT</td>
<td><strong>1</strong></td>
<td>30 June 2012</td>
<td>SATC / YPT / SATIC</td>
</tr>
<tr>
<td></td>
<td>Examples</td>
<td>SATC</td>
<td></td>
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<tr>
<td></td>
<td>1. Australian Tourism Data Warehouse (ATDW) and national booking exchange Tourism Exchange Australia (TXA)</td>
<td>SATIC</td>
<td></td>
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<tr>
<td></td>
<td>2. Other online booking services such as commercial booking agencies and government supported services such as <a href="http://www.southaustralia.com">www.southaustralia.com</a> and <a href="http://www.yorkepeninsula.com.au">www.yorkepeninsula.com.au</a></td>
<td>RDA YMN</td>
<td></td>
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</tbody>
</table>
Encourage tourism operators to participate in industry skills programs run by groups such as Regional Development Australia (RDA), SATIC and other economic/tourism development organisations aimed at improving business performance (sustainability), quality of service and productivity.

**Examples**

Topics may include but are not limited to:

1. Meeting customer expectations including customer service, handling customer enquiries, alternative booking arrangements (like 1800 phone numbers) and continual improvement
2. Web design, internet applications and online marketing and bookability
3. Workforce development, finding and retaining skilled staff

<table>
<thead>
<tr>
<th>No</th>
<th>Measures for Action 2</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Number of YP tourism experiences that offer online bookable products</td>
<td>Increase in the number of Yorke Peninsula tourism operators that offer online bookable products</td>
</tr>
<tr>
<td>3</td>
<td>Levels of training in business related disciplines in the regional tourism industry</td>
<td>Increase in the number of tourism industry operators participating in training, support and mentoring programs provided by support agencies.</td>
</tr>
</tbody>
</table>

**STRATEGY 6**

Optimise opportunities and minimise risks for the region’s tourism industry arising from new state and local government policy and planning initiatives.

**Links to SA Tourism Plan:** Working better together, increasing the recognition of the value of tourism

**Action 8**

Engage with the agencies responsible for tourism related new and emerging policy and planning initiatives in order to inform policy making and planning decisions and to optimise benefits of policy, management plans and guidelines for the region’s tourism industry.

<table>
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<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
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</table>
| T11 | Provide input into the development and implementation of key policy and planning initiatives with the potential to impact on the Yorke Peninsula tourism industry. Input should be provided at the following two stages of policy and planning development:  
Stage 1: Inform policy making and planning initiatives  
Support the development of relevant policy, management | YPT RDA YMN RDA B SATC SATIC DEWNR Councils LEGATUS local tourism | 1 | 30 June 2017 | SATC/ YPT / Councils |
plans and guidelines by providing access to accurate, reliable and current tourism industry data and information. Provide a conduit through which policy makers and planners can reach tourism operators to gain insight into the impacts of their decisions.

Take particular note of any potentially uneven impacts on the region based on location. For example, encourage a comparison of impacts on east coast communities compared with west coast communities. Such a comparison would have regard for the potential for visitors to change their preferences (eg move preferences from one location to another but still within the region) which may have the effect of masking impacts on local communities if only region wide data was considered.

Stage 2: Optimise the benefits of policy, management plans and guidelines for the region’s tourism industry

Once new policy and planning initiatives emerge, work with agencies, tourism operators and other stakeholders to:

1. Identify and optimise new opportunities for the region’s tourism industry
2. Identify and manage risks
3. Identify and address any unforeseen consequences particularly where they may relate to uneven sharing of any burden or costs

Examples

Key policy and planning initiatives which may impact on the region’s tourism industry include but are not limited to:

1. Marine Parks, Management Plans and Sanctuary Zones
2. Northern and Yorke Regional Natural Resource Management Plan
3. Nature Like Nowhere Else, DEWNR’s nature-based tourism action-plan
4. Yorke Peninsula Regional Land Use Framework
5. Council Planning Policies such as responses to climate change, threats to agricultural land and other issues.

Note: this list may be added to during the life of the Plan.

| T12 | Use communications strategies to ensure that accurate, timely information is placed in the market place to avoid potential Yorke Peninsula tourism brand damage caused by visitor misconceptions about the negative impact of any new policy. Seek to encourage the coordination of the communications effort of various stakeholders responsible for new policy in order to maximise effect. | YPT YMN RDA B DEWNR Councils | 1 | 30 June 2017 | YPT |
| T13 | Encourage region-wide tourism development policy and guidelines to increase certainty for investors in tourism experiences. | YPT YMN RDA B DEWNR Councils LEGATUS | 3 | 30 June 2017 | Councils |
Examples

Look to policy and guidelines produced under the Better Development Plans (BDP) project promoted by (SA) Department of Planning, Transport and Infrastructure (DPTI) to provide consistency across Council districts.

<table>
<thead>
<tr>
<th>No</th>
<th>Measure for Action 3</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Impact of key policy and planning initiatives on the number of new and existing tourism experiences offered</td>
<td>No loss of tourism businesses or tourism investment in the region as a result of key policy and planning decisions</td>
</tr>
</tbody>
</table>

**STRATEGY 7**

Encourage wide participation of the region’s business and broader community in the tourism industry in order to optimise the return to the regional economy from visitor expenditure.

**Links to SA Tourism Plan:** Driving demand, Working better together, Increasing the recognition of the value of tourism

**Action 9**

Support the development of local suppliers of products and services for the tourism industry and increase awareness of local sales/supply opportunities.

<table>
<thead>
<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
<th>Start by</th>
<th>Possible Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>T14</td>
<td>Identify local procurement opportunities beginning with iconic or key experiences where there is significant scale. Other procurement opportunities may include groups of tourism operators located in close geographical proximity to provide the necessary scale. Emphasise that opportunities may exist on a regional basis and encourage non-coastal townships, including their businesses and the wider community, to develop a niche in the tourism industry supply chain.</td>
<td>YPT, RDA YMN, RDA B, SATC</td>
<td>2</td>
<td>30 June 2017</td>
<td>RDA</td>
</tr>
<tr>
<td>T15</td>
<td>As well as general products and services, unique opportunities exist to promote local food and other produce/wares. Support RDA YMN with the continued evolvement of the food project.</td>
<td>YPT, RDA YMN, RDA B, Town business Progress Trader groups</td>
<td>2</td>
<td>30 June 2017</td>
<td>RDA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No</th>
<th>Measures for Action 4</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Level of local business participation in supplying goods and services to the region’s tourism industry</td>
<td>Increase in the proportion of the value of local products and services provided to the region’s tourism industry</td>
</tr>
</tbody>
</table>

**STRATEGY 8**

Recognise the range of tourism leadership groups in the region and work towards building a cohesive, region wide approach through effective networking.

**Links to SA Tourism Plan:** Working better together
Action 10

Support a communications network of community based leadership bodies with an interest in tourism and encourage them to work collaboratively where appropriate.

<table>
<thead>
<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
<th>Start by</th>
<th>Possible Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>T16</td>
<td>Encourage communications between the region’s tourism leadership network made up of bodies including local tourism organisations, business groups, interest groups in areas such as history, heritage, recreation and environment and broader community organisations.</td>
<td>YPT local tourism bodies business groups interest groups in areas such as history, heritage, rec / sport &amp; environ broader community groups</td>
<td>2</td>
<td>30 June 2017</td>
<td>YPT</td>
</tr>
</tbody>
</table>

**Examples**

Topics for consideration by the communications network may include but are not limited to:

1. Reviewing marketing and promotions material with a view to standardising aspects where possible and identifying opportunities to cross promote
2. Establishing mechanisms such as online surveys to provide input into key initiatives such as feedback on new policy development
3. Sharing data and information related to visitor preferences
4. Promoting industry programs through local networks, in topics such as training and local procurement

<table>
<thead>
<tr>
<th>No</th>
<th>Measure for Action 5</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Levels of collaboration and cooperation between regional tourism leadership bodies</td>
<td>The establishment of a regional tourism leadership communication network</td>
</tr>
</tbody>
</table>
3.3 DESTINATION MARKETING

STRATEGY 9
Clearly understand and accurately describe the region’s tourism industry and effectively communicate into defined markets using consistent messages.

