

NOTICE OF COUNCIL MEETING

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

The Ordinary Meeting of the



will be held

by electronic means

on

Monday 22 February 2021 at 6.00pm

A handwritten signature in black ink, appearing to be "James Miller".

James Miller

CHIEF EXECUTIVE OFFICER

INDEX

Page
Number

1 ATTENDANCE RECORD

2 MINUTES

2.1	Confirmation of Minutes – Ordinary Council Meeting – 27 January 2021	5
2.2	Confirmation of Minutes – Adjourned Ordinary Council Meeting – 28 January 2021	18
2.3	Confirmation of Minutes – Special Council Meeting – 10 February 2021	28

3 BUSINESS ARISING

4 PUBLIC OPEN FORUM

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

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

6 ADJOURNED BUSINESS

Nil

COMMUNICATIONS

7 MAYOR'S REPORT

7.1	Mayor's Report	31
-----	----------------	----

8 REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED

DEPUTATIONS AND PRESENTATIONS

9 DEPUTATIONS

9.1	Mr Alvin Jenkin, Spokesperson for Parham and District Action Group	33
-----	--	----

10 PRESENTATIONS/BRIEFINGS

Nil

11 PETITIONS

Nil

12	COMMITTEE MEETINGS	
12.1	Adelaide Plains Council Audit Committee Meeting – 2 February 2021	37
12.2	Adelaide Plains Council Historical Committee Meeting – 3 February 2021	65
13	SUBSIDIARY MEETINGS	
13.1	Gawler River Floodplain Management Authority Meeting – 11 February 2021	72
14	REPORTS FOR DECISION	
14.1	Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter <i>Attachment to be provided Under Separate Cover</i>	81
14.2	Rates Review – Draft Discussion Paper	94
14.3	Regional Development Australia Barossa Gawler Light Adelaide Plains – Appointment to the Position of Board Member	160
14.4	Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition	162
14.5	Consultation on Local Government Association Draft Strategic Plan 2021-2025	233
14.6	Planning Reform Update February 2021 – Phase 3 Planning and Design Code Introduction	281
14.7	Local Roads and Community Infrastructure Residual Funding	288
14.8	Mid-Year Budget Review 2020/2021	294
15	REPORTS FOR INFORMATION	
15.1	Council Resolutions – Status Report	311
15.2	Infrastructure and Environment Department Monthly Report – February 2021	326
15.3	Two Wells Village Green Monthly Report – February 2021	330
15.4	Drought Communities Programme Monthly Report – February 2021	332
15.5	Update on Review of Council Office Accommodation and Services – February 2021	338
15.6	Tourism and Economic Development Strategy Update	342
15.7	Dog Management in Adelaide Plains	344
15.8	Windsor Depot Library – February 2021 Update	366
15.9	Mallala Council Chamber – Acoustic Analysis Results	370

MATTERS RAISED BY MEMBERS

16 QUESTIONS ON NOTICE

Nil

17 QUESTIONS WITHOUT NOTICE

18 MOTIONS ON NOTICE

18.1 Councillor Lush – Sealing of Thompson Beach Esplanade, Port Parham Esplanade and Webb Beach Road 385

18.2 Mayor Wasley – Coastal Tourism Infrastructure and Funding 386

19 MOTIONS WITHOUT NOTICE


20 URGENT BUSINESS

21 CONFIDENTIAL ITEMS

21.1 Crown Land, Two Wells Update – February 2021 387

21.2 Audit Committee Recommendation – Appointment of External Auditor 419

22 CLOSURE

	2. Confirmation of Minutes
Monday 22 February 2021	

- 2.1 Confirmation of Council Minutes – Ordinary Council Meeting held 27 January 2021
“that the minutes of the Ordinary Council Meeting held on 27 January 2021 (MB Folios 17278 to 17289 inclusive), be accepted as read and confirmed.”
- 2.2 Confirmation of Council Minutes – Adjourned Ordinary Council Meeting held 28 January 2021
“that the minutes of the Adjourned Ordinary Council Meeting held on 28 January 2021 (MB Folios 17289 to 17298 inclusive), be accepted as read and confirmed.”
- 2.3 Confirmation of Council Minutes – Special Council Meeting held 10 February 2021
“that the minutes of the Special Council Meeting held on 10 February 2021 (MB Folios 17299 to 17301 inclusive), be accepted as read and confirmed.”

MINUTES

of

Ordinary Council Meeting



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

HELD

by electronic means

on

Wednesday 27 January 2021 at 6.00pm

The Mayor formally declared the meeting open at 6.01pm.

1. ATTENDANCE RECORD

1.1 Present:

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

1.2 Apologies:

Councillor Brian Parker	Lewiston Ward
-------------------------	---------------

Also in Attendance by audio-visual link:

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

2. CONFIRMATION OF MINUTES

2.1 Confirmation of Council Minutes – Ordinary Council Meeting held 14 December 2020

Moved Councillor Di Troia Seconded Councillor Maiolo 2021/ 001

“that the minutes of the Ordinary Council Meeting held on 14 December 2020 (MB Folios 17265 to 17277 inclusive), be accepted as read and confirmed.”

CARRIED

3. BUSINESS ARISING

Nil

4. PUBLIC OPEN FORUM

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

5. DECLARATION OF MEMBERS' INTEREST

Nil

6. ADJOURNED BUSINESS

Nil

7. MAYOR'S REPORT

7.1 Reporting Period – Thursday 10 December 2020 to Wednesday 20 January 2021

Sunday 13 December 2020

Mallala Returned Services League Christmas Luncheon

Monday 14 December 2020

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

Infrastructure and Environment Committee Meeting

Ordinary Council Meeting

Tuesday 22 December 2020

Meeting – Mayor/Chief Executive Officer – Various Matters and site inspections

Wednesday 23 December 2020

APC Christmas Lunch – Two Wells Community Centre

Wednesday 6 January 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Tuesday 12 January 2021

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

Wednesday 13 January 2021

Informal Gathering

Thursday 14 January 2021

Internal Video Interview, Two Wells

Meeting – Mayor/Chief Executive Officer – Various Matters

Meeting – Mayor/Councillor Keen/Chief Executive Officer

Monday 18 January 2021

2021 Australia Day Awards, Government House

Wednesday 20 January 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Local Government Association of SA – Sector Briefing – Tree Management

Friday 22 January 2021

Photoshoot, the Plains Producer and The Bunyip – Two Wells Village Green

Xavier College – Walk Through/Tour – Mayor/CEO

Meeting - Phase Three of the Planning Reform Implementation - Planning & Land Use Services,
Attorney-General's Department – Mayor/Chief Executive Officer/Manager Development
Assessment

8. REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED

Nil

9. DEPUTATIONS

- 9.1 Mr Alvin Jenkin, Spokesperson for Parham and District Action Group, gave a 4 minute deputation in relation to the Community Plan for Port Parham and Webb Beach.
- 9.2 Mr Alvin Jenkin, Spokesperson for Adelaide Plains Ratepayers and Residents Association, gave an 11 minute deputation in relation to illegal activities in coastal areas (hoon driving, misuse of off road vehicles and dumping of rubbish in bushland).
- 9.3 Mr Anthony Flaherty OAM, Spokesperson for Two Wells Community Returned Services League, was unable to connect to the electronic meeting to give a deputation.

MOTION WITHOUT NOTICE

Moved Councillor Keen Seconded Councillor Strudwicke 2021/ 002

“that the Chief Executive Officer contact all relevant government agencies and stakeholder groups with a view of facilitating a community forum that seeks to address escalating trends associated with public nuisance/public safety throughout the Council area.”

CARRIED

10. PRESENTATIONS/BRIEFINGS

Nil

11. PETITIONS

Nil

12. COMMITTEE MEETINGS

12.1 Adelaide Plains Council Historical Committee Meeting – 8 December 2020

Moved Councillor Strudwicke Seconded Councillor Keen 2021/ 003

“that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting held on 8 December 2020.”

CARRIED

12.2 Infrastructure and Environment Committee Meeting – 14 December 2020

Moved Councillor Boon Seconded Councillor Lush 2021/ 004

“that Council receives and notes the minutes of the Infrastructure and Environment meeting held 14 December 2020.”

CARRIED

12.2	Moved	Councillor Daniele	Seconded	Councillor Maiolo	2021/ 005
------	-------	--------------------	----------	-------------------	-----------

“that Council endorses resolution 2020/038 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to continue to pursue an Infrastructure Agreement with the developer to detail the required infrastructure upgrades, being:

- upgrade to the existing portion of Wheller Road - 10m wide pavement with a 7.5m 14/7 two-coat spray seal and drainage swales on both sides of the road with 100% of cost borne by developer."

CARRIED

13. SUBSIDIARY MEETINGS

13.1 Gawler River Floodplain Management Authority Meeting – 10 December 2020

Councillor Panella disconnected from the meeting at 6.43pm.

Councillor Keen raised a Point of Order on the basis that the recommendation had not been moved or seconded. The Mayor accepted the Point of Order and called for a mover and seconder.

Moved Councillor Keen Seconded Councillor Maiolo 2021/ 006

“that Council receives and notes the minutes of Gawler River Floodplain Management Authority Meeting held on 10 December 2020.”

CARRIED

14. REPORTS FOR DECISION

14.1 Appointment of Administration Deputy Board Member – Gawler River Floodplain Management Authority

Moved Councillor Lush Seconded Councillor Keen 2021/ 007

“that Council, having considered Item 14.1 – *Appointment of Administration Deputy Board Member – Gawler River Floodplain Management Authority*, dated 27 January 2021, receives and notes the report and in doing so nominates Council’s Acting General Manager – Governance and Executive Office, Ms Alyssa Denicola, as the Administration Deputy Board Member on the Gawler River Floodplain Management Authority until 30 December 2021.”

CARRIED

14.2 Governance Advisory Panel – Independent Membership

Councillor Panella reconnected to the meeting at 6.50pm.

Moved Councillor Boon Seconded Councillor Keen 2021/ 008

“that Council, having considered Item 14.2 – *Governance Advisory Panel – Independent Membership*, dated 27 January 2021, receives and notes the report and in doing so:

- 1. Re-appoints the following independent members to Council’s Governance Advisory Panel for a duration of 12 months, from 23 February 2021 until 22 February 2022, in accordance with clause 3.1 of the Panel’s Terms of Reference:**
 - Isobel Redmond
 - Cimon Burke
 - Lachlan Miller; and
- 2. Acknowledges that, in accordance with Clause 4.1 of the Panel’s Terms of Reference, the Chief Executive Officer will re-appoint Isobel Redmond as the Panel Chairperson.”**

CARRIED

- 14.3 Community Engagement Forums in 2021 – COVID-19
 Moved Councillor Boon Seconded Councillor Di Troia 2021/ 009
 “that Council, having considered Item 14.3 – *Community Engagement Forums in 2021 – COVID-19*, dated 27 January 2021, receives and notes the report and acknowledges that, in consideration of the COVID-19 public health emergency and to ensure that the health and safety of the community, Council Members and staff remains Council’s priority, Council is unlikely to be in a position to hold the maximum of three (3) Community Engagement Forums in 2021 as would ordinarily be required under part 3.2 of Council’s *Community Engagement Strategy*.”
 CARRIED
- 14.4 2021 Local Government Association Ordinary General Meeting – Proposed Items of Business
 Moved Councillor Daniele Seconded Councillor Maiolo 2021/ 010
 “that Council, having considered Item 14.4 – *2021 Local Government Association Ordinary General Meeting – Proposed Items of Business*, dated 27 January 2021, receives and notes the report.”
 CARRIED
- 14.5 Input into Development of SAROC Annual Business Plan 2021-2022
 Moved Councillor Keen Seconded Councillor Boon 2021/ 011
 “that Council, having considered Item 14.5 – *Input into Development of SAROC Annual Business Plan 2021-2022*, dated 27 January 2021, receives and notes the report.”
 CARRIED
- Councillor Keen disconnected from the meeting at 7.03pm and did not return.
- 14.6 Feedback to Local Government Association – Electronic Attendance at Council Meetings and Informal Gatherings
 Moved Councillor Boon Seconded Councillor Strudwicke 2021/ 012
 “that Council, having considered Item 14.6 – *Feedback to Local Government Association – Electronic Attendance at Council Meetings and Informal Gatherings*, dated 27 January 2021, receives and notes the report.”
 CARRIED
- 14.6 Moved Councillor Panella Seconded Councillor Strudwicke 2021/ 013
 “that Council, having considered Item 14.6 – *Feedback to Local Government Association – Electronic Attendance at Council Meetings and Informal Gatherings*, dated 27 January 2021, acknowledges the opportunity to provide feedback on the Local Government Association’s (LGA) proposal to allow electronic attendance at council meetings and in doing so, instructs the Chief Executive Officer to advise the LGA that Council supports its proposal to allow electronic attendance at council meetings.”
 CARRIED

14.7 Adelaide Plains Council Strategic Plan 2021–2024

Councillor Boon disconnected from the meeting at 7.20pm.

Moved Councillor Di Troia Seconded Councillor Maiolo 2021/ 014

“that Council, having considered Item 14.1 – *Adelaide Plains Council Strategic Plan 2021-2024*, dated 27 January 2021 receives and notes the report and in doing so:

- 1. Acknowledges the extensive community engagement that Council undertook throughout the preparation of its draft Strategic Plan 2021-2024;**
- 2. Acknowledges that public consultation has been undertaken on the draft Strategic Plan 2021-2024, and that three (3) submissions were received; and**
- 3. Adopts the Adelaide Plains Council Strategic Plan 2021-2024 as presented in Attachment 2 to this Report.”**

Councillor Boon reconnected to the meeting at 7.23pm.

CARRIED

14.8 Safe Environment for Children Policy and Working with Children Code of Conduct

Moved Councillor Daniele Seconded Councillor Boon 2021/ 015

“that Council, having considered Item 14.8 – *Safe Environment for Children Policy and Working with Children Code of Conduct*, dated 27 January 2021, receives and notes the report and in doing so:

- 1. Revokes the current Children and Vulnerable Persons Safety Policy as presented as Attachment 3 to this Report and**
- 2. Adopts the Safe Environment for Children Policy as presented in Attachment 1 to this Report.”**

CARRIED

14.8 Moved Councillor Daniele Seconded Councillor Strudwicke 2021/ 016

“that Council, having considered Item 14.8 – *Safe Environment for Children Policy and Working with Children Code of Conduct*, dated 27 January 2021, receives and notes the report and in doing so:

- 1. Revokes the current Children and Vulnerable Persons Code of Conduct as presented in Attachment 4 to this Report and**
- 2. Adopts the Working with Children Code of Conduct as presented in Attachment 2 to this Report.”**

CARRIED

Councillor Panella disconnected from the meeting at 7.29pm.

14.9 Adelaide Plains Historical Committee – Membership Appointment

Moved Councillor Boon Seconded Councillor Strudwicke 2021/ 017

“that Council, having considered Item 14.9 – *Adelaide Plains Council Historical Committee – Membership Appointment*, dated 27 January 2021, receives and notes the report and in doing so appoints Mr Allen Tiller to the Adelaide Plains Council Historical Committee until 1 January 2023.”

CARRIED

14.10 State and Federal Funding Opportunities

The Mayor sought leave of the meeting to suspend meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* for a period of time sufficient to facilitate informal discussions in relation to Item 14.10 – *State and Federal Funding Opportunities*. Leave was granted.

The meeting was suspended at 7.31pm.

Councillor Panella reconnected to the meeting at 7.33pm.

The meeting resumed at 8.38pm.

Moved Councillor Strudwicke Seconded Councillor Lush 2021/ 018

“that Council, having considered Item 14.10 – *State and Federal Funding Opportunities*, dated 27 January 2021, receives and notes the report and in doing so:

1. Instructs the Chief Executive Officer to seek funding through the Building Better Regions Fund funding stream for the following projects:
 - a) Parham Short Stay
 - b) Recreational Trails
 - c) Food and Business Festival
2. Acknowledges that, subject to an offer of funding under the Building Better Regions Fund, Council’s estimated contribution of \$135,000 (being 50% of the total cost of the projects \$270,000) will be incorporated into the third quarter 2020/2021 budget revision.”

CARRIED

14.10 Moved Councillor Daniele Seconded Councillor Di Troia 2021/ 019

Councillor Strudwicke raised a Point of Order on the basis that there is a motion partly moved by Councillor Daniele and Councillor Daniele must complete the motion or withdraw it.

Councillor Boon raised a Point of Order on the basis that the Linear Park for Gawler River project is not part of the Strategic Planning. The Mayor did not make a ruling.

Mayor accepted the Point of Order raised by Councillor Strudwicke, ruling that Councillor Daniele moved the motion and it is for Councillor Daniele to populate the motion prior to calling for a seconder.

Councillor Strudwicke raised a Point of Order on the basis that Councillor Daniele has nominated one project for funding and does not have to nominate additional projects if he does not wish to. The Mayor accepted the Point of Order and sought clarification from Councillor Daniele.

“that Council, having considered Item 14.10 – *State and Federal Funding Opportunities*, dated 27 January 2021, receives and notes the report and in doing so:

1. Instructs the Chief Executive Officer to seek funding through the Open Space and Places for People funding stream for the following projects:
 - a) Linear Park for Gawler River
 - b) Improvements to Playground at Lewiston
 - c) Western side of Salt Creek and

Acknowledges that, subject to an offer of funding under the Open Space and Places for People, Council’s contribution of \$___ (being 50% of the total cost of the project/s \$___) will be incorporated into a future budget revision, or the 2021/2022 budget.”

AMENDMENT TO MOTION 2021/019

14.10 Moved Councillor Strudwicke Seconded Councillor 2021/ 020

“delete the words ‘a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek’ and insert the words ‘to complete the remaining elements of the Two Wells Main Street Masterplan’ and at paragraph 2 insert to delete the words ‘\$1.5mil’ as Council’s contribution and ‘\$3mil’ as the total cost of the project.”

Councillor Strudwicke raised a Point of Order on the basis that there is a motion being addressed that requires a seconder and the merits and process should not be debated. The Mayor accepted the Point of Order, ruling that the question had turned into a debate.

It being 8.58pm, Council resolved to extend the meeting until 9.30pm in accordance with Division 2, Clause 7(6) of Council’s *Code of Practice – Meeting Procedures*.

Moved Councillor Boon Seconded Councillor Di Troia 2021/ 021

“that the meeting be extended by 30 minutes.”

CARRIED

AMENDMENT TO MOTION 2021/019

14.10 Moved Councillor Strudwicke Seconded Councillor 2021/ 020

“delete the words ‘a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek’ and insert the words ‘to complete the remaining elements of the Two Wells Main Street Masterplan’ and at paragraph 2 insert ‘\$1.5mil’ as Council’s contribution and ‘\$3mil’ as the total cost of the project.”

Councillor Strudwicke raised a Point of Order on the basis that there is a motion being addressed that requires a seconder and the merits and process should not be debated. The Mayor accepted the Point of Order, ruling that the question had turned into a debate.

LAPSED FOR WANT OF A SECONDER

AMENDMENT TO MOTION 2021/019

14.10 Moved Councillor Panella Seconded Councillor Boon 2021/ 022

“delete the words ‘a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek’ and insert the words ‘1. Two Wells Oval and 2. Two Wells and Mallala Oval’ and at paragraph 2 insert \$100,000 as the Council’s contribution and \$200,000 as the total cost of the projects.”

The mover, with the consent of the seconder, varied the **AMENDMENT**

- 14.10 Moved Councillor Panella Seconded Councillor Boon 2021/ 022
- "delete the words 'a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek' and insert the words 'Two Wells Oval and Mallala Oval Masterplan' and at paragraph 2 insert \$100,000 as the Council's contribution and \$200,000 as the total cost of the project."

AMENDMENT CARRIED

MOTION 2021/019 AS AMENDED

- 14.10 Moved Councillor Daniele Seconded Councillor Di Troia 2021/ 019
- "that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:
1. Instructs the Chief Executive Officer to seek funding through the Open Space and Places for People funding stream for the following project: Two Wells Oval and Mallala Oval Masterplan and
 2. Acknowledges that, subject to an offer of funding under the Open Space and Places for People, Council's contribution of \$100,000 (being 50% of the total cost of the project \$200,000) will be incorporated into a future budget revision, or the 2021/2022 budget."

CARRIED

- 14.10 Moved Councillor Boon Seconded Councillor Strudwicke 2021/ 023
- "that Council, having considered Item 14.10 – *State and Federal Funding Opportunities*, dated 27 January 2021, receives and notes the report and in doing so:
1. Instructs the Chief Executive Officer to seek funding through the Local Government Infrastructure Partnership funding stream for the following projects:
 - a) Cheek Road
 - b) Barabba Road
 - c) Middle Beach Road and
 2. Acknowledges that, subject to an offer of funding under the Local Government Infrastructure Partnership, Council's estimated contribution of \$2,015,000 (being 50% of the total cost of the projects \$4,030,000) will be incorporated into a future budget revision, or the 2021/2022 budget."

CARRIED

- 14.10 Moved Councillor Daniele Seconded Councillor 2021/ 024
- "that Council, having considered Item 14.10 – *State and Federal Funding Opportunities*, dated 27 January 2021 determines the allocation of \$470,489 funding under the Local Roads and Community Infrastructure Program Extension funding stream as follows:
1. Coats Road and
 2. Remainder of the money invested into Buckland Park Road
- subject to approval by the Federal Government."

MOTION REFUSED

14.10 Moved Councillor Lush Seconded Councillor Boon 2021/ 025

"that Council, having considered Item 14.10 – *State and Federal Funding Opportunities*, dated 27 January 2021, receives and notes the report and in doing so:

1. Acknowledges that Adelaide Plains Council has been offered \$470,489 under the Local Roads and Community Infrastructure (LRCI) Program Extension funding stream and
2. Takes this opportunity to express its sincere thanks and gratitude to the Australian Government for the support and financial assistance being provided to the Adelaide Plains Community."

CARRIED

14.10 Moved Councillor Lush Seconded Councillor Maiolo 2021/ 026

"that Council, having considered Item 14.10 – *State and Federal Funding Opportunities*, dated 27 January 2021, determines the allocation of \$470,489 funding under the Local Roads and Community Infrastructure Program Extension funding stream to Aerodrome Road, subject to approval by the Federal Government."

AMENDMENT

14.10 Moved Councillor Boon Seconded Councillor Panella 2021/ 027

"insert the words '1. Coats Road and 2.' before the word 'Aerodrome'."

The meeting was adjourned at 9.30pm in accordance with Division 2, Clause 7(6) of Council's *Code of Practice – Meeting Procedures*, having reached curfew by exceeding the three (3) hour meeting time, and after extending the meeting for an additional 30 minutes. The Chief Executive Officer will give notice of the date, time and place of the adjourned meeting to Council Members, and the public, in accordance with Clause 7(5) of Council's *Code of Practice – Meeting Procedures*.

Confirmed as a true record.

Mayor:

Date: ____/____/____

MINUTES

of

Adjourned Council Meeting



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

HELD

by electronic means

on

Thursday 28 January 2021 at 6.00pm

Minutes of the Adjourned Ordinary Meeting of the Adelaide Plains Council
Continuation of Ordinary Meeting of Wednesday 27 January 2021

The Mayor formally declared the meeting open at 6.01pm.

1. ATTENDANCE RECORD

1.1 Present:

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

Also in Attendance by audio-visual link:

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

1.2 Apologies:

Councillor Frank Maiolo	Two Wells Ward
-------------------------	----------------

2. DECLARATION OF MEMBERS' INTEREST

Nil

14. REPORTS FOR DECISION

AMENDMENT

14.10 Moved Councillor Boon Seconded Councillor Panella 2021/ 027

"insert the words '1. Coats Road and 2.' before the word 'Aerodrome'."

The mover, with consent of the seconder, varied the amendment.

AMENDMENT

14.10 Moved Councillor Boon Seconded Councillor Panella 2021/ 027

"delete the words 'Aerodrome Road' and insert the words 'Coats Road at an estimated cost of \$376,000, mindful that further resolutions will follow at the February 2021 meeting of Council in relation to apportioning the balance of \$94,489'."

AMENDMENT CARRIED

Councillor Daniele called for a division.

The Mayor declared the vote set aside.

Members voting in the Affirmative: Councillors Parker, Keen, Di Troia, Panella, Strudwicke, Lush, Boon and Daniele.

Members voting in the Negative: Nil.

The Mayor declared the amendment **CARRIED UNANIMOUSLY**

MOTION 2021/026 AS AMENDED

14.10 Moved Councillor Lush Seconded Councillor Maiolo 2021/ 026

"that Council, having considered Item 14.10 – *State and Federal Funding Opportunities*, dated 27 January 2021 determines the allocation of \$470,489 funding under the Local Roads and Community Infrastructure Program Extension funding stream towards Coats Road at an estimated cost of \$376,000, mindful that further resolutions will follow at the February 2021 meeting of Council in relation to apportioning the balance of \$94,489'."

CARRIED

- 14.10 Moved Councillor Lush Seconded Councillor Strudwicke 2021/ 028
 "that Council, having considered Item 14.10 – *State and Federal Funding Opportunities*, dated 27 January 2021, receives and notes the report and in doing so:
1. Instructs the Chief Executive Officer to seek funding through the Local Government Infrastructure Partnership funding stream for the Aerodrome Road project and
 2. Acknowledges that, subject to an offer of funding under the Local Government Infrastructure Partnership, Council's estimated contribution of \$325,000 being 50% of the total cost of the project \$650,000 will be incorporated into a future budget revision, or the 2021/2022 budget."
- CARRIED UNANIMOUSLY
- 14.11 Infrastructure and Environment Committee - Terms of Reference
 Moved Councillor Boon Seconded Councillor Di Troia 2021/ 029
 "that Council, having considered Item 14.7 – *Infrastructure and Environment Committee – Terms of Reference*, dated 27 January 2021, receives and notes the report and in doing so, adopts the Infrastructure and Environment Committee Terms of Reference presented at Attachment 1 to this report."
- CARRIED
- 14.12 Donaldson Road, Two Wells
 Moved Councillor Boon Seconded Councillor Keen 2021/ 030
 "that Council, having considered Item 14.12 – *Donaldson Road – Two Wells*, dated 27 January 2021 receives and notes the report and in doing so, endorses that a portion of Donaldson Road (D112594 Lot 53 to Elizabeth Street) is renamed to Longview Road."
- CARRIED
- 14.13 Guideline Introduction – Verge Landscaping and Maintenance Guidelines
 Moved Councillor Strudwicke Seconded Councillor Lush 2021/ 031
 "that Council endorses resolution 2020/026 of the Infrastructure and Environment Committee and in doing so adopts the draft Verge Landscaping and Maintenance Guidelines as presented as Attachment 1 to this Report."
- CARRIED

14.14 2021/2022 Annual Business Plan, Budget and 2022-2031 Long Term Financial Plan Development Framework

Moved Councillor Boon Seconded Councillor Di Troia 2021/ 032

“that Council, having considered Item 14.14 – *2021/2022 Annual Business Plan, Budget and 2022 – 2031 Long Term Financial Plan Development Framework*, dated 27 January 2021, receives and notes the report and in doing so:

1. Endorses the schedule set out in Table 2 within this Report as the process to be undertaken in the preparation of the 2021/2022 Annual Business Plan, 2021/2022 Budget and the review of 10-Year Long Term Financial Plan, subject to any date changes that the Chief Executive Officer determines necessary and
2. Endorse the following budget parameters and assumptions for the purpose of preparing the draft 2021/2022 Annual Business Plan and Budget:
 - Rates modelling based on 1.25% increase in average existing rates (subject to the outcome of the Rates Review)
 - The Recurrent Operating Budget be prepared based on “business as usual” basis;
 - Maximum Material, Contracts and Other Expenses cost escalation be set at 1.25% in the absence of any other reliable way of estimating such expenses;
 - Salaries and wages to be determined as per the outcome of the Enterprise Bargaining Agreement negotiations and additional budget bids for labour resourcing;
 - Fees and charges not set by legislation and decided by the Council be increased by 1.25% as a minimum;
 - New Capital Projects to be considered and approved within the constraints of the LTFP;
 - New services and one off projects to be funded through Rate Revenue increases or by expenditure savings;
 - New capital projects are funded through a mixture of rate increases, expenditure savings, new grant funding and long term borrowings; and
 - Council will continue to review its operations to identify costs savings and productivity improvements.”

CARRIED UNANIMOUSLY

15. REPORTS FOR INFORMATION

15.1 Council Resolutions – Status Report

Moved Councillor Daniele Seconded Councillor Keen 2021/ 033

“that Council, having considered Item 15.1 – *Council Resolutions – Status Report*, dated 27 January 2021, receives and notes the report.”

CARRIED

15.2 Two Wells Village Green – Monthly Report – January 2021

Moved Councillor Boon Seconded Councillor Daniele 2021/ 034

“that Council, having considered Item 15.2 – *Two Wells Village Green – Monthly Report – January 2021*, dated 27 January 2021 receives and notes the report.”

CARRIED

15.3 Drought Communities Programme – Monthly Report – January 2021

Moved Councillor Daniele Seconded Councillor Di Troia 2021/ 035

“that Council, having considered Item 15.3 – *Drought Communities Programme – Monthly Report – January 2021*, dated 27 January 2021 receives and notes the report.”

CARRIED

15.4 Planning Reform Update – January 2021

Moved Councillor Daniele Seconded Councillor Di Troia 2021/ 036

“that Council, having considered Item 15.4 – *Planning Reform Update – January 2021*, dated 27 January 2021, receives and notes the report.”

CARRIED

15.5 Gawler River Floodplain Management Projects – State Government Budget Commitment

Moved Councillor Lush Seconded Councillor Keen 2021/ 037

“that Council, having considered Item 15.5 – *Gawler River Floodplain Management Projects – State Government Budget Commitment*, dated 27 January 2021, receives and notes the report.”

CARRIED

15.6 Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter

Moved Councillor Keen Seconded Councillor Lush 2021/ 038

“that Council, having considered Item 15.6 – *Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter*, dated 27 January 2021, receives and notes the report.”

CARRIED

15.7 Mallala and District Lions Club – Request to Relocate to the Mallala Camp Ground

Moved Councillor Keen Seconded Councillor Lush 2021/ 039

“that Council, having considered Item 15.7 – *Mallala and District Lions Club – Request to Relocate to the Mallala Camp Ground*, dated 27 January 2021 receives and notes the report.”

CARRIED

9. DEPUTATIONS

The Mayor sought leave of the meeting to hear a deputation from Mr Anthony Flaherty OAM, spokesperson for the Two Wells Community Returned Services League (RSL). Leave was granted.

- 9.3 Mr Anthony Flaherty OAM gave a 12 minute deputation in relation to a request for upgrades to the building occupied by the Two Wells Community RSL.

15.8 Library and Community Services – Quarterly Report – October to December 2020

Moved Councillor Boon Seconded Councillor Keen 2021/ 040

“that Council, having considered Item 15.8 – *Library and Community Services – Quarterly Report – October to December 2020*, dated 27 January 2021, receives and notes the report.”

CARRIED

15.9 Aerodrome Road Reseal/Upgrade Options

Moved Councillor Panella Seconded Councillor Lush 2021/ 041

“that Council, having considered Item 15.9 – *Aerodrome Road Reseal/Upgrade Options*, dated 27 January 2021, receives and notes the report.”

CARRIED

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

Moved Councillor Daniele Seconded Councillor Di Troia 2021/ 042

“that Council, having considered Item 15.10 – *Projects Expected to be Carry Over to 2021/2022 Financial Year*, dated 27 January 2021, receives and notes the report.”

CARRIED

16. QUESTIONS ON NOTICE

Nil

17. QUESTIONS WITHOUT NOTICE

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

18. MOTIONS ON NOTICE

18.1 Lift From Table – Item 14.4 – Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation

Moved Councillor Keen Seconded Councillor Boon 2021/ 043

“that Item 14.4 – *Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation*, dated 26 October 2020 be lifted from the table.”

CARRIED

Councillor Keen disconnected from the meeting at 8.08pm.

18.1 Moved Councillor Panella Seconded Councillor Boon 2021/ 044

“that the Chief Executive Officer facilitate an informal gathering with Council Members in order to workshop Council’s policy position in relation to short stay accommodation.”

Councillor Keen reconnected to the meeting at 8.12pm.

CARRIED

19. MOTIONS WITHOUT NOTICE

Nil

20. URGENT BUSINESS

Nil

Councillor Keen disconnected from the meeting at 8.20pm and did not return.

21. CONFIDENTIAL ITEMS**21.1 Crown Land, Two Wells Update – January 2021**

Moved Councillor Di Troia Seconded Councillor Boon 2021/ 045

“that:

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

CARRIED

21.1 Moved Councillor Di Troia Seconded Councillor Daniele 2021/ 046

“that Council, having considered Item 21.1 – *Crown Land, Two Wells Update – January 2021* dated 27 January 2021, receives and notes the report.”

CARRIED

- 21.1 Moved Councillor Lush Seconded Councillor Boon 2021/ 047
- “that Council, having considered the matter of Item 21.1 – *Crown Land, Two Wells Update – January 2021* in confidence under sections 90(2) and 90(3)(b) of the *Local Government Act 1999*, resolves that:**
1. The report pertaining to Item 21.1 – *Crown Land, Two Wells Update – January 2021* confidential and not available for public inspection until further order of the Council;
 2. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and
 3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer.”
- CARRIED**

- 21.2 Infrastructure and Environment Committee – Independent Membership
- Moved Councillor Parker Seconded Councillor Boon 2021/ 048
- “that:**
1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Infrastructure and Environment Committee orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Infrastructure and Environment, General Manager – Development Community, General Manager – Finance and Business, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance for Agenda Item 21.2 – *Infrastructure and Environment Committee – Independent Membership*;
 2. Council is satisfied that pursuant to section 90(3)(a) of the *Local Government Act 1999*, Item 21.2 – *Infrastructure and Environment Committee – Independent Membership* concerns information of a confidential nature the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person, constituting information relevant to the applicants’ potential appointment and suitability for a position on the Infrastructure and Environment Committee and it would be unreasonable to disclose this information as part of the confidential recruitment process; and
 3. Council is satisfied that the principle that meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”

CARRIED

- 21.2 Moved Councillor Parker Seconded Councillor Boon 2021/ 049
- “that Council, having considered Item 21.2 – *Infrastructure and Environment Committee – Independent Membership*, dated 27 January 2021, receives and notes the report and in doing so, appoints Mr Howard Lacy as an Independent Member to the Infrastructure and Environment Committee for a two (2) year term of office from January 2021 to January 2023.”**

CARRIED

21.2 Moved Councillor Boon Seconded Councillor Lush 2021/ 046

“that Council, having considered the matter of Agenda Item 21.2 – *Infrastructure and Environment Committee – Independent Membership* in confidence under sections 90(2) and 90(3)(a) of the Local Government Act 1999, resolves:

1. That the staff report and the minutes pertaining to Agenda Item 21.2 – *Infrastructure and Environment Committee – Independent Membership* remain confidential and not available for public inspection until the applicants for positions on the Infrastructure and Environment Committee have been advised of the outcome of their application;
2. That Attachment 1 and Attachment 2 pertaining to Agenda Item 21.2 – *Infrastructure and Environment Committee – Independent Membership* remain confidential and not available for public inspection until further order of Council;
3. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and
4. Pursuant to section 91(9)(c) of the Local Government Act 1999, Council delegates the power to revoke this confidentiality order to the Chief Executive Officer.”

CARRIED

22. CLOSURE

There being no further business, the Mayor declared the meeting closed at 8.46pm.

Confirmed as a true record.

Mayor:

Date: ____/____/____

MINUTES

of

Special Council Meeting



**Adelaide
Plains
Council**

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

HELD IN

**Council Chamber
Redbanks Road
Mallala**

on

Wednesday 10 February 2021 at 11.30am

The Mayor formally declared the meeting open at 11.33am.

1. ATTENDANCE RECORD

1.1 Present:

Mayor Mark Wasley

Councillor John Lush Mallala/Dublin Ward

Councillor Marcus Strudwicke Mallala/Dublin Ward

Councillor Terry-Anne Keen Mallala/Dublin Ward

Councillor Kay Boon Two Wells Ward

Councillor Joe Daniele Two Wells Ward

Councillor Carmine Di Troia Lewiston Ward

Also in Attendance:

Chief Executive Officer

Mr James Miller

General Manager – Governance and Executive Office

Ms Alyssa Denicola

General Manager – Development and Community

Mr Darren Starr

General Manager – Infrastructure and Environment

Mr Thomas Jones

Administration and Executive Support Officer/Minute Taker

Ms Stacie Shrubsole

Information Technology Support Officer - *By audio-visual link*

Mr Sean Murphy

1.2 Apologies:

Councillor Frank Maiolo

Two Wells Ward

Councillor Brian Parker

Lewiston Ward

Councillor Margherita Panella

Lewiston Ward

2. ADJOURNED BUSINESS

Nil

3. DECLARATION OF MEMBERS' INTEREST

Nil

4. REPORT FOR DECISION

4.1 Gawler River Floodplain Management Projects – State Government Budget Commitment: Four “No Regrets” Projects

Moved Councillor Lush Seconded Councillor Keen 2021/ 047

“that Council, having considered Item 4.1 – Gawler River Floodplain Management Projects – State Government Budget Commitment: Four “No Regrets” Projects, dated 10 February 2021, receives and notes the report and in doing so:

1. Acknowledges the State Government's letter dated 31 December 2020 in which it states it "...has taken a leadership role garnering collaboration" and further acknowledges its proposal to pledge \$9 million to support four "no regrets" projects to improve flood management for the Gawler River, premised upon "...the need for co-contributions [by member councils]".
2. Notes that no consultation was undertaken by the State Government prior to arriving at the four nominated projects.
3. Expresses concern that a number of the projects put forward are localised in nature and therefore any co-contribution should sit with the respective affiliate council, not the GRFMA itself.
4. Notes that the Stormwater Management Plan is yet to be completed and questions whether these projects are the highest priority to apportion funds.
5. In consideration of 1-4 above, resolves to not support any co-contribution model that is premised on the delivery of the four "no regrets" projects."