Links to SA Tourism Plan: Driving demand, Working better together, Increasing the recognition of the value of tourism

Action 11
Maintain a Regional Tourism Committee (or similar) and through this group, continue to manage and implement an annual Business Plan.

<table>
<thead>
<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
<th>Start by</th>
<th>Possible Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>T17</td>
<td>Maintain a dedicated Regional Tourism Committee or other similar body.</td>
<td>YPT Councils</td>
<td>1</td>
<td>30 June 2017</td>
<td>YPT</td>
</tr>
<tr>
<td>T18</td>
<td>Review and revise the region’s annual Business Plan (for tourism) to reflect the following two parts:</td>
<td>SATC</td>
<td>1</td>
<td>30 June 2017</td>
<td>part 1- SATC / YPT, part 2- YPT</td>
</tr>
<tr>
<td></td>
<td>Part 1: Marketing and promotional opportunities provided by the South Australia Tourism Commission (SATC).</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Examples</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Pooled marketing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. The development of Visitor Guides</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Linkages to the Self-drive Touring Routes, The Coastal Way</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Part 2: Local marketing and promotional opportunities not considered part of the pooled marketing effort.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Examples</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Continually developing and managing the regional brand</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. Coordinating cooperative media and publicity opportunities for regional tourism operators</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Encouraging local involvement in regional industry development such as supporting bundled product development and subsequent marketing and promotion</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. Liaising with local media</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>5. Assisting other stakeholders including local government, regional leadership bodies and the VICs with local events and other programs</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>6. Identifying and assisting access to funding and other support for the region through programs such as the SATC Cooperative Marketing Fund</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No</th>
<th>Measures for Action 13</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Level of access to a body with responsibility for promoting the region’s tourism industry</td>
<td>Tourism Committee confirmed</td>
</tr>
<tr>
<td>2</td>
<td>Currency of the region’s annual Business Plan (for tourism)</td>
<td>Business Plan reviewed annually</td>
</tr>
</tbody>
</table>
STRATEGY 10

Get the most successful marketing messages to the most appropriate markets through the most effective media.

Links to SA Tourism Plan: Driving demand, Using events to grow visitation

Action 12

Develop, deliver and measure the effectiveness of targeted, consumer focused destination marketing and promotion that leverages off state priorities and continues to build on unique, regional experiences.

<table>
<thead>
<tr>
<th>No</th>
<th>Task Description</th>
<th>Partners</th>
<th>Priority</th>
<th>Start by</th>
<th>Possible Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>T19</td>
<td>Work with SATC on state-wide, centralised (pooled) marketing initiatives in order to optimise returns for Yorke Peninsula.</td>
<td>YPT SATC RDA YMN RDA B Councils</td>
<td>1</td>
<td>30 June 2017</td>
<td>SATC / YPT</td>
</tr>
</tbody>
</table>

Encourage and support SATC to highlight Yorke Peninsula in marketing campaigns.

Seek data from SATC on the effectiveness of cooperative marketing campaigns and support this valuable feedback through local data and information collection initiatives.

Examples
1. Coastal Way touring route
2. Nature-based tourism assets
3. Leveraging the status of National Heritage Listing for Moonta Mines.
<table>
<thead>
<tr>
<th>T20</th>
<th>Develop and deliver smaller scale, separately funded, regional and local marketing and promotions programs that leverage off state-wide programs. Through the Yorke Peninsula Tourism Committee, identify opportunities to develop regional and local initiatives using partnership arrangements with other stakeholders such as local government and grant funding providers to assist with resourcing. Examples 1. Developing experiences revolving around short term visits/stops promoted as ‘on the way’ programs at entry points to Yorke Peninsula. 2. Scoping the ‘drive based’ sub-markets such as Winnebago tourists and other RV market segments. 3. Further developing regional experiences themes such as ‘Walk the Yorke’ to complement drive based experiences 4. Identifying opportunities for ‘drop in’ visitation from the high yielding target market through accessing the cruise ship market or visitors on fly in / fly out recreational leave from industries such as defence forces and mining.</th>
<th>YPT SATC RDA YMN RDA B Councils</th>
<th>2</th>
<th>30 June 2017</th>
<th>YPT</th>
</tr>
</thead>
<tbody>
<tr>
<td>T21</td>
<td>Work with SATC to further develop the region’s successful events program. Through the Yorke Peninsula Tourism Committee and utilising regional tourism leadership groups where appropriate, identify and develop new experiences that link to major events to encourage visitors to stay longer, spread their stay wider and spend more in the region. Examples 1. ‘Come and try’ type experiences (eg sailing) linked to major events featuring the coast like boat regattas, seaside festivals and fishing competitions 2. ‘Come share their stories’ type experiences (eg heritage tours) linked to major events featuring other unique characteristics like regional cultural festivals and markets</td>
<td>YPT SATC RDA YMN RDA B Councils</td>
<td>1</td>
<td>30 June 2017</td>
<td>YPT / Councils</td>
</tr>
<tr>
<td>T22</td>
<td>Work with tourism operators and distributors (including travel agents) to identify opportunities to develop new experiences through innovative means. Consider packaged/bundled tourism experiences as an innovative and cost effective way to expand the tourism product range. Examples 1. Coupling sunset cruises with accommodation and dining 2. Combining fishing charters with fish filleting and chef led cooking classes. Identify and explore opportunities for groups of tourist operators in similar categories to consider bundling/packaging products.</td>
<td>YPT, SATC, tourism operators tourism distribution network</td>
<td>2</td>
<td>30 June 2017</td>
<td>YPT</td>
</tr>
</tbody>
</table>
**Examples**

1. Farm stay and pastoral experiences (agri-tourism)
2. Themed trails in food, arts and culture or other sectors

Assist with skills development, technology acquisition and infrastructure access to facilitate packaged/bundled products with special emphasis on encouraging spontaneous and real time tourism booking services (eg online and onsite) for these experiences.

<table>
<thead>
<tr>
<th>No</th>
<th>Measures for Action 16</th>
<th>Outputs/Outcomes sought</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Extent to which Yorke Peninsula is featured in SATC marketing programs</td>
<td>Representation of Yorke Peninsula in pooled marketing campaigns at least proportional to the size of the sector relative to the state</td>
</tr>
<tr>
<td>2</td>
<td>The number of new packaged/bundled products that are available online and bookable in real time</td>
<td>Increase in the number of bundled products that are developed and available as bookable online</td>
</tr>
</tbody>
</table>
4.0 MARKETING THE REGION

4.1 Brand Yorke Peninsula: A coastal getaway

If you’re looking for sun, sea and sand, it’s hard to go past Yorke Peninsula. Stunning beaches and friendly coastal towns beckon, while inland are historic mining villages and spectacular national parks.

Blessed by nature and embraced by sea, Yorke Peninsula is a world apart. Here are magnificent beaches and jagged shorelines, friendly locals and rich farmland. If you love seafood, you can stroll the shallows for blue swimmer crabs, dive for crayfish and scallops, or drop a line for King George Whiting. It also boasts some of Australia’s greatest surfing beaches and is strewn with shipwrecks for divers. Back on dry land you can explore mining towns and national parks.

You’ll be warmed by the welcome and invigorated by your stay.

4.2 Key themes

The Yorke Peninsula brand is based on the following key themes:

a. Coast and beaches
b. Culture and history
c. National Parks, conservation and heritage
d. Events
e. Townships and farms

4.3 High Yielding Target Market

It is recognised and understood that Yorke Peninsula’s tourism market is wide and diverse. It includes day trippers of all ages, young families visiting friends and relatives, mature couples with or without children on beachside holidays, seniors on extended caravan journeys and many other sub-markets.

By focusing on a particular market segment that represents high yielding and often demanding consumers, tourism operators can benchmark their experiences at a level that is likely to satisfy the wider market.

The high yielding target market for Yorke Peninsula tourism industry is 30–50 year old couples with or without children. From research conducted by the SATC, this market consists of experience seekers who generally have done a lot of travelling locally, nationally and internationally and are now less impressed by sightseeing and more interested in new, authentic and dynamic experiences.

They typically like to be active, attend arts festivals and cultural events and get to know first hand, the historical and cultural stories of the region. They also like to shop, eat out and sample local products.
By appealing to this high yielding market, tourism operators have a chance to optimise their return on investment while at the same time increase likely success in other market segments.

One way that tourism operators may respond is by introducing online bookable products that match the preferred method of ‘experience shopping’ for the high yielding market. This initiative would also enable easy search, clear identification and differentiation of products for all markets.

5.0 ECONOMIC PERFORMANCE

The following information is provided by the South Australian Tourism Commission using data sourced from Tourism Research Australia (www.tra.australia.com).

5.1 Visitor numbers

The total number of visitors to the Yorke Peninsula region from December 2014 to December 2016 was 1,097,000 visitors per year, made up of:

- 602,000 domestic day trippers
- 490,000 domestic overnight visitors
- 5,000 international visitors

5.2 Value of tourism to the regional economy

Total tourism expenditure in the Yorke Peninsula region in 2016 was approximately $191 million.

The $191m of visitor expenditure in the Yorke Peninsula region in 2016 generated the following regional economic and demographic activity:

- approximately $53 million in Gross Regional Product (GRP)
- approximately $50 million in Gross Value Added (GVA)
- approximately 900 total direct jobs (ie full-time and part-time)
- approximately 1500 total indirect jobs

There are approximately 462 tourism businesses on Yorke Peninsula. The visitor economy contributes $236m in Gross Regional Product, 14.1% of the overall regional economy for Yorke Peninsula.
5.3 Market segments

Total tourism expenditure in the Yorke Peninsula region in 2015/16 was approximately $191 million.

Visitor expenditure in the Yorke Peninsula region over a 3-year average from December 2014 to December 2016

<table>
<thead>
<tr>
<th></th>
<th>Total Expenditure</th>
<th>Total Visitors</th>
<th>Expenditure per Visitor</th>
<th>Expenditure per Visitor per day</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$m</td>
<td>%</td>
<td>'000</td>
<td>%</td>
</tr>
<tr>
<td>Domestic Day</td>
<td>48</td>
<td>25%</td>
<td>602</td>
<td>54%</td>
</tr>
<tr>
<td>Domestic Overnight</td>
<td>138</td>
<td>72%</td>
<td>490</td>
<td>45%</td>
</tr>
<tr>
<td>International</td>
<td>5</td>
<td>3%</td>
<td>5</td>
<td>1%</td>
</tr>
</tbody>
</table>

Source: Tourism Research Australia (www.tra.australia.com).

Domestic day trippers to the Yorke Peninsula region make up 54% of visitor numbers and approximately 25% of the total visitor expenditure. Domestic day trippers spend an average of $77 per person per day trip.

Domestic overnight visitors make up 45% of visitor numbers and approximately 72% of total visitor expenditure. Domestic overnight visitors spend an average of $92 per day over an average stay of about 3 nights for a total per person spend of $296 per trip. The average spend on commercial accommodation per night is $145.

International visitor data is based on a very small sample size and is therefore unreliable.

5.4 Impact of external factors on tourism

The tourism industry in South Australia is dependent on the growth and development of the State’s economy, of the National economy and the economic activity of overseas countries. These economic climates will in turn influence tourism growth in the Yorke Peninsula region.

External factors that may potentially impact on tourism in the region include:

- currency exchange rates
- money markets (availability of money) and interest rates
- commodity prices affecting the price of fuel and other basic consumables
- global economic conditions
6.0 TOOLS FOR MEASURING SUCCESS

The Regional Strategic Tourism Plan for Yorke Peninsula cannot be managed if it cannot be measured.

In the Implementation Plan, particular measures and outputs/outcomes have been identified for each Action. However, overall the Plan is designed to deliver an increase in visitor expenditure and an increase in the proportion of this expenditure that is returned to the regional economy.

Six Key Performance Indicators (KPIs) have been chosen to measure progress against these economic measures. These are:

1. Number of day visitors to the region
2. Number of overnight and extended stay visitors to the region
3. Average length of stay of overnight and extended stay visitors
4. Per day / per visitor expenditure rates
5. Return from visitor expenditure to the Gross Regional Product (GRP)
6. Number of full time equivalent (FTE) employees in the region's tourism industry

Data from Tourism Research Australia / National Visitor Survey will be routinely collected and analysed in order to determine progress made against the targets and to inform future projects.

To improve currency and confirm accuracy, other local tools such as visitor surveys and head counts will be developed to add value to the TRA / NVS data. Examples include:

1. VIC visitor numbers and point of origin data
2. Data available from some facilities such as Innes National Park gate counters
3. Data collected at events such as the Yorke Peninsula Salt Water Classic and Kernewek Lowender Copper Coast Cornish Festival
4. Other applications of data collection and tracking tools currently managed by Councils

Other initiatives

The data and information collected will provide other opportunities including:

1. The potential to establish links with Universities or other institutions to provide assistance with the gathering and processing of data
2. A consideration of the impact of externalities such as increases in fuel prices on visitor numbers and visitor profile. Subsequent consideration will be given to potential relationships between externalities and their impacts on types of tourist experiences (product) such as cheaper/self contained products, and visitor attitudes to travelling to destinations that may be seen as ‘local’ or ‘remote’.
7.0 ABOUT THE PLAN

The 2017 – 2020 Regional Strategic Tourism Plan for Yorke Peninsula sets out a clear direction for development of the region’s tourism industry over the next 4 years.

The Plan is practical and achievable, focusing on a small number of strategies and actions likely to produce the largest positive impacts for the region’s tourism industry.

The Strategic and Action Plan presents 10 Strategies and 13 Actions. There are 23 Tasks identified in the Implementation Plan to be commenced between 2017 and 2020.

This Plan was updated from the previous 2011-2014 Plan which was developed by a Steering Committee made up of the following key stakeholders:

1. Yorke Peninsula Tourism
2. District Council of the Copper Coast
3. District Council of Yorke Peninsula (now known as Yorke Peninsula Council)
4. District Council of Barunga West
5. District Council of Mallala (now known as Adelaide Plains Council)
6. Wakefield Regional Council
7. SA Tourism Commission
8. Department of Environment and Natural Resources (now known as Department of Environment, Water and Natural Resources)
9. Regional Development Australia Yorke and Mid North

The Plan is owned and managed by Yorke Peninsula Tourism. The above key stakeholders were all consulted throughout the process of undertaking this plan and have approved this Plan in its entirety.

The Plan takes into account important State and Commonwealth level strategic plans including:

1. South Australia’s Strategic Plan
2. SA Tourism Plan 2015 - 2020

The design of the Planning Framework

The Planning Framework includes a Strategic Plan and an Implementation Plan. A unique feature of the design is the inclusion of examples against several of the implementation tasks.

1. The Strategic Plan

The Strategic Plan includes 10 strategies and 12 actions divided into three sections:

1. Infrastructure and product development, which focuses on the range of tourism experiences available, the relationship of these experiences to key market segments and the availability of ‘fit for purpose’ infrastructure.

2. Industry development, which focuses on industry skills, innovation and continual improvement and optimising the return of industry growth to the region’s economy.
3. **Destination marketing**, which focuses on understanding, describing and promoting Yorke Peninsula tourism experiences to a range of markets with a special emphasis on identifying and optimising high yielding target markets.

2. **The Implementation Plan**

The Implementation Plan is designed to provide the basis for an annual Business Plan. It includes a consideration of five key aspects:

1. **Task description:** a brief description of specific tasks under each action. These tasks form the basis of project work to be conducted under the Plan.

2. **Partners:** a non-exclusive list of stakeholders who may have sufficient interest in particular tasks to become partners and provide resources or other forms of support.

3. **Priority:** an indication of the significance of each task in meeting the aims of the Plan.

4. **Start by:** a time based measure to identify commencement targets for tasks taking into account priority, current status, necessary lead time and other matters. Note that tasks may continue beyond the commencement milestone with progress reported annually.

5. **Possible lead:** an indication of stakeholder groups who may take a lead in the delivery of tasks based on roles, responsibilities, capabilities and available resources.

3. **Examples**

Examples are provided as a continual review mechanism that will allow the Plan to remain current. As issues emerge they can be introduced into the Plan in a timely manner.