CARRIED UNANIMOUSLY

There being no further business, the Mayor declared the meeting closed 11.58am.

Confirmed as a true record.

Mayor:

Date: / /

 Adelaide Plains Council	7.1	Mayor's Report	
	Document No:	D21/7604	
Report Date:	22 February 2021	Prepared for:	Mayor Mark Wasley

Reporting Period – Thursday 21 January 2021 to Wednesday 17 February 2021

Friday 22 January 2021

Photoshoot, the Plains Producer – Two Wells Village Green

Xavier College – Walk Through/Tour – Mayor/CEO

Meeting - Phase Three of the Planning Reform Implementation - Planning & Land Use Services,
Attorney-General's Department – Mayor/Chief Executive Officer/Manager Development Services

Monday 25 January 2021

Meeting – Mayor/Chief Executive Officer – Various Matters

Tuesday 26 January 2021

Australia Day Ceremony – Dublin Oval Complex

Wednesday 27 January 2021

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

Ordinary Council Meeting

Thursday 28 January 2021

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

Adjourned Council Meeting

Monday 1 February 2021

Meeting with Parham and District Action Group – Parham Campground Furniture

Tuesday 2 February 2021

South Australia Coastal Councils Alliance Committee Meeting

APC Audit Committee Meeting

Monday 8 February 2021

Meeting – Light and Adelaide Plains Region Economic Development – Regional Subsidiary Group

Tuesday 9 February 2021

Meeting – GRFM Project Discussions – Mayor/Chief Executive Officer/Cr Lush/Cr Keen/APC Audit Committee Chair/Kelley Jones Lawyers/South Front Engineers

Informal Gathering

Wednesday 10 February 2021

Bus Tour – 2020/2021 Capital Project Review, 2021/2022 Annual Business Plan and Budget Forward Planning

Special Council Meeting

Meeting – Mayor/Chief Executive Officer/Hon. John Dawkins MLC, President of the Legislative Council

Thursday 11 February 2021

Roundtable Discussion – Mayor/Chief Executive Officer/Minister Mark Coulton Federal Minister for Regional Health, Regional Communications and Local Government/Rowan Ramsey MP, Member for Grey, Kadina


Saturday 13 February 2021

Mallala and District Reunion, Prospect

Monday 15 February 2021

Interview – ABC Radio

Informal Gathering

 Adelaide Plains Council	9. Deputations
Monday 22 February 2021	

- 9.1 Mr Alvin Jenkin, Spokesperson for Parham and District Action Group
Request for Provision of Green Waste Collection in Coastal Communities

DEPUTATION REQUEST FORM

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

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

To: **Chief Executive Officer**

DETAILS

I/We hereby request to be heard at the next meeting of Council on 22 /02 /20 21

Surname:	Jenkin		
Given Name(s):	Alvin		
Address:	78 The esplanade		P/Code 5501
	Suburb Port Parham		
Postal Address: (if different from above)	PO box 199		P/Code 5501
	Suburb Dublin		
Contact Number:	Home [REDACTED]	Work	
	Mobile		
Email Address:	[REDACTED]		

I will be speaking on my own behalf ☐ Yes

or

As the spokesperson of a group of persons ☒ Yes

Name/Details of Person or Group Representing: (if applicable)	Parham and District Action Group and others
---	---

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

TOPIC OR ISSUE

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

Provision of Green waste pick up in coastal communities.

The growth in permanent residents in the coastal communities of Port Parham, Webb Beach, Thompsons Beach and Middle Beach together with increasing garden pride is resulting in significant green waste which currently can only be disposed of as general waste (red bin) which goes to land fill at a high cost to Council (and thus rate payers).

Local residents are seeking that Council review the current waste policy with a view to providing green waste pick up in the coastal communities consistent with what currently occurs in Mallala, Two wells and Dublin

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

GUIDELINES

Please note the following guidelines:

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

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

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

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


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

DECLARATION

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


Name: Alvin John Jenkin

(In full – Please Print)

Signature: 

Date: 16 Feb 2021

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

 Adelaide Plains Council	12.1	Audit Committee Meeting – 2 February 2021
	Department: Report Author:	Finance and Business General Manager – Finance and Business
Date: 22 February 2021	Document No:	D21/7674

OVERVIEW

The purpose of this report is to facilitate the receiving and noting of the minutes from the 2 February 2021 Audit Committee Meeting (**Attachment 1**).

Items for Council's consideration:

- Update on Audit Committee Annual Work Program 2020-2021
- Policy Review - Internal Financial Controls Policy
- Policy Review - Land Under Roads Policy
- Appointment of External Auditor

[Click here to view the Agenda](#) for the Audit Committee Meeting on 2 February 2021.

Note: *Appointment of External Auditor* will be dealt with at Agenda Item 21.2.

RECOMMENDATION 1

“that Council receives and notes the minutes of the Audit Committee Meeting held on 2 February 2021 as presented at Attachment 1 to this Report.”

Update on Audit Committee Annual Work Program 2020-2021

RECOMMENDATION 2

“that Council endorses resolution 2021/004 of the Audit Committee and in doing so acknowledges the progress made to complete the activities identified for the Audit Committee during 2020/2021 Financial Year.”

Policy Review – Internal Financial Controls Policy

RECOMMENDATION 3

“that Council endorses resolution 2021/005 of the Audit Committee and in doing so adopts the revised Internal Financial Controls Policy as presented at Attachment 2 to this Report.”

RECOMMENDATION 4

“that Council endorses resolution 2021/006 of the Audit Committee and in doing so adopts the revised Land Under Roads Policy as presented at Attachment 3 to this Report.”

Attachments

1. Copy of Confidential Minutes of Meeting held 2 February 2021
2. Copy of Item 6.4 - Review of Internal Financial Controls Policy
3. Copy of Item 6.5 - Review of Land Under Roads Policy



MINUTES

of the

Audit Committee Meeting

of the



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

HELD

by electronic means

on

Tuesday 2 February 2021 at 4.00pm

The Chairperson formally declared the meeting open at 4.01pm.

1. ATTENDANCE AND WELCOME

1.1 Present

Mr Alan Rushbrook (Chairperson)

By audio-visual link

Mr Peter Fairlie-Jones

By audio-visual link

Mayor Mark Wasley

By audio-visual link

Also in Attendance by audio-visual link

Chief Executive Officer

Mr James Miller

Acting General Manager – Governance and Executive Office

Ms Alyssa Denicola

General Manager – Finance and Business

Mr Rajith Udugampola

General Manager – Infrastructure and Environment

Mr Thomas Jones

General Manager – Development and Community

Mr Darren Starr

WHS and Risk Officer

Ms Angie-Marie Fuss

Administration and Executive Support Officer/Minute Taker

Ms Stacie Shrubsole

IT Support Officer

Mr Sean Murphy

Local Government Consultant & Chief Internal Audit Executive,
UHY Haines Norton

Ms Corinne Garrett

1.2 Apologies:

Deputy Mayor Marcus Strudwicke

Councillor Margherita Panella

2. CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes – Meeting held 16 November 2020

Committee Resolution

Moved Mayor Wasley

Seconded Mr Fairlie-Jones

2021/ 001

“that the minutes of the Audit Committee Meeting held on Monday 16 November 2020 (MB Folios 160 to 165, inclusive), be accepted as read and confirmed.”

CARRIED

3. BUSINESS ARISING

Nil

4. DECLARATION OF MEMBERS’ INTERESTS

Nil

5. ADJOURNED BUSINESS

Nil

6. REPORTS FOR DECISION

6.1 Rates Review – Draft Discussion Paper

Ms Corinne Garrett, HY Haines Norton, took questions from the Audit Committee in relation to Item 6.1 – Rates Review – Draft Discussion Paper

Committee Resolution

Moved Mr Fairlie-Jones

Seconded Mayor Wasley

2021/ 002

“that the Audit Committee, having considered Item 6.1 – Rates Review – Draft Discussion Paper, dated 2 February 2021, receives and notes the report.”

CARRIED UNANIMOUSLY

Ms Corinne Garrett left the meeting at 4.42pm and did not return.

6.2 2021/2022 Annual Business Plan, Budget and 2022-2031 Long Term Financial Plan Development Framework

Committee Resolution

Moved Mr Fairlie-Jones Seconded Mayor Wasley 2021/ 003

“that the Audit Committee, having considered Item 6.2 – 2021/2022 Annual Business Plan, Budget and 2022-2031 Long Term Financial Plan Development Framework, dated 2 February 2021, receives and notes the report and in doing so acknowledges Council’s recent decision to:

- 1. Endorse the schedule, set out in Table 2 within this Report, as the process to be undertaken in the preparation of the 2021/2022 Annual Business Plan, 2021/2022 Budget and the review of 10-Year Long Term Financial Plan subject to any date changes that the Chief Executive Officer determines necessary; and**
- 2. Endorse the following budget parameters and assumptions for the purpose of preparing the draft 2021/2022 Annual Business Plan and Budget.**
 - Rates modelling based on 1.25% increase in average existing rates (subject to the outcome of the Rates Review)
 - The Recurrent Operating Budget be prepared based on “business as usual” basis;
 - Maximum Material, Contracts and Other Expenses cost escalation be set at 1.25% in the absence of any other reliable way of estimating such expenses;
 - Salaries and wages to be determined as per the outcome of the Enterprise Bargaining Agreement negotiations and additional budget bids for labour resourcing;
 - Fees and charges not set by legislation and decided by the Council be increased by 1.25% as a minimum;
 - New Capital Projects to be considered and approved within the constraints of the LTFP;
 - New services and one off projects to be funded through Rate Revenue increases or by expenditure savings;
 - New capital projects are funded through a mixture of rate increases, expenditure savings, new grant funding and long term borrowings; and
 - Council will continue to review its operations to identify costs savings and productivity improvements.”

CARRIED

6.3 Update on Audit Committee Annual Work Program 2020-2021

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2021/ 004

“that the Audit Committee, having considered Item 6.3 – Update on Audit Committee Annual Work Program 2020-2021, dated 2 February 2021, receives and notes the report and in doing so recommends to the Council that the Council acknowledges the progress made to complete the activities identified for Audit Committee during 2020/2021 Financial Year.”

CARRIED

6.4 Review of Internal Financial Controls Policy

Committee Resolution

Moved Mr Fairlie-Jones Seconded Mayor Wasley 2021/ 005

“that the Audit Committee, having considered Item 6.4 – *Review of Internal Financial Controls Policy*, dated 2 February 2021, receives and notes the report and in doing so recommends to the Council that the Internal Financial Controls Policy reviewed in February 2021 as presented in Attachment 1 to this report, be adopted at its February 2021 Ordinary meeting.”

CARRIED

6.5 Review of Land Under Roads Policy

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2021/ 006

“that the Audit Committee, having considered Item 6.5 – *Review of Land Under Roads Policy*, dated 2 February 2021, receives and notes the report and in doing so recommends to the Council that the Land Under Roads Policy reviewed in February 2021 as presented in Attachment 1 to this report, be adopted at its February 2021 Ordinary meeting.”

CARRIED

7. REPORTS FOR INFORMATION

7.1 Committee Resolutions

Committee Resolution

Moved Mr Fairlie-Jones Seconded Mayor Wasley 2021/ 007

“that the Audit Committee, having considered Item 7.1 – *Committee Resolutions*, dated 2 February 2021, receives and notes the report.”

7.2 Risk Management Progress Update

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2021/ 008

“that the Audit Committee, having considered Item 7.2 – *Risk Management System Update*, dated 2 February 2021 , receives and notes the report.”

CARRIED

7.3 Financial Performance for the period July-December 2020

Committee Resolution

Moved Mr Fairlie-Jones Seconded Mayor Wasley 2021/ 009

“that the Audit Committee, having considered Item 7.3 – Financial Performance for the period July- December 2020, dated 2 February 2021, receives and notes the report.”

CARRIED

7.4 Update on Overdue Council Rates

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2021/ 010

“that the Audit Committee, having considered Item 7.4 – Update on Overdue Council Rates, dated 2 February 2021, receives and notes the report.”

CARRIED

7.5 Gawler River Floodplain Management Projects – State Government Budget Commitment and Gawler River Floodplain Management Authority Charter Review Update

Committee Resolution

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2021/ 011

“that the Audit Committee, having considered Item 7.5 – Gawler River Floodplain Management Projects – State Government Budget Commitment and Gawler River Floodplain Management Authority Charter Review Update, dated 2 February 2021, receives and notes the report.”

CARRIED

The Chief Executive Officer gave a 5 minute verbal address in relation to Council’s recent decisions to seek State and Federal grant funding.

Committee Resolution

Moved Mr Fairlie-Jones Seconded Mayor Wasley 2021/ 012

“that the Audit Committee acknowledge the verbal address by the Chief Executive Officer in relation to Council’s recent decision to secure significant State and Federal Grant Funds.”

CARRIED

8. CONFIDENTIAL ITEMS

8.1 Appointment of External Auditor

Committee Resolution

Moved Mayor Wasley

Seconded Mr Fairlie-Jones

2021/ 013

"that:

1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Audit Committee orders that all members of the public, except Chief Executive Officer, General Manager - Finance and Business, Acting General Manager Governance and Executive Office, Administration and Executive Support Officer/Minute Taker and Information Technology Support Officer be excluded from attendance at the meeting of the Audit Committee for Agenda Item 8.1 – *Appointment of External Auditor*;
2. Audit Committee is satisfied that, pursuant to section 90(3)(d) of the *Local Government Act 1999*, Item 8.1 – *Appointment of External Auditor* contains commercial information of a confidential nature (not being a trade secret), being proposals for service, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party and disclosure would, on balance, be contrary to the public interest; and
3. Audit Committee is satisfied that the principle that Audit Committee meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential."

CARRIED

8.1 Committee Resolution

Moved Mayor Wasley

Seconded Mr Fairlie-Jones

2021/ 015

"that the Audit Committee, having considered the matter of Item 8.1 – *Appointment of External Auditor* in confidence under sections 90(2) and 90(3)(d) of the *Local Government Act 1999*, resolves that:

1. The agenda report and the minutes of this meeting pertaining to Agenda Item 8.1 – *Appointment of External Auditor* remain confidential and not available for public inspection until all consultants who submitted a proposal have been notified in writing of Council's decision;
2. Attachments 1 to 5 and any other associated information submitted to this meeting pertaining to Agenda Item 8.1 – *Appointment of External Auditor* remain confidential and not available for public inspection until further order of the Council;
3. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and
4. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, Audit Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."

CARRIED

9. GENERAL BUSINESS

Nil

10. NEXT MEETING

Monday 12 April 2021 at 4.30pm


11. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 6.11pm

Confirmed as a true record.

Chairperson:.....

Date: ____/____/____

 Adelaide Plains Council	6.4	Review of Internal Financial Controls Policy
	Department: Report Author:	Finance and Business General Manager - Finance and Business
Date: 2 February 2021	Document Ref:	D21/3911

EXECUTIVE SUMMARY

- The purpose of this report is to provide the Audit Committee with an opportunity to review Council's internal financial controls policy (the current policy) that was last updated in April 2018 following changes to the to the Better Practice Model – Internal Financial Controls for South Australian Councils.
- Following a review of the current policy, Council management is not recommending any changes except for minor editorial changes to reflect Council's current organisational structure.

RECOMMENDATION

"that the Audit Committee, having considered Item 6.4 – *Review of Internal Financial Controls Policy*, dated 2 February 2021, receives and notes the report and in doing so recommends to the Council that the Internal Financial Controls Policy reviewed in February 2021 as presented in Attachment 1 to this report, be adopted at its February 2021 ordinary meeting"

BUDGET IMPACT

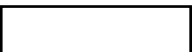
Estimated Cost	Not applicable
Future ongoing operating costs:	Not applicable
Is this Budgeted?	Not Applicable

RISK ASSESSMENT

It is important that Council implement effective Internal Financial Controls and that they are managed effectively; ensuring Council has a focus on risk mitigation. The implementation of such controls will help Council identify areas for improvement and negate the need for a reactive approach in addition to minimising the risk associated with poor financial practices.

Attachments

1. Mark-up version of the Internal Financial Controls Policy Reviewed in February 2021.



DETAILED REPORT

Purpose

The purpose of this report is to provide the Audit Committee with an opportunity to review Council's internal financial controls policy that was last updated in April 2018.

Background/History

According to the Section 125 of the Local Government Act 1999, '*A council must ensure that appropriate policies, practices and procedures of internal control are implemented and maintained in order to assist the council to carry out its activities in an efficient and orderly manner to achieve its objectives, to ensure adherence to management policies, to safeguard the council's assets, and to secure (as far as possible) the accuracy and reliability of council records*'.

Section 129(1) of the Local Government Act 1999, requires council's auditors to undertake an audit of;

- the controls exercised by the council during the relevant financial year in relation to the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities (Section 129(1)(b); and
- the auditor must provide to the council an audit opinion as to whether the controls audited under subsection (1)(b) are sufficient to provide reasonable assurance that the financial transactions of the council have been conducted properly and in accordance with law (Section 129(3)(b).

Adelaide Plains Council adopted its Internal Control Policy in October 2015. Review of the policy was undertaken in April 2018 following changes made to the Better Practice Model – Internal Financial Controls for South Australian Councils.

Discussion

Council management is satisfied that the current policy assists Adelaide Plains Council in maintaining sound internal control practices and procedures to provide a reasonable assurance that Council's financial records are complete, accurate and reliable and were effective throughout the financial year.

Therefore, except for minor editorial changes to reflect Council organisation structure, management is not recommending any changes to the current policy.

Conclusion

Current Internal Financial Control Policy assists the Council in maintaining sound internal financial controls over the financial affairs of the Council as required by the Local Government Act and Local Government (Financial Management) Regulations 2011.

References

Legislation

Local Government Act 1999 - Sections 125, 126, 129 & 130

Local Government (Financial Management) Regulations 2011 - Regulation 14 (e)

LGA's Financial Sustainability Information Paper No. 21 – Internal Financial Controls

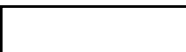
Better Practice Model – Internal Financial Controls for South Australian Councils – April 2017


Council Policies/Plans

Procurement Policy

Internal Financial Controls Policy

Audit Committee Annual Work Program 2020/2021



 Adelaide Plains Council	Internal Financial Controls Policy	
	Version Adoption by Council:	16 April 2018 <u>TBC</u>
	Current Version:	V2.0 <u>V3.0</u>
	Administered by: General Manager Finance and Economic Development <u>Business</u>	Last Review Date: 2018 <u>2021</u> Next Review Date: 2020 <u>2022</u>
TRIM REF: D18/12860 <u>D21/3912</u>	Strategic Outcome: 5.5 Effective financial management that ensures Council's financial sustainability	

➤ Objective

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

A council must ensure that appropriate policies, practices and procedures of internal control are implemented and maintained in order to assist the council to carry out its activities in an efficient and orderly manner to achieve its objectives, to ensure adherence to management policies, to safeguard the council's assets, and to secure (as far as possible) the accuracy and reliability of council records.

Council's objectives of this Policy are:

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

➤ Scope

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

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

3. Internal Financial Control

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

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

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

Council is committed to maintaining an effective Internal Control environment.

4. Risk Management Approach

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

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

5. Roles and Responsibilities

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

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

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

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

6. Elements of an Internal Control Framework

The essential elements of an effective internal control framework are:

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

7. Better Practice Model

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

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

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

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



Responsibility for Control Environment

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

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

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

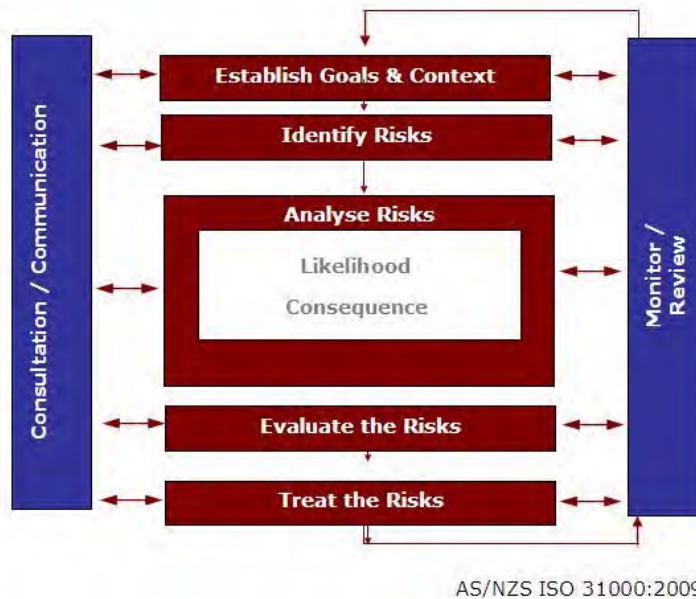
The final line of defence specifically calls for internal audit function to perform objective tests on the performance and effectiveness of the first two lines.

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

8. The Risk Management Process

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

The Risk Management Process



- Establish Goals & Context – Effective risk management requires a thorough understanding of the goals and context of Council to assist in establishing the assessment criteria for risk management.
- Identify Risks – Identify the risks most likely to impact on the achievement of Council's objectives.
- Analyse Risks – Assess effectiveness of risks in terms of likelihood and consequence to identify the current risk level.
- Evaluate Risks – Determine whether the risks are acceptable or unacceptable and document findings.
- Treat Risks – Treat risks by one of the following methods - discontinuing activity that generates it, reducing likelihood of occurrence, reducing consequence of occurrence, transfer the risk or retain the risk.
- Consultation/Communication – These are important elements to ensure that all stakeholders understand why actions are required. These stakeholders include all staff and elected members.
- Monitor/Review – Responsible officers must be identified for each internal control and provide feedback to managers on progress with controls. The Managers monitor the effectiveness of risk treatments and report progress to the Executive Leadership and the Audit Committee at regular intervals.

9. Review of Database of Internal Controls

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

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

10. Support with Development of a Risk Management System

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

11. Related Documents

Annual Business Plan

Long Term Financial Plan

Risk Management Policy and Framework

Strategic Plan 2017-2020

12. Records Management

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

13. Document Review

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

14. References (Legislative and Standards Requirements)

Local Government Act 1999 - Sections 125, 126, 129 & 130

Local Government (Financial Management) Regulations 2011 – Regulation 14 (e)

Australian/New Zealand Standard AS/NZS ISO 31000:2009

LGA's Financial Sustainability Information Paper No. 21 – Internal Financial Controls

Better Practice Model – Internal Financial Controls for South Australian Councils – April 2017

15. Further Information

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


2a Wasleys Rd, Mallala SA 5502

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

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

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

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

 Adelaide Plains Council	6.5	Review of Land Under Roads Policy
	Department: Report Author:	Finance and Business General Manager - Finance and Business
Date: 2 February 2021	Document Ref:	D21/4089

EXECUTIVE SUMMARY

- The purpose of this report is to provide the Audit Committee with an opportunity to review Council's Land Under Roads policy (the current policy) that was last approved by the Council in 2008 following the introduction of Australian Accounting Standard AASB 1051 – Land Under Roads.
- Following a review of the current policy, Council management is proposing several changes to:-
 - reflect Council's current organisational structure;
 - add the definition of 'Land Under Road';
 - make reference to AASB 116 - Property Plant and Equipment, paragraph 7(b) regarding reliable measurement of fixed assets;
 - remove reference to Model Financial Statements;
 - reflect changes to Council's other applicable policies/strategic documents since 2008

RECOMMENDATION

"that the Audit Committee, having considered Item 6.5– *Review of Land Under Roads Policy*, dated 2 February 2021, receives and notes the report and in doing so recommends to the Council that the Land Under Roads Policy reviewed in February 2021 as presented in Attachment 1 to this report, be adopted at its February 2021 ordinary meeting"

BUDGET IMPACT

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

RISK ASSESSMENT

Nil

Attachments

1. Mark-up version of the Land Under Roads Policy - Reviewed in February 2021.



DETAILED REPORT

Purpose

The purpose of this report is to provide the Audit Committee with an opportunity to review Council's Land Under Roads policy (the current policy) that was last approved by the Council in 2008 following the introduction of Australian Accounting Standard AASB 1051 – Land Under Roads.

Background/History

Council's policy of accounting land under roads was last updated in 2008 following the introduction of Australian Accounting Standard (AASB) 1051 – Land Under Roads. As there has been no significant changes to the requirements under AASB 1051, Council has been applying current policy every year since 2008 when preparing annual financial statements.

Discussion

Following a review of the current policy, Council management is proposing several changes to the current policy to:-

- reflect Council's current organisational structure;
- add the definition of 'Land Under Road';
- make reference to AASB 116 - Property Plant and Equipment, paragraph 7(b) regarding reliable measurement of fixed assets;
- remove reference to Model Financial Statements;
- reflect changes to Council's other applicable policies/strategic documents since 2008

Conclusion

Land Under Roads policy that was approved by the Council in 2008 has been applied by the Council when preparing annual financial statements every year since 2008. Although there has been delays in reviewing this policy, there has been no significant changes the core elements of the current policy since 2008.

References

Legislation

Nil

Council Policies/Plans

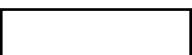
Asset Management Policy

Fixed Assets Accounting Policy

Model Financial Statements 2020

Australian Accounting Standard AASB 1051 – Land Under Road

Australian Accounting Standard AASB 116 - Property Plant and Equipment



 Adelaide Plains Council	Land Under Roads Policy	
	Version Adoption by Council:	<u>2008TBC</u>
	Resolution Number:	<u>2008/242TBC</u>
	Current Version:	<u>V1.2V1.3</u>
	Administered by: General Manager Infrastructure and Environment	Last Review Date: <u>20082021</u> Next Review Date: <u>20132026</u>
Document No: <u>D21/4088TRIM</u> REF: <u>CON12/809</u>	Strategic Outcome: <u>5.5.4.3</u> <u>Great Places & Infrastructure</u> <u>Effective financial management that ensures Council's financial sustainability.</u>	

Formatted Table

1. Objective

~~2. For reporting periods commencing on or after 1 July 2008, AASB 1051 – Land Under Roads came into effect, under which Council is required to state its accounting policy in relation to recognition of 'land under roads' assets. This Policy supports Council's objective to develop and maintain long term financial planning, management and reporting to ensure resources are provided to deliver services and manage Council's assets.~~

Formatted: No bullets or numbering

3.2. Scope

This Policy applies to all existing land under roads, within the Adelaide Plains Council, as well as land newly acquired for road purposes that adjoins land under an existing road as it then forms an integral part of the combined road reserve, setting guidelines for consistent treatment of land under roads, throughout the District and not to value land under roads.

4.3. Definitions

Public Road – as defined in the *Local Government Act 1999*:

- (a) any road or land that was, immediately before the commencement of this Act, a public street or road under the repealed Act; or
- (b) any road –
 - (i) that is vested in a council under this or another Act; or
 - (ii) that is placed under a council's care, control and management as a public road after the commencement of this Act,
- (c) any road or land owned by council, or transferred or surrendered to a council, and which, subject to this Act, is declared by the council to be a public road; or

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

- (d) and land shown as a street or road on a plan of division deposited in the Lands Titles Registration Office or the General Registry Office and which is declared by the council to be a public road; or
- (e) any land transferred or surrendered to the Crown for use as a public road that was, immediately before the transfer, held by a person in fee simple or under a lease granted by the Crown,

(and includes any such road that is within the boundaries of a public square).

Land under roads is defined as land under roadways, and road reserves, including land under footpaths, nature strips and median strips.

Formatted: Font: Bold

5.4. Policy Statement

This Policy acknowledges the requirements set out in "the definitive standard AASB 1051 Land Under Roads coming into effect for reporting periods commencing on or after 1 July 2008" (South Australian Model Financial Statements 2008, Note 7 – Fixed Assets), and is for Council to value land under roads, in accordance with AASB 1051.8.

According to AASB 116 - Property Plant and Equipment, paragraph 7(b), reliable measurement is an essential component for the recognition of an asset. In the absence of the ability to reliably measure the value of land under roads, Council will not recognise existing land under roads as an asset.

Land acquired for road purposes will initially be recognised at cost in accordance with AASB 116 paragraph 7(b) however will subsequently be recognised at fair value. That is, the cost will be written off as a revaluation decrement at the end of the reporting period.

5.5. Specific Provisions / Responsibilities

It is Council's opinion that it is not possible to reliably measure the fair value of land under roads previously acquired, further, newly acquired land that adjoins land under a road then forms an integral part of the pre-existing road reserve, such that the fair value of the combined area must be assessed as a unit and hence cannot be reliably measured. This also applies to roads in a subdivision transferred to Council without cost, in that such land forms an integral part of the road network and the contribution of value of the added land to the road network and of the road network to the added land, cannot be reliably measured (~~South Australian Model Financial Statements 2008, Note 7 – Fixed Assets~~).

Accordingly, in the absence of the ability to reliably measure the value of land under roads (AASB 116. 7(b)); it is of Council's opinion that the asset cannot be recognised.

7.6. Related Documents

Asset Management Policy

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

8.7. Records Management

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

9.8. 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.

10.9. References

Local Government Act 1999

~~Standard~~ AASB 1051 Land Under Roads

AASB 116 Property, Plant and Equipment

Formatted: Font: Not Bold

11.10. Further Information


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

2a Wasleys Rd, Mallala SA 5502

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

Any queries in relation to this Policy must be in writing and directed to the General Manager Infrastructure and Environment.

Note: Electronic version in TRIM is the controlled version. Printed copies are considered uncontrolled.
Before using a printed copy, verify that it is the current version.

 Adelaide Plains Council	12.2	Adelaide Plains Council Historical Committee Meeting – 3 February 2021
	Department:	Development and Community
	Report Author:	Manager Library and Community
Date: 22 February 2021	Document Ref:	D21/6572

OVERVIEW

The purpose of this report is to facilitate the receiving and noting of the minutes from the 3 February 2021 *Adelaide Plains Council Historical Committee (APCHC)* meeting.

Five members met via zoom, including newly appointed Committee member Allen Tiller. With three members unable to attend the meeting, there were still sufficient members present to form a quorum. As the Committee does not generally meet in January, this was the first APCHC meeting for 2021.

Highlighted below are some of the issues raised and discussed at this meeting:

- Upstairs Gallery refurbishment – Members and volunteers continue to make it a priority to unpack, clean and move artefacts back to their display cabinets. Insufficient lighting in this area was raised as a concern and the Manager Library and Community met with the Assets Engineer and some of the Committee Members at the Mallala Museum on Tuesday 9 February 2021 to review this issue.

A portion of Federal Government Funding Stimulus Grants money remains unspent and there would be sufficient funds available to address the lighting concerns and engage a local contractor to install additional fluorescent lights.

A 2021/2022 budget bid has also been prepared for the instalment of an air-conditioner system. As the original Mill building is State Heritage listed, the Department of Environment and Water will need to be consulted and approve the installation of a sympathetically located air-conditioner system.

- An information report was tabled regarding the progression of reopening the Mallala Museum to the general public. In February 2021 the Manager Library and Community will complete the required State Government COVID-19 Safety Plan and ensure that risk strategies are assessed and resolved – including QR code stations. Committee members and volunteers who are rostered to work on Sunday afternoons will need to receive training on safe practices and the implementation of policies. The reopening of the Mallala Museum will be discussed at the March 2021 Committee meeting.

RECOMMENDATION

“that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting 3 February 2021.”

Attachments

1. Minutes of meeting held 3 February 2021

MINUTES
of
**Adelaide Plains Council Historical
Committee Meeting**



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

HELD

by electronic means

on

**Wednesday 3 February 2021
at 7.00pm**



The Presiding Member formally declared the meeting open at 7.00pm

1. ATTENDANCE

1.1 Present

Councillor S M Strudwicke (Presiding Member)

Mr R Bevan

Ms L Parsons

Mrs C Young

Mr A Tiller

Also in attendance for the meeting:

Ms A Sawtell Manager Library and Community

Mr T Harris-Howson Information Technology Officer

1.2 Apologies

Mr P Angus

Mr J Franks

Mr G Tucker

1.3 Not Present / Leave of Absence

Nil

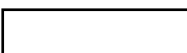
2. CONFIRMATION OF MINUTES

2.1 Committee Resolution 2021/ 1

Moved Mrs Young Seconded Ms Parsons

“that the minutes of Adelaide Plains Council Historical Committee meeting held on Monday 8 December 2020 (MB Folio 92 to 98 Inclusive), be accepted as read and confirmed.”

CARRIED



3. **BUSINESS ARISING**

Nil

4. **DECLARATION OF MEMBERS INTEREST**

Nil

5. **BRIEFINGS**

Nil

6. **REPORTS**

6.1 Resolutions Actions Report – January 2021

Committee Resolution

2021/ 2

Moved Ms Parsons Seconded Mr Bevan

“that the Adelaide Plains Historical Committee, having considered Item 6.1 – *Resolution Actions Report – January 2021* dated 3 February 2021, receives and notes the report.”

CARRIED

6.2 Monthly Financial Report – January 2021

Committee Resolution

2021/ 3

Moved Mrs Young Seconded Mr Tiller

“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – *Monthly Financial Report – January 2021*, dated 3 February 2021, receives and notes the report.”

CARRIED

6.3 Monthly Correspondence Report – January 2021

Committee Resolution

2021/ 4

Moved Ms Parsons Seconded Mr Bevan

“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – *Monthly Correspondence Report – January 2021* dated 3 February 2021, receives and notes the verbal report.”

CARRIED

6.4 Mallala Museum Reopening - progress

Committee Resolution	2021/ 5
Moved Mrs Young Seconded Ms Parsons	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.4 – <i>Mallala Museum reopening – progress</i> dated 3 February 2021, receives and notes the report.”	
	CARRIED

7. REPORTS FOR DECISION

Nil

8. QUESTIONS ON NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

10. MOTIONS ON NOTICE

Nil

11. MOTIONS WITHOUT NOTICE

11.1 Repairs to Clutter-buck tractor engine – recognition of Ian Wedding’s work

Committee Resolution	2021/ 6
Moved Ms Parsons Seconded Mrs Young	
“that the Adelaide Plains Historical Committee instructs the Manager Library and Community to organise a framed appreciation certificate for Ian Wedding, to be presented to him when members return back to meeting in the Mallala Museum school room.”	
	CARRIED

11.2 RAAF Centenary celebrations – purchase of male mannequins

Committee Resolution

2021/ 7

Moved Mr Bevan Seconded Mrs Young

“that the Adelaide Plains Historical Committee authorises Ms Parsons to purchase 3 male headed mannequins up to the value of \$600 to be displayed in the forthcoming RAAF Centenary celebrations”

CARRIED

11.3 Upstairs Gallery – air-conditioner quotes

Committee Resolution

2021/ 8

Moved Mr Bevan Seconded Mrs Young

“that the Adelaide Plains Historical Committee requests the Manager Library and Community to obtain quotes to install an air conditioner in the Museum’s Upstairs Gallery.”

CARRIED

11.4 Upstairs Gallery – lighting quotes

Committee Resolution

2021/ 9

Moved Mr Bevan Seconded Mrs Young

“that the Adelaide Plains Historical Committee requests the Manager Library and Community to obtain quotes to install additional lighting in the Museum’s Upstairs Gallery.”

CARRIED

11.5 Appointment of Treasurer

Committee Resolution

2021/ 10

Moved Mrs Young Seconded Mr Tiller

“that the Adelaide Plains Historical Committee appoints Councillor S M Strudwicke as Treasurer.”

CARRIED

12. URGENT BUSINESS

Nil

13. CONFIDENTIAL ITEMS

Nil

14. NEXT MEETING

14.1 Wednesday 3 March 2021.

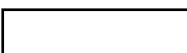
15. CLOSURE


There being no further business, the Presiding Member declared the meeting closed at 8.13pm.

Confirmed as a true record.

Presiding Member:

Date: ____/____/____



 Adelaide Plains Council	13.1	Gawler River Floodplain Management Authority Meeting – 11 February 2021
	Department:	Governance and Executive Office
	Report Author:	Chief Executive Officer
Date: 22 February 2021	Document Ref:	D21/7713

OVERVIEW

The purpose of this report is for Council to receive and note the minutes of the Gawler River Floodplain Management Authority meeting held on 11 February 2021.

RECOMMENDATION

“that Council receives and notes the minutes of Gawler River Floodplain Management Authority Meeting held on 11 February 2021.”

Attachments

1. Copy of Minutes of the Gawler River Floodplain Management Authority meeting held on 11 February 2021.
2. Copy of Key Outcomes Summary of Gawler River Floodplain Management Authority meeting held on 11 February 2021.

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

9:45am Thursday 11 February 2021
Light Regional Council – 93 Main Street, Kapunda SA 5373

1. Meeting of the Board

1.1 Welcome by the GRFMA Chairperson

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

1.2 Present

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

1.3 Apologies

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

1.4 Appointment of Observers

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

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

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confirmation of Minutes

2.1 GRFMA Ordinary Meeting Minutes

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

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

CARRIED UNANIMOUSLY

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

2.2 GRFMA Ordinary Meeting Confidential Minutes

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

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

CARRIED UNANIMOUSLY

2.3 Actions on Previous Resolutions

- 18/07 – It was noted that outcomes had not yet been achieved with this item. It was agreed that the matter would be raised at the next Gawler River Flood Mitigation Project Group meeting as an option to progress desired actions.
- 19/63 – Explanation was provided regarding options for facilitating suitable storage of GRFMA records.