Stakeholders and the wider community are therefore continually involved in the Plan through their role in providing intelligence and identifying new and emerging issues and opportunities throughout the life of the Plan.
OVERVIEW

Purpose

This report provides an update on the preparation of Council’s Northern Food Bowl Protection Areas Development Plan Amendment (DPA) including the consultation and engagement plan proposed to meet legislative and Council consultation requirements and the timeframes for completion of the DPA.

Background

The intent of the DPA is to assist in implementing the State Government’s strategic and economic priority of enabling major primary production and horticulture growth on the Northern Adelaide Plains and protecting South Australia’s primary food production region from urban encroachment.

It is anticipated that the DPA will result in the designation of significant areas for primary production, horticulture and value adding activities and the implementation of policies that facilitate the protection of these strategic areas. The DPA will provide opportunities for the expansion of horticulture in Adelaide Plains Council using recycled water from the Virginia Pipeline System (VPS) and the Northern Adelaide Irrigation Scheme (NAIS). It will also include the implementation of policies that address minimum allotment sizes for horticulture land use and policies that address short term workers accommodation.

An Allied Food Industries Land Supply Study will be undertaken as part of the DPA process and will consider the policy framework requirements for the collocation of compatible processing activities to horticulture and primary production uses that will achieve efficiencies in production, processing, distribution, energy efficiency and waste recycling, taking into account environmental, bio-security, infrastructure and rural amenity issues. The DPA will also include updates to the flood mapping for both the Gawler and Light Rivers.
Following a competitive tender procurement process in May 2017, Council engaged planning consultant Urban and Regional Planning Solutions (URPS) to prepare the Northern Food Bowl Protection Areas DPA, including the preparation of the Allied Food Industries Land Supply Study to inform the DPA.

The DPA is required to address the issues identified in the approved Statement of Intent (SOI) and meet the agreed DPA timetable as set out in the SOI (*see Attachment 1*). The SOI was formally approved by the Minister for Planning on 12 April 2017.

**Timeframes and Consultation**

URPS is currently undertaking the initial phases of the project plan, comprising data collection, review of relevant strategic documents and initial stakeholder engagement.

Due to the tight timeframes imposed by the SOI, initial consultation and engagement on the DPA has had to be targeted to key groups that will have the greatest input into the DPA.

A targeted stakeholder engagement workshop was held at the South Australian Produce Market on Wednesday 7 June 2017 and included the attendance of representatives from the following stakeholder groups:

- AusVeg SA
- Greenwheat Freekeh (x 2)
- Investment Attraction SA – Agribusiness
- Rural Solutions SA, PIRSA (x 2)
- Residents & Ratepayers Association
- SA Water
- DPTI
- Hortex Alliance Inc.
- Mallala Worker’s Accommodation
- SA Produce Market
- Regional Development Australia Barossa
- Vietnamese Farmers Association

Wider community consultation will be undertaken during the statutory 8 week public consultation on the Draft DPA.

To achieve the requirements of the SOI timetable, the following key dates are proposed for Council endorsement of the DPA and statutory consultation:

<table>
<thead>
<tr>
<th>DPA Task</th>
<th>Key Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Draft Allied Food Industries Land Supply Study presented to Council for endorsement</td>
<td>17 July 2017</td>
</tr>
<tr>
<td>Draft DPA presented to Council for endorsement</td>
<td>21 August 2017</td>
</tr>
<tr>
<td>Statutory 8-week public and agency consultation</td>
<td>25 August to 20 October 2017</td>
</tr>
<tr>
<td>Statutory Public Hearing (if required)</td>
<td>Week commencing 30 October</td>
</tr>
<tr>
<td>Final Draft DPA presented to Council for endorsement</td>
<td>20 November 2017</td>
</tr>
</tbody>
</table>

It is anticipated that the final DPA will be submitted to the Minister for approval on 1 December 2017, following Council endorsement.
Summary

The Statement of Intent (SOI) for the Northern Food Bowl Protection Areas Development Plan Amendment (DPA) was formally approved by the Minister for Planning on 12 April 2017. The purpose of the DPA is to assist in implementing the State Government’s strategic and economic priority of enabling major primary production and horticulture growth on the Northern Adelaide Plains and protecting South Australia’s primary food production region from urban encroachment.

The DPA is required to address the issues identified in the approved SOI and meet the agreed DPA timetable as set out in the SOI.

Following a competitive tender procurement process in May 2017, Council engaged planning consultant URPS to prepare the DPA, including the preparation of the Allied Food Industries Land Supply Study.

RECOMMENDATION

“that Council, having considered Item 15.6– Northern Food Bowl Protection Areas Development Plan Amendment – Status Update, dated 19 June 2017, receives and notes the report.”

Attachments

1. Final Signed Statement of Intent – Northern Food Bowl Protection Areas Development Plan Amendment – April 2017

References

Legislation

Development Act 1993

Council Policies

Public Consultation Policy
Northern Food Bowl Protection Areas
Development Plan Amendment

by the

ADELAIDE PLAINS COUNCIL

MARCH 2017

Pursuant to section 25 (1) of the Development Act 1993 this Statement of Intent forms the agreed basis for the preparation of the proposed Development Plan Amendment.

James Miller
CHIEF EXECUTIVE OFFICER

Date: 9 MARCH 2017

John Rau
MINISTER FOR PLANNING

Date: 12.4.17
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1. Introduction

1.1 Statement of Intent

Pursuant to section 25(1) of the Development Act 1993 (the Act) Adelaide Plains Council (formerly the District Council of Mallala) has reached agreement with the Minister on this Statement of Intent (SOI) prepared by the Council in accordance with the Development Regulations 2008 (the Regulations).

The SOI details the scope, relevant strategic / policy considerations, nature of investigations to be carried out, the consultation process and timeframes to be followed in preparing the DPA.

1.2 Chief Executive Statement

The Chief Executive Officer of the Council confirms the following:

- The proposed DPA will assist in implementing the Planning Strategy.
- The proposed DPA has been endorsed by Council.
- All procedures, documentation and mapping will accord with relevant statutory requirements of the Act and Regulations.
- Sufficient Council resources will be devoted to completing the DPA within the agreed timeframe. Council acknowledges that the Minister can lapse the DPA if key timeframes are not met by Council pursuant to section 25(19) of the Act.
- Council may use the outcome of investigations and other information produced by external sources which will be reviewed by a qualified, independent professional advisor (pursuant to section 25(4) of the Act).

1.2.1 Council Contact Person

The key Council contact person who will be responsible for managing the DPA process and who will receive all official documents relating to the DPA is:

- Mr. Robert Veitch, General Manager, Development and Community
2. Scope of the Proposed DPA

2.1 Need for the Amendment

2.1.1 Rationale

The intention of the proposed DPA is to assist in implementing the State Government’s strategic and economic priority of enabling major primary production and horticulture growth on the Northern Adelaide Plains and protecting South Australia’s primary food production region from urban encroachment.

Primary production and horticulture on the Northern Adelaide Plains are important parts of the food industry, which is vital for the economic future of the Northern Adelaide Region. The region generates over one third of South Australia’s horticulture production, approximately 170,000 tonnes of fresh produce, valued at over $340 million per annum. The State Government, through the Northern Economic Plan, has identified that the horticulture, food processing and distribution industries form one of a number of sectors pivotal to economic prosperity of South Australia in light of the closing of GM Holden in late 2017.

Agriculture including farming, grazing, and intensive animal keeping, are already the predominant land use in the Adelaide Plains Council area, with other significant land uses being horse keeping, dog kennelling, grain storage, stock sale activities and weapons testing associated with the adjoining Port Wakefield Proof Range activities.

The southern part of Adelaide Plains Council is a horticultural area that enjoys favourable natural resource conditions, access to some water, major private and public investment in infrastructure, and is close to a large labour supply located in northern Adelaide. In addition, the region is located close to local markets, major interstate freight routes and distribution facilities at Pooraka and Edinburgh Park. This combination of factors is not replicated elsewhere in South Australia and has strategic importance to the State.

There is considerable potential for future employment growth north of the Gawler River within the Adelaide Plains Council area, particularly in the food value adding and transport, storage and logistic sectors. There is also potential for growth in intensive animal keeping activities (mainly poultry) and broad acre farming. Furthermore, there is potential for a multispecies abattoir to be established in the vicinity of the livestock markets at Dublin and further expansion of the existing abattoir north east of Two Wells.