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

Nil

6. Audit Committee

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

7. Technical Assessment Panel

Nil meetings.

8. Reports

8.1 Strategic Management Plan

GB21/04 Strategic Management Plan

Moved: Mr J Miller

Seconded: Cr M Herrmann

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

CARRIED UNANIMOUSLY

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

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

8.2 Charter Review 2

GB21/05 Charter Review 2

Moved: Mr G Pattinson

Seconded: Mr A Philpott

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

CARRIED UNANIMOUSLY

8.3 Stormwater Management Plan

GB21/06 Stormwater Management Plan

Moved: Mr S Dilena

Seconded: Cr T Keen

That the GRFMA:

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

CARRIED UNANIMOUSLY

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

8.4 Gawler River Flood Mitigation

GB21/07 Gawler River Flood Mitigation

Moved: Cr M Herrmann

Seconded: Mr S Dilena

That the GRFMA receives the report.

CARRIED UNANIMOUSLY

GB21/08 Adelaide Plains Council

Moved: Mr J Miller

Seconded: Cr T Keen

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

CARRIED UNANIMOUSLY

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

11:09am – the meeting reconvened.

8.5 Financial Report

GB21/09 Financial Report

Moved: Mr A Philpott

Seconded: Mr G Pattinson

That the GRFMA:

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

CARRIED UNANIMOUSLY

8.6 Bruce Eastick North Para Flood Mitigation Dam - Repairs

GB21/10 Bruce Eastick North Para Flood Mitigation Dam - Repairs

Moved: Mr A Curtis

Seconded: Cr P Koch

That the GRFMA:

1. *Accepts the offer of services from LGA Procurement, at cost \$4,000 ex GST, to undertake full management of the Tender and Contract management process for Bruce Eastick North Para Flood Mitigation Dam – Repairs;*
2. *Requests the Tender scope to:*
 - a. *separately identify which items of repair will be undertaken by the GRFMA and what other repairs might be undertaken with available resources.*

- b. advise that the GRFMA will consider merits of any alternate designs for facilitating repairs.*
- 3. Notes LGA Procurement will facilitate subsequent Tender Evaluation & Recommendation report/s for GRFMA consideration; and*
- 4. Considers likely repair costs, should a successful tender be determined, in the 2021/2022 GRFMA budget estimates considerations.*

CARRIED UNANIMOUSLY

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

GB21/11 Bruce Eastick North Para Flood Mitigation Dam – Safety Emergency Plan

Moved: Cr M Herrmann

Seconded: Mr J Miller

That the GRFMA receives the report.

CARRIED UNANIMOUSLY

8.8 Inquiry into the Stormwater Management Authority

GB21/12 Inquiry into the Stormwater Management Authority

Moved: Cr M Herrmann

Seconded: Mr G Pattinson

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

CARRIED UNANIMOUSLY

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

9. Correspondence

Nil

10. Confidential

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

10.1 Executive Officer Review

GB21/13 Executive Officer Review

Moved: Cr M Herrmann

Seconded: Cr T Keen

That:

- 1. Pursuant to Section 90(2) of the Local Government Act 1999, an Order is made that the public be excluded from attendance at the meeting, with the exception of:*
 - Observers*

In order to consider in confidence agenda item 10.1 Executive Officer Review pursuant to Section 90(3)(a)(e) of the Local Government Act 1999 on the basis that:

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

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

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

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

CARRIED UNANIMOUSLY

11:35am – the confidential session commenced.

10.1 Executive Officer Review

GB21/14 Executive Officer Review

Moved: Mr A Philpott

Seconded: Mr S Dilena

That the GRFMA:

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

CARRIED UNANIMOUSLY

10.1 Executive Officer Review

GB21/15 Executive Officer Review

Moved: Mr S Dilena

Seconded: Cr M Herrmann

That:

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

CARRIED UNANIMOUSLY

11:40am – the confidential session concluded.

11:40am – the Executive Officer returned to the meeting.

11. Urgent Matters Without Notice

Nil

12. Next Meeting

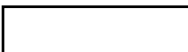
Date and Time: Thursday 15 April 2021 at 9:45am

Host: Adelaide Hills Council – venue to be Gumeracha

13. Closure

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

Chair _____ Date _____



Gawler River Floodplain Management Authority

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

KEY OUTCOMES SUMMARY

GRFMA Board Meeting 11 February 2021

GRFMA Strategic Management Plan

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

GRFMA Special Meeting - March

A GRFMA Special Meeting is to be held mid March 2021 to consider:

- Storm Water Management Plan tender submissions.
- Budget Review 2 (BR2); and
- GRFMA Business Plan 2021/2022 and Draft 2021/2022 Budget

Financial Report

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

Bruce Eastick North Para Flood Mitigation Dam – Repairs

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

Inquiry into the Stormwater Management Authority


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

Executive Officer Review

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

Next Ordinary Board Meeting

The next Ordinary Board Meeting will be held at 9:45am on Thursday 15 April 2021 at Gumeracha.

 Adelaide Plains Council	14.1	Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter
	Department:	Governance and Executive Office
	Report Author:	Chief Executive Officer
Date: 22 February 2021	Document Ref:	D21/2936

Executive Summary

- Throughout 2020, Light Regional Council (LRC) and Adelaide Plains Council (APC) have been working together to develop a strategy geared to stimulate the local and regional economies through:-
 - investment and infrastructure stimulus
 - ameliorating current legislative constraints
 - activating employment growth and innovation
 - establishing a governance structure to underpin delivery
- Numerous reports have been presented to the respective Chambers over this period to advance this initiative. A joint Informal Gathering was also facilitated by the two council Chief Executive Officers (CEOs) via electronic means on 17 August 2020.
- At the meeting of LRC held on 22 September 2020, a resolution was adopted to “...undertake a process to establish a joint regional subsidiary.” Similarly, APC at its meeting held on 28 September 2020 resolved to “...investigate the merits of establishing a joint regional subsidiary with the Light Regional Council under Section 43 of the Local Government Act 1999 for the purposes of progressing a governance model...”
- In consideration of the above, council CEOs duly engaged the services of Norman Waterhouse Lawyers who were instructed to prepare a draft subsidiary charter for review. A copy of the draft charter is provided as **Attachment 1** to this report.
- The draft charter has been heavily workshopped internally by both council CEOs and their respective governance and planning staff, with oversight and guidance provided by experienced lawyer, Mr Ted Byrt.
- Key elements that make up the draft charter include:-
 - Objects and Purposes of the Authority
 - Functions and Powers
 - Borrowings and Expenditure
 - Board of Management
 - Membership of the Board
 - Proceedings of the Board
 - Executive Officer and Appointment of Other Staff
 - Financials
 - Disputes

- The draft subsidiary charter, having been prepared, refined and reworked internally prior to being presented to a meeting of the respective council Mayors and Deputy Mayors at a meeting held on 8 February 2020, is now at a point that it is ready for adoption.
- The establishment of a regional subsidiary of this nature will drive economic activity, investment and growth across LRC and APC, as well as unlock obstacles and legislative barriers that current curtail the growth agendas of the two councils and State Government.
- The below suite of recommendations are therefore put to the Elected Body for endorsement.

RECOMMENDATION 1

“that Council, having considered Item 14.1 – *Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter*, dated 22 February 2021, receives and notes the report.”

RECOMMENDATION 2 – Acknowledge Opportunities

“that Council, having considered Item 14.1 – *Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter*, dated 22 February 2021 and in doing so acknowledges the significant opportunities that prevail for both Light Regional Council and Adelaide Plains Council in establishing an Economic Development Authority [Regional Subsidiary] across the two councils, whose objects and purpose would include:

- Identifying key infrastructure requirements in the Region to underpin and grow the economy
- Promoting and facilitating the delivery of key infrastructure in the Region through public and private sector investment
- Promoting the Region as an important and emerging economic area for the State
- Identifying inadequacies and barriers to economic development
- Advocating for legislative reform to support the growth of the Region’s economy.”

RECOMMENDATION 3 – Proposed Charter

“that Council, having considered Item 14.1 – *Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter*, dated 22 February 2021, receives and notes the report and in doing so endorses the proposed the Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter, presented as Attachment 1 to this report, subject to any minor editing, formatting or structural amendments that the Chief Executive Officer determines necessary.”

RECOMMENDATION 4 – Establish Subsidiary

“that Council, having considered Item 14.1 – *Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter*, dated 22 February 2021, receives and notes the report and in doing so:

- 1. Confirms its intention to establish a regional subsidiary under section 43 of the Local Government Act 1999, to be known as the Light & Adelaide Plains Region Economic Development Authority (the Regional Subsidiary) and**
- 2. Instructs the Chief Executive Officer to, on the Council’s behalf, apply to the relevant Minister, under Schedule 2 Part 2 of the Local Government Act 1999, in relation to the proposed establishment of the Regional Subsidiary.”**

RECOMMENDATION 5 – Forum with both Councils

“that Council, having considered Item 14.1 – *Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter*, dated 22 February 2021, and in doing so acknowledges that upon receiving approval from the relevant Minister to establish a regional subsidiary with Light Regional Council, that a joint forum will be convened with elected members of both councils.”

BUDGET IMPACT

Further analysis on budget impact will feed into the 2021/2022 Annual Business Plan and Budget although it is expected that both LRC and APC will need to allocate no less than \$20,000 for the inaugural start-up to account for sitting fees and other sundry expenses/consultancies that may arise.

RISK ASSESSMENT

The greatest risk to both LRC and APC in not exploring cross council collaboration initiatives such as this is that opportunities are lost to grow employment, the economic footprint of the region and infrastructure investment.

Attachments

- 1. Draft Charter (to be provided Under Separate Cover).**

Purpose

Background

- Identifying key infrastructure requirements in the Region to underpin and grow the economy
- Promoting and facilitating the delivery of key infrastructure in the Region through public and private sector investment
- Promoting the Region as an important and emerging economic area for the State
- Identifying inadequacies and barriers to economic development
- Advocating for legislative reform to support the growth of the Region's economy

At this meeting, the Chief Executive Officer (CEO) explained that LRC, at its meeting held on 22 September 2020, resolved as follows:

1. *Receive the Presentation titled “Economic Zone” which was previously discussed at a joint workshop between the Adelaide Plains Council and the Light Regional Council on 17 August 2020;*
2. *With the agreement of the Adelaide Plains Council, seek to undertake a process to establish a joint regional subsidiary in accordance with the provisions of the Local Government Act 1999 for the purpose of progressing the establishment of legislative reform including the establishment of an economic zone for the region.”*

Upon receiving both the detailed report and PowerPoint presentation, APC formally adopted the below resolution as a means of progressing an appropriate model for legislative reform and so as to facilitate the establishment of an Economic Zone, or similar:

14.1 Moved Councillor Lush Seconded Councillor Di Troia 2020/ 318

“that Council, having considered Item 14.1 – Prosperity on the Plains: Economic Zone Indenture, dated 28 September 2020, receives and notes the report and in doing so:

1. *Notes the significant potential on the Adelaide Plains as a globally competitive food production area, complemented with unprecedented population growth as*

well as education, commercial, retail and tourism-related interest and opportunity.

- 2. Acknowledges the significant body of work undertaken to date in advancing an Economic Zone model, or similar, intended to stimulate the economy through investment and infrastructure stimulus, ameliorate current legislative constraints, activate employment growth and innovation, premised on a governance structure to underpin the Economic Zone model.*
- 3. In consideration of 1 and 2 above, acknowledges that local government must play an active role in the economic recovery space post the COVID-19 Public Health Emergency.*
- 4. Instructs the Chief Executive Officer to investigate the merits of establishing a joint regional subsidiary with Light Regional Council under Section 43 of the Local Government Act 1999 for the purposes of progressing a governance model for legislative reform and so as to facilitate the establishment of an Economic Zone, or similar.”*

CARRIED

Following adoption of the aforementioned resolutions, council CEOs duly instructed Norman Waterhouse Lawyers to prepare a draft subsidiary charter for review. This document has been heavily workshopped internally and with the assistance of Mr Ted Byrt, a former Member of Council's Governance Advisory Panel, experienced lawyer and former Chair of the Development Assessment Commission. In addition, a meeting of council Mayors, Deputy Mayors and CEOs occurred recently where the concept was further discussed and the initiative critiqued for refinement.

Importantly from an APC perspective, Council has a number of strategic investment and infrastructure priorities across key themes of stormwater management, transport, tourism and education, as well as business investment and attraction, totally close to \$200 million. Provided for below is a snapshot of what the landscape current looks like for APC.

PROJECT 1

Northern Floodway

A critical flood mitigation measure to protect our State's food bowl. The effects of the October 2016 floods are still being felt on the lower reaches of the Gawler River on the Adelaide Plains with significant loss of produce and damage to infrastructure. It is estimated that the floods of 2016 impacted the State economy with losses in the order of \$50 million. Significant preliminary work has been undertaken by the Gawler River Floodplain Management Authority (a regional subsidiary comprising six member councils). It is estimated that the Northern Floodway would cost in the vicinity of \$27 million.

Due/Milestone

Stage 1 requires \$1.8 million

Design, valuations, project management and final costing determined

2021 – Delivery

Outcomes

Protection of the State's food bowl, including future costs avoided of \$51 million through the protection of up to 300 primary producers and around 1500 hectares of farming land (open fields and

727 glasshouses). Further, this measure will likely result in the creation of a further 3,700 jobs through the Northern Adelaide Irrigation Scheme and associated irrigated horticulture investment exceeding \$1 billion.

Responsibility

Local Government (maintenance), State Government and Federal Government (capital)

Financial Commitment Sought

\$1.8 million required immediately from the State and Federal Governments to undertake detailed design, valuations for acquisition of land and to determine ongoing maintenance costs. Thereafter and following this body of work, an amount in the order of \$27 million to deliver the Northern Floodway.

Delivery Timeframes

Now – 2024

Priority Areas

Economic and Social Infrastructure

PROJECT 2

Bruce Eastick Dam

The Bruce Eastick Dam was constructed in the early 2000s and serves as a flood mitigation measure to protect downstream townships, including the regional centre of Gawler, settlements, businesses and irrigators. Located at Kingsford, it was designed to accommodate a 1:100ARI flood event, however, subsequent modelling has shown it only serves to accommodate a 1:40ARI flood event. Expansion of the Dam to protect for a 1:100ARI flood event will ensure downstream townships, settlements, businesses and irrigators are protected. No firm figures exist on the cost of this expansion, however the consulting engineer, AECON's report provides an estimated cost of \$61.9 million with a low and high range estimate of \$37.1 million and \$92.9 million respectively.

Due/Milestone

2021 - Stage 1 requires \$1.8 million

Design, valuations, project management and final costing determined

2023 - Delivery

Outcomes

Delivery of the Bruce Eastick Dam enlargement is crucial for the protection of the regional town centre of Gawler, as well as townships and settlements downstream such as Lewiston and Two Wells. Further, the enlargement will cater for a 1:100 ARI flood event which, in turn, will protect businesses and primary producers as well as providing the ability for new growth to occur on the Adelaide Plains which otherwise would have been disallowed under current planning limitations.

Responsibility

Local Government (maintenance), State and Federal Government (capital)

Financial Commitment Sought

\$1.8 million sought immediately for design work to commence, engineering, planning, valuations, project management and final costings being determined. Thereafter and following this body of work,

an amount in the order of between \$37.1 million and \$92.9 million to deliver the Bruce Eastick Dam enlargement.

Delivery Timeframe

Now – 2024

Priority Areas

Economic and Social Infrastructure

PROJECT 3

International Translational Horticulture Centre

The ITHC will be a partnership between a number of education stakeholders and the regional horticulture industry, at the soon to be developed Catholic Education Xavier College Campus at Two Wells. The Centre will be a leading initiative of the Adelaide Plains Economic Development Strategy and will be an essential complement to the Northern Adelaide Food Park initiative at Edinburgh Parks. The Centre will facilitate the transition of secondary school students directly into the region's rapidly expanding horticulture industry and/or university education.

Due/Milestone

2021 - Stage 1 requires \$5 - 6 million

Design, valuations, project management and final costing to be determined

2022 – Delivery

Outcomes

Most importantly, it will accelerate the transition of the latest research findings to industry and facilitate the transition of the majority of the current horticulture industry from low to medium technology enterprises into high technology 4.0 businesses. This will be achieved by delivering education and training, demonstrating new research findings and supporting new product development, innovation, investment and export market development.

Responsibility

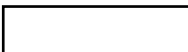
Various education stakeholders (capital/maintenance), Local Government (facilitation), State Government and Federal Government (capital) Financial Commitment Sought The estimated cost of the centre is \$5 - \$6 million with contributory funding to be sought from the private sector stakeholders, Commonwealth and State Governments.

Delivery Timeframe

Now – 2022

Priority Areas

Economic and Social Infrastructure, Research and Development



PROJECT 4

Adelaide International Bird Sanctuary National Park Winaityinaityi Pangkara Interpretive Centre

Subject to a Department of Environment Northern Adelaide Coastal Visitor Management Strategy and Adelaide Plains Council Tourism & Economic Development Strategy commencing soon, and relative to eco-tourism potential; an Interpretive Centre is proposed along the APC coastline. Entry to the northern end of the park is via Parham, Webb Beach and Thompson Beach, with the other end of the park in APC at Port Gawler, it is only 30 minutes from Adelaide. The name Winaityinaityi Pangkara in the local Kaurna language means "a country for all birds and the country that surrounds these birds". The park is at the southern end of the East Asian-Australasian Flyway (EAAF) which is used by more than 5 million birds every year. 27,000 of these birds stop and rest in the sanctuary. There are 263 unique plant and animal species, adapted to living in the coastal conditions. Food is abundant on the tidal mud flats, and in and around mangrove forests it is also a fish breeding ground.

Due/Milestone

2022 - Stage 1 requires \$5 million

Design, valuations, project management and final costing determined

2024 – Delivery

Outcomes

An Interpretive Centre, combined with local volunteer tourism, where you can bring your own binoculars and bird book. With birds coming from all over the world to nest, breed, rest and feed after their long flight from as far as Siberia and Alaska, passing through 22 countries; an Interpretive Centre is needed to support nature based tourism in the area. The centre would also act as a base for environmental preservation work for threatened bird species such as the Curlew sandpiper, Ruddy Turnstone, Red Knot and Eastern Curlew.

Responsibility

Nature based Tourism Operator (capital/maintenance), Local Government (facilitation), State Government and Federal Government (capital)

Financial Commitment Sought

The estimated cost of the centre is \$5 - 10 million with contributory funding to be sought from the private sector stakeholders, Commonwealth and State Governments.

Delivery Timeframe

Now – 2024

Priority Areas

Tourism and Visitor Economy, Economic and Social Infrastructure, Research and Development

PROJECT 5

Two Wells Main Street Public Realm and Amenity Redevelopment

The landscape at Two Wells is rapidly changing; 10,000 population increase by 2040, Xavier College campus now open and retail investment opportunities beckoning. The Two Wells Main Street redevelopment is a timely initiative and a public realm amenity improvement long overdue. The revitalisation of the public realm through street greening and tree boulevards, formalised parking,

street furniture, under grounding of power, new street lights and a central village square will accelerate investment and provide a welcoming environment for residents and tourists alike.

Due/Milestone

2022 – Delivery

Outcomes

Public realm facelift to generate and accelerate interest and investment (commerce and retail) providing a welcoming and inviting public setting for residents and tourists alike. The development of a village square will provide opportunities to host events and activities that otherwise cannot be currently accommodated.

Responsibility

Local Government, State Government and Federal Government

Financial Commitment Sought

Under the Drought Communities Programme, \$700,000 has been allocated to the project. A Places for People funding application is currently being pursued for an additional \$700,000 funding stimulus while a further funding allocation of \$3 million is being sought to underground power, erect new street lighting and reconfigure the carriageway to calm traffic movements.

Delivery Timeframe

Now – 2024

Priority Areas

Tourism and Visitor Economy

Economic and Social Infrastructure

PROJECT 6

Crown Land – Unlocking Red Tape for Retail Investment

The proposed unlocking of Crown Land in Two Wells will facilitate Retail Development which is needed with the Two Wells township experiencing rapid growth. Refer Item 21.1.

PROJECT 7

Regional Freight Routes and Township Heavy Vehicle Bypasses

7.1– Regional Freight Routes

APC will be required to respond to the significant growth in freight demand in coming years. APC growing freight task is one of our biggest infrastructure challenges. This is being driven by unprecedented population growth, coupled with increased demand in commodity movements (agriculture horticulture, and livestock).

The key focus is those corridors used for the movement of freight throughout the region which are not supporting efficient movement of commodities into, out of and through the Adelaide Plains region.

Key road networks include:

- Cheek Road \$1 million
- Germantown Road \$900,000
- Barabba Road \$1.6 million
- Paddy Bridge Road \$2 million

Due/Milestone

Now – 2024

Outcomes

Increase in freight routes will ensure our key freight roads efficiently connect agricultural, horticulture and livestock to states freight routes. The delivery of works such as road sealing, strengthening and widening, pavement rehabilitation, drainage upgrades and road realignments, will significantly improve APC and State's competitiveness through efficient freight transport networks and improved international links.

Responsibility

Local Government, State Government and Federal Government

Financial Commitment Sought

\$5.5 million required from the Local, State and Federal Governments to delivery of works.

Delivery Timeframes

Now – 2024

Priority Areas

Economic and Social Infrastructure

7.2 – Township Heavy Vehicle Bypasses

With significant residential growth and increased demand in commodity movements (agriculture horticulture, and livestock). There is a need to investigate the practicability and associated infrastructure requirements to separate freight routes from residential interfaces to ensure the future safety of the community and productivity for industry is supported.

Due/Milestone

Stage 1 requires \$0 million

Design, valuations, project management and final costing determined.

2021 – Delivery

Outcomes

Minimise the impact of freight vehicle movement on the community by appropriately locating freight routes.

Responsibility

Local Government, State Government and Federal Government

Financial Commitment Sought

\$200,000 required from Local, State and Federal Governments to undertake detailed design, cost estimates, and valuations for acquisition of land.

Delivery Timeframes

Now – 2024

Priority Areas

Economic and Social Infrastructure

PROJECT 8

Coastal Settlement Tourism Routes

APC will be required to respond to increased tourism being generated by Adelaide International Bird Sanctuary (AIBS) and population growth visiting the Coastal settlement in the coming years.

Tourist destinations such as AIBS, need to be supported with infrastructure that assists in attracting and enhancing a tourist's experience in the area, thereby encouraging them to stay longer.

Due/Milestone

Now – 2024

Outcomes

The delivery of works such as road sealing and walking/cycling trails aims to significantly improve tourism along APC coastline including the sealing of Middle Beach Road, amongst other key tourism routes.

Responsibility

Local Government, State Government

Financial Commitment Sought

\$3.8 million required from the State and Federal Governments to delivery of works.

Delivery Timeframes

Now – 2024

Priority Areas

Tourism and Visitor Economy

Social Infrastructure

PROJECT 9

Two Wells Community Wastewater Management System

The existing Two Wells Township does not have any wastewater disposal facilities at this time, a suitable system for the existing town is required. With significant residential growth within the Two Wells Township there is an opportunity to partner with a private scheme to deliver a system for the existing township and or Main Street.

Due/Milestone

2022 – Start

2024 – Delivery

Outcomes

A suitable wastewater disposal facility for the Two Wells existing township and or Main Street.

Responsibility

Local Government, State Government

Financial Commitment Sought

\$4 million required from Local, and State Government to delivery of works.

Delivery Timeframes

Now – 2024

Priority Areas

Economic and Social Infrastructure

PROJECT 10

Dublin and Parham Tourist Accommodation

Subject to a Department of Environment Northern Adelaide Coastal Visitor Management Strategy and Adelaide Plains Council Tourism & Economic Development Strategy commencing soon, additional tourist accommodation on top of the existing basic facility at Parham is proposed. With the Parham Short Stay Accommodation facility consistently full from the October long weekend until Easter in the following year, with crabbers, fishers, bird watching enthusiasts, grey nomads, people attending medical treatment in Adelaide, etc.; additional facilities are warranted.

Due/Milestone

2021 – Stage 1 requires \$1 million

Design, valuations, project management and final costing determined

2022 – Delivery

Outcomes

In terms of passing trade from Highway One at Dublin and the increasing market of “grey nomads” undertaking this kind of self-sufficient travel, an upgraded and expanded facility at Parham and additional new facility to Dublin on Highway One.

Responsibility

Short Stay Accommodation Operator (capital/maintenance), Local Government (facilitation/capital), State Government and Federal Government (capital)

Financial Commitment Sought

The estimated cost of the centre is \$1 - 2 million with contributory funding to be sought from the private sector stakeholders, Commonwealth and State Governments.

Delivery Timeframe

Now – 2022

Priority Areas

Tourism and Visitor Economy, Economic and Social Infrastructure

Both councils possess the geographical location, land, water and transport logistics assets to drive economic development in Adelaide's north, and to take advantage of the recent State and Federal Government investments in road and water infrastructure (Northern Connector, Northern Expressway and NAIS).

Discussion

The draft subsidiary charter is now at a point where the respective council CEOs believe it is ready for the consideration of the two councils.

Noteworthy points of the draft charter will be reinforced by the CEO at the meeting by way of a verbal presentation, however, it is pertinent to note that further work on budget, consultation (through the upcoming Annual Business Plan and Budget process) and Board Membership will occur while the Minister for Local Government considers councils' joint proposal.

Conclusion

The establishment of a regional subsidiary of this nature will drive economic activity, investment and growth across LRC and APC, as well as unlock obstacles and legislative barriers that current curtail the growth agendas of the two councils and State Government. In consideration of the above, the CEO strongly commends this initiative, together with the suite of associated recommendations, to the Chamber for adoption.


References

Legislation

Local Government Act 1999

Council Policies/Plans

Adelaide Plains Council Strategic Plan 2021-2024

 Adelaide Plains Council	14.2	Rates Review – Draft Discussion Paper
	Department: Report Author:	Finance and Business General Manager - Finance and Business
Date: 22 February 2021	Document Ref:	D21/7715

EXECUTIVE SUMMARY

- The purpose of this report is to seek feedback from the Elected Members for the ‘Draft Rates Review Discussion Paper’ (**Attachment 1**) prepared by Corinne Garrett of UHY Haines Norton (the consultant).
- The main objective of the rates review is not to increase rates revenue rather it is about the distribution (fairness and equity) of rates between ratepayers (land use categories).
- However, in addition to the review of fairness and equity, rates review also provide the opportunity for the Council to improve its financial position/sustainability by addressing potential inefficiencies that may be present in the current rating methodology.
- Therefore, as with any change in the methodology of rating, there will be a number of ratepayers that receive a reduction of rates and others with an increase of rates.
- At an informal gathering held on 13 January, Elected Members received a presentation (**Attachment 2**) from the consultant.
- In line with the Council resolution on the rates review and the tender brief provided, the consultant discussed with the Elected Members:-
 - Current capital value based differential rating system and the fixed charge;
 - Comparison of Council’s rating system with that of two (2) neighbouring Councils similar to Adelaide Plains Council;
 - Community profile of the Council’s three (3) wards;
 - Socio-economic factors within wards of the Council in comparison with two (2) neighbouring Councils;
 - How rating strategy can be used to support Council’s strategic management plan objectives;
 - Should the Council change current rating methodology, if so what are the strategies available?
- If the feedback from the Council is to continue with the current rating methodology, draft discussion paper will be updated to reflect Council’s feedback and public consultation is not required under *the Local Government Act 1999*.
- However, Council’s management recommends to undertake public consultation to continue with the current rating methodology.

- The consultant will prepare 'Draft Consultation Paper' which will be presented to a Special Council meeting on 4 March 2021 should the Elected Members intend to undertake public consultation on the current rating methodology.

RECOMMENDATION 1

"that the Council, having considered Item 14.2 – *Rates Review – Draft Discussion Paper*, dated 22 February 2021, receives and notes the report and in doing so Council has considered 'Rates Review – Draft Discussion Paper', presented as Attachment 1 to this Report and acknowledge that the Elected Members are satisfied with the current rating methodology of the Adelaide Plains Council due to following reasons:-

- a)
- b)
- c) "

OR

RECOMMENDATION 2

"that the Council, having considered Item 14.2 – *Rates Review – Draft Discussion Paper*, dated 22 February 2021, receives and notes the report and in doing so Council has considered 'Rates Review – Draft Discussion Paper', presented as Attachment 1 to this Report, and provide following feedback:-

- a)
- b)
- c) "

BUDGET IMPACT

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

RISK ASSESSMENT

Nil

Attachments

1. Rates Review – Draft Discussion Paper
2. PowerPoint presentation from Rates Review Workshop 1

DETAILED REPORT

Purpose

The purpose of this report is to seek feedback from Council Members for the 'Draft Rates Review Discussion Paper' (**Attachment 1**) prepared by Corinne Garrett of UHY Haines Norton (the consultant).

Background/History

There is a legal requirement for Councils to consult with their communities when considering changes to their rating methodology.

Section 151 of the Local Government Act 1999 states as follows;

(5) Before a council—

- (a) changes the basis of the rating of any land (including by imposing differential rates on land that has not been differentially rated in the preceding financial year, or by no longer imposing differential rates on land that has been differentially rated in the preceding financial year); or*
- (b) changes the basis on which land is valued for the purposes of rating; or*
- (c) changes the imposition of rates on land by declaring or imposing a separate rate, service rate or service charge on any land,*

the council must—

- (d) prepare a report on the proposed change; and*
- (e) follow the relevant steps set out in its public consultation policy.*

(6) A report prepared for the purposes of subsection (5)(d) must address the following:

- (a) the reasons for the proposed change;*
- (b) the relationship of the proposed change to the council's overall rates structure and policies;*
- (c) in so far as may be reasonably practicable, the likely impact of the proposed change on ratepayers (using such assumptions, rate modelling and levels of detail as the council thinks fit);*
- (d) issues concerning equity within the community,*

and may address other issues considered relevant by the council.

(7) A public consultation policy for the purposes of subsection (5)(e) must at least provide for—

- (a) the publication in a newspaper circulating within the area of the council a notice describing the proposed change, informing the public of the preparation of the report required under subsection (5)(d), and inviting interested persons—*
 - (i) to attend a public meeting in relation to the matter to be held on a date (which must be at least 21 days after the publication of the notice) stated in the notice; or*
 - (ii) to make written submissions in relation to the matter within a period (which must be at least 21 days) stated in the notice; and*

- (b) the council to organise the public meeting contemplated by paragraph (a)(i) and the consideration by the council of any submissions made at that meeting or in response to the invitation under paragraph (a)(ii).

At the meeting held on 17 September 2020, Audit Committee resolved as follows;

6.4 *Review of the Rating Strategy*

Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones **2020/ 037**

“that the Audit Committee, having considered Item 6.4 – Review of the Rating Strategy, dated 17 September 2020, receives and notes the report and in doing so:

- 1. Recommends that Council instructs the Chief Executive Officer to commence a tender process to engage a suitably qualified consultant to undertake the review of Council’s rating strategy; and***
- 2. Recommends that the tender brief include, amongst other items, the following:***
 - a. Differential Rating Strategy***
 - b. Fixed Charge***
 - c. Community Wastewater Management System.”***

CARRIED

Councillor Panella left the meeting at 3.09pm and did not return.

At the Council meeting held on 28 September 2020, Council resolved as follows;

12.4 Moved Councillor Parker Seconded Councillor Daniele **2020/ 315**

“that Council endorses resolution 2020/037 of the Audit Committee and in doing so instructs the Chief Executive Officer to:

- 1. Commence a tender process to engage a suitably qualified consultant to undertake a review of Council’s rating strategy; and***
- 2. Include in the tender brief, amongst other items, the following:***
 - a. Differential Rating Strategy***
 - b. Fixed Charge.”***

CARRIED

Accordingly, following a competitive Request for Quote process, Council appointed Corinne Garrett, a Local Government Consultant from UHY Haines Norton to conduct the Rates Review.

Draft ‘Rates Review – Discussion Paper’ was presented to the Audit Committee at its meeting held on 2 February 2021 and the Audit Committee resolved as follows;

6.1 *Rates Review – Draft Discussion Paper*

Ms Corinne Garrett, HY Haines Norton, took questions from the Audit Committee in relation to Item 6.1 – Rates Review – Draft Discussion Paper

Committee Resolution

“that the Audit Committee, having considered Item 6.1 – Rates Review – Draft Discussion Paper, dated 2 February 2021, receives and notes the report.”

CARRIED UNANIMOUSLY

Discussion

Why Council need a rating review?

A rating review should be undertaken periodically as the most appropriate rating system for a council may vary overtime as changes occur in its area, including as a result of:

- a) A change in the mix of properties, for example as a result of development;
- b) A change in the mix of council services; and
- c) Significant changes in relative value between different classes of property.

The Local Government Act 1999 allows considerable flexibility in rating methodology in order for councils to tailor their decisions to the overall circumstances of their area and its community. There is no single rating system that best suits or will be preferred by all ratepayers. Whatever the final decision there will be trade-off judgements that inevitably need to be made.

Equity considerations need to have regard to both the relative benefits received and relative capacity to pay of different classes of ratepayers. Taxation theory suggests that all other things being equal, a person who receives more benefits should pay a higher share of total council rates. Similarly a person who has less capacity to pay should pay less. Often though these factors are not complementary and weightings need to be given to the importance of each one; e. g. someone may receive more benefits but have less capacity to pay.

Draft Discussion Paper

With feedback and information from the Council, the consultant prepared ‘Rates Review - Draft Discussion Paper’ as contained in the **attachment 1**. Consultant also held a workshop with the Elected Members on 13 January 2021 and made a PowerPoint presentation as contained in the **Attachment 2**.

In line with the Council resolution and the tender brief provided, the consultant discussed with the Elected Members:-

- Current system of capital value based differential rating system and the fixed charge;
- Comparison of Council’s rating system with that of two (2) neighbouring Councils similar to Adelaide Plains Council;
- Community profile of the Council’s three (3) wards
- Socio-economic factors within wards of the Council in comparison with two (2) neighbouring Councils;
- How rating strategy can be used to support Council’s strategic management plan objectives;

- Should the Council change current rating methodology, if so what are the strategies available?

Rating Structure – Is the current structure fair and an equitable?

Since last rates review conducted in 2013, Council management have not experienced any significant dissatisfaction among ratepayers regarding the current rating structure. Elected Members may wish to maintain current rating structure unchanged and given below are the possible justifications for such a decision.

- a) There is currently no strong agitation for change from any particular class of ratepayers;
- b) the current three (3) differentials rating system based on capital value of properties is a fair and an equitable system. It is also easy to administer;

by rating each individual property based on a land use system of differentiation, all properties which have a common land use council-wide (as determined by the independent Valuer General) would be charged the same rate in the dollar (of capital value).

- c) any reduction in rates for one land use category will result in an increase in rates for other land use categories;

Many councils offer lower differential rates to primary producers and charge higher differential rates to commercial and industrial property owners relative to residential properties. Presumably they believe that relative to the value of the property, primary producers have less capacity to pay taxes and commercial and industrial property owners more.

Evidence to substantiate such claims is likely to be difficult to find. Nevertheless the fact that such differential arrangements are commonplace and have not changed materially over time at least suggests that there is widespread community perception of such differences in capacity to pay. That is other ratepayers seem generally to accept primary producers often receiving more favourable rating treatment.

Similarly there is typically across different council areas little agitation from commercial and industrial ratepayers as a result of being charged a higher tax rate. It seems well accepted

Rating Structure - Potential Changes and the Impact

Usually, a rating review will considers the distribution of rates between different types of ratepayers and not an overall increase in rates as the Council can increase total rates raised as part of adopting annual business plan and budget each year. The potential changes put forward in the discussion paper **(Attachment 1)** are made on the assumption that it will redistribute the rating burden and not increase overall rates.

According to the discussion paper, Council could implement one (1) of three (3) strategies within the current rating structure as summarised in the following table.

Table 1: Potential Changes to the Current Rating Structure and their Impact

Strategy	Impact on the Council	Impact on the ratepayers
a) Increase fixed charge* and reduce rate in the \$.	No significant impact on overall general rates income.	Rates of low valued properties' would increase but the rates of higher valued properties would decrease .
b) Increase primary production (PP) differential and making the PP rate in the \$ the same as residential properties. Reduce rate in the \$ and/or fixed charge for all properties.	No significant impact on overall general rates income.	Rates payable by primary production properties will increase** and for all other ratepayers it will decrease** .
c) Making the commercial and Industrial rate in the \$ the same as residential properties***. Increase rate in the \$ and/or fixed charge for all properties.	No significant impact on overall general rates income.	Rates payable by commercial and Industrial properties will decrease** and for all other ratepayers it will increase** .

* Fixed charge is currently \$110 per property (one of the lowest in the State), however, applicable only once on contiguous properties or properties considered as part of 'single farm enterprises'

** Some commercial, industry, primary production ratepayers are able to claim tax deductions for the Council rates paid whereas Residential (except where rented) cannot take advantage of such benefit. Often councils implicitly factor this in when considering differentials.

*** Discussion paper suggests that differential may be used to support a policy direction such as to encourage commercial or industrial development, or deterring a particular land use. There may be examples where this can be justified (e.g. a higher differential on vacation land to discourage land banking and speculation) but generally reducing differentials to attract commercial or industrial development is not effective and potentially costly. Rates are rarely considered in business investment/location decisions.

However, Council can give the perception of lower rates (and thereby being business friendly) to commercial and Industrial sector if same rate in the dollar as residential is applied.

Likely Impact on Ratepayers

Below is an extract from the Section 9.6.4 of the Draft Discussion Paper (**Attachment 1**) that explains likely impact on ratepayers under four (4) different scenarios.

The rateable properties within Adelaide Plains have the following characteristics; (the highest proportion in each range is highlighted)

Value Range	Residential	Commercial & Industry	Primary Production	Vacant Land	Other
Under \$200k	15%	45%	4%	70%	78%
\$200k to \$399k	48%	26%	44%	27%	11%
\$400k to \$599k	33%	12%	31%	1%	0%
\$600k to \$800k	3%	5%	10%	1%	11%
\$800k to \$1m		3%	4%		
\$1m to \$2m		10%	6%		
\$2m to \$4m			1.4%		
\$26m			1 property		

There are numerous scenarios that can be modelled when considering rating changes. No one model will favour all property types and values. The following models provide an understanding of changes that could be made and their effect on sample properties.

Along with individual properties, many primary producers will hold multiple land parcels that make up part of a whole farming enterprise. Where the properties are occupied by the same enterprise with the same names, the fixed charge is only allocated to one property for each enterprise.

To understand the effect on these large farming enterprises our modelling shows the effect of one sample group of properties that total \$10.8m in value over 15 properties with 5 fixed charges levied.

Model 1 *Leave Fixed Charge at \$110 (continue to increase each year by inflation)
Decrease Commercial/Industrial to 100% of Residential Differential
Leave Primary Production at 91% of Residential Differential*

Model 2 *Increase Fixed Charge to \$200
Leave Commercial/Industrial at 130% of Differential
Leave Primary Production at 91% of Residential Differential*

Model 3 *Increase Fixed Charge to \$200
Decrease Commercial/Industrial to 100% of Residential Differential
Leave Primary Production at 91% of Residential Differential*

Model 4 *Increase Fixed Charge to \$200
Decrease Commercial/Industrial to 100% of Residential Differential
Increase Primary Production to 100% of Residential Differential*

Proposed timetable for the Rates Review

Following tentative timeline has been developed for the completion of rates review. It should be noted that the length of the process depends on whether the Council intend to change the existing rating methodology which requires 21 days public consultation.

If the Elected Members wish to continue with current rating methodology, public consultation is not required under the S151 (5) of the Local Government Act 1999. However, Council management recommends to undertake public consultation should the Council decides to continue with the current rating methodology.

Table 2: Rates Review Timeline

Description	When
Workshop 1 - Draft Discussion Paper discuss with the Elected Members	13 January 2021 (Completed)
Audit Committee received and noted the Draft Discussion Paper	2 February 2021 (Completed)
Seek feedback from the Elected Members for the Draft Discussion Paper	February Ordinary Council meeting on 22 February 2021
Workshop 2 - Draft Public Consultation Paper discuss with the Elected Members	Informal gathering on 1 March 2021
Approve Draft Public Consultation Paper for public consultation	Special Council meeting on 4 March 2021
Public Consultation / Public Meeting	11 March 2021 to 8 April 2021
Workshop 3 - Public Consultation Results <i>(A workshop will be held to discuss the outcomes of public consultation with Elected Members and key staff. The public consultation results and discussion will be used to inform the final report for Council consideration)</i>	Informal gathering on 13 April 2021
Final Report for Council Consideration <i>(for final Council Endorsement)</i>	April Ordinary Council meeting on 27 April 2021

Conclusion

Through a formal resolution, Elected Members have the opportunity to provide feedback to the discussion paper so that the consultant can take in to consideration those feedback when finalising 'Rates Review – Public Consultation Paper'.

While the consultant has put forward four (4) scenarios, it should be noted that there will be a number of ratepayers that receive a reduction of rates and others with an increase of rates under each scenario and therefore it may be difficult get universal approval from the community to any of the options proposed by the consultant.

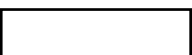
References

Legislation

Local Government Act 1999 Section 151 Basis of Rating

Council Policies/Plans

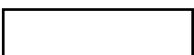
Council Policy Title



Rating Review – Discussion Paper

For Adelaide Plains Council

February 2021



Contents

1. Introduction	4
2. The Purpose of this Discussion Paper	4
3. Why Councils Collect Rates	4
4. Nature of Council Rates.....	5
5. Principles of Taxation.....	5
6. Legislative Framework for Setting Council Rates	6
7. Valuations.....	6
8. Rating Options Available	6
8.1. A General Rate	6
8.2. A Differential Rate.....	6
8.3. Fixed Charge.....	7
8.4. Minimum Rate	8
8.5. Tiered Rating	8
8.6. Separate Rates	9
8.7. Service Rates & Charges	9
9. Rate ‘Discounts’	9
9.1. Non-Rateable Property	9
9.2. Rate Concessions	9
9.3. Rate Rebates and Remissions	9
9.4. Maximum Increase Capping	11
9.5. Postponement of Rates	11
10. Adelaide Plain’s Current Rating Methodology	12
10.1. Previous Rating Review.....	12
10.2. Land Valuation	12
10.3. Differential Rates based on Land Use.....	13
10.4. Fixed Charge.....	13
10.5. Separate Rates	13
10.6. Service Rates & Charges	13
11. Comparison to Similar Councils	13
11.1. Australian Centre of Local Government Grouping	14
11.2. South Australian Remuneration Tribunal Groupings.....	14
11.3. LGA Region.....	14

11.4. Neighbouring Councils	14
11.5. Comparison Councils.....	14
11.6. SA Local Government Grants Commission Database 2018/19.....	15
11.7. Comparison Rate Structures	19
12. Adelaide Plains Council Profile	20
12.1. Australian Bureau of Statistics	20
12.2. Socio-economic Index	20
13. Adelaide Plains – Priorities and Challenges	21
13.1. Challenges and Opportunities	21
13.2. Strategic Priorities.....	21
13.3. Rating as a Tool to Assist in Achieving Strategic Priorities	22
14. Rating Structure – Potential Changes and the Impact.....	22
14.1. Increasing the Fixed Charge.....	22
14.2. Changing Primary Production Differential.....	23
14.3. Changing the Commercial and Industrial Differentials.....	24
14.4. Setting a Separate Rate.....	24
14.5. Likely Impact on Ratepayers	24
15. Overview & Recommendation	28
15.1. Recommendation.....	28
16. Consultation Requirements.....	28
16.1. Legislative Requirements for Consultation.....	28
Bibliography	30
Appendix 1 – Australian Centre of Local Government Groupings.....	31
Appendix 2 – South Australian Remuneration Tribunal Groupings.	33
Appendix 3 - LGA Regions in South Australia	34

1. Introduction

Councils are responsible for the delivery of a broad range of services to their communities. Each community is unique and has different priorities. Councils receive income from several sources to pay for the services they provide, and the largest revenue source is rates.

The Local Government Act 1999 allows Councils to raise rates and provides a degree of flexibility in the options used by Councils to do this. Councils need to determine the best method for their communities and review this from time to time to ensure the system they use remains relevant.

Adelaide Plains (Council) is reviewing the current methods for setting rates and what alternative methods, if any, may be more appropriate for the community.

This process is known as a rating review and considers a Council's rating requirements and the best way for that Council to distribute the rate burden amongst their community. Each Council will have different communities, so the rating system used is unique for each Council.

2. The Purpose of this Discussion Paper

The purpose of this Discussion Paper is to consider the following;

- Why Councils collect rates.
- Legislative framework for setting Council rates.
- Rating Options available
- Council's current rating methodology
- Options that may be appropriate for Council
- Consultation Requirements.

The Local Government Act 1999 requires that before a Council can change the basis of their rating system, the Council must prepare a report on the proposed change setting out the;

- Reasons for the proposed change
- Relationship of the proposed change to the Council's overall rates structure and policies
- As far as practicable, the likely impact of the proposed change on ratepayers
- Issues concerning equity within the community.
- Any other issues that Council considers relevant.

This report must be provided to the community for public consultation.

The contents of this discussion paper will be the basis of a workshop with Elected Members. Feedback from the workshop will be used to produce a Consultation Report for the community.

3. Why Councils Collect Rates

Councils are responsible for the delivery of a broad range of services to the community. The range of services continues to grow.

To support the provision of services and to improve the quality of life for all the community, whether residential, business, or primary production, Councils provide significant levels of infrastructure in the form of roads, bridges, drainage, buildings, parks, and recreation facilities. This infrastructure needs to be maintained and replaced. Councils also provide a vast range of other services to their communities.

Each Council provides unique services for their own communities as different communities have different priorities. Councils are therefore faced with the challenge to:

- Establish an affordable and sustainable level of infrastructure and services for its community; and
- Equitably distribute revenue raising that provides funding for infrastructure and services.

As each Council faces different circumstances and provide a different mix of services to its community, it is likely that its revenue requirements are different from its neighbours. The capacity of each Council to raise revenue and the way that the ratepayers will share in providing the revenue will also be different in each Council.

4. Nature of Council Rates

Taxation is the major source of revenue for Governments. Councils are responsible for raising their own revenue by way of property taxation (Rates) and user charges as prescribed by legislation. Councils also receive Government funding.

Many ratepayers will question the value they individually receive from the rates they pay; however, rates are raised as a form of taxation for services for the whole community. Rates are a wealth tax, taxed against the value of property. The principle being that the more property, or the higher the value of the property, the more you should and are able to pay.

One problem with a wealth tax is that someone that owns a property that has a high value may not have the income to pay a higher level of tax. An example is a person, who has lived in an area their whole life, but the area has become popular and the value of the property has increased dramatically. That person may now be living in a very valuable property and rated as such but may not have the income to afford this level of rating.

5. Principles of Taxation

When setting taxes, Governments and Councils need to be mindful of the principles of taxation. The principles are:

- equity – taxpayers with the same income pay the same tax (horizontal equity), wealthier taxpayers pay more tax (vertical equity);
- benefit – taxpayers should receive some benefits from paying tax, but not necessarily to the extent of the tax paid;
- ability-to-pay – in levying taxes the ability of the taxpayer to pay the tax must be considered;
- efficiency – if a tax is designed to change consumers' behaviour and the behaviour changes, the tax is efficient (e.g., tobacco taxes), if a tax is designed to be neutral in its effect on taxpayers and it changes taxpayers' behaviour the tax is inefficient; and
- Simplicity – the tax must be understandable, hard to avoid and easy to collect.

To some extent these principles conflict with each other. Governments and Councils must balance the application of the principles, the policy objectives of taxation, the need to raise revenue and the effects of the tax on the community.

6. Legislative Framework for Setting Council Rates

The Local Government Act 1999 (The Act) sets out the framework of rating for Councils. The Act can be accessed at: <https://www.legislation.sa.gov.au/>.

The legislation outlines the following topics which are relevant for Council when considering changing its basis of rating.

Chapter 10 – Rates and Charges

- **Part 1 – Rates and charges on land**
 - Division 1 - Preliminary
 - Division 2 – Basis of rating
 - Division 3 – Specific characteristics of rates and charges
 - Division 4 – Differential rating and special adjustments
 - Division 5 – Rebates of rates
 - Division 6 – Valuation of land for the purpose of rating

7. Valuations

Rates are calculated against the valuation of a property. There are two valuation options available under the current legislation being Capital (improved value) of a property, i.e., land and house valued together, or Site where only the land value is used.

Site value is not used by many Councils in South Australia and the drafted Statutes Amendment (Local Government Review) Bill 2020 may remove this option in the future.

8. Rating Options Available

There are several alternative rating options available under the Local Government Act 1999. The options that can be considered are;

- A General Rate
- A Differential General Rate
- Fixed Charge
- Minimum Rate
- Tiered Rating
- Separate Rates

All rating options provide different ways for the cost of running the Council to be distributed amongst ratepayers. Councils need to consider the profile and issues of their communities and determine the method that distributes the rates tax burden in the most appropriate manner for their community.

8.1. A General Rate

All properties are charged the same 'rate in the dollar', regardless of land use or locality. This is very simple to administer.

8.2. A Differential Rate

This means there are different 'rates in the dollar' set for different categories of properties. Differentiating property based on Locality and Land Use are described below. A Council can use either Land Use or Locality or a combination of both.

A differential rate allows a Council to structure their rating strategy more closely with their community's needs and profile and to use rating as a tool to assist in achieving Council's strategic goals.

8.2.1. Locality

Rating according to where a property is. Some Councils set different 'rates in the dollar' for different townships, or whether a property is inside or outside a township(s). The locality is determined by development zone the property is in.

8.2.2. Land Use

This is where the 'rate in the dollar' is set depending upon what the property is used for. The Land Use types in accordance with the Local Government Regulations and as determined by the Valuer General are:

- Residential
- Commercial (Shop)
- Commercial (Office)
- Commercial (Other)
- Industrial (Light)
- Industrial (Other)
- Primary Production
- Vacant Land
- Other
- Marina Berth

The use of differential rates makes the rating system more complex, but not usually to the extent that it offends the simplicity principle. This is reflected by the fact that most South Australian Councils use this rating method. Differentials can also be used based on combinations of Locality and Land Use and Councils that use this combination can have quite complex rating structures.

Differential rates based on land use can allow a Council to set policy direction in regard to their rating, such as:

- Lower 'rate in the dollar' to assist or encourage a certain type of land use.
- Higher 'rate in the dollar' to deter a certain type of land use, or as an acknowledgement that a land use group needs to pay a higher contribution to the rates burden for the community.

8.3. Fixed Charge

Under this system a fixed amount is first applied evenly against all ratepayers. The remaining amount of rate revenue would be based on the valuation of the property.

The Act states that a Council must not seek to set a fixed charge at levels that will raise more than 50% of all general rate revenue.

The fixed charge is levied against a property first and then a Rate in the Dollar (RID) is charged against the valuation of the property and these amounts are combined to reach the rates that will be levied for this property. If a fixed charge is not levied, the RID will be higher to reach the same level of calculated rates.

The effect of a fixed charge is a lower rate in the dollar resulting in higher valued properties paying less than they would if there were no fixed charge.

This system would disadvantage owners of lower valued properties and could offend the 'ability to pay' principle.

Developers with several adjoining blocks will only pay one fixed charge and all the remaining properties will be charged at a lower rate in the dollar.

An advantage of the Fixed Charge is that having a higher Fixed Charge, resulting in a lower Rate in the Dollar, means that the risk of considerable increases in valuation is somewhat diminished. A Fixed Charge also sets a level of rating that is distributed equally between all ratepayers before the calculation of valuation x Rate in the Dollar is completed.

Contiguous Land provisions contained within the Act provide that only one fixed rate is payable across adjoining land owned and occupied by the same ratepayer (as if they were one property).

Single Farm Enterprises are also only subject to one fixed rate (where applicable). In accordance with legislation, the fixed charge is not applicable to Marina Berths.

8.4. Minimum Rate

A minimum rate is only applied where the calculated rates (valuation x RID) are lower than a point that Council has set as a minimum to pay. This ensures that all ratepayers pay at least a certain amount.

Unlike a fixed charge, the higher valued properties do not gain an advantage. Care must be taken that the minimum is not set so high as to offend the 'ability to pay' principle. Legislation also sets that the total of properties on the minimum rate does not exceed 35%.

Contiguous Land provisions contained within the Act provide that only one minimum rate is payable across adjoining land owned and occupied by the same ratepayer (as if they were one property). Developers with adjoining blocks will have only one minimum applied.

Single Farm Enterprises are also only subject to one minimum rate (where applicable). In accordance with legislation, the minimum rate is not applicable to Marina Berths.

8.5. Tiered Rating

In some Council areas, there are many low valued residential properties with relatively few high valued properties. The rate in the dollar will be set to obtain a reasonable contribution from every property towards the cost of providing infrastructure and services. It may well be the case that the few high valued properties are paying disproportionately more as compared to the impact of services on their property values. The Local Government Act makes a provision which allows Councils to adjust the rate in the dollar applied to properties in a specified range of values, however no more than 35% of rateable properties in a Council's area are to be affected by this measure.

The effect of this provision in a Council with a wide range of property values is that a significant number of lower valued properties will attract an increase in rates, whilst higher valued properties receive a reduction.

This method offends the equity principle. It would also affect negatively the 'ability to pay' principle. However, in considering the benefit principle, there may be some justification for considering this method.

Tiered rating can also be applied in the opposite manner where properties in the lower value range may pay a lower rate in the dollar.

This method is rarely used in South Australia.

8.6. Separate Rates

A Council can set a separate rate for the whole or part of an area for the purpose of planning, carrying out, making available, supporting, maintaining, or improving an activity that is of particular benefit to the occupiers of the land within that area.

8.7. Service Rates & Charges

A service charge is raised where a service is provided. Councils often raise service charges for the:

- Treatment or provision of water i.e.; Community Wastewater Management System, (CWMS)
- Collection of domestic waste i.e.; Mobile Garbage Bin Collection
- Provision of Water

Legislation provides that Service Rates & Charges need to cover the costs of the services provided, including the cost of replacement infrastructure such as the replacement of pipes and pumps within a Community Wastewater Management System.

9. Rate ‘Discounts’

9.1. Non-Rateable Property

Section 147 of The Local Government Act sets out the land which is exempt from rates as being:

- Crown Land
- Land held by the Crown or an instrumentality of the Crown for a public purpose.
- Land occupied by a university.
- Land exempt from rates and taxes under the Recreation Grounds Rates and Taxes Exemption Act 1981
- Land occupied by the Council except where under a lease or licence.
- Land occupied by a subsidiary.
- Land occupied or held by an emergency service organisation.
- Land exempt from Council rates by another Act

Non-Rateable properties will still incur Service Rates and Charges.

9.2. Rate Concessions

Rate Concessions for Pensioners and Self-Funded Retirees were provided on Council rates until 1 July 2015. The State Government funded the concessions.

This scheme was replaced with a ‘Cost of Living Concession’ which is directly provided to recipients by the State government. Councils are no longer involved in this concession.

9.3. Rate Rebates and Remissions

The Local Government Act requires Councils to rebate the rates payable for certain land uses (‘Mandatory’ Rate Rebates):

- Section 160 – Health Services
- Section 161 – Community Services
- Section 162 - Religious Purposes
- Section 163 – Public Cemeteries
- Section 164 – Royal Zoological Society of SA
- Section 165 – Educational Purposes

Councils also have a general power to grant discretionary rebates and remissions in accordance with Section 166 & 182 of the Local Government Act 1999. The exercise of this power allows for:

- Local discretion;
- The pursuit of local policy objectives;
- Assistance to community organisations;
- Assistance to local businesses; and
- Assistance in the case of hardship.

Some Councils that have high levels of non-resident ratepayers offer Rates Remissions (Capping) to residents of the area. This type of remission reflects the taxation principle of 'ability to pay' and can relieve the higher burden of rates on properties that have been impacted by holiday popularity and consequently higher property values. The premise is that a 'holiday' home is likely to be an additional property for a ratepayer that lives elsewhere and therefore that ratepayer has more 'wealth' than a resident who only owns the property they live in.

A rate cap (remission) of this type is applied to ensure that the rates for resident ratepayers do not increase by more than x% as determined by the Council. Councils may offer different levels of capping for different types of resident ratepayers such as pensioners.

An example of this is where a Council sets the following remissions:

- Pensioners and other Centrelink supported residents at 5%. This means that if their rates increase by more than 5%, they will receive a remission to ensure they only pay a 5% increase.
- Other residents at 10%. This means that if their rates increase by more than 10%, they will receive a remission to ensure they only pay a 10% increase.

Conditions can be developed to ensure that the Council is helping the ratepayers they intend to assist.

Some Councils offer Rates Remissions (Capping) where valuations have increased unevenly through the district and some Land Use categories are affected much more than others. A capping can assist in relieving the pressure in this situation.

Council must be mindful of the following when considering this type of remission:

- Whenever a system is adopted to allow one section of ratepayers to pay less, the other ratepayers of the Council pay more rates to cover the shortfall.
- Depending on how the rate capping is calculated;
 - Rate Capping can have an escalating effect with the amount remitted each year potentially growing.
 - Rate Capping may only assist the ratepayer in the first year with the impact of increased valuations affecting them in the second year.

9.4. Maximum Increase Capping

S153 (4) of the Act allows a council to set a maximum increase on rates, this is often termed as 'Capping'. Some Councils that have high levels of non-resident ratepayers offer Rates Remissions (Capping) to residents of the area. This type of remission reflects the taxation principle of 'ability to pay' and can relieve the higher burden of rates on properties that have been impacted by holiday popularity and consequently higher property values. The premise is that a 'holiday' home is likely to be an additional property for a ratepayer that lives elsewhere and therefore that ratepayer has more 'wealth' than a resident who only owns the property they live in.

A rate cap (remission) of this type is applied to ensure that the rates for resident ratepayers do not increase by more than x% as determined by the Council. Councils may offer different levels of capping for different types of resident ratepayers such as pensioners.

An example of this is where a Council sets the following remissions:

- Pensioners and other Centrelink supported residents at 5%. This means that if their rates increase by more than 5%, they will receive a remission to ensure they only pay a 5% increase.
- Other residents at 10%. This means that if their rates increase by more than 10%, they will receive a remission to ensure they only pay a 10% increase.

Conditions can be developed to ensure that the Council is helping the ratepayers they intend to assist.

Some Councils offer Rates Remissions (Capping) where valuations have increased unevenly through the district and some Land Use categories are affected much more than others. A capping can assist in relieving the pressure in this situation.

Council must be mindful of the following when considering this type of remission:

- Whenever a system is adopted to allow one section of ratepayers to pay less, the other ratepayers of the Council pay more rates to cover the shortfall.
- Depending on how the rate capping is calculated;
 - Rate Capping can have an escalating effect with the amount remitted each year potentially growing.
 - Rate Capping may only assist the ratepayer in the first year with the impact of increased valuations affecting them in the second year.

9.5. Postponement of Rates

9.5.1. Hardship

Councils can wholly or partially postpone rates based on hardship in accordance with Section 182 of the Local Government Act 1999.

9.5.2. Businesses

Councils can grant postponements of rates to assist or support a business in its area.

9.5.3. Valuation Anomalies

Councils can grant other postponements of rates to alleviate the effects of anomalies that have occurred in valuations, such as an unusual spike in valuations for a particular area. Councils may introduce capping to assist ratepayers affected in this manner.

9.5.4. Unusual Events

Councils may assist ratepayers who are affected by unusual events by postponing payments, not charging fines and interest, or offering rebates. Unusual events can include;

- Fires
- Floods
- Drought
- Covid-19

9.5.5. Seniors

S182A of the Act provides that ratepayers who hold a Seniors Card can apply to Council to postpone payment of the portion of rates on their principal place of residence that exceeds \$500. Postponed rates remain a charge on the land and are not required to be repaid until the property is sold or disposed of. A Council may reject an application for postponement if the amount postponed would exceed 50% of the capital value of the land.

Interest accrues on the amount affected by the postponement in accordance with the prescribed interest rate.

10. Adelaide Plain's Current Rating Methodology

This section discusses Adelaide Plains Council's current rating system.

10.1. Previous Rating Review

Council undertook a Rating Structure Review in 2013. The result of the review and consultation at the time resulted in the basis of rating changing from locality to land use, the introduction of a waste charge and changing from a minimum to a fixed charge. The land uses were grouped as set out below with the corresponding differentials;

- | | |
|---------------------------------|------|
| • Residential, Vacant and Other | 100% |
| • Commercial and Industrial | 130% |
| • Primary Production | 91% |

10.2. Land Valuation

Council uses the **Capital Value** provided annually by the Valuer-General as the basis for rating property within its area. The Capital Value includes both the value of the land and any improvements to the land (such as housing). This method results in higher valued properties, (such as land with a larger more expensive house), being rated higher than lower valued properties (such as land with a small house).

The Valuer-General analyses the sales of all property types to determine market movements, if any. This analysis of sales happens continuously throughout the year. The Valuer-General advises that different market movements can occur amongst varying property types and localities.

Certain properties may be eligible for a notional (concessional) value under the Valuation of Land Act 1971. This can relate to certain primary production land or where there is a state heritage recognition. A notional value is generally less than the capital value and therefore will result in reduced rates unless the minimum rate is applicable.

10.3. Differential Rates based on Land Use.

Council calculates its rates using different rates depending on the differentiating factors of land use. The categories are set out below showing the differential relationships with Residential Land use as the base.

Rating Category	Differential compared to Residential
Residential	100%
Commercial Shop	130%
Commercial Office	130%
Commercial Other	130%
Industry Light	130%
Industry Other	130%
Primary Production	91%
Vacant	100%
Other	100%

10.4. Fixed Charge

Council currently declares a Fixed Charge (\$110 for 2020/2021). Rates are calculated by levying the fixed charge and then adding an amount calculated as value x rate in the dollar.

The Rating Structure Review in 2013 resulted in Council changing from using a Minimum Rate to a Fixed Charge. The theory behind a Fixed Charge is that there is a relative uniform level of services that apply to all ratepayers which should be covered by a Fixed Charge with the balance of rates being covered by capital values x differential rates in the dollar.

An advantage of the Fixed Charge is that having a higher Fixed Charge, resulting in a lower Rate in the Dollar, means that the risk of considerable increases in valuation is somewhat diminished. A Fixed Charge also sets a level of rating that is distributed equally between all ratepayers before the calculation of valuation x Rate in the Dollar is completed.

10.5. Separate Rates

Council sets a separate rate for the Landscape South Australia Levy which is raised on behalf of the State Government.

Council currently does not set any other separate rates.

10.6. Service Rates & Charges

Council currently levies Service Charges for

- Waste Collection
- Community Wastewater Management charge (CWMS)

11. Comparison to Similar Councils

Exploring information about other similar councils can assist in understanding where Adelaide Plains Council is similar and different and can assist in determining what might work best for this council.

There are 68 Councils in South Australia and they vary considerably in geographic and population size, economic situation, services provided and challenges they face. It can therefore be quite difficult to draw comparisons between Councils. However, Councils are grouped together in several ways, and these groupings can be useful to identify Councils that have similar situations.

11.1. Australian Centre of Local Government Grouping

The Department of Regional Australia, Local Government, Arts and Sport, classifies Councils in groups known as the ACLG code (Australian Centre of Local Government). The ACLG code and description for the Councils in South Australia are listed in Appendix 1.

Adelaide Plains is classified as 'Rural Agricultural Large' (RAL). RAL Councils are rural Councils that have a population between 5,001 and 10,000 and have agriculture as their main economic activity.

11.2. South Australian Remuneration Tribunal Groupings

Councils in South Australia are grouped by the South Australian Remuneration Tribunal for the purposes of determining the level of allowances for Elected Members. The full list of groupings is listed in Appendix 2.

Adelaide Plains is classified in Group 4 of the Remuneration Tribunal Groupings.

11.3. LGA Region

South Australian Councils are grouped into regions based on locality. Adelaide Plains is in the Legatus Group LGA Region. The full list of groupings is listed in Appendix 3.

11.4. Neighbouring Councils

Ratepayers will often compare their rates to neighbouring Councils even when those Councils may be quite different in size, both geographically and in ratepayer numbers as well as services provided. Adelaide Plains neighbouring Councils have been included in the comparison discussions below.

11.5. Comparison Councils

Combining both the Australian Centre of Local Government Grouping and the South Australian Remuneration Tribunal Groupings, results in the following Councils potentially being useful for comparison to Adelaide Plains.

Council	ACLG Code: RAL	Remuneration Tribunal Group 4	LGA Region Legatus Group	Neighbours	Common Factors
Adelaide Plains	X	X	X	X	4
Barossa			X		1
Barunga West			X		1
Clare & Gilbert Valleys	X	X	X		3
Coorong	X	X			2
Copper Coast			X		1
Flinders Ranges			X		1
Grant	X	X			2
Goyder		X	X		2
Kangaroo Island		X			1
Light Regional			X	X	2
Lower Eyre	X	X			2
Mid Murray	X	X			2
Mount Remarkable			X		1
Naracoorte Lucindale	X	X			2
Northern Areas		X	X		2
Orroroo			X		1
Peterborough			X		1
Playford				X	1
Port Pirie			X		1

Council	ACLG Code: RAL	Remuneration Tribunal Group 4	LGA Region Legatus Group	Neighbours	Common Factors
Renmark Parínga	X	X			2
Tatiara	X	X			2
Wakefield	X	X	X	X	4
Walkerville		X			1
Yankalilla		X			1
Yorke Peninsula			X		1

This is a large list to compare against in any meaningful way. The following have the most in common with Adelaide Plains from the table above.

- Wakefield
- Clare & Gilbert Valleys

These Councils will be used for comparison purposes in this report.

11.6. SA Local Government Grants Commission Database 2018/19

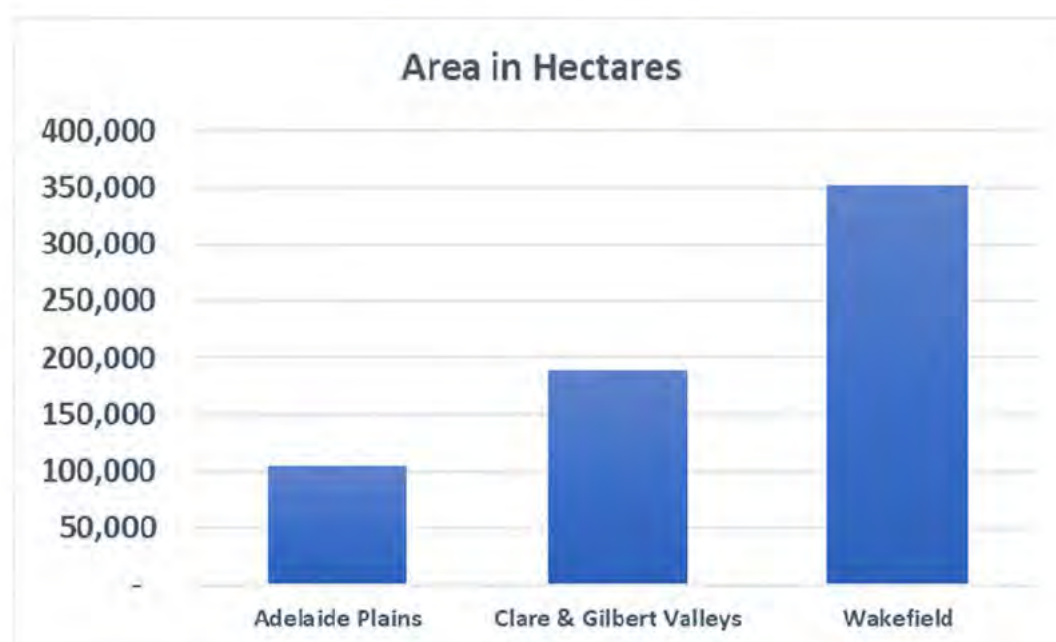
The South Australian Local Government Grants Commission Database is produced each year with the latest data available (being 2018/19 at the time of writing this paper).

This database has information collected from all South Australian Councils which can be useful when considering how a Council compares to others. Some useful comparisons are explored below.

11.6.1. Geographic Area

Councils vary widely in geographic size which can impact significantly on Council's asset management costs. The average size of Councils in South Australia is 230,000 hectares, with Adelaide Plains Council being 104,813 hectares in size.

The graph below shows that Adelaide Plains has the smallest geographical area of the comparison councils.



11.6.2. Total Roads

Councils are responsible for asset management in their district, with the largest and most costly asset type being road infrastructure. The average length of roads that Councils in South Australia are responsible for is 1,102 Kms.

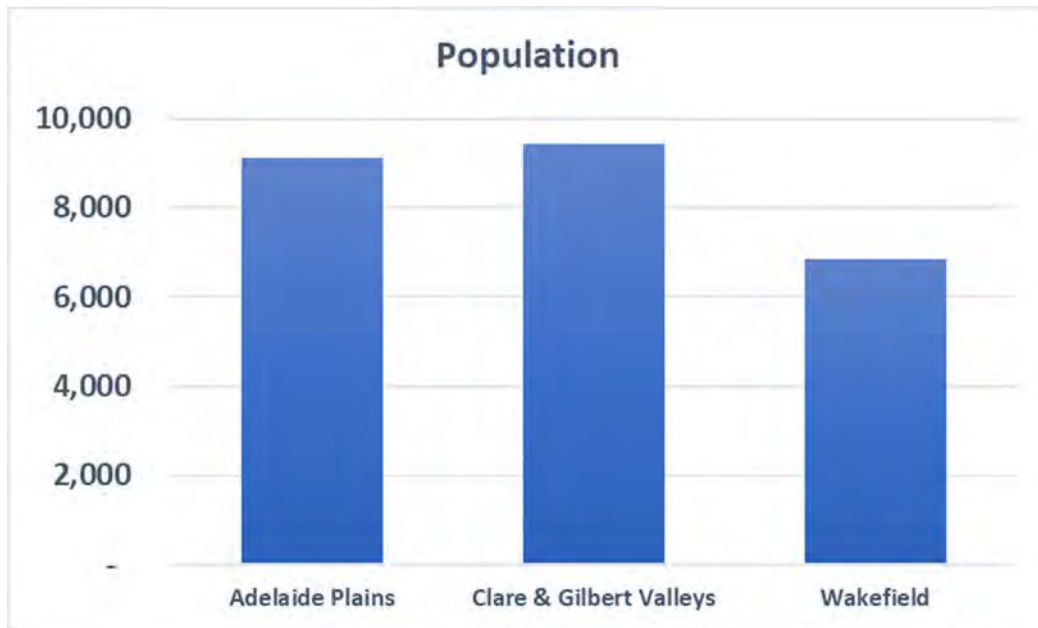
Adelaide Plains is responsible for 969 kms of Roads. This is the smallest road network of the comparison councils.



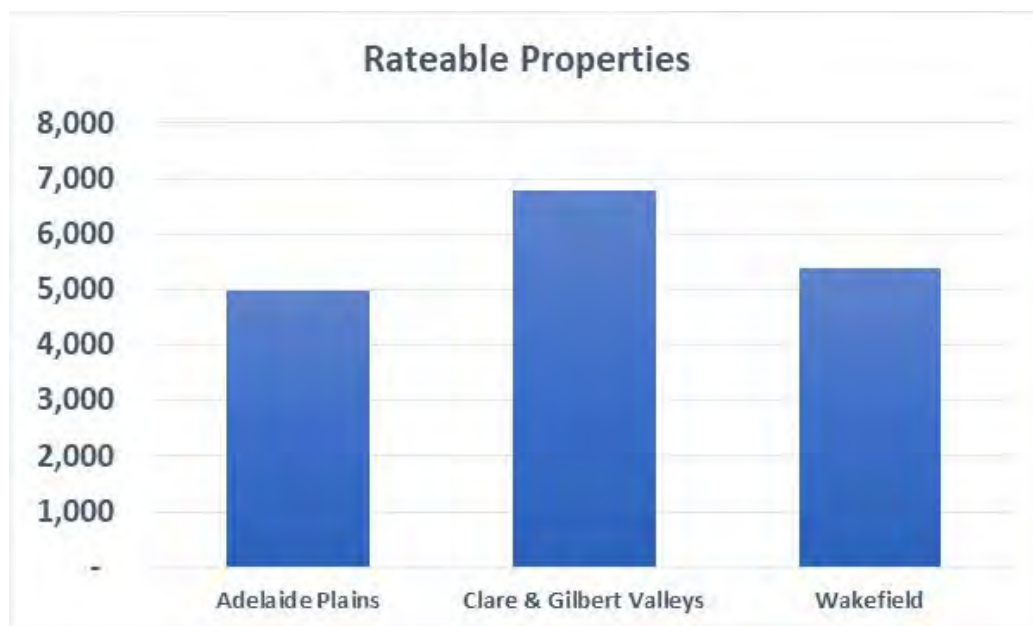
11.6.3. Number of Ratepayers and Population

A Council will have a community which is made up of ratepayers (people who own property) and non-ratepayers (such as renters and visitors/tourists). Ratepayers are made up of residents and non-residents. The size of the population determines many of the needs of a community. The population of the comparison Councils are listed in the Grants Commission Database, but this data does not reflect the extent that holiday visitors can expand the population.

Adelaide Plains is just below having the second highest population of the comparison councils and very similar to Clare & Gilbert Valleys.



The ratepayers are the people who pay for the services that are available to the wider community. Adelaide Plains has the lowest number of rateable properties of the sample Councils.



11.6.4. Rates Revenue compared to Total Revenue.

Most Councils in South Australia rely heavily on rates as their revenue base. The average % of general rates income as a proportion of total operating revenue was 56% in 2018/19. Lower percentages are usually achieved where the Council receives higher grant income. However, some Councils, such as Adelaide City rely heavily on User Charges such as car parking. Rural Councils do not generally have high levels of User Charges and rely mostly on Rates and Grants.

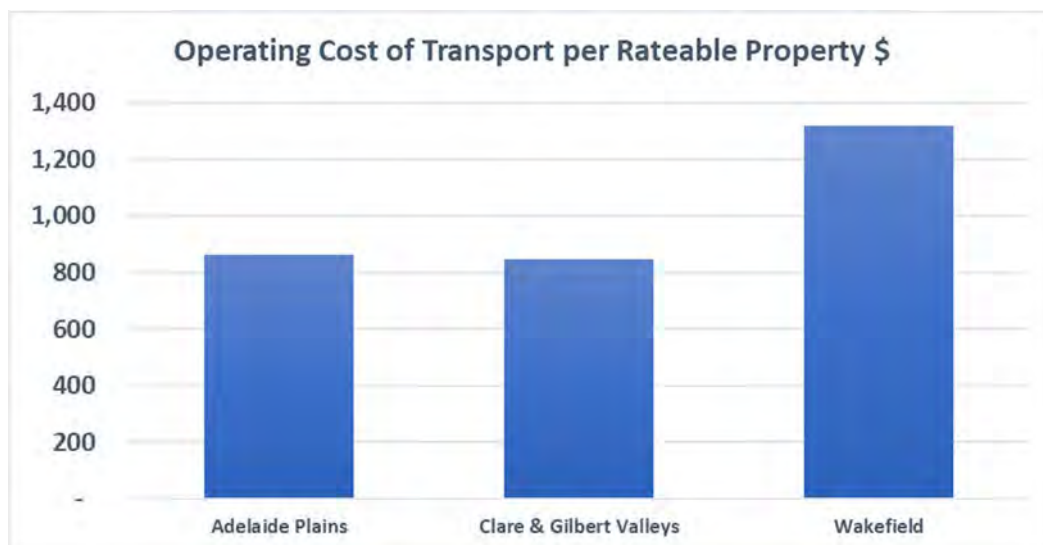
Adelaide Plains rates proportion is 68% which is the highest proportion of the sample councils.