The extension of the Virginia Pipeline System (VPS) will provide treated wastewater for irrigation, thereby facilitating the growth of food production north of the Gawler River. The Northern Adelaide Irrigation Scheme (NAIS) project will enable an additional 20 gigalitres of recycled water to be available for irrigation on the Northern Adelaide Plains. This will facilitate the expansion of irrigation in horticulture and field and fodder crops, and other food production related uses. The project is expected to create approximately 3,500 jobs in the northern Adelaide region.

Further to the above, the extent of the Gawler River Flood Plain Policy Area (as it currently appears in the Plan) is inaccurate, having been prepared prior to the construction of the flood mitigation dam on the North Para River (completed in December 2007). Flood hazard mapping of the Light River is now also available. It is therefore Council’s intention to introduce new flood hazard maps into the Development Plan to provide more comprehensive and up-to-date information on the level of hazard for areas within the floodplains of both the Gawler River and the Light River. This is crucial to ensuring a risk based approach is administered when determining development of the areas potentially affected from inundation of flood water from both the Light and Gawler Rivers.

To facilitate this growth there is a need to make amendments to Adelaide Plains Council’s Development Plan. It is also envisaged that the outcomes of the DPA will help to inform the new planning policies for the region under the implementation of the Planning, Development and
Infrastructure Act 2016. Council now seeks the agreement of the Minister to progress the Northern Food Bowl Protection Areas Development Plan Amendment.

The following issues are to be addressed as part of this DPA:

- the objectives and strategies of the SA Strategic Plan, the draft 30 Year Plan for Greater Adelaide, the Northern Economic Plan, the Northern Adelaide Plains Agribusiness Initiative and the Planning, Development and Infrastructure Act 2016
- the designation of significant areas for primary production, horticulture and value adding activities and the implementation of policies that facilitate the protection of these strategic areas
- the collocation of compatible processing activities that achieve efficiencies in production, processing, distribution, energy efficiency and waste recycling, taking into account environmental, bio-security, infrastructure and rural amenity issues
- providing opportunities for the expansion of horticulture in Adelaide Plains Council using recycled water from existing sources and new growth areas
- the implementation of policies that address minimum allotment sizes for horticulture land use
- the implementation of policies that address short term workers accommodation
- the inclusion of updated mapping of both the Gawler River and Light River with only minimal policy amendment to reflect the extended flood policy area.

2.1.2 Affected Area

The area affected by the proposed DPA is a significant portion of the Adelaide Plains Council area, encompassing existing primary production and horticulture areas between the Gawler and Light Rivers, reflecting the land identified by the NAIS project to benefit from the expanded use of recycled water for horticultural irrigation in the Northern Adelaide Plains.

The area affected by the proposed DPA is shown in Figure 1: Proposed DPA Affected Area.

2.1.3 Potential Issues

Potential issues associated with the proposed policy changes include:

- Determining the full extent that flooding from both the Gawler River and the Light River will have on future development in the region.
- As Two Wells and Mallala are developed for urban purposes, it will become increasingly important to manage potential conflicts between farming and new residential land uses. These often relate to the noise, odours and chemicals associated with everyday farming activities. Managing any conflicts appropriately is important to ensure that farmers can continue to farm, whilst also maintaining an acceptable level of residential amenity for new residents.
- Protection of primary production and horticulture areas from land fragmentation and the encroachment of rural living and associated land uses.
- Identification and mitigation of any interface issues that may occur between the Adelaide International Bird Sanctuary and land used for primary production purposes or other allied food production land uses.
The area affected by the proposed DPA comprises approximately 30,000 hectares of land within the Adelaide Plains Council area. The area affected is shown in Figure 1 below. It includes land within the existing Primary Production Zone (approximately 28,000 hectares) and existing Primary Production Zone: Horticultural Policy Area 3 (approximately 3,000 hectares).
3. Strategic and Policy Considerations

3.1 The Planning Strategy

3.1.1 Targets

The DPA will support the relevant volume of the Planning Strategy by implementing the following targets:

<table>
<thead>
<tr>
<th>Target</th>
<th>How the target will be implemented:</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 Year Plan for Greater Adelaide</td>
<td></td>
</tr>
<tr>
<td><strong>Economy and Jobs.</strong> Target A: Provide for 282,000 additional jobs during the next 30 years. The regional distribution of jobs in the Barossa is 38,500. The Plan also designates a target for an additional 2000 primary production jobs in Greater Adelaide</td>
<td>Increasing employment in the primary production and horticulture industry, in particular by enabling the increased development of greenhouses and other food related industries. This will provide additional employment opportunities and contribute to the target of 2000 primary production jobs in Greater Adelaide.</td>
</tr>
<tr>
<td><strong>Primary Production.</strong> Target E: Protect up to 375,000 hectares of significant primary production areas.</td>
<td>Ensuring areas of high value primary production are protected from inappropriate development and incompatible land uses.</td>
</tr>
<tr>
<td><strong>Primary Production.</strong> Target F: Plan for an additional 2000 primary production jobs in Greater Adelaide.</td>
<td>Increasing employment in the primary production and horticulture industry, in particular by enabling the increased development of greenhouses and other food related industries.</td>
</tr>
</tbody>
</table>

3.3.2 Policies

The DPA will support the relevant volume of the Planning Strategy (or draft Strategy) by implementing the following policies:

<table>
<thead>
<tr>
<th>Policy</th>
<th>How the policy will be implemented:</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 Year Plan for Greater Adelaide</td>
<td></td>
</tr>
<tr>
<td><strong>Health and Well-being.</strong> Policy 3: Protect Greater Adelaide’s high-quality food bowl areas (for example, Virginia) to ensure a supply of affordable fresh food.</td>
<td>Ensuring the Northern Adelaide Food Bowl is protected from inappropriate development and incompatible land uses.</td>
</tr>
<tr>
<td><strong>The Economy and Jobs.</strong> Policy 1: Plan for high job growth and set a high jobs target to encourage interstate net migration of working aged people into Greater Adelaide.</td>
<td>Facilitating growth in primary production and allied industries will provide employment opportunities for residents of the Northern Adelaide area in the primary production and horticulture industry.</td>
</tr>
<tr>
<td><strong>The Economy and Jobs.</strong> Policy 2: (part) Ensure sufficient land is available for commercial, industrial retail, primary production, mining and other activities.</td>
<td>The Allied Food Industries Land Supply Study will determine if there is sufficient land available for value adding food related industries. The Study will be undertaken as part of the DPA investigations.</td>
</tr>
<tr>
<td><strong>Primary Production.</strong> Policy 11: Improve primary production’s share of the economic activity in Greater Adelaide through protection of strategic areas for horticulture, viticulture, dairying and grain production.</td>
<td>The prime objectives of the DPA are to protect and enhance the Northern Adelaide Food Bowl and to provide opportunities for other value adding industries.</td>
</tr>
</tbody>
</table>
### Policy

<table>
<thead>
<tr>
<th><strong>Primary Production. Policy 12:</strong></th>
<th>Provide opportunities from expansion of horticultural production north of the Gawler River using recycled water as appropriate from existing sources and new sources.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Primary Production. Policy 13:</strong></td>
<td>Designate areas of primary production significance in Development Plans and introduce a standard set of planning controls to protect the areas’ use.</td>
</tr>
<tr>
<td><strong>Primary Production. Policy 14:</strong></td>
<td>Use measures, including planning controls, to protect important primary production areas such as Barossa Valley, Willunga Basin and Northern Adelaide Plains.</td>
</tr>
<tr>
<td><strong>Primary Production. Policy 15:</strong></td>
<td>Prevent fragmentation of primary production land by restricting land subdivision to maintain viable and productive land-use activity. These planning controls will differ across Greater Adelaide depending on the dominant activity of a particularly area and the appropriate minimum lot size of that type of agricultural activity.</td>
</tr>
<tr>
<td><strong>Primary Production. Policy 16:</strong></td>
<td>Remove unnecessary regulatory barriers to the adjustment of primary production activities. Development Plans should be flexible enough to allow property holders to change agricultural practices or commodity type, particularly where the change would enable increased productivity or better environmental outcomes.</td>
</tr>
<tr>
<td><strong>Primary Production. Policy 17:</strong></td>
<td>Encourage the development of small-scale value-adding activity that complements local primary production. Large-scale value-adding activity should be located outside areas of primary production significance.</td>
</tr>
<tr>
<td><strong>Primary Production. Policy 18:</strong></td>
<td>Collocate intensive primary industries and compatible processing activities to reduce land-use conflict and achieve efficiencies in production, distribution, energy efficiency and waste recycling, taking into account environmental, bio-security infrastructure and rural amenity issue.</td>
</tr>
</tbody>
</table>

### How the policy will be implemented:

| **Policy 12:** | The extension of the Virginia Pipeline System (VPS) will provide treated wastewater for irrigation, thereby facilitating the growth of food production in the region. Implementation of the Northern Adelaide Irrigation Scheme (NAIS) project will enable an additional 20 gigalitres of recycled water to be available for irrigation on the Northern Adelaide Plains. |
| **Policy 13:** | There will be significant areas designated for primary production, horticulture and value adding activities. |
| **Policy 14:** | Appropriate planning policies will be derived and implemented to ensure important primary production areas are protected. |
| **Policy 15:** | Planning policies will be derived and implemented to prevent fragmentation of high value primary production land. Land division will be appropriate to the capacity of the land to produce economic output and allow for the development of complimentary land use activities. |
| **Policy 16:** | Planning policies will be derived and implemented to ensure best productive use of the land. |
| **Policy 17:** | Planning policy will facilitate the collocation of small-scale value adding activities that compliment and value add to local primary production. |
| **Policy 18:** | Planning policy will facilitate the collocation of food production industries and compatible food processing, packaging and transport activities. Collocation will consider land use conflicts and appropriate use of the land based on primary production capacity. Wherever possible, efficiencies will be achieved in the production, processing and distribution of food products. |
3.2 Council Policies

3.2.1 Council's Strategic Directions (Section 30) Report

Council's Strategic Directions (Section 30) Report (2013) identified both the Industrial Land Supply Study (renamed as the Allied Food Industries Land Supply Study) and the Horticulture and Rural Lands DPA (renamed as the Northern Food Bowl Protection Areas DPA) as a medium priority.

3.2.2 Infrastructure Planning

The proposed amendment will be consistent with current infrastructure planning (both social and physical) identified in Council's Strategic Directions Report, by the Minister or by a relevant government agency.

In particular, this DPA will support the following infrastructure projects:

- Northern Adelaide Irrigation Scheme (NAIS)

3.2.3 Other Policies or Local Issues

The policies of this DPA will be consistent with the policies in:

- The Council-wide section of the Mallala Council Development Plan

GENERAL SECTION

- Animal Keeping
- Bulk Handling & Storage Facilities
- Design & Appearance
- Energy Efficiency
- Hazards
- Industrial Development
- Infrastructure
- Interface Between Land Uses
- Land Division
- Natural Resources
- Orderly & Sustainable Development
- Renewable Energy Facilities
- Short Term Workers Accommodation
- Siting and Visibility
- Transportation & Access
- Waste

OVERLAY SECTION

- Strategic Transport Routes Overlay
3. Strategic and Policy Considerations

- Council’s Current DPAs
  NIL

- The Development Plans of adjoining areas

Consistency with the Development Plans of adjoining areas will be investigated as part of the DPA. However, the priority of the DPA will be to address the State’s strategic priorities for the Northern Adelaide Plains region.

- Schedule 4 of the Regulations

It is not anticipated that there will be any changes required to the schedules of the Development Regulations.

### 3.3 Minister’s Policies

#### 3.3.1 Planning Policy Library

The DPA will draw on the following SA Planning Policy Library modules:

- Bulk Handling Zone
- Industry Zone
- Light Industry Zone
- Primary Production Zone
- Urban Employment Zone
- Water Protection Zone

Council will also update the Development Plan to the latest version of the Planning Policy Library.

Council anticipates that the DPA will involve the introduction of local additions or variation to the Planning Policy Library, however, justification will be provided in the DPA.

#### 3.3.2 Existing Ministerial Policies (Section 25(5), 26 and Section 29)

It is not anticipated that there will be any changes to Ministerial policies in the Development Plan. Any amendment to these policies will be justified in the DPA and Council confirms that the policies will only be changed in a way that ensures consistency with the Planning Strategy.

#### 3.3.3 Ministerial DPAs

The policies of this DPA will be consistent with and not contradict the policies proposed in any Ministerial DPAs.
4. Investigations and Consultation

4.1 Investigations

4.1.1 Investigations Previously Undertaken

Investigations previously undertaken (prior to the preparation of this SOI) that will inform this DPA include the following:

- Virginia and Northern Adelaide Plains Horticulture Study (November 2013)
  
  This Study was undertaken in association with the City of Playford, the Natural Resource Management (NRM), PIRSA, and Regional Development Australia.
  
  The Virginia and Northern Adelaide Plains region has been recognised as one of the most successful and productive horticultural areas in the State. While the majority of the area will be retained as a horticultural district for the foreseeable future, the encroachment of urban growth may introduce conflicts relating to noise, spray drift and odour. There is also potential for the area to be seen as being in the ‘waiting room’ for future urban development thereby increasing levels of uncertainty and potentially creating a difficult climate for major investment for horticultural purposes.
  
  Both Adelaide Plains Council (as the former District Council of Mallala) and the City of Playford were keen to ensure the future success of the region and to promote the area as South Australia’s premium food bowl. As a result the two councils jointly undertook the study to get a clear picture of the significant social, environmental and economic factors influencing the food bowl and its future success.
  
  The two councils are using the study findings to address key land use planning issues in the region through the subsequent development of strategies, policies and actions for the future.

- Mallala Broad Acre Farming Study (June 2015)
  
  The key objective of the Broad Acre Farming Study was to investigate the social, economic and environmental issues that affect broad acre land, identify areas of high quality farming land within the district, and to identify potential strategies to address these issues and the protection of high quality farming land.
  
  While facilitating appropriate forms of development in the broad acre farming areas (including value adding businesses), the Council is seeking to discourage forms of development that undermine the core purpose of these areas, including the adhoc expansion of horticulture onto prime farming land.
  
  Using sensitivity analysis, the Study recommended a defined boundary between irrigated horticulture, broad acre dryland farming and non-soil based agricultural activities such as food related industry and transport hubs.

4.1.2 Investigations Initiated to Inform this DPA

Additional investigations (including those arising from issues not addressed in the Planning Policy Modules) to inform this DPA will include the following:

- Allied Food Industries Land Supply Study
  
  The proximity to Adelaide, access to key road and rail freight routes, major electricity transmission lines and major gas pipelines, and the relative cost of land is likely to encourage industrial development particularly in the area of value adding food related industries to the Adelaide Plains region. Furthermore, these factors may encourage the development of an intermodal freight facility and other transportation and logistics businesses in the area. It is therefore important that planning
policies are supportive of such development in suitable locations, and that there is a high degree of integration between infrastructure and land use planning.

The Allied Food Industries Land Supply Study will determine if there is sufficient land available for value adding food related industries and identify areas suitable for these industries without compromising the need to protect valuable food production areas.

### 4.2 Consultation

The following key stakeholders will be consulted during the investigations stage for input into the proposed DPA:

- Hortex Alliance
- Barossa RDA
- Other key horticulture and broad acre farming groups to be identified from previous studies

The following agencies, State Members of Parliament, interested parties, individuals and Councils will be consulted during the consultation stage of the DPA:

- Department for Premier and Cabinet
- Department of Planning, Transport and Infrastructure
- Department of Environment, Water and Natural Resources (Planning and Assessment Unit)
- Department for Communities and Social Inclusion
- Department for Education and Child Development
- Department for Health and Ageing
- Department of Treasury and Finance
- Department for Primary Industries and Resources South Australia
- Department for Further Education, Employment, Science and Technology
- Department for Manufacturing, Innovation, Trade, Resources and Energy
- Renewal SA
- Country Fire Service
- State Emergency Service
- SA Police
- Environment Protection Authority
- SA Power Networks
- Australian Rail Track Corporation
- NBN Co Limited
- SA Water
- APA Group/Envestra
- Telstra
- Origin Energy
- Epic Energy
- SeaGas
- Adelaide and Mount Lofty Ranges NRM Board
- Gawler River Floodplain Management Authority
Consultation with the public will be undertaken in accordance with the requirements of the Act and Regulations. This will include:

- A notice in the Government Gazette
- A notice in The Plains Producer
- A notice in the Bunyip Newspaper
- The scheduling of a Public Meeting at which any interested person may appear to make representations on the proposed amendment.
- Notices to the owners or occupiers of any land that is subject to or adjacent to the affected area of the proposed amendment.
5. Proposed DPA Process

5.1 DPA Process

Council intends to undertake the following DPA process:

☐ Process A

Agencies will be consulted on a draft version of the DPA for a period of 6 weeks. A copy of the DPA, and copies and a summary of agency submissions, will then be sent to the Minister for approval to release the DPA for public consultation.