11.6.5. Cost of Transport Assets per Ratepayer

As discussed earlier, transport assets, particularly roads are the largest cost area for rural Councils. When trying to understand the cost impacts on different Councils it can be useful to calculate the cost of this area of expenditure per ratepayer. The graphs below show the operating expenditure on transport assets (roads, bridges etc.) and the cost per rateable property for the comparison Councils. This cost does not include capital costs.

Adelaide Plains and Clare and Gilbert Valleys are similar and considerably lower than Wakefield.



A summary of data used in the graphs above is shown in the table below;

	Size in hectares	Roads (Kms)	Estimated Population	Rateable Properties	General Rates as % of Total Operating Income	Operating Costs of Transport per Rateable Property \$
State Average	230,633	1,102	25,674	13,367	56%	812
Adelaide Plains	104,813	969	9,137	4,988	68%	864
Clare & Gilbert Valleys	189,251	1,833	9,424	6,784	59%	848
Wakefield	352,162	2,686	6,838	5,386	53%	1,320

11.7. Comparison Rate Structures

All the comparison Councils have different issues and costs depending on their community. They also may have different rating systems. This means that comparing a Council's declared rate in the dollar does not actually compare what the ratepayers are paying. Additional charges for waste collection will change the total rates payable.

It is more useful to compare the total rates payable for a particular value of land and land type.

The tables below show the different rating structures, differential and resulting rates charged for various properties for the comparison Councils.

Council Rating Structure	Capital / Site	Location / Land Use	Fixed/ Minimum	No. of Rating Categories	Waste
Adelaide Plains	Capital	Land Use	Fixed \$110	9	Yes
Clare & Gilbert Valleys	Capital	Land Use	Minimum \$730	9	Yes
Wakefield	Capital	Land Use	Fixed \$320	9	Yes

Council Differential	Residential	Commercial Shop, Office & Other	Industry Light & Other	Primary Production	Vacant	Other
Adelaide Plains	100%	130%	130%	91%	100%	100%
Clare & Gilbert Valleys	100%	136%	136%	59%	100%	100%
Wakefield	100%	161%	157%	74%	392%	102%

Residential House valued at \$350,000	Rates	Waste Collection	Total Rates
Adelaide Plains	\$1,714	\$160	\$1,874
Clare & Gilbert Valleys	\$1,766	\$211	\$1,977
Wakefield	\$1,703	\$246	\$1,949

Farm valued at \$600,000	Rates	Waste Collection	Total Rates
Adelaide Plains	\$2,610	\$160	\$2,770
Clare & Gilbert Valleys	\$1,786	\$211	\$1,997
Wakefield	\$2,084	\$218	\$2,302

Waste collection and CWMS are charges that recoup the costs of those services. Waste Collection costs are affected by the distance trucks must cover to collect rubbish and how often collections are

undertaken. CWMS costs are affected by the area serviced and the age and condition of the CWMS assets.

The following table shows the different waste collection services offered for the comparison councils. Adelaide Plains collects household refuse fortnightly where the other councils collect this weekly. A decreased service results in lower costs and therefore a lower charge to ratepayers.

Waste Collection	Household Refuse	Recycling
Adelaide Plains	Fortnightly	Fortnightly
Clare & Gilbert Valleys	Weekly	Fortnightly
Wakefield	Weekly	Fortnightly

12. Adelaide Plains Council Profile

12.1. Australian Bureau of Statistics

It is important to understand the profile of the community that a Council cares for prior to making decisions which may affect them. The Australian Bureau of Statistics (ABS) has considerable data that can be used. Adelaide Plains uses the services of .idcommunity, which is a service that provides community profiles for Councils extracted from ABS data.

Communities can vary over the whole Council. Information is shown where available for smaller areas within the Council area.

	Adelaide Plains Whole	Lewiston	Mallala – Rural Remainder	Two Wells	South Australia
Household Income (week)	\$2,000 to \$2,499	\$2,000 to \$2,499	\$1,000 to \$1,249	\$2,000 to \$2,499	\$2,000 to \$2,499
- Highest Proportion					
Unemployed	7%	7.6%	6.9%	6.6%	7.5%
Mortgage Repayments (month) – Highest Proportion	\$600 - \$999	\$600 - \$999	\$600 - \$999	\$600 - \$999	\$600 - \$999
Employment Industry - Highest Proportion	Construction	Construction	Agriculture, Forestry & Fishing	Manufacturing	Health Care & Social Services
Occupations - Highest Proportion	Technicians and Trades Workers	Technicians and Trades Workers	Managers	Technicians and Trades Workers	Professionals
Household type - Highest Proportion is Couples with Children	34.4%	42.5%	30.7%	36.3%	27.6%
Homes owned outright	28.1%	23.9%	34.2%	25.8%	31%
People older than 65	13.5%	10.2%	16.3%	12.8%	18.2%

12.2. Socio-economic Index

The Australian Bureau of Statistics produces a Socio-economic Disadvantage Index from census data. This index shows the socio-economic situation of each Council area. A low score indicates greater

disadvantage. For example, an area could have a low score if there are (among other things), many households with low income, many people with no qualifications or many people in low skill occupations. A high score indicates a lack of disadvantage in general.

The graph below shows that Adelaide Plains as a whole is the same as South Australia, less disadvantaged than Wakefield but more disadvantaged than Clare & Gilbert Valleys.

Comparisons within the Council area show that Mallala Rural is the most disadvantaged area with Lewiston the least.



13. Adelaide Plains – Priorities and Challenges

13.1. Challenges and Opportunities

Adelaide Plains has significant growth occurring in some areas of the Council, 2.04% in Two Wells for 2020/2021. Growth results in additional rateable properties and increased income for Council but also additional demand for services, additional infrastructure requirements and therefore additional costs.

13.2. Strategic Priorities

Council's current Strategic Plan 2017-2020 sets out the following 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
- Increasing community partnerships and volunteering as a means of delivering services to our region.

13.3. Rating as a Tool to Assist in Achieving Strategic Priorities

Rating could be used to assist in achieving some of the priorities listed above;

Strategic Priority	Rating Strategy
Advocating for new retail, commercial and allied industrial development	Currently commercial and industrial properties are rated 30% higher than residential properties. Decreasing this differential may assist in this priority.
Delivering the Northern Food Bowl Protection Areas Development Plan Amendment	Rating cannot particularly assist in this priority however this priority indicates that primary production is important to the Council. Currently primary production properties are rated at 91% of the residential rate. Retaining this differential could indicate Council's support of primary production properties.
Sound management of community assets	Setting a CWMS charge that covers all current and future costs of maintaining and renewing these systems ensures that funds are available to manage these assets appropriately
Increasing community partnerships and volunteering as a means of delivering services to our region	There are a number of rate rebate provisions within the legislation. Encouraging the application for these rebates could assist those organisations that deliver these services.

14. Rating Structure – Potential Changes and the Impact

Usually, a rating review will consider the distribution of rates between different types of ratepayers and not an overall increase in rates. Councils can increase total rates raised during their budget preparation each year.

The potential changes put forward in this paper are to distribute the rating burden and not to increase overall rates.

Council could address the following within the current rating structure;

- The fixed charge is currently \$110. If this were increased the rate in the dollar would decrease for all properties. Very low valued properties' rates would increase but higher valued properties would decrease.
- The primary production differential is 91% of the residential rate in the dollar. Many councils are considering reviewing this differential and making the primary production rate in the dollar the same as residential properties.
- The commercial and Industrial differentials are 130% of the residential rate in the dollar. This current situation may deter businesses from moving to the area.

14.1. Increasing the Fixed Charge

The theory behind a Fixed Charge is that there is a relative uniform level of services that apply to all ratepayers which should be covered by a Fixed Charge with the balance of rates being covered by capital values x differential rates in the dollar.

Adelaide Plains has the lowest fixed charge in the state at \$110. In 2020/2021 the fixed charge will cover 4% of operational expenditure. There is no guidance as to the level of cost that the fixed

charge should cover. Some Councils aim for this fee to cover 20% of expenditure. If Adelaide Plains were to cover this level of expenditure, the fixed charge would need to be \$549.

Of the 58 Councils that completed the LGA's Rating Survey for 2020/2021, 27 levied a fixed charge ranging from \$110 in Adelaide Plains to \$1,018 in Playford. The average is \$450.

Increasing the fixed charge decreases the rate in the dollar with the effect of increasing the rates payable for lower valued properties and decreasing the rates payable from higher valued properties.

An advantage of the Fixed Charge is that having a higher Fixed Charge, resulting in a lower Rate in the Dollar, means that the risk of considerable increases in valuation is somewhat diminished. A Fixed Charge also sets a level of rating that is distributed equally between all ratepayers before the calculation of valuation x Rate in the Dollar is completed.

14.2. Changing Primary Production Differential

The market value of a property is affected by where a property is and access to that property. Many Councils have considered that primary production properties in rural areas receive less services than properties in urban areas and therefore should have a lower rate in the dollar. However, the value of a property is affected by having less services.

For example, two identical properties, one facing a sealed road and one facing a dirt road, will have different values. One hectare in a rural area will have a lower value than one hectare in an urban area.

This means that as a lower level of services is reflected in valuation of a property there is no reason to have a lower rate in the dollar for primary production properties.

Some Councils have determined that primary producers impact their road networks through the level of heavy vehicle activity that exists for that industry and these councils have a higher rate in the dollar for primary producers compared to residential properties.

There is only one differential for primary production. This means that primary producers cannot be differentiated by the type of farming that is occurring. Different types of farming can have different effects on infrastructure such as intensive feedlots with considerable heavy vehicle traffic compared to cropping with a lower level of such traffic.

Primary Production properties are businesses that are able to receive tax deductions. Consideration of this factor may mean that Councils determine that the Primary Production differential should be higher than residential properties which cannot claim this deduction.

Some councils consider that there is value to the whole community in the industry of primary production and in retaining a rural aspect in the area and they set a lower rate in the dollar to reflect this. Adelaide Plains' strategic priorities reflect that primary production is important to Council and may therefore warrant a supportive lower rate in the dollar. However, if primary production properties were charged the same rate in the dollar then all other properties would receive a decrease in rates.

There is no set percentage that Primary Production Differentials are set against Residential Differentials and the comparison Councils all have very different Primary Production Differentials. Some Councils set this Differential at higher than Residential, some lower and some the same.

14.3. Changing the Commercial and Industrial Differentials

Currently commercial and industrial properties are charged a 30% higher rate in the dollar than residential properties.

At the time of the previous rate review, many Councils charged higher differentials for Commercial and Industrial properties with the understanding that they had increased capacity to pay. The Commercial and Industrial landscape is now considerably different with many businesses able to be located within residential properties, even quite large businesses. These businesses no longer have a physical shop front but a virtual one via the internet.

As many businesses are no longer based in commercial or industrial properties, it can be considered unfair that those that still have a physical presence are charged at a higher rate than those that have a virtual presence.

Decreasing the differential and charging commercial and industrial properties the same as residential properties would decrease rates for those properties but increase rates for others.

14.4. Setting a Separate Rate

Councils can consider the setting of a separate rate for something that advantages only a group of ratepayers that are usually identified by land use and locality.

The advantage needs to be clear for the affected group of ratepayers to understand the need for such a rate.

Setting multiple separate rates will make the rating system more complex to administer.

14.5. Likely Impact on Ratepayers

Changing the rating structure will affect ratepayers in different ways as whenever one group of ratepayers have lower rates, another group of ratepayers will have higher rates.

Rateable properties have different land uses and different values. It can be very difficult to arrive to a rating strategy that has a minimal effect on all properties.

The rateable properties within Adelaide Plains have the following characteristics; (the highest proportion in each range is highlighted)

Value Range	Residential	Commercial & Industry	Primary Production	Vacant Land	Other
Under \$200k	15%	45%	4%	70%	78%
\$200k to \$399k	48%	26%	44%	27%	11%
\$400k to \$599k	33%	12%	31%	1%	0%
\$600k to \$800k	3%	5%	10%	1%	11%
\$800k to \$1m		3%	4%		
\$1m to \$2m		10%	6%		
\$2m to \$4m			1.4%		
\$26m			1 property		

There are numerous scenarios that can be modelled when considering rating changes. No one model will favour all property types and values. The following models provide an understanding of changes that could be made and their effect on sample properties.

Along with individual properties, many primary producers will hold multiple land parcels that make up part of a whole farming enterprise. Where the properties are occupied by the same enterprise with the same names, the fixed charge is only allocated to one property for each enterprise.

To understand the effect on these large farming enterprises our modelling shows the effect of one sample group of properties that total \$10.8m in value over 15 properties with 5 fixed charges levied.

Model 1 Leave Fixed Charge at \$110 (continue to increase each year by inflation)
 Decrease Commercial/Industrial to 100% of Residential Differential
 Leave Primary Production at 91% of Residential Differential

Model 2 Increase Fixed Charge to \$200
 Leave Commercial/Industrial at 130% of Differential
 Leave Primary Production at 91% of Residential Differential

Model 3 Increase Fixed Charge to \$200
 Decrease Commercial/Industrial to 100% of Residential Differential
 Leave Primary Production at 91% of Residential Differential

Model 4 Increase Fixed Charge to \$200
 Decrease Commercial/Industrial to 100% of Residential Differential
 Increase Primary Production to 100% of Residential Differential

The following table shows properties and the effect of these potential rating structural changes compared to the rates levied for these properties in 2020/2021. (k=1000)(m=million)

Models	1	2	3	4
Fixed Charge \$	\$110	\$200	\$200	\$200
Differential – Commercial & Industrial	100%	130%	100%	100%
Differential Primary Production	91%	91%	91%	100%

Models		1		2		3		4	
\$ and % Change		\$	%	\$	%	\$	%	\$	%
Land Use	Value								
Residential	\$80k	3	0.6%	73	15.3%	76	15.9%	63	13.2%
Residential	\$200k	7	0.7%	48	4.7%	54	5.3%	22	2.2%
Residential	\$350k	12	0.7%	16	0.9%	27	1.6%	-29	-1.7%
Commercial & Industrial	\$200k	-268	-20%	35	2.7%	-221	-17%	-253	-19%
Commercial & Industrial	\$350k	-469	-21%	-6	-0.3%	-454	-20%	-510	-23%
Primary Production	\$350k	12	0.8%	23	1.5%	34	2.2%	117	7.5%
Primary Production	\$1.7m	60	0.8%	-236	-3.3%	-180	-2.5%	222	3.1%
Primary Production Group of 15 properties with 5 fixed charges	\$10.8m	-166	-0.3%	-2,632	-5.7%	-2,272	-4.9%	291	0.63%
Total Rates Revenue Raised		\$9.6m		\$9.6m		\$9.6m		\$9.6m	

All models deliver the same total rates.

Better off or less than 1% worse off	Worse off by more than 1%
--------------------------------------	---------------------------

Where the differential for the Commercial and Industrial properties are reduced to 100% of residential properties there are savings of approx. \$200 to \$500 depending on the fixed charge levied and the value of the property. It would be difficult to determine if this saving would factor into decisions by these property owners to locate into the Adelaide Plains area compared to other areas. However, this boost would in line with Council's Strategic objectives.

Model 1 improves the situation form Commercial and Industrial properties with less than a 1% increase for other properties.

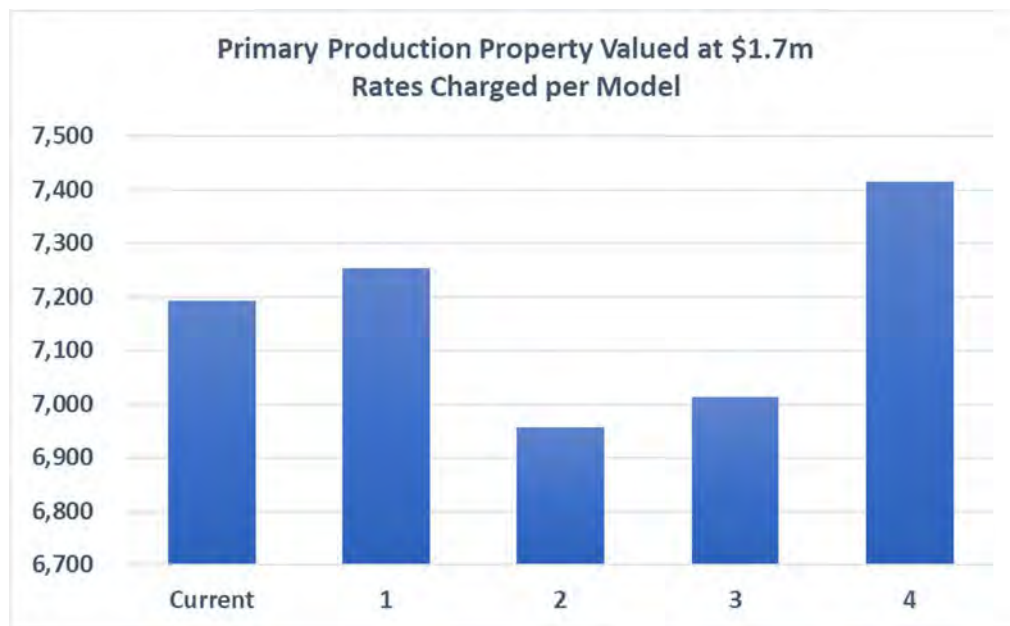
Where the fixed charge is increased, lower valued properties are worse off and higher valued properties are better off.

Model 4 improves the situation for Commercial and Industrial properties and higher valued residential properties but has a negative impact on individual Primary Production Properties. Grouped Primary Production properties where the fixed charge is not applied to all properties are less than 1% worse off.

The following graph shows the above information for the land uses for a value of \$350k. Model 4 is where the properties are treated most equitably, but Primary Production and Residential increase.



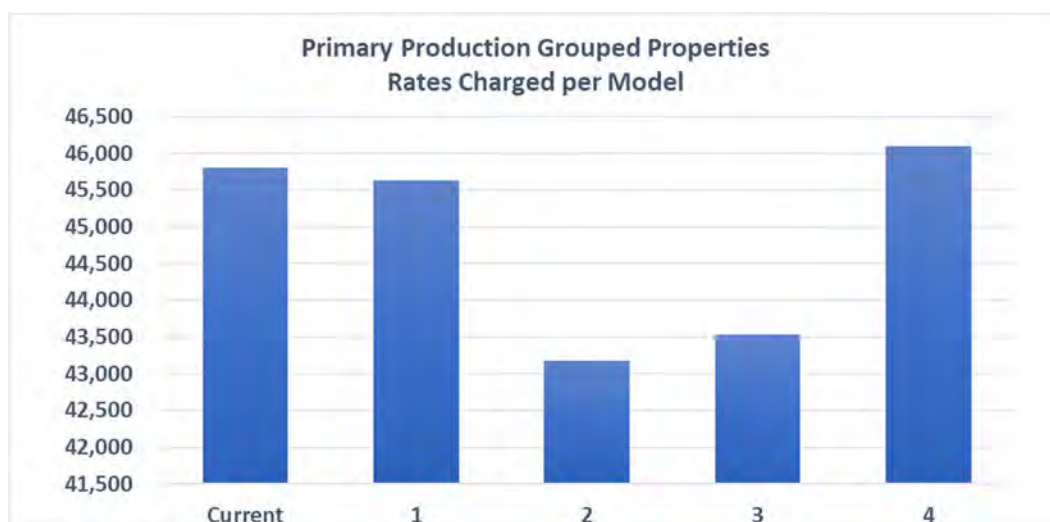
The following graph shows the modelling effect for a Primary Production Property valued at \$1.7m



Model 2 and 3 have a higher fixed charge resulting in a reduced rate in the dollar, which is an advantage for higher valued properties.

Model 4 results in higher rates due to the differential discount being removed.

The graph below shows the effect of the models on a group of primary production which total \$10.8m in value over 15 properties with only 5 fixed charges levied.



Model 4 with the higher differential is only marginally higher than current rates due to the fixed charge being higher and the rate in the dollar reducing.

15. Overview & Recommendation

There are some options that Council might find useful to consider. There are a number of factors to keep in mind when undertaking a review of rating;

- A rating review is an opportunity to review the current system used. Council may consider potential changes and determine to leave the system as it currently is.
- Rating is a tool that can be used by a council to assist in achieving its objectives.
- A key principle of rating is that it is fair and equitable, that those that can afford to pay more are not provided an advantage to the detriment of those that cannot afford to pay. Rates are a tax on the value of property owned.
- Any change that results in some properties being charged lower rates results in other properties being charged more.

15.1. Recommendation

That Council consider the information contained within this paper. Outcomes from a Council workshop will inform the drafting of a Consultation Paper for presentation to the community including proposed changes and their effect on ratepayers.

16. Consultation Requirements

16.1. Legislative Requirements for Consultation

There is a legal requirement for Councils to consult with their communities when considering changes to their rating methodology.

S151 (5) of the Local Government Act 1999, states that a Council must prepare a report before:

- changing the basis of rating of any land or
- changing the basis on which land is valued for rating purposes, or
- imposing separate rates, service rates or service charges,

S 151(7) of the Local Government Act 1999, states that the Council must follow the steps of its public consultation policy but must at least:

- publish a notice.
- describing the proposed change
- notifying that a Rate Review Report is being prepared.
- inviting interested person to
 - attend a public meeting.
 - make written submissions.
- Organise a public meeting which must be at held at least 21 days after the publication of the notice.
- Ensure copies of the report are available.
 - at the meeting
 - during the consultation period
 - for inspection at Council's office for free or
 - for purchase for a fee set by Council

Council must consider any submissions made either in writing during the consultation period or at the public meeting.

The Statutes Amendment Local Government Review Bill 2020 is proposing to change some of the requirements around consultation, requiring Councils to have a Council Community Engagement Policy and the ability for the Minister to establish a Community Engagement Charter.

The proposed principles of the charter are that:

- *members of the community should have reasonable, timely, meaningful, and ongoing opportunities to gain access to information about proposed decisions, activities, and processes of councils and to participate in relevant processes.*
- *information about issues should be in plain language, readily accessible and in a form that facilitates community participation.*
- *participation methods should seek to foster and encourage constructive dialogue, discussion, and debate in relation to proposed decisions, activities, and processes of councils.*
- *participation methods should be appropriate having regard to the significance and likely impact of proposed decisions, activities, and processes.*
- *insofar as is reasonable, communities should be provided with information about how community views have been taken into account and reasons for decisions or actions of councils.*

Although the Bill is not yet enacted, the community engagement principles are sound and should inform Council's approach to community consultation on any rating changes.

Bibliography

Australian Bureau of Statistics. (n.d.). *Census Data*.

Department of Infrastructure and Regional Development. (2013-14). *Local Government National Report*. Department of Infrastructure and Regional Development. Canberra: Commonwealth of Australia, 2015. Retrieved Dec 11th, 2015, from http://regional.gov.au/local/publications/reports/2013_2014/INFRA2466_LGNR_2013-14.pdf

Local Government Association and Office of Local Government. (2003). *Flexible Approaches to Rate Setting - A Guide*. Retrieved October 2013

Local Government Association of South Australia. (2015, May). *Financial Sustainability Program - LGFS Info Paper 20 Rating and Other Funding Policy Options*. Retrieved from Local Government Association of South Australia: <http://www.lga.sa.gov.au>

Remuneration Tribunal of South Australia. (n.d.). Determination 6 of 2018. Retrieved December 11th, 2014, from <http://www.remtribunal.sa.gov.au/determinations/local-government-allowances/R7%20of%202014%20Allowances%20for%20Members%20of%20Local%20Government%20Councils.pdf>

SA Local Government Grants Commission. (n.d.). *Database Reports*.

Sheedy, A., MacKinnon, M. P., Pitre, S., & Watling, J. (2008). *Handbook on Citizen Engagement: Beyond Consultation*. Canadian Policy Research Networks.

South Australia. (n.d.). Local Government Act 1999. Retrieved from <http://www.legislation.sa.gov.au/LZ/C/A/LOCAL%20GOVERNMENT%20ACT%201999/CURRENT/1999.62.UN.PDF>

South Australian Government. (n.d.). Government Gazette. Adelaide: Government Publishing SA.

Appendix 1 – Australian Centre of Local Government Groupings

Codes

Clare And Gilbert Valleys	RAL	Adelaide City	UCC
Coorong	RAL	Charles Sturt	UDL
Grant	RAL	Marion	UDL
Lower Eyre Peninsula	RAL	Tea Tree Gully	UDL
Adelaide Plains	RAL	Burnside	UDM
Mid Murray	RAL	Campbelltown	UDM
Naracoorte Lucindale	RAL	Holdfast Bay City	UDM
Renmark Paringa	RAL	Mitcham	UDM
Tatiara	RAL	Norwood, Payneham & St. Peters	UDM
Wakefield	RAL	Unley City	UDM
Barunga West	RAM	West Torrens	UDM
Ceduna	RAM	Prospect	UDS
Goyder	RAM	Walkerville	UDS
Kangaroo Island	RAM	Port Adelaide Enfield	UDV
Kingston District	RAM	Salisbury	UDV
Mount Remarkable	RAM	Playford	UFL
Northern Areas	RAM	Adelaide Hills	UFM
Southern Mallee	RAM	Alexandrina	UFS
Streaky Bay	RAM	Barossa	UFS
Tumby Bay	RAM	Gawler	UFS
Yankalilla	RAM	Onkaparinga	UFV
Cleve District	RAS	Mount Barker	URM
Elliston	RAS	Cooper Pedy	URS
Flinders Ranges	RAS	Mount Gambier	URS
Franklin Harbour	RAS	Murray Bridge	URS
Kimba	RAS	Port Augusta	URS
Orroroo/Carrieton	RAS	Port Lincoln	URS
Peterborough	RAS	Roxby Downs	URS
Robe	RAS	Victor Harbor	URS
Wudinna District	RAS	Whyalla	URS
Berri Barmera	RAV		
Copper Coast	RAV		
Light Regional	RAV		
Loxton Waikerie	RAV		
Port Pirie	RAV		
Wattle Range	RAV		
Yorke Peninsula	RAV		

Descriptions

Type	Population	Code	
Capital City		UCC	Urban Capital City
Metropolitan	Up to 30,000	UDS	Urban Developed Small
	30,001 to 70,000	UDM	Urban Developed Medium
	70,001 to 120,000	UDL	Urban Developed Large
	More than 120,000	UDV	Urban Developed Very Large
Regional Towns/City	Up to 30,000	URS	Urban Regional Small
	30,001 to 70,000	URM	Urban Regional Medium
	70,001 to 120,000	URL	Urban Regional Large
	More than 120,000	URV	Urban Regional Very Large
Fringe	Up to 30,000	UFS	Urban Fringe Small
	30,001 to 70,000	UFM	Urban Fringe Medium
	70,001 to 120,000	UFL	Urban Fringe large
	More than 120,000	UFM	Urban Fringe Very Large
Rural	Significant Growth	RSG	Rural Significant Growth
Rural Agricultural	Up to 2,000	RAS	Rural Agricultural Small
	2,001 to 5,000	RAM	Rural Agricultural Medium
	5,001 to 10,000	RAL	Rural Agricultural Large
	10,001 to 20,000	RAV	Rural Agricultural Very Large
Rural Remote	Up to 400	RTX	Rural Remote Extra Small
	401 to 1000	RTS	Rural Remote Small
	1001 to 3000	RTM	Rural Remote Medium
	3001 to 20,000	RTL	Rural Remote large

Appendix 2 – South Australian Remuneration Tribunal Groupings.

Group 1	Group 2	Group 3	Group 4	Group 5
Adelaide	Adelaide Hills	Berri Barmera	Clare & Gilbert Valleys	Barunga West
Charles Sturt	Alexandrina	Port Lincoln	Walkerville	Ceduna
Marion	Campbelltown	Victor Harbor	Grant	Cleve
Mitcham	Holdfast Bay	Loxton Waikerie	Lower Eyre	Cooper Pedy
Onkaparinga	Mount Gambier	Copper Coast	Adelaide Plains	Elliston
Playford	Prospect	Yorke Peninsula	Yankalilla	Franklin Harbour
Port Adelaide Enfield	Unley	Light	Renmark Paringa	Karoonda East Murray
Salisbury	Mount Barker	Port Augusta	Kangaroo Island	Kimba
Tea Tree Gully	Barossa	Port Pirie	Mid Murray	Mount Remarkable
West Torrens	Burnside	Wattle Range	Naracoorte Lucindale	Orroroo Carrieton
	Norwood Payneham St Peters		Northern Areas	Peterborough
	Whyalla		Goyder	Robe
	Murray Bridge		Tatiara	Streaky
	Gawler		Coorong	Tumby Bay
			Wakefield	Kingston
				Southern Mallee
				Flinders Rangers
				Wudinna

Appendix 3 - LGA Regions in South Australia

LGA Region	Councils
Eyre Peninsula	Ceduna
	Streaky Bay
	Wudinna
	Elliston
	Kimba
	Cleve
	Franklin Harbour
	Whyalla
	Lower Eyre Peninsula
	Tumby Bay
	Port Lincoln
Legatus Group	Flinders Ranges
	Orroroo
	Mount Remarkable
	Northern Areas
	Port Pirie
	Peterborough
	Goyder
	Barunga West
	Copper Coast
	Wakefield
	Clare & Gilbert Valleys
	Yorke Peninsula
	Adelaide Plains
	Light
	Barossa
Limestone Coast	Grant
	Kingston
	Mount Gambier
	Naracoorte Lucindale
	Robe
	Tatiara
	Wattle Range
Murraylands and Riverland	Berri Barmera
	Coorong
	Karoonda East Murray
	Loxton Waikerie
	Mid Murray
	Murray Bridge
	Renmark Paringa
	Southern Mallee
Southern and Hills	Adelaide Hills
	Alexandrina
	Kangaroo Island
	Mount Barker
	Victor Harbor
	Yankalilla
Spencer Gulf Cities	Pt Augusta
	Whyalla
	Pt Pirie

RATING REVIEW– WORKSHOP 1

Corinne Garrett
Local Government Consulting



An independent member of UHY International



RATES REVIEW TIMETABLE

Workshop 1 Rating, Rate Reviews & Potential Strategies

Discussion Paper

Consultation Paper to Council - January

Consultation February

Workshop 2 Results of Consultation - March

Final Report to Council March

Can add additional workshops with Council Members if required.

An independent member of UHY International



WHY DO A RATE REVIEW?

Understand rating system

Consider Alternatives

Is system fair?

Is system helping achieve Strategic Objectives?

Not usually just to increase rates raised

An independent member of UHY International



WHY COUNCILS COLLECT RATES

Local Government taxation

Wealth tax on value of property

Principles of Taxation

Equity

Benefit – generally to community

Ability to pay

Efficiency & Simplicity

Legislation

Chapter 10 of the *Local Government Act 1999*

An independent member of UHY International



RATING SYSTEMS

Based on Valuation of Property - Capital / Improved

Value of Property x Rate in \$ = Rates Charged

Fixed or Minimum

General or Differential

Locality or Land-use or both

Separate Rates

Specific Purpose

Service Rates & Charges

Waste Collection / CWMS

An independent member of UHY International



WHO DOESN'T PAY RATES (OR PAYS LESS)

Non Rateable

Crown land
University
Recreation Grounds (exemption act)
Council owned or occupied (except lease)
Subsidiary occupied
Emergency Services occupied
Exempt by any other Act

Discretionary

- Council policy
- Local business
- Hardship
- Community

Rebates

100% or 75%
Health Services
Community Services
Religious Purposes
Public Cemeteries
Zoos
Education

Postponement

- Seniors

An independent member of UHY International



ADELAIDE PLAINS RATING

Capital Value

Fixed Charge \$110

Differential by Land Use

Residential	100%
Commercial (Shop/Office/Other)	130%
Industry (Light/Other)	130%
Primary Production	91%
Vacant	100%
Other	100%

Fixed Charge + (Value of Property x Rate in Dollar)

An independent member of UHY International



WHO COULD WE COMPARE AGAINST

Don't have to compare to anyone but;

Similar Councils

ACLG

RAL

SA Tribunal

Group 4

LGA Region

Legatus Group

Neighbours

Wakefield

RAL/Group 4/Legatus/Neighbour

Clare & Gilbert Valleys

RAL/Group 4/Legatus

An independent member of UHY International



HOW DO WE COMPARE – ABOUT US

	Size in hectares	Roads (Kms)	Estimated Population	Rateable Properties	General Rates as % of Total Operating Income	Operating Costs of Transport per Rateable Property \$
State Average	230,633	1,102	25,674	13,367	56%	812
Adelaide Plains	104,813	969	9,137	4,988	68%	864
Clare & Gilbert Valleys	189,251	1,833	9,424	6,784	59%	848
Wakefield	352,162	2,686	6,838	5,386	53%	1,320

An independent member of UHY International



HOW DO WE COMPARE - RATES

		Residential	Commercial	Industry	Primary Prod	Vacant	Other
Adelaide Plains	Fixed \$110	100%	130%	130%	91%	100%	100%
Clare	Min \$730	100%	136%	136%	59%	100%	100%
Wakefield	Fixed \$320	100%	161%	157%	74%	392%	102%

An independent member of UHY International



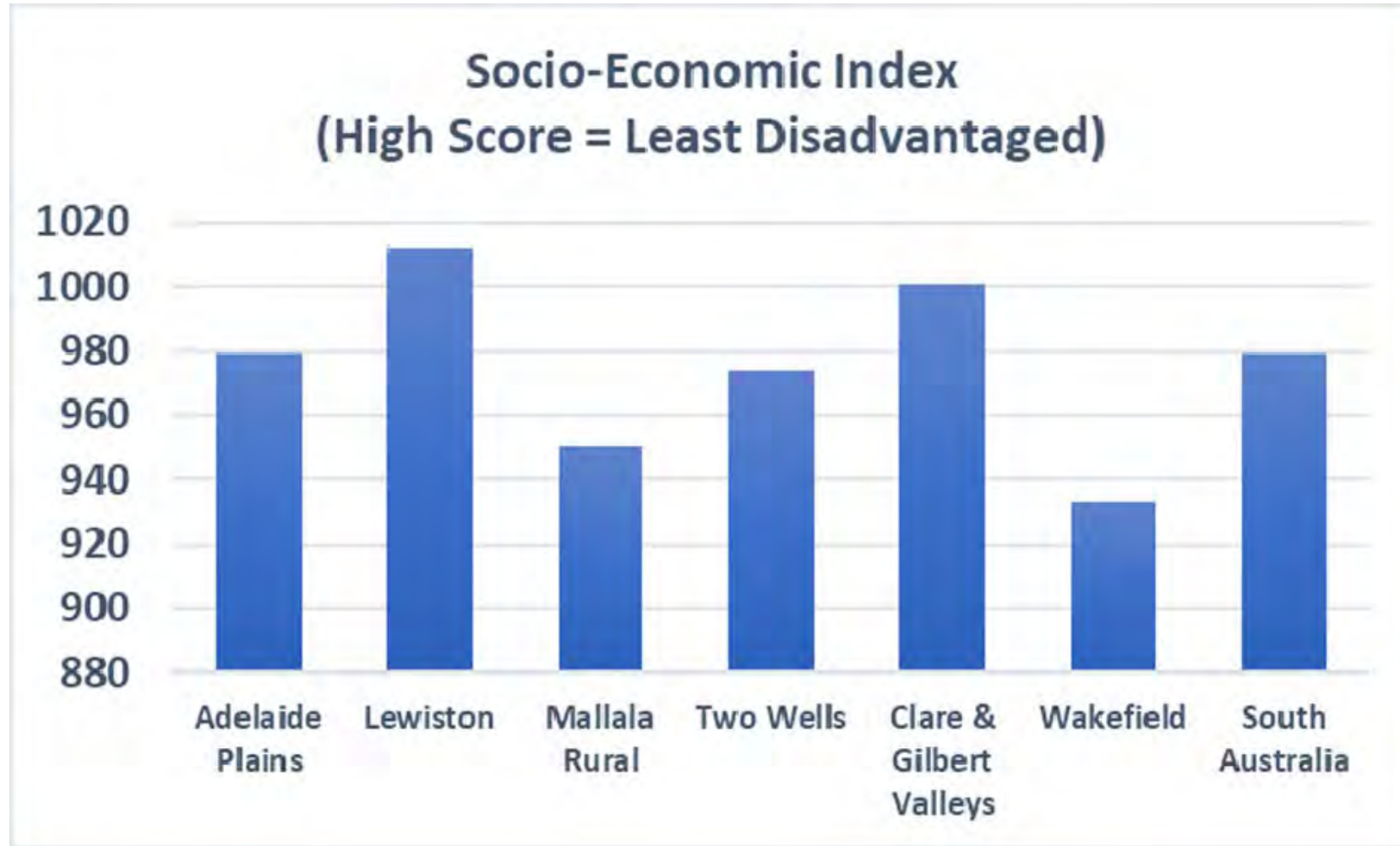
HOW DO WE COMPARE - RATES

Residential House Value = \$350,000	Rates	Waste Charge	CWMS	Total Rates
Adelaide Plains	\$1,714	\$160	\$640	\$2,514
Clare & Gilbert	\$1,766	\$211	\$390	\$2,367
Wakefield	\$1,703	\$246	\$557	\$2,506
Primary Production Value = \$600,000	Rates	Waste Charge	CWMS	Total Rates
Adelaide Plains	\$2,610	\$160		\$2,770
Clare & Gilbert	\$1,786	\$211		\$1,997
Wakefield	\$2,084	\$218		\$2,302
Waste Collection	Household Refuse		Recycling	
Adelaide Plains	Fortnightly		Fortnightly	
Clare & Gilbert	Weekly		Fortnightly	
Wakefield	Weekly		Fortnightly	

ABOUT US

Highest proportions	Council (whole)	Lewiston	Mallala – Rural Remainder	Two Wells	South Aust
Household Income (wk.)	\$2,000 to \$2,499		\$1,000 to \$1,249	\$2,000 to \$2,499	
Unemployed	7%	7.6%	6.9%	6.6%	7.5%
Mortgage (month)	\$600 - \$999				
Employment Industry	Construction		Agriculture	Manufacture	Health Care & Social Serv.
Occupations	Technicians & Trades Workers		Managers	Technicians & Trade	Professionals
Couples with Children	34.4%	42.5%	30.7%	36.3%	27.6%
Homes owned	28.1%	23.9%	34.2%	25.8%	31%
Older than 65	13.5%	10.2%	16.3%	12.8%	18.2%

ABOUT US – SOCIO ECONOMIC INDEX



An independent member of UHY International



RATING AS A TOOL FOR STRATEGIC GOALS

Strategic Priority	Rating Strategy
Advocating for new retail, commercial and allied industrial development	Commercial/Industry 30% higher than residential properties. Decreasing this differential may assist in in this priority.
Delivering the Northern Food Bowl Protection Areas Development Plan Amendment	Indicates that primary production is important to the Council. Currently primary production properties are rated at 91% of the residential rate. Retaining this differential could indicate Council's support of primary production properties.
Sound management of community assets	Cost recovery CWMS charges
Increasing community partnerships and volunteering as a means of delivering services to our region	Encourage application for rebates S166 of LG Act

ISSUES

Current system

Issues?