☐ Process B1 (with consultation approval)

A copy of the DPA will be sent to the Minister for approval to release it for concurrent agency and public consultation (not more than 8 weeks for agency comment and not less than 8 weeks for public comment).

☒ Process B2 (consultation approval not required)

A copy of the DPA will be released for concurrent agency and public consultation (not more than 8 weeks for agency comment and not less than 8 weeks for public comment).

☐ Process C

A copy of the DPA will be released for concurrent agency and public consultation (not more than 4 weeks for agency comment and not less than 4 weeks for public comment). Landowners and occupiers identified in the SOI will receive direct notification of the DPA.

5.1.1 Rationale

Process B2 has been selected due to the consistency of the proposed DPA with the State’s strategic priorities and the policies and targets within the 30 Year Plan for Greater Adelaide.

5.2 Interim Operation

Interim Operation is not being considered for this DPA.
6. Professional Advice and Document Production

6.1 Professional Advice

The professional advice required will be provided by:

- Robert Veitch MPIA.

This person satisfies the professional advice requirements of the Act and Regulations and will provide advice to the council prior to the preparation of the DPA. This person is not considered to have a conflict of interest or perceived conflict of interest in the DPA.

6.2 Document Production

The DPA (including the structure, amendment instructions and mapping) will be prepared in accordance with the Technical Guide to Development Plan Amendments issued by the Department for Planning, Transport and Infrastructure (the Department) and any templates, except as mutually agreed.

To ensure certainty as to the correct version of the DPA, the DPA will contain a date in the footer (e.g., version 5 July 2007). The footer will be located on every page of the DPA, including the proposed amendments (including mapping).

The Chief Executive Officer of the council will ensure that the policies implement the Planning Strategy, all procedures have been completed within the statutory requirements, and that mapping is correct prior to issuing a certificate in accordance with the Act. If this is not the case, the council will take responsibility for the DPA until the matter has been resolved.

6.3 Mapping

Council will obtain electronic copies of all the affected maps and/or figures from the Department prior to the commencement of mapping amendments to ensure all mapping is amended based on current map bases.

Amendments to maps will be provided in the required format to the Planning Division of the Department. Mapping amendments for this DPA will be undertaken by an appropriate mapping consultant.
### 7. Proposed DPA Timetable

**Process B2 (consultation approval not required) Timetable**

The following timetable is proposed for this DPA based on the selected process. Council will take steps to update this timetable if it appears at any stage that Council will require an extension to complete a task.

<table>
<thead>
<tr>
<th>Steps</th>
<th>Responsibility</th>
<th>Agreed Timeframe from Minister's Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Development Plan Amendment (DPA)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigations conducted; Draft DPA prepared</td>
<td>Council</td>
<td>12 weeks</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(including Council endorsement of Draft DPA as being suitable to commence agency and public consultation)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DPA commences consultation</td>
</tr>
<tr>
<td>Concurrent public and agency consultation concludes</td>
<td>Council</td>
<td>8 weeks</td>
</tr>
<tr>
<td><strong>Summary of Consultation and Proposed Amendment (SCPA)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Meeting held, submissions summarised, DPA amended in accordance with Council's assessment of submissions; SCPA prepared and lodged with the Department</td>
<td>Council</td>
<td>6 weeks</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Public consultation closes – SCPA lodged with the Department</td>
</tr>
<tr>
<td>SCPA assessed and report on DPA prepared for Minister</td>
<td>Department</td>
<td>5 weeks</td>
</tr>
<tr>
<td>Minister considers report on DPA and makes decision</td>
<td>Minister</td>
<td>4 weeks</td>
</tr>
<tr>
<td>Approved amendment gazetted</td>
<td>Department</td>
<td>2 weeks</td>
</tr>
</tbody>
</table>

Following Ministerial approval of the proposed amendment, it is forwarded to the Environment, Resources and Development Committee of Parliament for review.
OVERVIEW

Purpose

The purpose of this report is to provide Council with the Council Development Assessment Panel (CDAP) annual report for 2016.

Background

The CDAP Terms of Reference state that “The CDAP shall report to Council on a twelve monthly or as needs basis, detailing issues for consideration by the Council. The report shall include advice on trends, issues and other matters relating to planning or development that have become apparent or arisen through the CDAP’s assessment of applications under the Act.”

This reporting requirement is consistent with Section 56A(2)(b) of the Development Act 1993 relating to the provision of advice and reports to Council.

Discussion

The CDAP annual report (Attachment 1) was endorsed at the 6 June 2017 meeting of CDAP for submission to the 19 June 2017 ordinary meeting of Council. The report is provided for the information of Council and is based on the operations and resolutions of the Panel during the 2016 calendar year.

RECOMMENDATION

“that Council, having considered Item 15.7 – CDAP Annual Report to Council - 2016, dated 19 June 2017, receives and notes the report.”
Attachments

1. CDAP Annual Report to Council - 2016

References

Legislation

Development Act 1993
BACKGROUND

The Terms of Reference of Council’s Development Assessment Panel state that “The CDAP shall report to Council on a twelve monthly or as needs basis, detailing issues for consideration by the Council. The report shall include advice on trends, issues and other matters relating to planning or development that have become apparent or arisen through the CDAP’s assessment of applications under the Act.”

This reporting requirement is consistent with Section 56A(2)(b) of the Development Act 1993 (the Act) relating to the provision of advice and reports to Council.

This information report is submitted to Council by the Presiding Member on behalf of the members of the Adelaide Plains Council Development Assessment Panel.

DISCUSSION

Role

Council is required to establish and maintain a seven (7) member Council Development Assessment Panel (the Panel) pursuant to Section 56A of the Act.

The Panel is required to act as a delegate of the Council in accordance with the requirements of the Act and to advise Council on trends, issues and other matters relating to planning or development that have become apparent or arisen through its assessment of applications under the Act.

The primary role of the Panel is to determine, using Council’s Development Plan, whether or not to grant Development Plan Consent to various kinds of development.
**Operation**

The Panel meets when required, but normally on the first Tuesday of each month, to consider Development Applications referred to it by Council planning staff in accordance with Council’s Delegations Policy.

Meetings may vary from 1-2 hours and Panel members are expected to undertake site visits where necessary, and consider all relevant background material prior to the meetings. A Minister’s Code of Conduct also applies to Panel members.

Site inspections are undertaken prior to the meeting, particularly when there has been public representations, or when an application is being recommended for refusal by planning staff.

Meetings are conducted in accordance with meeting procedures set by the Panel.

**Membership**

All Panel members required under the Act are appointed by Council according to legislated criteria. The Panel consists of four independent and three Council members.

At the commencement of 2016 the Panel consisted of the following members:

<table>
<thead>
<tr>
<th>Independent Members</th>
<th>Council Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trevor White (Presiding Member)</td>
<td>Cr Joe Daniele</td>
</tr>
<tr>
<td>Ian O’Loan (Deputy Presiding Member)</td>
<td>Cr Tom Summerton</td>
</tr>
<tr>
<td>Joel Taggart</td>
<td>Cr Mel Lawrence</td>
</tr>
<tr>
<td>Sandra Foote</td>
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The above members were appointed by Council at the ordinary meeting of 15 December 2014 for a two year term of office ending December 2016 (inclusive).

On 20 June 2016, Cr Tom Summerton resigned from Council and was therefore unable to continue as a Council Panel member. The Panel acknowledges Cr Summerton’s valuable contribution to the Panel since his appointment in November 2010.

Subsequently on 18 July 2016 Cr Steve Jones was appointed by Council to fill the vacant position for a term aligning with that of the existing members.