- Fairness?
- Valuation increases for different types of properties
- Hardship – Covid-19

What issues do you see?

An independent member of UHY International



WHAT COULD WE CONSIDER

Don't need to change anything but could look at

- Increasing fixed charge
 - Changing Primary Production differential
 - Changing Commercial and Industrial differentials
-
- Separate rates – for particular purpose
 - Careful doesn't make too complex

An independent member of UHY International



SPREAD OF VALUES

Value Range	Residential	Commercial & Industry	Primary Production	Vacant Land	Other
Under \$200k	15%	45%	4%	70%	78%
\$200k to \$399k	48%	26%	44%	27%	11%
\$400k to \$599k	33%	12%	31%	1%	0%
\$600k to \$800k	3%	5%	10%	1%	11%
\$800k to \$1m		3%	4%		
\$1m to \$2m		10%	6%		
\$2m to \$4m			1.4%		
\$26m			1 property		

An independent member of UHY International



MODELS

Models	1	2	3	4	5	6	7	8
Fixed Charge \$	150	200	110	150	200	110	150	200
Differential – Commercial & Industrial	130%	130%	100%	100%	100%	100%	100%	100%
Differential Primary Production	91%	91%	91%	91%	91%	100%	100%	100%

An independent member of UHY International



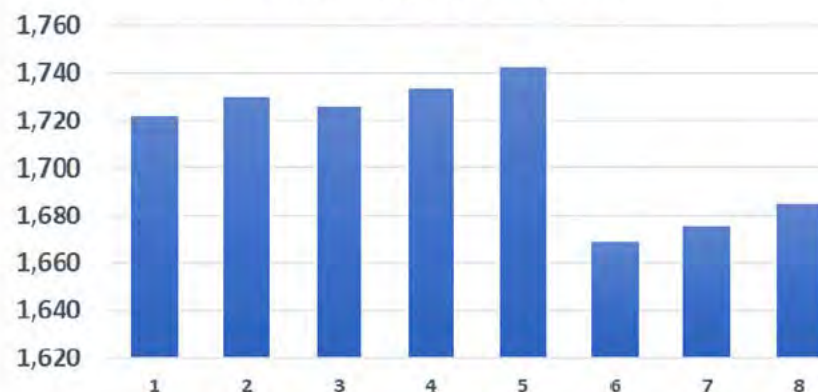
EFFECT OF CHANGES

Land Use	Value \$	\$ and % change compared to rates charged in 2020/21							
Models		1	2	3	4	5	6	7	8
Residential	200k	1,048	1,074	1,034	1,055	1,081	1,001	1,022	1,049
		2.1%	4.7%	0.7%	2.7%	5.3%	-2.5%	-0.5%	2.2%
Residential	350k	1,722	1,730	1,726	1,733	1,742	1,669	1,675	1,685
		0.5%	0.9%	0.7%	1.1%	1.6%	-2.6%	-2.3%	-1.7%
Commercial & Industrial	200k	1,318	1,337	1,034	1,055	1,081	1,001	1,022	1,049
		1.2%	2.7%	-20.6%	-19.0%	-17.0%	-23.1%	-21.5%	-19.4%
Commercial & Industrial	350k	2,193	2,189	1,726	1,733	1,742	1,669	1,675	1,685
		-0.1%	-0.3%	-21.4%	-21.0%	-20.7%	-24.0%	-23.7%	-23.2%
Primary Production	350k	1,568	1,579	1,591	1,581	1,591	1,603	1,669	1,675
		0.7%	1.5%	0.8%	1.4%	2.2%	6.4%	6.8%	7.5%
Primary Production	1.7m	7,092	6,957	7,253	7,148	7,014	7,683	7,560	7,415
		-1.4%	-3.3%	0.8%	-0.6%	-2.5%	6.8%	5.1%	3.1%

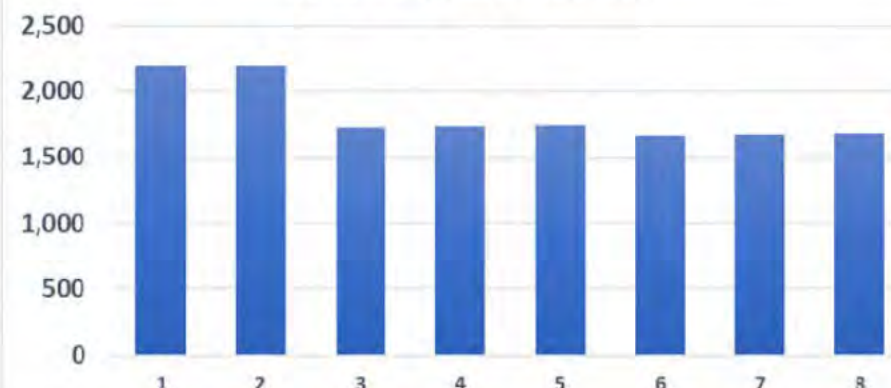


EFFECT OF CHANGES

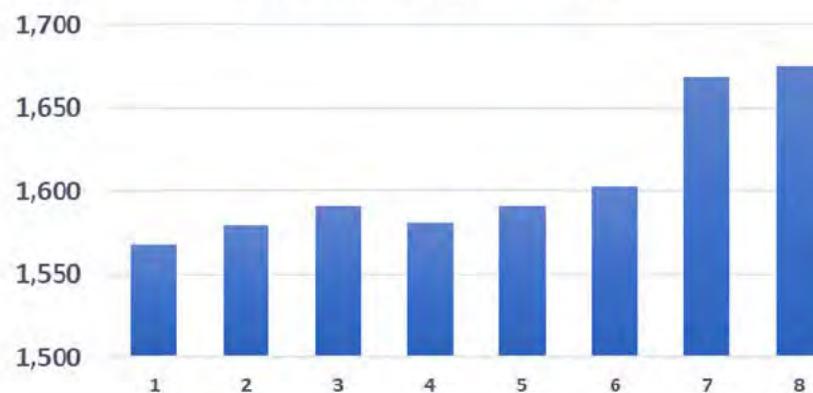
Residential Property - Valued at \$350k
Rates Charged per Model \$



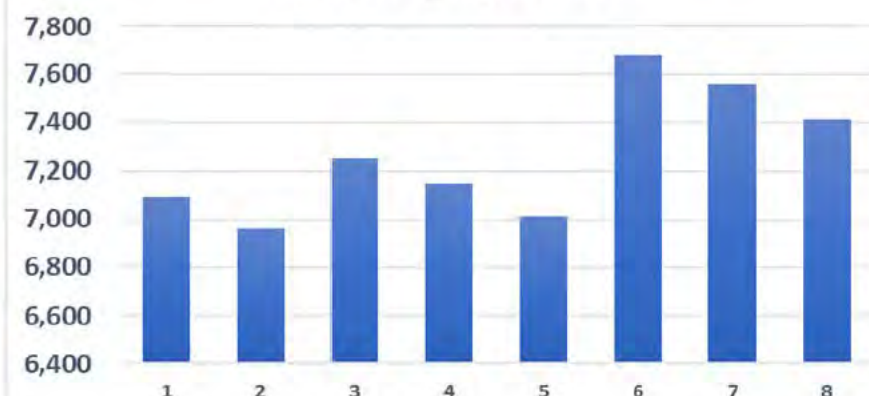
Commercial & Industry Properties - Valued at \$350k
Rates Charged per Model \$



Primary Production Property - Valued at \$350k
Rates Charged per Model \$



Primary Production Property - Valued at \$1.7m
Rates Charged per Model



WHERE TO FROM HERE?

Do you want to change anything?

- Increase fixed?
- Differential Rates change?
 - Primary Production
 - Commercial/Industrial

Anything else

An independent member of UHY International




QUESTIONS

What do you want to know about rates?

What do you get asked about rates?

What do you think is right for your community?



 Adelaide Plains Council	14.3	Regional Development Australia Barossa Gawler Light Adelaide Plains - Appointment to the Position of Board Member
	Department:	Governance and Executive Office
	Report Author:	Chief Executive Officer
Date: 22 February 2021	Document Ref:	D21/7611

OVERVIEW

Purpose

The purpose of this report is to advise the Elected Body of a vacancy on the Regional Development Australia (RDA) Barossa Gawler Light Adelaide Plains Board of Management and to seek Council's endorsement for a suitably qualified and experienced member of staff to fill the position.

Background

The RDA is a Board of Industry leaders from key sectors across the region, supported by a professional team, which collaborate with the three tiers of government to identify economic opportunities and challenges - and ways to address them.

In addition to targeted investment attraction, investor information and regional analysis, RDA delivers a range of services to business to support better business performance.

The Board of Management is made up of a diverse range of people from different sector backgrounds and, as Council contributes to the RDA by way of an annual membership subscription, a position on the Board is made available.

Discussion

Council membership on the RDA is usually represented by the respective Chief Executive Officer, however, as the Elected Body would recall, in recent years, our Council's position on the Board has been filled by the General Manager - Development and Community.

This was a logical determination due to the CEO's workload and priorities laying with his ever-increasing roles and responsibilities representing Council on the Gawler River Floodplain Management Authority; a Board position that is generally filled by council General Managers and Directors, not the CEO.

In discussions with both the Mayor as well as Council's General Manager - Development and Community, Mr Darren Starr, recognising the importance that Council places on its CEO representing APC on the GRFMA, and mindful of the significant time this takes away from the CEO in fulfilling

other duties such as representing other Boards, the CEO has elected to appoint Mr Starr as APC's Delegate to the Board of the RDA. This appointment will benefit Council as well as Mr Starr who may continue to build on the regional networks while growing our Council profile more widely.

Conclusion

Mr Starr will now duly nominate for the RDA Board and his appointment will provide a voice and a conduit back to APC on all matters relating to the activities of the RDA.


RECOMMENDATION

"that Council, having considered Item 14.3 – Regional Development Australia Barossa Gawler Light Adelaide Plains - Appointment to the Position of Board Member, dated 22 February 2021, receives and notes the report."

Attachments

Nil



	14.4	Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition
	Department: Report Author:	Governance and Executive Office Acting General Manager – Governance and Executive Office
Date: 22 February 2021	Document Ref:	D21/7923

EXECUTIVE SUMMARY

- The purpose of this report is:
 - to provide Council with a draft 'Submissions Report', following the conclusion of public consultation and
 - for Council to make an in principle decision in relation to its preferred future ward structure and composition, and instruct the Chief Executive Officer to bring back a final Representation Review Report pursuant to section 12(8)(a) of the Act.
- The purpose of a representation review is to determine whether a Council community would benefit from an alteration to its composition or ward structure.
- Adelaide Plains Council (then District Council of Mallala) last completed a representation review in September 2013, and is due to complete the next review by October 2021.
- Following workshops with Council Members, a draft 'Representation Options Paper' was presented to Council, and endorsed for public consultation, at the Ordinary Council Meeting on 23 November 2020. The Representation Options Paper is provided for as **Attachment 1** to this report.
- Public consultation was undertaken from Wednesday 25 November 2020 to Friday 29 January 2021 with a total of five (5) submissions received. A copy of each submission is provided for as **Attachment 2** to this report.
- The Submissions Report (provided for as **Attachment 3** to this report) has now been prepared and was indeed workshopped by Council Members at an Informal Gathering with Craig Rowe of C L Rowe & Associates on Tuesday 9 February 2021.
- It is now for Council to make 'in principle' decisions regarding its preferred composition and ward structure. Following this, a Representation Review Report will be presented (pursuant to section 12(8a) of the Act) to Council at its March 2021 Ordinary Meeting. Mr Rowe will be present at the 22 February 2021 Ordinary Meeting to take further questions from Members.

RECOMMENDATION 1

“that Council, having considered Item 14.4 – Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition, dated 22 February 2021, receives and notes the report and in doing so acknowledges the five (5) submissions received from the community during the first public consultation stage.”

RECOMMENDATION 2 – Principal Member of the Council

“that Council, having considered Item 14.4 – Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition, dated 22 February 2021, agrees “in principle” that the principal member of the Council continue to be a Mayor elected by the community OR be a Chairperson appointed by the Council.”

RECOMMENDATION 3 – Wards or No Wards

“that Council, having considered Item 14.4 – Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition, dated 22 February 2021, agrees “in principle” that the Council area continue to be divided into wards OR that wards be abolished.”

RECOMMENDATION 4

Ward Structure and Composition (if Council resolves that the Council area continue to be divided into wards)

“that Council, having considered Item 14.4 – Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition, dated 22 February 2021, agrees “in principle” that Option 1 / 2 / 3 / 4 as outlined in the Options Paper (presented as Attachment 3 to this Report) is the preferred Ward Structure.”

OR

Composition (if Council resolves to abolish its wards)

“that Council, having considered Item 14.4 – Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition, dated 22 February 2021, agrees “in principle” that, in terms of Elected Membership, the Council comprise number of area councillors.”

RECOMMENDATION 5 – Final Representation Review Report

“that Council, having considered Item 14.4 – *Adelaide Plains Council Representation Review – Submissions Report and Preferred Ward Structure and Composition*, dated 22 February 2021, and in consideration of **[Recommendations 2, 3 and 4 above]** instruct the Chief Executive Officer to bring back a final Representation Review Report, pursuant to section 12(8a) of the Local Government Act 1999, for consideration at the March 2021 Ordinary Council Meeting, noting that same will be the subject of further public consultation thereafter.”

BUDGET IMPACT

Estimated Cost:	\$10,000 – \$15,000 (entire process)
Future ongoing operating costs:	Nil
Is this Budgeted?	Yes

RISK ASSESSMENT

Section 12 of the *Local Government Act 1999* requires Council to undertake a complete review of all aspects of its composition and the division (or potential division) of the Council area into wards, at least once in each relevant period that is prescribed by the regulations (determined by the Minister – approximately every eight (8) years). Council’s last review was completed in September 2013 and the current review must be completed by October 2021.

Attachments

1. Representation Options Paper (prepared by C L Rowe & Associates)
2. Copy of five (5) submissions received during public consultation.
3. Submissions Report (prepared by C L Rowe & Associates).

DETAILED REPORT

Purpose

The purpose of this report is:

- to provide Council with a draft 'Submissions Report', following the conclusion of public consultation and
- for Council to make an in principle decision in relation to its preferred future ward structure and composition, and instruct the Chief Executive Officer to bring back a final Representation Review Report pursuant to section 12(8)(a) of the Act.

Background

The purpose of a representation review is to determine whether a Council community would benefit from an alteration to its composition or ward structure. The Act sets out the various requirements and the Local Government Association (LGA) have prepared Guidelines to assist councils with undertaking a representation review (available [here](#)).

Adelaide Plains Council (then District Council of Mallala) last completed a representation review in September 2013.

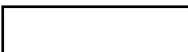
In accordance with the Act and as determined by the Minister, Adelaide Plains Council is now due to undertake a representation review. Council must complete the upcoming review by October 2021, however is aiming for a completion date of mid-2021.

Discussion

Following workshops with Council Members, a draft 'Representation Options Paper' was presented to Council, and endorsed for public consultation, at the Ordinary Council Meeting on 23 November 2020. The Representation Options Paper is provided for as **Attachment 1** to this report.

Public consultation was undertaken from Wednesday 25 November 2020 to Friday 29 January 2021 with a total of five (5) submissions received. A copy of each submission is provided for as **Attachment 2** to this report.

The Submissions Report (provided for as **Attachment 3** to this report) has now been prepared and was indeed workshopped by Council Members at an Informal Gathering with Craig Rowe of C L Rowe & Associates on Tuesday 9 February 2021.



In Principle Decisions Now Required

It is now for Council to make 'in principle' decisions as follows:

- Principal member of the Council (Mayor or Chairperson)
- Wards or no wards
- Composition
- Ward Structure

The various considerations are outlined within the Representation Options Paper and Submissions Paper. Mr Rowe will be present at the 22 February 2021 Ordinary Meeting to take further questions from Members.

Next Steps

Once 'in principle' decisions have been made, the next steps are as follows:

- Preparation of a 'Representation Review Report' in accordance with the Act.
- Undertake second prescribed period of public consultation (3 weeks).
- Further public submissions will be examined and presented back to Council for consideration.
- Council to consider submissions and make final decisions.
- Preparation of final report to the Electoral Commissioner (and consultation with the Electoral Commission during certification process).

Conclusion

The Submissions Report (provided for as **Attachment 3** to this report) has now been prepared and was indeed workshopped by Council Members at an Informal Gathering with Craig Rowe of C L Rowe & Associates on Tuesday 9 February 2021.

It is now for Council to make 'in principle' decisions regarding its preferred composition and ward structure. Following this, a Representation Review Report will be presented (pursuant to section 12(8a) of the Act) to Council at its March 2021 Ordinary Meeting.

References

Legislation

Local Government Act 1999 (SA) – Section 12

Council Policies/Plans

Strategic Plan 2021-2024 – Proactive Leadership





ELECTOR REPRESENTATION REVIEW

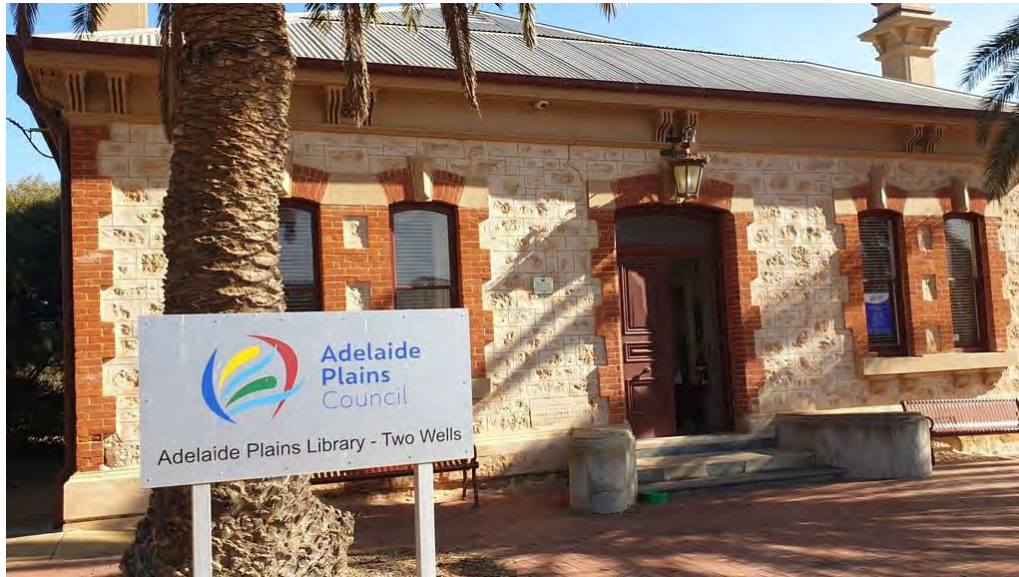
REPRESENTATION OPTIONS PAPER

(SECTION 12(4) OF THE LOCAL GOVERNMENT ACT 1999)



Adelaide Plains
Council





Disclaimer

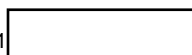
The information, opinions and estimates presented herein or otherwise in relation hereto are made by C L Rowe and Associates Pty Ltd in their best judgement, in good faith and as far as possible based on data or sources which are believed to be reliable. With the exception of the party to whom this document is specifically addressed, C L Rowe and Associates Pty Ltd, its directors, employees and agents expressly disclaim any liability and responsibility to any person whether a reader of this document or not in respect of anything and of the consequences of anything done or omitted to be done by any such person in reliance whether wholly or partially upon the whole or any part of the contents of this document. All information contained within this document is confidential.

Copyright

No part of this document may be reproduced or copied in any form or by any means without the prior written consent of the Adelaide Plains Council or C L Rowe and Associates Pty Ltd.

TABLE OF CONTENTS

1. INTRODUCTION	1
2. BACKGROUND.....	2
3. REVIEW PROCESS	4
3.1 Representation Options Paper	4
3.2 First Public Consultation	4
3.3 Representation Review Report	4
3.4 Second Public Consultation.....	4
3.5 Final Decision	5
3.6 Certification.....	5
4. COMPOSITION OF COUNCIL	6
4.1 Mayor/Chairperson.....	6
4.2 Area Councillors	7
4.3 Ward Councillors	8
5. ELECTOR REPRESENTATION	9
6. WARD STRUCTURE	12
6.1 Wards/No Wards.....	12
6.2 Ward Representation	14
6.3 Ward Boundaries	14
6.4 Ward Identification	15
7. WARD STRUCTURE ASSESSMENT CRITERIA.....	16
7.1 Communities of Interest	16
7.2 Population and Demographic Trends	17
7.3 Quota	18
8. WARD STRUCTURE OPTIONS.....	20
8.1 Option 1(Two wards, nine councillors).....	21
8.2 Option 2 (Four wards, eight councillors).....	23
8.3 Option 3 (Two wards, eight councillors).....	26
8.4 Option 4 (Two wards, seven councillors)	28
8.5 Option 5 (No wards).....	30
9. SUMMARY	31



1. INTRODUCTION

Section 12(3) of the *Local Government Act 1999* (the Act) indicates that the purpose of an “elector representation review” is to determine whether its community would benefit from an alteration to Council’s composition or ward structure.

Section 12(4) of the Act states: *“A review may relate to a specific aspect of the composition of the council, or of the wards of the council, or may relate to those matters generally – but a council must ensure that all aspects of the composition of the council, and the issue of the division, or potential division, of the area of the council into wards, are comprehensively reviewed under this section at least once in each relevant period that is prescribed by the regulations”.*

The Minister for Local Government has specified (by way of a notice published in the Government Gazette on the 9th July 2020) that Council is required to undertake and complete a review during the period June 2020 – October 2021.

This paper has been prepared in accordance with the requirements of Section 12(5) and (6) of the Act and examines the advantages and disadvantages of the various options that are available to Council in respect to its future composition and structure. It contains information pertaining to the review process; elector distribution and ratios; comparisons with other councils; demographic trends; population projections; residential development opportunities which may impact upon future elector numbers; and alternative ward structure options.

The key issues that need to be addressed during the review include:

- the principal member of Council, more specifically whether it should be a mayor elected by the community or a chairperson selected by (and from amongst) the elected members;
- the composition of Council, including the number of elected members required to provide fair and adequate representation to the community and the need for area councillors in addition to ward councillors (where the council area is to be divided into wards);
- the division of the council area into wards or the abolition of no wards; and
- the levels of ward representation within, and the names of, any proposed future wards.

The review also needs to be mindful of the potential ramifications of The Statutes Amendment (Local Government Review) Bill 2020 (the Bill) which was introduced to state parliament in June 2020. This Bill seeks to amend the provisions of the Act, including matters relating to the composition of councils and the elector representation review process.

At the end of the review process, any proposed changes to Council’s composition and/or the ward structure (and/or the abolition thereof) should serve to uphold the democratic principle of “one person, one vote, one value”.

2. BACKGROUND

The council area was originally proclaimed the District Council of Light in 1935 following the amalgamation of the then District Councils of Dublin, Port Gawler and Grace. The District Council of Light was renamed to the District Council of Mallala in 1937; and in September 2016 the name of the Council was formally changed to Adelaide Plains Council.

The council area covers approximately 932.1km² and had an estimated resident population of 9,137 as at the 30th June 2019. In August 2020 there were 6,180 eligible electors within the council area, this equating to an elector ratio (i.e. the average number of electors represented by a councillor) of 1:687.

The council area is divided into three wards and is represented by nine councillors. The Mayor is the tenth and principal member of Council. The current structure, which was adopted by Council at the previous elector representation review in 2012/2013, came into effect at the periodic Local Government elections in November 2014.

Table 1 provides data pertaining to the number of electors within each of the current wards, and demonstrates the variance in respect to the elector ratios between the wards.

Table 1: Current ward structure - Elector numbers and elector ratios

	Councillors	H of A Roll	Council Roll	Electors	Elector Ratio	% Variance
Mallala/Dublin	3	1,956	7	1,963	1:654	- 4.71
Two Wells	3	1,891	16	1,907	1:636	- 7.43
Lewiston	3	2,307	3	2,310	1:770	+12.13
Total	9	6,154	26	6,180		
Average					1:687	

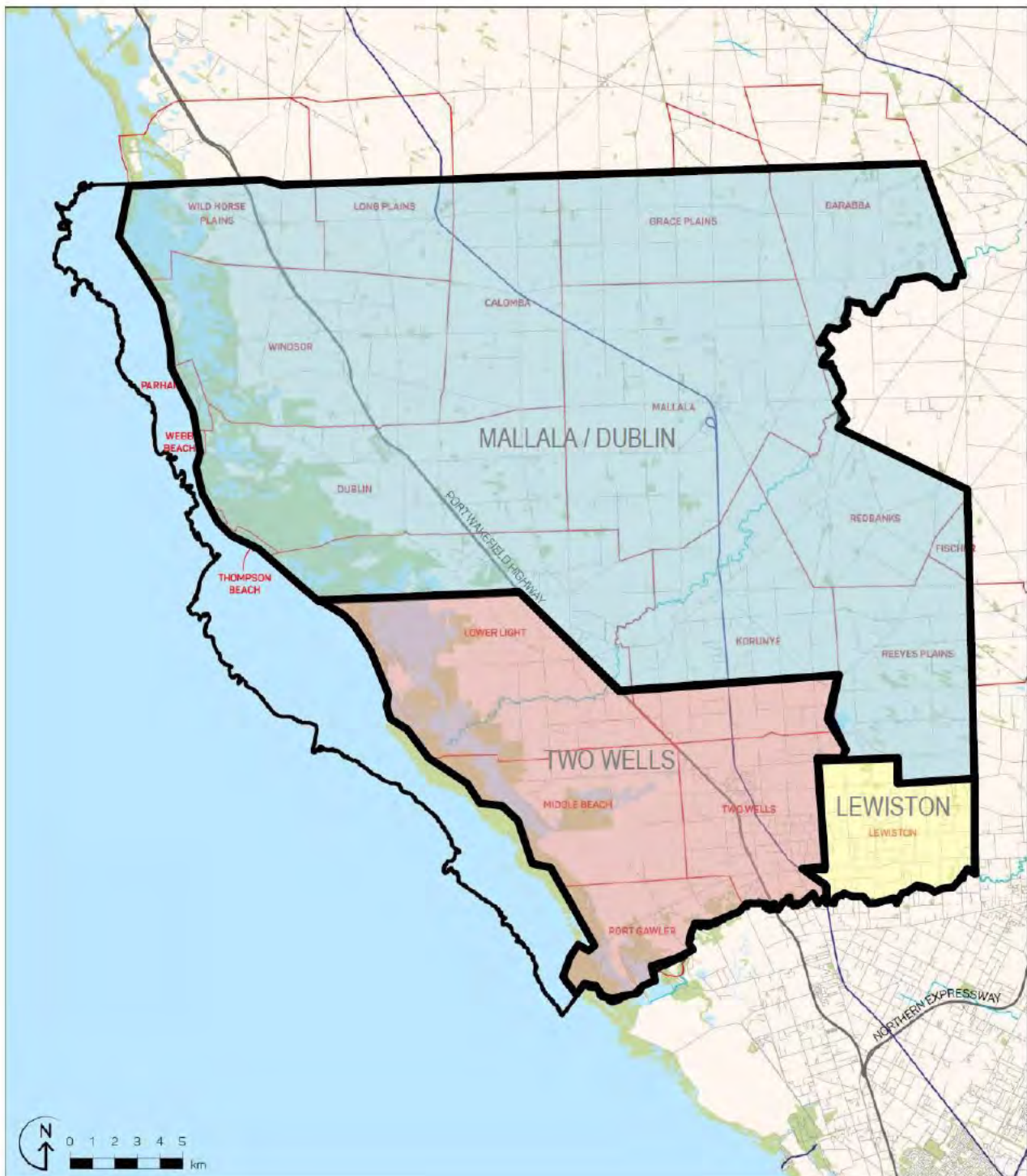
Source: Electoral Commission SA (13 May 2020 and 14 August 2020) and Council Supplementary Voter's Roll (26 July 2020)

The current ward structure cannot be retained because the elector ratio in the existing Lewiston Ward breaches the specified 10% quota tolerance limit prescribed under Section 33(2) of the Act (refer 7.3 Quota). This being the case, alternative ward structure options must be considered with the view to identifying a structure that:

- provides a more equitable balance of electors (which can be maintained, within tolerance, over the extended period between reviews);
- allows for likely fluctuations in elector numbers, primarily as a consequence of future population growth and residential development; and
- exhibits an elector ratio that is similar, by comparison, to that exhibited by other councils of a similar size and type (i.e. avoids over-representation).

Alternative ward structure options have been presented later in this paper (refer 8. Ward Structure Options, page 19).

Map 1: Current Ward Structure



3. REVIEW PROCESS

Sections 12(5) - 12(12a) of the Act outline the process that Council must adhere to when undertaking its review. A brief summary of this process is as follows.

3.1 Representation Options Paper

The review is commenced with the preparation of a "Representation Options Paper" by a person who, in the opinion of Council, is qualified to address the representation and governance issues that may arise during the course of the review.

The "Representation Options Paper" must examine the advantages and disadvantages of the options available in respect to a range of issues relating to the composition and structure of Council, including the number of required elected members and whether the division of the council area into wards should be retained or abolished.

3.2 First Public Consultation

Council is currently advising the community that the review is being undertaken and the "Representation Options Paper" is available for consideration. An invitation is being extended to any interested person to make a submission to Council by close of business on Friday 29th January 2021.

Section 12(7)(a)(ii) of the Act specifies that the consultation period shall be at least six (6) weeks in duration.

3.3 Representation Review Report

At the completion of the first of the prescribed public consultation stages Council will consider the available options in respect to its future composition and structure, as well as the submissions received from the community. Council will make "in principle" decisions regarding the elector representation arrangements it favours and desires to bring into effect at the next Local Government elections. Council will then prepare a "Representation Review Report" which will outline its proposal and the reasons for such, as well as provide details of the submissions that were received during the first public consultation period and its responses thereto.

3.4 Second Public Consultation

Council will initiate a second public consultation (by means of public notices) seeking written comments on the "Representation Review Report" and the preferred proposal.

Section 12(9)(b)(ii) of the Act specifies that the second consultation period shall be at least three (3) weeks in duration.

3.5 Final Decision

Council will consider the submissions received in response to the second public consultation; hear from the individual community members who may wish to address Council in support of their submission; finalise its decision; and prepare a report for presentation to the Electoral Commissioner.

3.6 Certification

The final stage of the review involves certification of the Council proposal by the Electoral Commissioner and gazettal of any amendments to Council's composition and/or ward structure.

Any changes to Council's composition and/or ward structure as a consequence of the review will come into effect at the next Local Government election (scheduled for November 2022).



4. COMPOSITION OF COUNCIL

Section 51 of the Act indicates that a council may constitute a mayor or chairperson, with all other elected members being known as councillors, whether they represent the council area as a whole or a ward. The key issues relating to the future composition of Council are as follows.

4.1 Mayor/Chairperson

The principal member of Council has been a mayor (elected by the community as a representative of the council area as a whole) since the periodic Local Government elections in November 2014. Currently, the only alternative is a chairperson.

The roles and responsibilities of a mayor and a chairperson are identical in all respects, however, there are differences in their election/selection and their voting rights in chamber.

A mayor is elected by all of the electors for a period of four years and, as such, provides stable community leadership. By contrast, a chairperson is chosen by (and from amongst) the elected members of council for a term of one to four years (as determined by Council). The latter provides flexibility and the opportunity for a number of elected members to gain experience as the principal member over the term of a council.

In addition, an elected mayor does not have a deliberative vote on a matter before council but has a casting vote, whereas a chairperson has a deliberative vote at a council meeting but, in the event of a tied vote, does not have a casting vote.

Further, as an election (or supplementary election) for an elected mayor must be conducted across the whole of the council area, a significant cost can be incurred by council on every occasion the position is contested. The selection of a chairperson is not reliant upon an election and, as such, costs will only be incurred by council where the incumbent's position as a councillor is contested.

It should also be noted that:

- the Statutes Amendment (Local Government Review) Bill 2020 seeks to abolish the position of selected chairperson;
- at present all of the metropolitan councils have an elected mayor and only fifteen regional councils have a chairperson, although all bear the title of mayor (as currently allowed under Section 51(1)(b) of the Act);
- candidates for the office of mayor cannot also stand for election as a councillor and as such, the experience and expertise of unsuccessful candidates will be lost to council; and
- any proposal to change the principal member from an elected mayor to a selected chairperson (or vice versa) at this time cannot proceed unless a poll of the community has been conducted in accordance with the requirements of Section 12 (11a-d) of the Act and the result of the poll favours the proposed change.

4.2 Area Councillors (in addition to ward councillors)

Section 52 of the Act indicates that councillors can be elected as a representative of a ward, or alternatively, to represent the council area as a whole (whether or not the council area is divided into wards).

Where the council area is divided into wards, an area councillor adopts a similar role to that of the former office of alderman and focuses on the council area as a whole rather than a ward.

Arguments in favour of "area councillors" (in addition to ward councillors) include:

- the area councillor should be free of parochial ward attitudes and responsibilities;
- the area councillor may be an experienced elected member who can share his/her knowledge and experience with the ward councillors;
- the area councillor is free to assist the principal member and ward councillors, if required; and
- the lines of communication between Council and the community are enhanced through the greater number of elected members.

The opposing view is that an area councillor holds no greater status than a ward councillor; has no greater responsibilities than a ward councillor; and need not comply with any extraordinary or additional eligibility requirements. In addition, it should be noted that:

- additional elected members ("area councillors") will create additional expense;
- any contested election for area councillors must be conducted across the whole of the council area at considerable cost;
- area councillors are considered to be an unnecessary tier of representation and therefore are not a popular option amongst councils (i.e. only the City of Adelaide has "area councillors" in addition to councillors);
- ward councillors do not have to reside in the ward which they represent and, as such, the traditional role and/or basis for the ward councillor has changed to a council-wide perspective;
- ward councillors generally consider themselves to represent not only their ward, but the council area as a whole (like an area councillor), and it is suggested that their role and actions within the council chamber, and the functions they perform on behalf of council, generally reflect this attitude and circumstance; and
- the task and expense of contesting council-wide elections for an area councillor can be prohibitive, and may deter appropriate/quality candidates.

4.3 Ward Councillors

Section 52(2)(b) of the Act indicates a councillor will, if the council area is divided into wards, be elected by the electors of a particular ward, as a representative of that ward.

As a person elected to Council, a ward councillor is required to represent the interests of residents and ratepayers; to provide community leadership and guidance; and to facilitate communication between the community and Council.



5. ELECTOR REPRESENTATION

Council must provide adequate and fair representation and generally adhere to the democratic principle of "one person, one vote, one value".

Section 12(6) of the Act requires that, where a Council is constituted of more than twelve members, the elector representation review must examine the question of whether the number of elected members should be reduced.

In addition, Sections 26(1) and 33(1) of the Act express the need to ensure adequate and fair representation while at the same time avoiding over-representation in comparison to other councils of a similar size and type (at least in the longer term).

The comparison of councils is not a straightforward exercise, given that no two councils are identical in terms of their size (elector numbers and/or area), population, topography, communities of interest and/or predominant land uses. However, it can provide some guidance in regards to an appropriate elector ratio or level of representation (number of councillors).

a) Table 2 provides (for comparison purposes) the elector data; elector ratios (i.e. the average number of electors represented by a councillor); and the size/area of the regional councils which are considered to be of a similar type and size (elector numbers) as the Adelaide Plains Council. The data indicates that the Adelaide Plains Council is one of the smaller councils in regards to area; but is "middle of the road" in respect to the number of elected members and elector ratio.

Table 2: Elector data and representation (Regional councils of a similar size in elector numbers)

Council	Councillors	Electors	Elector Ratio
Naracoorte Lucindale (4,517 km ²)	10	5,851	1:585
Grant (1,904 km ²)	9	5,475	1:608
Adelaide Plains (932.1 km ²)	9	6,180	1:687
Mid Murray (7,957 km ²)	9	6,527	1:725
Clare & Gilbert Valleys (1,840 km ²)	9	6,799	1:755
Renmark Paringa (915.5 km ²)	8	6,498	1:812
Berri Barmera (508 km ²)	8	7,330	1:916

Source: Electoral Commission SA (13 May 2020 and 14 August 2020) and Council Supplementary Voter's Roll (26 July 2020)

The difference in elector representation and elector ratios is more evident when the current elector representation arrangements of Council are compared to those of the regional councils which have slightly greater elector numbers (refer Table 3). This data suggests that whilst all of the cited councils have the same or a greater number of elected members, they all obviously have higher elector ratios because of the greater number of electors.

Table 3: Elector data and representation (Regional councils comprising larger elector numbers)

Council	Councillors	Electors	Elector Ratio
Adelaide Plains (932.1 km ²)	9	6,180	1: 687
Wattle Range (3,924km ²)	11	8,471	1: 770
Yorke Peninsula (5,834 km ²)	11	8,878	1: 807
Loxton Waikerie (7,957 km ²)	10	8,171	1: 817
Pt Augusta (1,153 km ²)	9	9,452	1:1,050
Light (1,278 km ²)	10	10,536	1:1,054
Pt Lincoln (30.4 km ²)	9	10,472	1:1,164
Copper Coast (773 km ²)	9	11,405	1:1,267

Source: Electoral Commission SA (13 May 2020 and 14 August 2020) and Council Supplementary Voter's Roll (26 July 2020)

When determining the appropriate future composition of Council, some consideration needs to be given to the role of the elected members, as the commitment and workloads of the elected members need to be taken into account. Section 59 of the Act specifies that the role of a member of Council is:

- to participate in the deliberation and activities of Council;
- to keep Council's objectives and policies under review to ensure that they are appropriate and effective; and
- to keep Council's resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review.

Section 59 also requires a person elected to the Council to represent the interests of residents and ratepayers; to provide community leadership and guidance; and to facilitate communication between the community and the Council.

If considering a reduction in the number of councillors, care must be taken to ensure that:

- sufficient elected members are available to manage the affairs of Council;
- the elected member's workloads do not become excessive;
- there is an appropriate level of elector representation;
- a diversity in member's skill sets, experience and backgrounds is maintained; and
- adequate lines of communication will exist between a growing community and Council.

A reduction in the number of elected members will serve to increase the elector ratio from the current 1:697 to 1:773 (eight councillors) or 1:883 (seven councillors). These elector ratios are more consistent with the existing elector ratios exhibited by most of the cited regional councils in Tables 1 and 2.

As for increasing the number of elected members, an increase to ten councillors would serve to reduce the elector ratio to 1:618. Such a proposal would likely be difficult to justify, given the aforementioned provisions of Sections 26 and 33 of the Act which speak against over-representation when compared to other councils of a similar size and type.

Notwithstanding the above, arguments in favour of an increase in elected members include:

- enhancing the lines of communication between Council and the community;
- the greater the number of elected members, the greater the likelihood that the elected members will be more familiar with the experiences of, and issues confronting, the local community;
- the greater the number of elected members, the more diverse the skill sets, expertise, experience and opinions; and
- an increase in the number of elected members may provide greater opportunity for community scrutiny and can make the elected members more accountable to their immediate constituents.

Finally, there are no inherent disadvantages in having an even or odd number of councillors. An odd number of councillors may serve to reduce the incidence of a tied vote in the Council chamber; however, it may also require the development/implementation of a ward structure which exhibits a varying level of representation between wards. The latter can be perceived as an imbalance by the community.

6. WARD STRUCTURE

Section 12(1)(b) of the Act indicates that Council can "divide, or redivide, the area of the council into wards, alter the division of the area of the council into wards, or abolish the division of the area of a council into wards".

6.1 Wards/No Wards

6.1.1 Wards

The advantages of a ward structure include:

- wards guarantee some form and level of direct representation to all parts of the council area and existing communities of interest;
- ward councillors can focus on local issues as well as council-wide issues;
- ward councillors may be known to their ward constituents (and vice versa);
- ward councillors can have an affiliation with the local community and an understanding of the local issues and/or concerns;
- the task and expense of contesting a ward election may be less daunting to prospective candidates;
- Council only has to conduct elections and supplementary elections within the contested wards (potential cost saving); and
- ward based elections have the potential to deliver councillors from different parts of the Council area, potentially resulting in a greater diversity of skill sets, experience, expertise and opinions amongst the elected members.

The disadvantages of a ward structure include:

- ward councillors do not have to reside within the ward that they represent and, as such, may have no affiliation with the local community and/or empathy for the local issues and/or concerns;
- electors can only vote for councillors/candidates within their ward;
- candidates can be favoured by the peculiarities of the ward based electoral system (e.g. candidates elected unopposed or having attracted less votes than defeated candidates in other wards);
- ward councillors may develop ward-centric attitudes and be less focused on the bigger council-wide issues;
- ward boundaries are lines which are based solely on elector distribution and may serve to divide the community rather than foster civic unity;

- despite comparable ward elector ratios, inequitable levels of representation between wards and/or the physical sizes of wards can create a perception of imbalance in voting power within Council; and
- ward councillors generally consider themselves to represent not only their ward but the council area as a whole and, as such, the need for wards is questionable.

6.1.2 No Wards

The advantages of a "no wards" structure (i.e. the abolition of wards) include:-

- "no wards" is the optimum democratic structure as the electors vote for all of the vacant positions on Council;
- the most supported candidates from across the Council area will likely be elected;
- the elected members should be free of ward-centric attitudes;
- the lines of communication between Council and the community should be enhanced, given that members of the community will be able to consult with any and/or all members of Council, rather than feel obliged to consult with their specific ward councillors;
- the structure still affords opportunities for the small communities within the council area to be directly represented on Council, if they are able to muster sufficient support for a candidate;
- the structure automatically absorbs fluctuations and there is no requirement for compliance with specified quota tolerance;
- the introduction of postal voting has facilitated the dissemination of campaign literature throughout the council area, thereby reducing the difficulty and cost of contesting a council-wide election campaign; and
- successful candidates generally have to attract no more votes than they would have received/required under a ward based election.

The disadvantages of a "no wards" structure include:-

- the elected members could come from the more heavily populated parts of the council area rather than from across the whole of the council area;
- a single interest group could gain considerable representation on Council;
- concern council-wide elections will not guarantee that elected members will have any empathy for, or affiliation with, all communities across the whole council area;
- Council has to conduct elections and supplementary elections across the whole of the council area (at a significant expense);
- the more popular or known councillors may receive more enquiries from the public (i.e. inequitable workloads); and

- potential candidates for election to Council may be deterred by the perceived difficulties and expense associated with contesting council-wide elections.

6.2 Ward Representation

6.2.1 Single Councillor Ward

Wards represented by a single councillor are generally small in area and therefore afford the ward councillors the opportunity to be more accessible to their constituents and able to concentrate on issues of local importance. Due to the small size of the wards it can be difficult to identify suitable ward boundaries; maintain entire communities of interest within a ward; and sustain significant fluctuations in elector numbers (and therefore comply with the specified quota tolerance limits for any length of time). The work load of the ward councillor can also be demanding, and absenteeism by the elected member (for whatever reason and/or period) will leave the ward without direct representation.

6.2.2 Two Councillors per Ward

Two councillors representing a ward is traditional and/or common; allows for the sharing of duties and responsibilities between the ward councillors; can lessens the likelihood of ward-centric attitudes given that the ward is represented by two individuals; and affords continuous ward representation should one ward councillor be absent.

6.2.3 Multi-Councillor Ward

Multi-councillor wards are generally larger in area and therefore the overall ward structure can be relatively simple. Councillor absenteeism can be easily covered; the work load of the ward councillors can be shared; there are greater perceived lines of communication between ward councillors and their constituents; and there is more flexibility in regards to ward quota (i.e. the larger wards can accommodate greater fluctuations in elector numbers); and there is a greater likelihood that communities of interest can be incorporate (in their entirety) in a ward.

6.2.4 Varying Ward Representation

There are no inherent disadvantages associated with varying levels of representation between wards. However, such structures can be seen to lack balance and/or equity, with the larger wards (in elector and ward councillor numbers) being perceived as having a greater, more influential voice on Council, even if the elector ratios within the wards are consistent.

6.3 Ward Boundaries

A ward structure should have a logical basis and, where possible, exhibit boundaries which are easily identified and readily accepted by the community. Accordingly, every effort should be made to align proposed possible future ward boundaries with existing, long established district boundaries; main roads; or prominent geographical and/or man-made features.

6.4 Ward Identification

The means of ward identification are limited.

The allocation of letters, numbers and/or compass points (e.g. north, south, central etc) are all considered to be acceptable, but lack imagination and fail to reflect the character and/or history of the council area. The same cannot be said for the allocation of place names or names of local heritage/cultural significance (as per the current ward structure).

Council welcomes suggestions from the community in respect to the issue of the identification or naming of any future wards.



7. WARD STRUCTURE ASSESSMENT CRITERIA

Section 33(1) of the Act requires that the following matters be taken into account, as far as practicable, in the formulation of a proposal that relates to the boundaries of a ward or wards:

- a) the desirability of reflecting communities of interest of an economic, social, regional or other kind;
- b) the population of the area, and of each ward affected or envisaged by the proposal;
- c) the topography of the area, and of each ward affected or envisaged by the proposal;
- d) the feasibility of communication between electors affected by the proposal and their elected representatives;
- e) the nature of substantial demographic changes that may occur in the foreseeable future; and
- f) the need to ensure adequate and fair representation while at the same time avoiding over-representation in comparison to other councils of a similar size and type (at least in the longer term).

Relevant information pertaining to the above matters is as follows.

7.1 Communities of Interest

The issue of "communities of interest" can be very complex and, as such, local knowledge will be particularly valuable.

In the past the then Local Government Boundary Reform Board indicated that:

- "communities of interest", for the purpose of structural reform proposals, are defined as aspects of the physical, economic and social systems which are central to the interactions of communities in their living environment;
- "communities of interest" are identified by considering factors relevant to the physical, economic and social environment, including neighbourhood communities; history and heritage communities; sporting facilities; community support services; recreation and leisure communities; retail and shopping centres; work communities; industrial and economic development clusters; and environmental and geographic interests; and
- the analysis of the demographic data and profile will provide socio-economic indicators relevant to "communities of interest".

In addition, Sections 26 and 33 of the Act make reference to "communities of interest" of an economic, social, regional or other kind.

The obvious existing communities of interest within the council area include the long-established townships of Two Wells, Mallala and Dublin; the developing suburb of Lewiston; the settlements of Port Gawler (part), Redbanks, Wild Horse Plains (part), Port Parham and Barabba (part); and the various rural localities of Calomba, Fischer, Grace Plains (part), Korunye, Long Plains (part), Lower Light, Middle Beach, Reeves Plains (part), Thompson Beach, Webb Beach and Windsor.

The retention of entire townships, districts and/or localities within a proposed ward should serve (in part) to maintain and protect a perceived existing "community of interest".

7.2 Population and Demographic Trends

When developing potential future ward structures, consideration was given to demographic trends, as allowances have to be made to accommodate any identified or likely future fluctuations in elector numbers.

The following information should be of assistance in respect to this matter.

7.2.1 Elector Numbers

According to data provided by Electoral Commission SA, the total number of electors eligible to vote within the council area has increased by 442 (7.7%) since the last elector representation review was completed in September 2013 (refer Table 4). The Two Wells and Lewiston wards experienced growth, as anticipated, and the decrease in the Mallala/Dublin ward can largely be attributed to a decrease (-15) in enrolments on Council's Supplementary Voter's Roll.

Table 4: Eligible electors per ward, September 2013 – August 2020

Ward	Electors September 2013	Electors July 2020	Variation	% Variance
Mallala/Dublin	1,983	1,963	- 20	- 1.01
Two Wells	1,730	1,907	+177	+10.23
Lewiston	2,025	2,310	+285	+14.07
Total	5,738	6,180	+442	+ 7.7

7.2.2 Residential Development

Council is aware that there is potential for considerable population growth in the foreseeable future, given the following.

- On-going residential development in and about the township of Two Wells (e.g. the "Liberty" development to the north of the town) which potentially could accommodate an additional 6,000 – 8,000 residents in coming years.

- The proposed division of land to the north of the township of Mallala (i.e. the "Konzag" land) which, if approved, could potentially realize approximately 370 additional allotments (and an additional 600 – 800 residents).
- Continued low density infill development within the existing Rural Living and Animal Husbandry Zones within the district/locality of Lewiston.

7.2.3 Population Projections

Population projections prepared by the Department of Planning, Transport and Infrastructure (2020) indicate that the population of Adelaide Plains Council is anticipated to increase by 1,012 (11.4%) during the period 2016 – 2036 (i.e. 8,912 to 9,924).

Whilst these projections are useful because they provide an indication of the magnitude of the estimated future population increase within the council area, DPTI warns that the projections represent a possible future population outcome based on assumption of continued population growth and a spatial distribution that is a reflection of current and likely government policies. Further, the population projections are not forecasts for the future but are estimates of future population based on particular assumptions about future fertility, mortality and migration.

7.2.4 Census Data

Data provided by the Australian Bureau of Statistics (refer 3218.0 Regional Population Growth, Australia) indicates that the estimated population of Adelaide Plains Council increased every year during the period 2005 – June 2019 (i.e. 8,023 to 9,137), which equates to a total increase of 1,114 or 13.88%.

In addition, the Australian Bureau of Statistics "Quick Stats" indicates that the estimated population of the council area increased over the years, being 7,073 in 2001; 7,900 in 2006; 8,343 in 2011; and 8,801 in 2016. These figures equate to an increase in the estimated population of 1,728 people (24.43%) during the period 2001 to 2016.

7.3 Quota

Section 33(2) of the Act indicates that a proposal which relates to the formation or alteration of wards of a council must also observe the principle that the number of electors represented by a councillor must not, as at the relevant date (assuming that the proposal were in operation), vary from the ward quota by more than 10%.

According to Section 33(2a)(b) of the Act, ward quota is determined to be: *"the number of electors for the area (as at the relevant date) divided by the number of councillors for the area who represent wards (assuming that the proposal were in operation and ignoring any fractions resulting from the division)."*

Given the aforementioned, any proposed future ward structure must incorporate wards wherein the distribution of electors is equitable, either in terms of numbers (if the wards have equal representation) or elector ratio. Under the latter circumstance, the elector ratio within each ward must be within 10% of the average elector ratio for the council area.

Notwithstanding the above, Section 33(3) of the Act allows for the 10% quota tolerance limit to be exceeded in the short term, if demographic changes predicted by a Federal or State government agency indicate that the ward quota will not be exceeded at the time of the next periodic election.



8. WARD STRUCTURE OPTIONS

As indicated earlier, the existing ward structure cannot be retained because the elector ratio exhibited in the Lewiston Ward exceeds the specified quota tolerance limits.

In addition, Council is conscious of the potential for considerable residential development and resultant population growth in and about Lewiston and Two Wells in coming years. In addition, there is also potential future land division/residential development to the north of Mallala. Council believes that it would be prudent that its future composition and structure of Council allow for this anticipated growth.

Four ward structure options have been provided to **demonstrate** how the Adelaide Plains Council can be divided into wards, should the retention of wards be preferred over the alternative "no wards" arrangement. These options are only **examples** of how the council area could be divided into wards under various composition scenarios, ranging from seven to nine ward councillors. The presented ward structures have been developed to reflect some logical basis and an equitable distribution of elector numbers; to accommodate the anticipated future growth in population/elector numbers; and to maintain existing communities of interest, where possible. They also demonstrate the difficulty of developing appropriate ward structures given the size of the council area (932.1km²); the concentration of population/elector numbers in and about the major townships/localities; the relatively sparsely populated rural area; and the anticipated future growth in the Lewiston and Two Wells areas.

In addition, all of the presented ward structures incorporate proposed ward boundaries which are (in the main) aligned with existing district boundaries and/or main features.

It should be noted that Council's considerations are not limited to the ward structure examples presented herein and, as such, any suggestions and/or alternative ward structures provided by the community will be welcomed and duly assessed.

The "no wards" structure has also been presented, given that it is an identified option under the provisions of Section 12(1)(b) of the Act.

8.1 Option 1 (Two wards, nine councillors)

8.1.1 Description

The division of the council area into two wards, with one of the proposed wards being represented by three councillors; and the second of the proposed wards being represented by six councillors

Proposed ward 1 incorporates the districts/localities of Barabba, Calomba, Dublin, Fischer, Grace Plains, Korunye, Long Plains, Lower Light, Mallala, Parham, Redbanks, Reeves Plains, Thompson Beach, Webb Beach, Wild Horse Plains and Windsor.

Proposed ward 2 incorporates the districts/localities of Middle Beach, Port Gawler, Two Wells and Lewiston.

8.1.2 Ward Representation

WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	3	2,083	1:694	+ 1.12
Ward 2	6	4,097	1:683	- 0.56

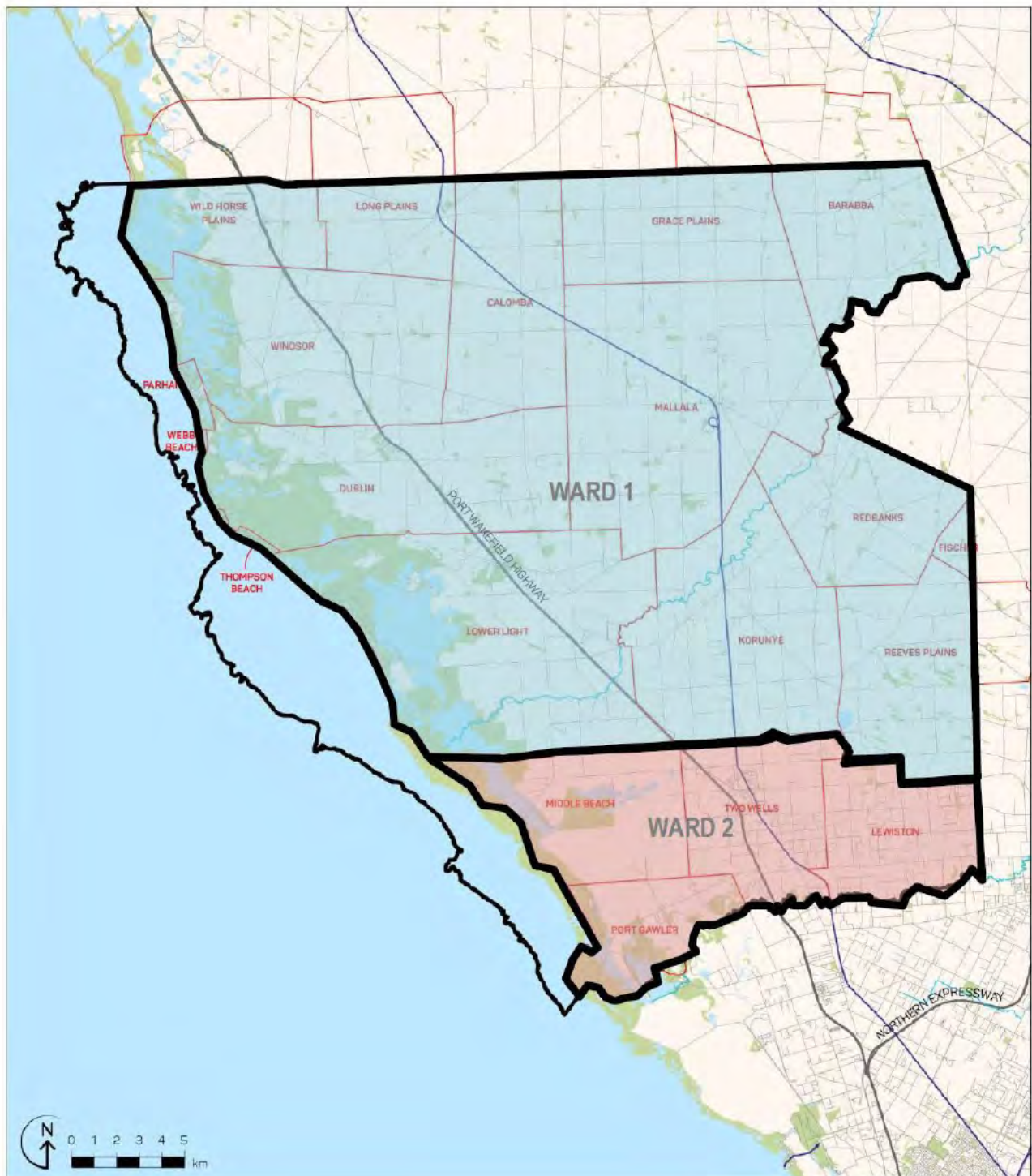
8.1.3 Comments

This proposed ward structure seeks to retain the existing number of elected members (nine councillors in total) but proposes only two wards. The elector ratio (i.e. the average number of electors represented by a councillor) within the proposed wards is consistent; and lies well within the specified quota tolerance limits (refer 7.3 Quota).

Proposed ward 1 is not dissimilar to the existing Mallala Ward in configuration; area; elector numbers; and/or the proposed level of representation.

Proposed ward 2 is essentially a consolidation of the existing Lewiston and Two Wells Wards, with some minor adjustments to the existing boundaries so as to ensure that no district/locality is divided between wards. This ward has specifically been developed to sustain considerable future growth in elector numbers.

With six ward councillors (which is proportionate to the number of electors), proposed ward 2 can sustain significant fluctuations in elector numbers. For example, depending on the rate of future population/elector growth elsewhere in the council area, the proposed ward could conceivably accommodate 1,000 or more additional electors over the next 8 years (i.e. the likely period until the next review) without breaching the specified quota tolerance limit time. This is beneficial, given the anticipated future population growth; and the fact that elector numbers within the council area have increased by only 442 since the last elector representation review in September 2013.



8.2 Option 2 (Four wards, eight councillors)

8.2.1 Description

The division of the council area into four wards, with two of the proposed wards each being represented by two councillors; and the remaining two proposed wards each being represented by three councillors

Proposed ward 1 incorporates the districts/localities of Calomba, Dublin, Long Plains, Parham, Thompson Beach, Webb Beach, Wild Horse Plains and Windsor.

Proposed ward 2 incorporates the districts/localities of Barabba, Grace Plains and Mallala.

Proposed ward 3 incorporates the districts/localities of Fischer, Korunye, Lower Light, Middle Beach, Port Gawler, Redbanks, Reeves Plains and Two Wells.

Proposed ward 4 incorporates the district/locality of Lewiston.

8.2.2 Ward Representation

WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	1	764	1:764	- 1.10
Ward 2	1	778	1:778	+ 0.71
Ward 3	3	2,328	1:776	+ 0.45
Ward 4	3	2,310	1:770	- 0.32

8.2.3 Comments

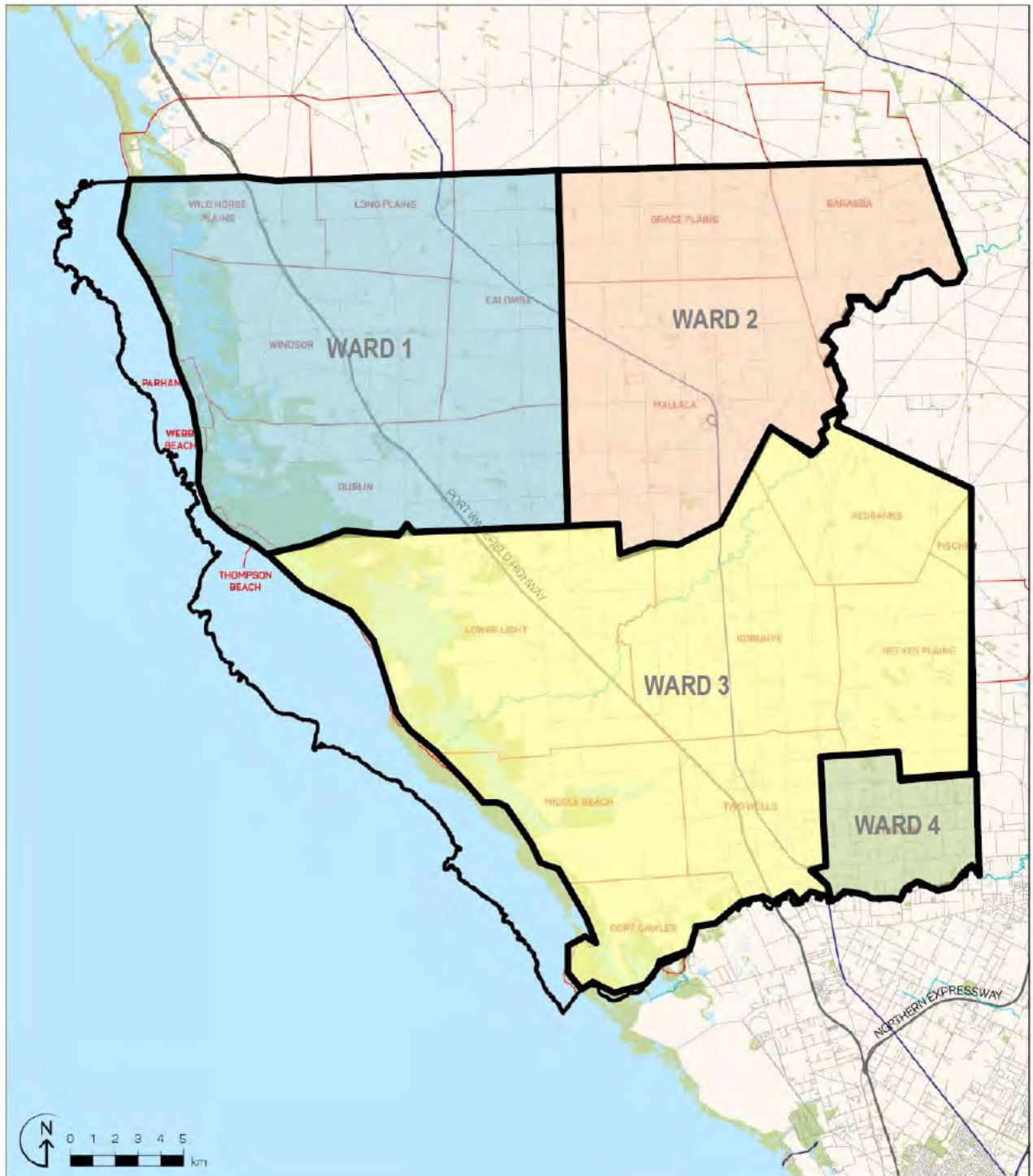
As this ward structure is based on eight councillors, Council (and the community) could benefit through some cost savings.

The elector ratios in each of the proposed wards are similar; and lay comfortably within the specified quota tolerance limits. In addition, all of the proposed ward boundaries align with long existing district boundaries and, as such, no existing community is divided between the wards.

Whilst the two proposed single-councillor wards will provide some level of direct representation to the localities/communities in the northern part of the council area, they are relatively small (in elector numbers) and, as such, are only be capable of sustaining relatively small fluctuations in elector numbers (i.e. approximately 80 – 100 additional electors) before breaching the upper quota tolerance limit. In addition, the role and responsibilities of a single ward councillor can be demanding; and the ward will have no direct representation under circumstances whereby the ward councillor is absent.

On the other hand, the two larger wards (in terms of elector and elected member numbers) are capable of sustaining reasonable levels of future growth (i.e. a minimum of 400 additional electors in each ward)

This ward structure can be modified through the amalgamation of proposed wards to create a two ward structure (through the consolidation of proposed wards a 1 and 2; and proposed wards 3 and 4) or a three ward structure (through the consolidation of proposed wards 1 and 2).



8.3 Option 3 (Two wards, eight councillors)

8.3.1 Description

The division of the council area into two wards, with one of the proposed wards being represented by two councillors; and the second of the proposed wards being represented by six councillors

Proposed ward 1 incorporates the districts/localities of Barabba, Calomba, Dublin, Grace Plains, Long Plains, Mallala, Parham, Thompson Beach, Webb Beach, Wild Horse Plains and Windsor.

Proposed ward 2 incorporates the districts/localities of incorporates the districts/localities of Fischer, Korunye, Lewiston, Lower Light, Middle Beach, Port Gawler, Redbanks, Reeves Plains and Two Wells.

8.3.2 Ward Representation

WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	2	1,542	1:771	+ 0.20
Ward 2	6	4,638	1:773	- 0.06

8.3.3 Comments

A simple two ward alternative of the ward structure presented as Option 2, with proposed ward 1 guaranteeing representation of the communities in the north of the council area; and proposed ward 2 providing representation to the remainder of the council area, including the growth areas of Lewiston and Two Wells.

The elector ratios in the proposed wards are basically identical and lay well within the specified quota tolerance limits; the ward boundary aligns with long established district boundaries; and no existing community is divided between the proposed wards.

Further, as previously indicated, the greater the level of ward representation, the greater the capability of the proposed ward to sustain significant fluctuations in elector numbers. This being the case, proposed ward 2 could potentially accommodate 1,000 or more additional electors over time without breaching the specified maximum quota limit, depending on the extent of population/elector growth in proposed ward 1.



8.4 Option 4 (Two wards, seven councillors)

8.4.1 Description

The division of the council area into two wards, with one of the proposed wards being represented by two councillors; and the second of the proposed wards being represented by five councillors.

Proposed ward 1 incorporates the districts/localities of Barabba, Calomba, Dublin, Grace Plains Long Plains, Mallala, Parham, Redbanks, Thompson Beach, Webb Beach, Wild Horse Plains and Windsor; and parts of the districts/localities of Korunye and Lower Light.

Proposed ward 2 incorporates the districts/localities of Fischer, Lewiston, Middle Beach, Port Gawler, Reeves Plains and Two Wells; and parts of the districts/localities of Korunye and Lower Light.

8.4.2 Ward Representation

WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	2	1,824	1:912	+ 3.30
Ward 2	5	4,356	1:871	- 1.32

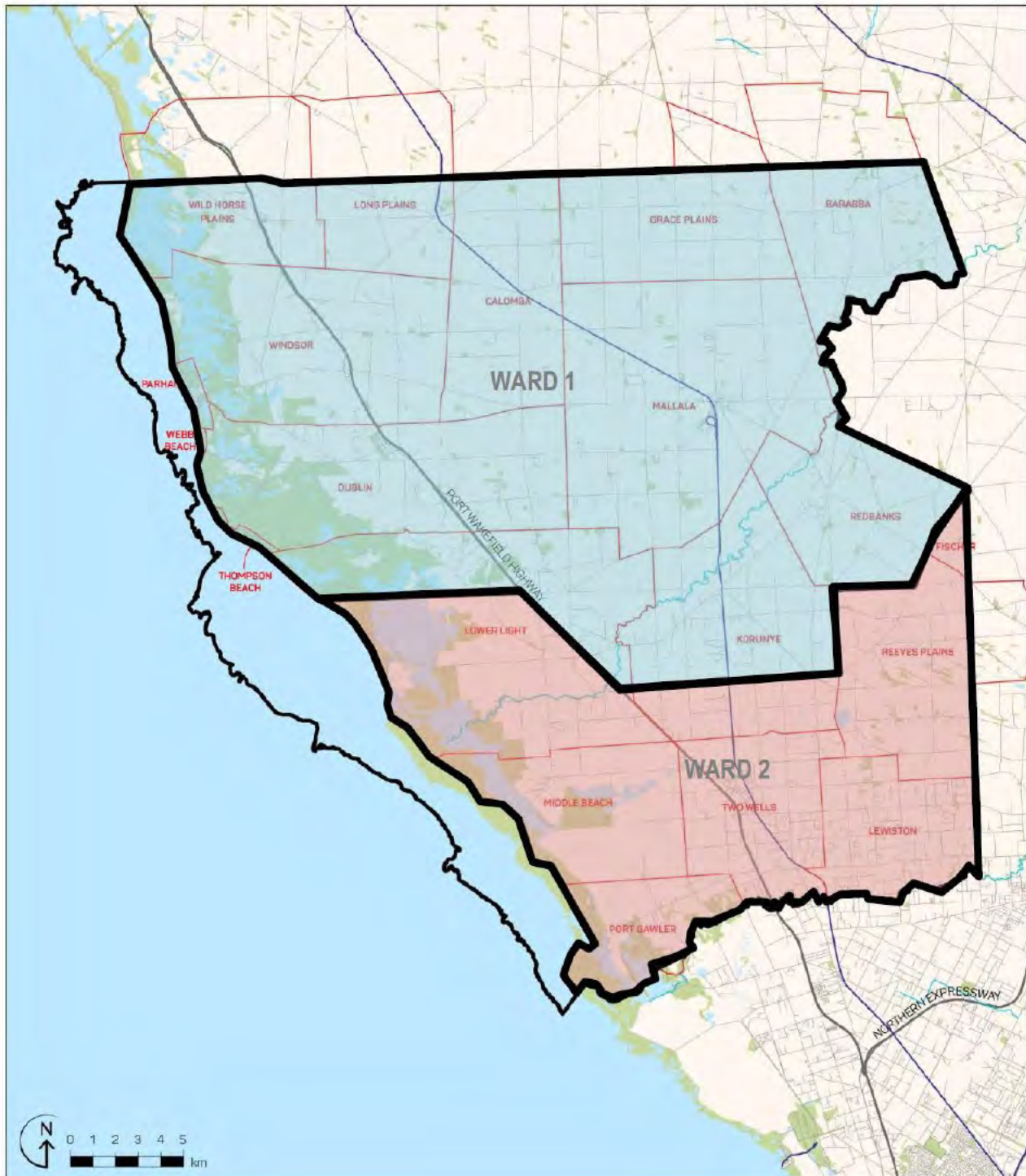
8.5.3 Comments

A simple two ward configuration which allows for the anticipated future population growth in and about the Lewiston and Two Wells areas.

In the main this proposed ward structure retains whole communities within a ward, the exceptions being the districts of Korunye and Lower Light (which is the case under the current ward structure).

A reduction to seven councillors is a significant move. Whilst it will likely result in cost savings, there must be sufficient members to adequately represent the community; meet the day-to-day roles and responsibilities of Council; and provide a desired diversity in the skill sets, experience and opinions of the elected members. It should be noted that there are only fourteen regional councils within South Australia which comprise six or seven councillors.

The elector ratios in both of the proposed wards are acceptable and lay well within the quota tolerance limits. In addition, this ward structure is capable of accommodating a significant number of additional electors (i.e. potentially 2,300 or more additional electors in proposed ward 2, depending on the fluctuation in elector numbers experienced in proposed ward 1).



8.5 Option 5 (No wards)

8.5.1 Description

The abolition of wards which requires all members to be elected at council-wide or "at large" elections.

8.5.2 Comments

The "no wards" structure can accommodate any number of "area" councillors (i.e. councillors elected to represent the whole council area), as determined appropriate by Council. Further, the "no wards" structure automatically absorbs any fluctuations in elector numbers and there is no requirement for compliance with the specified quota tolerance limits which are applicable to wards.

The arguments for and against the "no ward" option have been previously presented (refer 6.1 Wards/No Wards).

Primarily, the "no wards" structure will:

- overcome the division of the local community into wards based solely on the distribution of elector numbers (which can be perceived as being inequitable given the concentration of electors in and about the main townships/districts of Lewiston and Two Wells);
- prevent ward-centric attitudes; and
- enable the electors within the community to vote for all members of Council, with the most favoured candidates being elected to represent (and act in the best interests of) the whole of the council area, despite the geographical location of their place of residence.

At present, thirty-five councils within the state have abolished wards. All but one of these are outer-metropolitan or regional councils.

9. SUMMARY

The representation review being undertaken by the Adelaide Plains Council must be comprehensive; open to scrutiny by, and input from, the local community; and, where possible, seek to improve elector representation. Further, Council must examine and, where necessary, identify amendments to its current composition and structure, with the view to achieving fair and adequate representation of all of the electors across the council area.

This early stage of the review process entails the dissemination of relevant information pertaining to the review process and the key issues; and affords the community the opportunity to participate over a six week public consultation period. At the next stage of the review process Council will have to make some "in principle" decisions in respect to its future composition, and the future division of the council area into wards (if required), taking into account the practical knowledge and experience of the individual elected members and the submissions made by the community.

The principal member of Council is the **mayor** who is elected by the community to lead the Council for a term of four years. Currently, the only alternative is a **chairperson** who is selected by and from amongst the ward councillors for a determined period of time. Fundamentally the roles and responsibilities of the mayor and chairperson are the same, with the only difference being in respect to the voting rights in chamber. At present only fifteen regional councils have a chairperson as the principal member, and all of these bear the title of mayor.

The provisions of the Statutes Amendment (Local Government Review) Bill 2020 seek to abolish the position of selected chairperson.

All elected members other than the principal member bear the title of councillor.

Area councillors represent the whole of the council area and are generally associated with those Councils which have abolished wards. The alternative is a **ward councillor** who is specifically elected to represent a particular ward area. The legislation allows for area councillors, in addition to ward councillors, where the council area is divided into wards.