Pursuant to Section 56A(3)(d), Council **MUST** ensure that at least one member of the Panel is female and one member is male, and as far as practicable ensure an equal number of male and female members.
Pursuant to Section 56A(3)(e), the term of office of a member will be for a period not exceeding two years, however, a member may continue to act on the Panel for a period of up to 6 months, until he or she is reappointed or a successor is appointed.

**Meetings**

During 2016 the Panel considered 13 development applications and met on the following dates:

- 2 February
- 1 March
- 5 April
- 7 June
- 2 August
- 6 September
- 1 November
- 13 December

Member attendance is recorded as follows:

- Trevor White 7 of 8
- Ian O’Loan 8 of 8
- Sandra Foote 8 of 8
- Joel Taggart 7 of 8
- Cr Joe Daniele 8 of 8
- Cr Mel Lawrence 6 of 8
- Cr Tom Summerton 3 of 4
- Cr Steve Jones 4 of 4

All meetings were held in the Mallala Chambers with the exception of the December meeting which was held in the Two Wells Chambers.

**Sitting Fees**

During the period, sitting fees of $9100 were paid by Council to the Independent Panel members. Independent members receive a $300 sitting fee payment. The Presiding member receives $350.
Development Applications GRANTED  Development Plan Consent

312/189/2015  
*Keeping of 16 greyhounds and 2 horses – conversion of shed into dog kennelling, stables and yards*  
Lot 31, 6 Lawrie Road, Lewiston

312/153/2015  
*Change of land use to a radio controlled model flying club comprising model pit area, runway, two shade cloth pergolas, verandah, shipping container storage unit, car park, advertising hoarding and sign and ancillary site works*  
Lot 6, 3341B Port Wakefield Road, Lower Light

312/291/2015  
*Upgrade to existing coastal levee*  
Foreshore adjacent The Esplanade from Main Street to and including portion of North Terrace, Parham

312/251/2015  
*Construction of telecommunications facility*  
Lot 138 Horseshoe Crescent, Two Wells

312/030/2016  
*Variation to development authorisation 312/147/2003 – removal of development plan condition no 2 to allow composting of carcasses*  
Lots 12, 13, 14 & 15 Carslake Road, Dublin

312/123/2016  
*Change in the use of land from aged care facility (former Mallala Community Hospital), to short term workers accommodation and hostel (stage 1 involving activities room and buildings 1 and 2, and stage 2 involving building 3)*  
Lots 507, 508, 615 and 616 Aerodrome Road, Mallala

312/199/2016  
*Construction of telecommunications facility comprising 42 metre high monopole tower, equipment shelter, security compound fencing and ancillary site works*  
Section 400 North Parham Road, Windsor

312/165/2016  
*Construction of dog kennels, associated external pens and keeping of 29 dogs*  
Lot 16, 5 Peppermint Road, Lewiston
312/170/2016
Construction of packing shed, 5 plastic covered greenhouses and a water storage dam
Section 218 Shellgrit Road, Middle Beach

Non-Complying Development Applications GRANTED Development Plan Consent subject to Development Assessment Commission (DAC) concurrence

312/D012/15
Land division boundary realignment
Lot 14, 175 Hill Road, Lot 15 Dublin Road and Lot 16 Feltwell Road, Mallala
*Note DAC concurrence not yet received

312/D010/13
Division of one allotment into two and associated road realignment
Lot 7, 161 Gawler River Road, Lewiston

Development Applications REFUSED Development Plan Consent

312/D017/13
Division of two allotments into ten for horticulture purposes and associated roadway
Lot 43 Brownes Road & Lot 44 Jefferies Road, Port Gawler

Development Applications DEFERRED

312/227/2016
Flying trapeze school incorporating light weight flying trapeze rig and associated resting/viewing area, amenities and car parking
Lot 475 195 Dawkins Road, Lewiston

Appeals to the Environment Resources & Development (ERD) Court

312/153/2015
Change of land use to a radio controlled model flying club comprising model pit area, runway, two shade cloth pergolas, verandah, shipping container storage unit, car park, advertising hoarding and sign and ancillary site works
Lot 6, 3341B Port Wakefield Road, Lower Light

Following a third party appeal in relation to this matter the application was withdrawn.
312/D017/13

Division of two allotments into ten for horticulture purposes and associated roadway
Lot 43 Brownes Road & Lot 44 Jefferies Road, Port Gawler

The matter is currently ongoing.

**Matters for consideration by Council**

During the year the Panel did not formally identify any trends, issues or other matters relating to planning or development arising through its assessment of applications under the Act to bring to the attention of Council.

**CONCLUSION**

The Panel has endeavoured at all times to assist applicants and persons making representations to understand the decision making and planning assessment process, and to understand how decisions have been made in relation to Council’s Development Plan.

The Panel also expresses its appreciation to Council Members, the Chief Executive Officer and Development and Community staff of the Adelaide Plains Council, for their support and assistance throughout the period.
18.1 Rescind Motion 2015/281 – Proposed Relocation of Council’s Principal Office to Two Wells

Report Date: 19 June 2017
Prepared by: Councillor P D (Joe) Daniele

Container No: CON12/537

Preamble: Benefits for having Office Accommodation in Two Wells:-

1. Nearly everybody travels South to go to work and do their shopping, banking etc and for personal reasons,

2. Very few travel North,

3. Councillors Travel Allowance – If an office was in Two Wells there would be only one councillor from Mallala who would be travelling to Two Wells – hence there would be less money paid out for travel allowances,

4. Employees of Council – all need to go through Two Wells to reach their employment so there would be time saving and less travel expenses for the Adelaide Plains Council, and

5. Office Accommodation – Building an office today will cost less than tomorrow. In 10 years time prices would have doubled in cost – hence more expense than now and harder to pay off at a later time in the future.

Motion 1: Moved Cr Daniele Seconded "that the below resolution (2015/281) be rescinded:-

“That Council, having considered Item 2.1 – Proposed Relocation of Council’s Principal Office to Two Wells, dated 9 November 2015, resolves not to proceed with the proposed relocation of Council’s Principal Office or administration staff to Two Wells during the current term of Council."
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**Motion 1:**  
Moved Cr Daniele  
Seconded  
"that Coats Road, Two Wells be sealed in the 2017/2018 budget."
21.1 Development - Assessment Panels Memberships and Delegations

Council Recommendation

“that, under the provisions of Section 90(2) of the Local Government Act 1999, an order be made that the public with the exception of [insert positions of all Council staff to remain present in the room (including Minute Secretary and Chief Executive Officer)] be excluded from attendance at the meeting of the Council in order to consider in confidence this item.

21.1 – Development – Assessment Panels Memberships and Delegations:

The Council is satisfied that it is necessary that the public be excluded to enable the Council to consider the report at the meeting:

- on the grounds provided by Section 90(3)(a), information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and
- on the basis that information within the report and attachments:
  - contains information about the personal affairs of person, constituting information relevant to their potential appointment and suitability for appointment to a Council Development Assessment Panel and/or Council Assessment Panel; and
  - it would be unreasonable to disclose this information as part of the confidential recruitment process.
Accordingly, on this basis the principle that meetings of the Council should
be conducted in a place open to the public has been outweighed by the
need to keep the information or discussion confidential.”

Council Recommendation

“that, in accordance with Section 91(7) and Section 91(9) of the Local
Government Act 1999 and on the grounds that Item No. 21.1 –
Development – Assessment Panels Memberships and Delegations for the
meeting of the Council held on 19 June 2017, was received, discussed and
considered in confidence pursuant to Section 90(3)(a) of the Local
Government Act 1999, this meeting of the Council, does order that:

(a) the agenda item, report and attachment 2 in relation to the
matter remain confidential and not available for public
inspection until further order of the Council;

(b) the minutes in relation to the matter remain confidential and
not available for public inspection until the applicants for
positions on the Council Development Assessment Panel and
Council Assessment Panel have been advised of the success or
otherwise of their applications; and

(c) the confidentiality of the matter be reviewed once in each 12
months; and

(d) the Chief Executive Officer be delegated the authority to
review and revoke all or part of the order herein and be
directed to present a report to the Council containing the
item for which the confidentiality order has been revoked.”