Whilst there is no formula that can be utilised to determine the appropriate **number of elected members**, the provisions of the Local Government Act 1999 give some guidance as they specifically require Council to avoid over-representation in comparison to other councils of a similar size and type (at least in the longer term); and, where a Council is constituted of more than twelve members, examine the question of whether the number of elected members should be reduced. In addition, consideration should be given to the Statutes Amendment (Local Government Review) Bill 2020 which seeks to restrict the maximum number of elected members in a council to twelve (including the principal member).

The Adelaide Plains Council currently comprises nine councillors; and has an elector ratio of 1:687. This level of elector representation came into effect in 2014. The existing number of elected members is comparable with other councils of a similar size and type, but the elector ratio is considered to be somewhat low. As such, a reduction in the number of elected members warrants some consideration.

When considering a reduction in the number of elected members, care must also be taken to ensure that any future Council will comprise sufficient elected members to adequately represent the community; meet its obligations in respect to its roles and responsibilities; afford sufficient lines of communication with the community; provide for a diverse range of skill sets, expertise, experience and opinions; and manage the workloads of the elected members.

The council area has long been divided into wards, albeit under varying configurations.

The **division of the council area into wards** guarantees the direct representation of all parts of the council area; enables ward councillors to focus on local as well as council-wide issues; prevents a single interest group from gaining considerable representation on Council; enables and attracts candidates to contest ward elections; reduces the cost and effort required to campaign at an election; and potentially provides cost savings to Council in regards the conduct of elections and supplementary elections.

On the other hand, the abolition of wards (i.e. a **“no wards”** structure) enables an elector to vote for all of the vacant positions on Council; ensures that the most supported candidates from across the council area will be elected; and overcomes parochial ward attitudes. Wards can also be seen as an unnecessary division of the community, an assertion that has some basis given that ward councillors do not have to reside within the ward that they represent.

Four ward structure options have been presented herein to demonstrate how the council area can be divided into wards under circumstances whereby the Council comprises seven to nine councillors. These ward structures are all relatively well balanced (in regards to elector numbers); comply with the quota tolerance limits; allow for anticipated growth in elector numbers (particularly in the Lewiston and Two Wells areas); and exhibit proposed boundaries which generally align with existing district/locality boundaries.

As for the issue of **ward identification**, further consideration will have to be given to this matter later in the review process. The allocation of district/locality names (as per the current ward structure) and/or names of local heritage or cultural significance may be the most appropriate means of ward identification.

Interested members of the community are invited to make a **written submission** expressing their views on the future composition and structure of Council.

Submissions can be made as follows; and will be accepted until 5.00pm on Friday 29th January 2021.

- Via Council's website (www.apc.sa.gov.au).
- Written submission addressed to the Chief Executive Officer,
PO Box 18, Mallala 5502
- Emailed to info@apc.sa.gov.au

Further information regarding the elector representation review can be obtained on Council's website or by contacting Sheree Schenk, General Manager, Governance and Executive Office, on telephone 8527 0200 or email info@apc.sa.gov.au



From: info@apc.sa.gov.au
Sent: Thursday, 14 January 2021 11:04 AM
To: Info
Subject: New Submission - Public Response Form – Elector Representation Review - Greville Knight

A new submission for *Public Response Form – Elector Representation Review* has been received from Council's Website

Submission Details

Should the principal member of Adelaide Plains Council be a mayor or a chairperson (perhaps with the title of mayor)?

Mayor

Should Council retain a ward structure or abolish wards?

Wards

If you support the retention of a ward structure, which (if any) of the ward structure options presented in the Representation Options Paper is your preference?

If you have a preference for an alternative ward structure, please provide details.

I believe that with the high level of interest in our Coastal Communities, coupled with the recent TEDS initiative that there should be a ward that clearly supports those communities; i.e. west of the Port Wakefield Highway and those smaller communities that do not directly geographically associate with our centres of Mallala, Two Wells and Lewiston. The Coastal Community ward would then expand to include Dublin, Lower Light, Windsor, Long Plains and Wild Horse Plains.

How many councillors are required to provide fair and adequate representation to the electors within the Adelaide Plains Council?

8

If the Adelaide Plains Council were to continue to be divided into wards, what would be suitable ward names?

Mallala, Two Wells, Lewiston, Samphire Coast

OTHER COMMENTS:

APRRA will be writing formally with further expansion and some number crunching in order to prove the potential of this very necessary change to Representation.

Name: Greville Knight

Address: [REDACTED]

Stacie Shrubsole

From: info@apc.sa.gov.au
Sent: Thursday, 14 January 2021 11:47 AM
To: Info
Subject: New Submission - Public Response Form – Elector Representation Review - Emma Micklethwaite

A new submission for *Public Response Form – Elector Representation Review* has been received from Council's Website

Submission Details

Should the principal member of Adelaide Plains Council be a mayor or a chairperson (perhaps with the title of mayor)?

Mayor

Should Council retain a ward structure or abolish wards?

Wards

If you support the retention of a ward structure, which (if any) of the ward structure options presented in the Representation Options Paper is your preference?

Option 2 - 4 Wards, 8 Councillors

If you have a preference for an alternative ward structure, please provide details.

How many councillors are required to provide fair and adequate representation to the electors within the Adelaide Plains Council?

8

If the Adelaide Plains Council were to continue to be divided into wards, what would be suitable ward names?

A Coastal Plains Ward, for APC regional coastal and rural communities as set out in a proposal from Greville Knight

OTHER COMMENTS:

The growing population within our coastal communities and the coastal environment badly needs adequate council representation, it would help APC and Community engage on a more positive level.

Name: Emma Micklethwaite

Address: [REDACTED]

Stacie Shrubsole

From: info@apc.sa.gov.au
Sent: Tuesday, 19 January 2021 3:44 PM
To: Info
Subject: New Submission - Public Response Form – Elector Representation Review - Jacqui Bryant

A new submission for *Public Response Form – Elector Representation Review* has been received from Council's Website

Submission Details

Should the principal member of Adelaide Plains Council be a mayor or a chairperson (perhaps with the title of mayor)?

Chairperson

Should Council retain a ward structure or abolish wards?

Wards

If you support the retention of a ward structure, which (if any) of the ward structure options presented in the Representation Options Paper is your preference?

Option 2 - 4 Wards, 8 Councillors

If you have a preference for an alternative ward structure, please provide details.

Have at least 1 ward cover the coastal areas separate from the inland areas as the issues are different and cost gets swapped by the other towns and inland areas

How many councillors are required to provide fair and adequate representation to the electors within the Adelaide Plains Council?

8

If the Adelaide Plains Council were to continue to be divided into wards, what would be suitable ward names?

OTHER COMMENTS:

Name: Jacqui Bryant

Address: [REDACTED]

Stacie Shrubsole

From: Greville Knight [REDACTED]
Sent: Thursday, 28 January 2021 8:18 PM
To: Info
Cc: 'Alvin Jenkin'; aprra@bigpond.com
Subject: APRRA - Representation Review: submission
Attachments: Representation Review.docx; Attachment 1.pdf; Attachment 2.pdf

Hi APC,

Please find attached our submission to the Representation Review.

Kindest of regards,

Greville Knight
APRRA – President
0468346070



APRatepayers & Residents Association Inc.

PO Box 302, Mallala SA 5502

www.adelaideplainsrra.websyte.com.au

President: Greville Knight
grevilleknight1@bigpond.com
0468 346 070

Secretary: Alvin Jenkin
alvin_jenkin@bigpond.com
08 8529 2504

January 28, 2021

Ref: APRRA 2021-002

APRRA response to: Adelaide Plains Council Representation Review

APRRA are pleased to submit to the Adelaide Plains Council (APC) with a real option to adjust, balance, improve and prepare our region for its upcoming boost in industry, trade and commerce along with increases of population, expected to be above the norm, and providing flexibility with a new Ward-Structure.

APRRA have been provided with an 'extract of the addresses' contained within the assessment record in the form of an Excel Spreadsheet some 5500+ lines long and sorted by 'township'. Noting electoral boundaries are based on population to determine the 'quota'; it is assumed that there is a reasonably stable ratio of persons per rateable property which will not detract from the outcome.

Currently, APC council area is split into 3 wards (Figure-1), with Lewiston the smallest by area, followed by Two Wells and then Mallala/Dublin; correspondingly the population density of Lewiston is the greatest and Mallala/Dublin the least. Lewiston continues to grow due to its proximity to Angle Vale and Gawler regions, Two Wells have new residential centres in full growth and Mallala has same planned for this decade.

This is principally the reason aside from legislative reasons why this is needed and needed now.

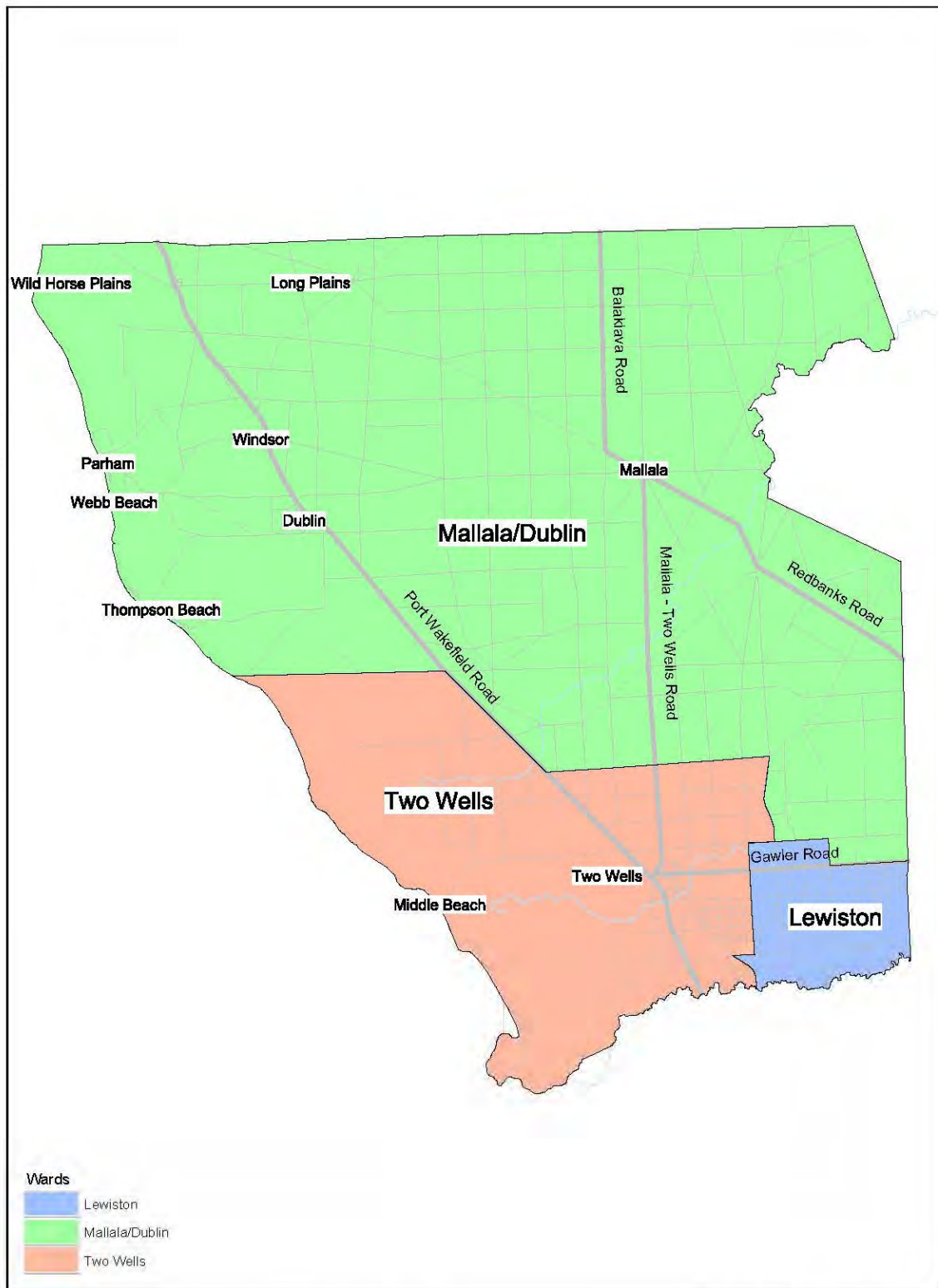


Figure 1: APC Current Ward Boundaries

The proposal, 4 Wards and Ten Councillors:

APRRA propose the creation of a fourth ward by dissecting the coastal sections of the Two Wells and Dublin/Mallala Wards and creating the Samphire Coast Ward. This ward is created as it will be the centrepiece of our Tourism Strategy. Please refer to Attachment 2.

Referring to Attachment 1, the boundaries of the expanded Two Wells Ward, Lewiston and Mallala can be clearly seen. The data below, extracted from data supplied by APC has been approximately geographically positioned to see the distribution of rateable properties.

Township	No.
Barabba	87
Calomba	60
Dublin	293
Fischer	29
Grace Plains	55
Korunye	146
Lewiston	1364
Long Plains	48
Lower Light	163
Mallala	540
Parham	191
Port Gawler	53
Port Prime	3
Redbanks	117
Reeves Plains	82
Thompson Beach	347
Two Wells	1630
Webb Beach	48
Wild Horse Plains	72
Windsor	120

Of the 5567 rateable properties, I was able to identify 5543 which gives a difference of 24 properties and an error rate of 0.431%; which we also believe will not detract from the outcome of this proposal.

In a nutshell, the Samphire Coast Ward can well encompass all towns upon and to the west of Port Wakefield Highway.

Two Wells Ward (3 Councillors)

To compensate the Two Wells Ward with the loss of:

Lower Light (163),
Port Prime (3),
Middle Beach (95) and
Port Gawler (53),

The Two Wells Ward could be expanded to the north by following a line from

Big Rabbit Road from Port Wakefield Highway to the East
South on Wasley Road to Gordon Road
northwards on Gordon Road to the ARTC Korunye railway crossing,
then following Verner Road to the East
to an intersection with Hall Road and south to Two Wells.

The thought behind this rationale is that most people south of this crossing would use the services of Two Wells rather than to the north, Mallala.

Note: this will then include Reeves Plains in the Two Wells Ward with some additional 82 rateable properties.

Lewiston Ward (3 Councillors)

The Lewiston Ward remains unchanged in this proposal.

The newest wards will be made up from the following communities

Samphire Coast (2 Councillors)

Dublin	293
Lower Light	163
Middle Beach	95
Parham	191
Port Gawler	53
Port Prime	3
Thompson Beach	347
Webb Beach	48
Windsor	120
	1313

Mallala/Dublin Ward

Initially the name of this ward will need to be reduced to Mallala Ward or altered to Mallala & Districts.

Mallala (& Districts) Ward (2 Councillors)

Long Plains	48
Wild Horse Plains	72
Calomba	60
Mallala	540
Barabba	87
Redbanks	117
Fischer	29
Korunye	146
Reeves Plains	82
	1181

Thus, the numbers above can be interpreted to support two councillors in each of the above wards. Moving forward, as Gracewood progresses, the difference between the two wards will reduce and balance nicely.



Closing Statement

APRRA whole-heartedly support the current progress and the Strategic Plan that will guide our towns, industry, commerce and support the infrastructure that is needed, i.e. roads, transport, schools, hospitals, aged care etc.

It is also vitally necessary to provide appropriate support mechanisms to our community to provide input, feedback, request of services and the like.

We believe, that with the growth that we are experiencing now, coupled with our future plans, expansion of our vision should not be limited to today, tomorrow or next week, but the next ten years. We need to be prepared and have the necessary decisions in place to support the future of the Adelaide Plains businesses and community.

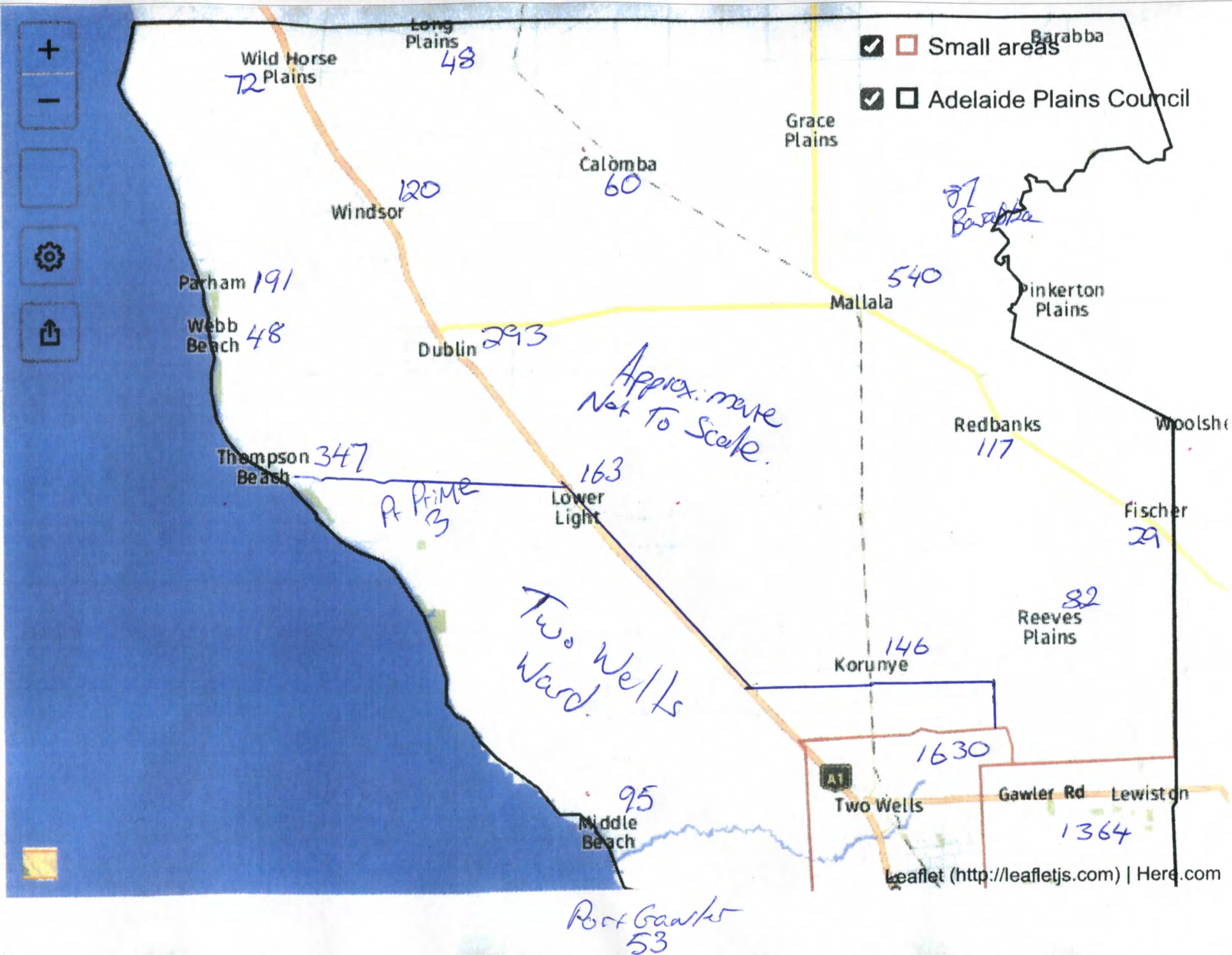
APC needs to position this region to be able to say 'YES' we can accommodate this motion, new business, venture, or whatever may come along. We do not know the future, but there are a lot of indicators that say onwards and upwards and the small changes we make now are ever so important to the life and livelihoods of all members of our community, young and old.

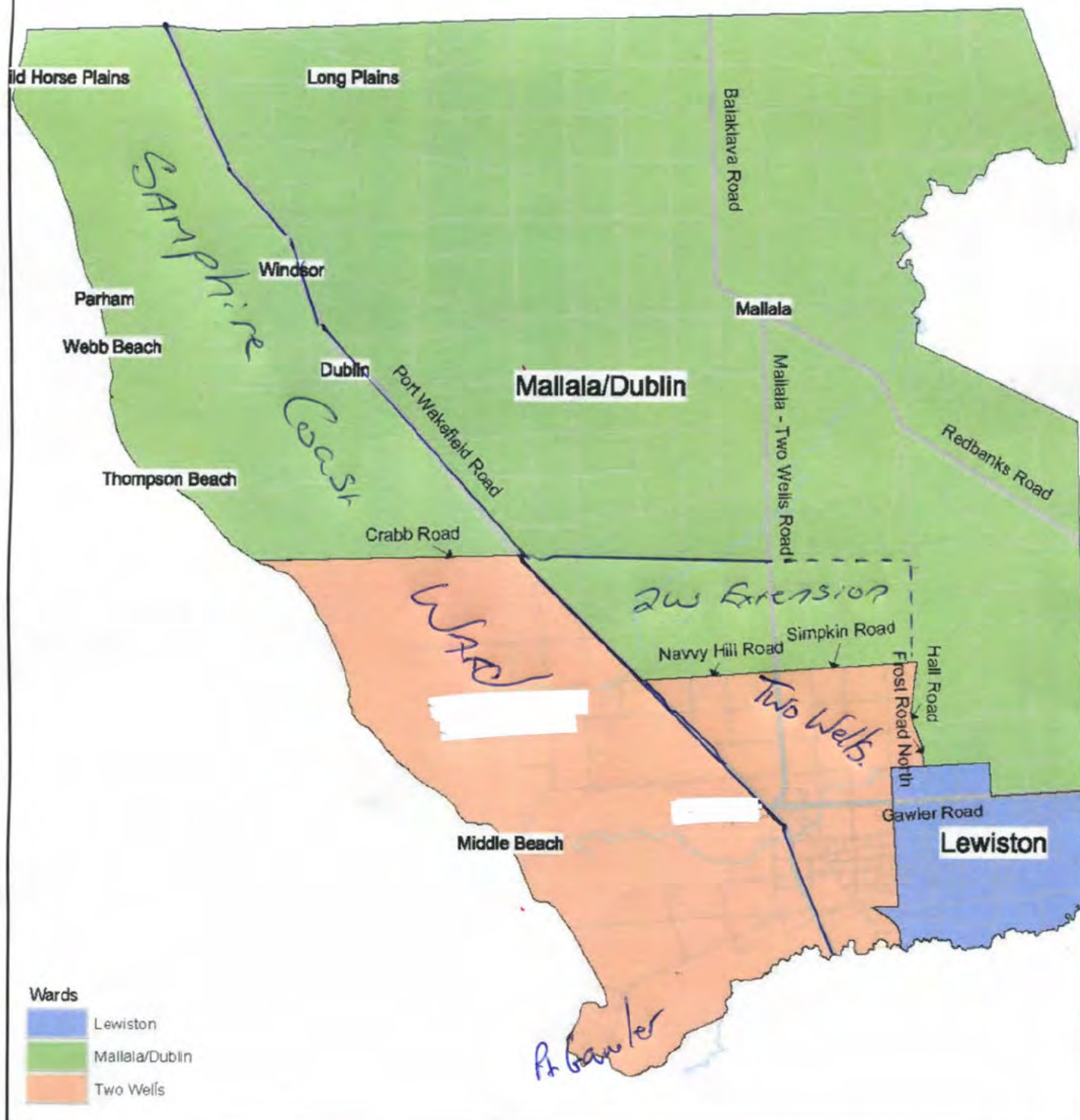
APRRA commend to the Adelaide Plains Council to give serious consideration to our ward structure and the number of councillors we need NOW and how well balanced our wards will be in another four years.

Kindest of regards,

sent electronically

Greville Knight
APRRA – President
0468346070





THE ELECTORAL REFORM SOCIETY OF SOUTH AUSTRALIA

<http://effectivevoting.wordpress.com/>

President:

Mr Bill Spragg
PO Box 374
Montacute. SA 5134
Email: billspragg51@gmail.com

Secretary:

Mr Graham Pratt
[REDACTED]
[REDACTED]
Mob: 0408 083 530
Email: grahampratt@outlook.com

28 January 2021

Mr James Miller
Chief Executive Officer
Adelaide Plains Council
PO Box 18
MALLALA SA 5502
(Email: info@apc.sa.gov.au)

Dear Mr Miller

Representation Review 2021

The Electoral Reform Society of SA supports proportional representation for all elections, and we are very pleased that this method of election is used to elect all local government in this State, including for the Adelaide Plains Council.

Proportional representation works better, the greater the number of members to be elected. As the number to be elected increases, the quota for election reduces and more voters find their votes electing someone. Also, the number of candidates usually increases, and this greater choice also encourages people to vote.

The Society's preference is for a single Council-wide electorate. In our opinion this is the most democratic method that can possibly be used, as:

- all entitled to vote have the same choice of candidates,
- all have the opportunity to vote for these candidates,
- there can be no manipulation of ward boundaries,
- this is the fairest method in ensuring that nearly all will find their votes
- electing someone and vote wastage is kept to a minimum, and
- thus, more people will be encouraged to vote.

While residents within each local Council need to decide how many councillors should be in their Council, the Society argues that either all councillors should be elected at large, or if it is decided there should be wards, these need to be sufficiently large (minimum of three-members but preferably larger), so that more voters find their votes electing a councillor. Our analyses of past elections have consistently shown that voters get more choice this way, as well as fewer votes being wasted.

On examining the five options in the Representation Options Paper for the Adelaide Plains Council, the Society supports Option 5 (No wards) as this would give a very good outcome, allowing the maximum number of voters to find their votes electing the candidates of their choice. And as the Paper clearly states on page 13, “‘no wards’ is the optimum democratic structure as the electors vote for all of the vacant positions on Council.” It is noted that 35 councils have abolished wards.

For the Adelaide Plains Council with no wards there could be up to 11 councillors elected at large, which would fit in with the current proposal before State Parliament, to limit council size to 12 members including the mayor. It may though, be preferable to continue with the current 9 councillors, but with all in future to be elected at large.

If it is decided that the Council should be divided into wards, of the other options, only Option 1 (2 Wards with 3 and 6 councillors) is a possibility as this does at least propose three or more members in these wards. However we do not support varying ward representation. As much as possible there should be the same number of councillors elected from each ward. With varying ward representation this means the smaller wards give less representation. It is surprising that the Paper incorrectly states that there is no inherent disadvantage associated with varying levels of representation between wards. In this option, the councillors in the 6-member ward could easily over-rule any proposals from the 3-member ward.

If there must be wards, the better option would be to continue with three three-member wards, though it is appreciated that there are difficulties in determining the ward boundaries. Perhaps consideration could be given to there being two five or four-member wards? Trying to draw boundaries is an inherent difficulty with wards, clearly showing the advantage of no wards.

This review should be the opportunity to make improvements in representation and we hope that the Councillors will consider moving to no wards.

Yours sincerely

Graham Pratt
Secretary

ELECTOR REPRESENTATION REVIEW

First Public Consultation

A Report to the

ADELAIDE PLAINS COUNCIL

February 2021

Disclaimer

The information, opinions and estimates presented herein or otherwise in relation hereto are made by C L Rowe and Associates Pty Ltd in their best judgement, in good faith and as far as possible based on data or sources which are believed to be reliable. With the exception of the party to whom this document is specifically addressed, C L Rowe and Associates Pty Ltd, its directors, employees and agents expressly disclaim any liability and responsibility to any person whether a reader of this document or not in respect of anything and of the consequences of anything done or omitted to be done by any such person in reliance whether wholly or partially upon the whole or any part of the contents of this document. All information contained within this document is confidential.

Copyright

No part of this document may be reproduced or copied in any form or by any means without the prior written consent of the Adelaide Plains Council and/or C L Rowe and Associates Pty Ltd.

Prepared for the Adelaide Plains Council by C L Rowe and Associates Pty Ltd, February 2021.

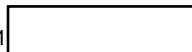


TABLE OF CONTENTS

1. INTRODUCTION	1
2. PUBLIC CONSULTATION.....	1
3. FUTURE COMPOSITION AND STRUCTURE.....	3
3.1 Mayor/Chairperson	3
3.1.1 Mayor	3
3.1.2 Chairperson.....	4
3.2 Structure	5
3.2.1 Wards/No Wards	5
3.2.2 Ward Structures.....	6
3.2.3 Area Councillors (in addition to ward councillors)	7
3.2.4 Ward Identification	7
3.3 Composition.....	7
4. REVIEW PROCESS.....	9
5. RECOMMENDATIONS	10

ATTACHMENT A – Summary of submissions

ATTACHMENT B – Recommended ward structure (Option 1)



1. INTRODUCTION

Section 12(4) of the Local Government Act 1999 (the Act) requires Council to undertake a review of all aspects of its composition and the division (or potential division) of the Council area into wards, at least once in every period prescribed by the Minister for Local Government (generally eight years). The review must be conducted and completed during the period June 2020 - October 2021.

The current review commenced in September 2020 and has progressed to the point where the first of the two prescribed public consultation stages has been completed. Council must now give consideration to the submissions which were received and determine ("in principle") what changes, if any, it proposes to bring into effect in respect to its future size, composition and structure.

2. PUBLIC CONSULTATION

Public consultation commenced on Wednesday 25th November 2020 with the publishing of public notices in the "Plains Producer" and "The Bunyip" newspapers. A further notice was published in the Government Gazette on Thursday 26th November 2021.

Council also created a dedicated Representation Review page on its website (<https://www.apc.sa.gov.au/our-council/representation-review>). This page provided a summary of the review process; a link to the Representation Options Paper; and instructions on how to make a submission (including an online form).

Council's website home page also displayed a 'banner' throughout the public consultation period, along with a Latest News item which had a link to the Representation Review page.

At the expiration of the public consultation period (i.e. close of business on Friday 29th January 2021) Council had received four (4) submissions, three (3) electronically and one (1) by email. An additional submission (from the Electoral Reform Society of South Australia) was received on Monday 1st February 2021.

A summary of the submissions is provided in Attachment A. Any elected member interested in viewing the submissions can obtain copies from Council staff.

The receipt of five submissions is considered to be a poor but not unexpected response, given that at the same stage of the previous elector representation reviews Council received four submissions (November 2012) and no submissions (August 2009). Notwithstanding this, the submissions received provide some insight in respect to several specific issues being addressed by the representation review.

The following tables provide details of the support demonstrated by the community for the various composition and ward structure options.

Table 1: Principal member

Principal member	Respondents
Mayor	2
Chairperson	1
No stated preference	2
Total	5

Table 2: Wards/No Wards

Option	Respondents
Wards	4
No wards	1
Total	5

Table 3: Preferred ward structures option

Ward option	Respondents
Option 2 (Four wards, eight councillors)	2
Variation of Option 2 (with coastal ward)	2
Option 5 (No wards)	1
Total	5

Table 4: Preferred number of councillors

Preferred number of councillors	Respondents
Eight	3
Ten	1
No stated preference	1
Total	5

It should be noted that the provisions of Section 12 of the Act do not require Council to provide the individuals who made written submissions with the opportunity to address Council at this stage of the review process.

3. FUTURE COMPOSITION AND STRUCTURE

Council has now reached the stage of the prescribed review process where it must identify what changes (if any) it proposes to make to its current composition and/or ward structure. More specifically, Council is required to make "in principle" decisions in respect to all of the following issues and present details of its preferred future structure and composition to the community for consideration and comment during the second of the prescribed consultation periods.

3.1 Mayor/Chairperson

Since November 2014 the principal member of Council has been a Mayor who is elected by the community. Currently, the only alternative is a Chairperson (selected by and from amongst the elected members).

Of the three (3) submissions which specifically addressed the issue of the principal member, two (2) favoured the retention of an elected Mayor and one (1) supported a change to a Chairperson.

Members are reminded that the Statutes Amendment (Local Government Review) Bill 2020 (the Bill), which is currently before parliament (Legislative Council), seeks to abolish the position of Chairperson. At the time of preparing this report, it is understood that the Bill will likely be further considered and debated in the Legislative Council in February 2021; and that no amendment has been presented (at this time) regarding the provision which seeks the abolition of the Chairperson option.

Should the Bill pass through parliament in its current form, as expected, all councils within the state will have an elected Mayor.

At this point in time Council can only conduct its current review in accordance with the relevant provisions and requirements of the existing Local Government Act. This being the case, the following information relating to the two existing alternatives is provided to assist members in their deliberations.

3.1.1 Mayor

- A Mayor is elected by the community.
- The election of the Mayor affords all eligible members of the community the opportunity to express faith in a candidate and the result of the vote provides the elected Council with an identifiable principal member who is accountable to the community.
- A Mayor is elected for a four year term and therefore provides stability and continuity to Council.

- An elected Mayor cannot be removed from office unless where legislative breaches are proven.
- An elected Mayor does not have a deliberative vote on a matter before council, but has, in the event of a tied vote, a casting vote.
- The office of Mayor (elected) is additional to the number of councillors and, as such, comes at an additional cost to Council (i.e. members allowances, administrative costs and alike).
- As an election (or supplementary election) for the office of Mayor must be conducted across the whole of the council area, a significant cost can be incurred by Council on every occasion the office is contested.
- At present all of the metropolitan councils have an elected Mayor, as do all bar fifteen regional Councils.
- Candidates for the office of Mayor cannot also stand for election as a councillor and, as such, the experience and expertise of unsuccessful mayoral candidates will be lost to council.

3.1.2 Chairperson

- A Chairperson is selected by and from amongst the elected members.
- The office of Chairperson provides flexibility and opportunity for a number of elected members to gain experience as the principal member during the four year term of the Council; and to bring their particular skill set and opinions to the position, albeit for what could be a limited period of time.
- The term of a Chairperson is decided by Council (1 - 4 years).
- Council decides the title of a Chairperson (e.g. mayor), pursuant to Section 51(1)(b) of the Act.
- Fifteen regional councils currently have a Chairperson, all of which bear the title of mayor.
- A Chairperson has a deliberative vote at a council meeting, but does not have a casting vote.
- The selection of a Chairperson is not reliant upon an election. Should a Chairperson not be able to complete a full term of office, a replacement can be selected from the existing elected members and costs will only be incurred by Council when it seeks to fill the vacant position of councillor (which is limited to the specific ward if a ward structure is in place).

It should be noted that, if Council intends to pursue a change from an elected Mayor to a Chairperson, the proposed change cannot proceed unless or until a poll has been conducted in accordance with the requirements of Section 12 (11a-d) of the Act. Given the requirements and likely outcomes of the Bill, and the fact that the required poll would likely be conducted at the periodic Local Government election in November 2022, there appears to little or no benefit to be achieved by such a proposal at this time.

3.2 Structure

3.2.1 Wards/No Wards

The Adelaide Plains Council has long been divided into wards.

Of the five submissions received, four (4) favoured the retention of wards and one (1) preferred the abolition of wards.

The main arguments supporting a ward structure include:

- wards guarantee some form and level of direct representation to existing communities of interest and/or parts of the Council area;
- ward councillors can focus on local issues;
- under the "no wards" structure Council has to conduct elections and supplementary elections across the whole of the Council area (at a significant expense); and
- under the "no wards" structure the more popular or known councillors may receive more enquiries from the public (i.e. inequitable workloads).

The key arguments supporting the abolition of wards include:

- the electors have the opportunity to vote for all of the vacant positions on Council;
- the most supported candidates from across the council area will likely be elected;
- the elected members should be free of parochial local/ward attitudes;
- the lines of communication between Council and the community should be enhanced, given that members of the community will be able to consult with any and/or all members of Council, rather than be obliged to consult with their specific ward councillors;
- under the current proportional representation method of voting the "no ward" structure still affords opportunities for the smaller "communities of interest" within the council area to be directly represented on Council (subject to voter turnout); and
- the "no ward" structure automatically absorbs fluctuations in elector numbers (i.e. the quota tolerance limits do not apply).

At present thirty-three regional councils and two metropolitan councils (i.e. the Towns of Walkerville and Gawler) have no wards.

Should it be the preference of the elected members to retain a ward structure, Council will not only have to identify an appropriate ward structure but will also have to determine the need for area councillors in addition to ward councillors; the level of representation within the wards; and appropriate ward names.

3.2.2 Ward Structures

The Act requires that Council must ensure that all aspects of its composition and the issue of the division, or potential division, of the council area are comprehensively reviewed.

The current ward structure cannot be retained because the elector ratio in the existing Lewiston Ward breaches the specified 10% quota tolerance limit prescribed under Section 33(2) of the Act (refer Table 5).

Table 5: Current ward structure - elector numbers and elector ratios

	Councillors	H of A Roll	Council Roll	Electors	Elector Ratio	% Variance
Mallala/Dublin	3	1,961	7	1,968	1:656	- 5.63
Two Wells	3	1,922	16	1,938	1:646	- 7.07
Lewiston	3	2,347	3	2,350	1:783	+12.69
Total	9	6,230	26	6,256		
Average					1:695	

Source: Electoral Commission SA (20 October 2020)

Should Council be of the mind to retain wards, the elected members will have to identify their preferred future ward structure. This could be one of the ward structure options presented in the Representation Options Paper, or a newly developed structure based on the specific needs of Council in respect to councillor numbers and/or levels of ward representation.

It is noted that, of the four submissions which indicated a preferred ward structure, two specifically favoured Option 2 (four wards, eight councillors) and the other two favoured an alternative four ward structure. In addition, all of these submissions expressed support for the introduction of a fourth/"coastal" ward which generally incorporates the land to the west of the Port Wakefield Road.

The alternative ward structure proposed by the respondents is not acceptable as the resulting elector ratios in three of the four proposed wards would breach the specified quota tolerance limits. Potential variations to this structure will have to be developed and assessed.

Members are reminded that any ward structure should:

- provide an equitable balance of electors (which can be maintained, within tolerance, over the extended period between reviews);
- allow for likely fluctuations in elector numbers, primarily as a consequence of anticipated future population fluctuations and/or residential development; and
- exhibit an elector ratio which is similar to those exhibited by other councils of a comparable size and type (i.e. avoids over-representation).

3.2.3 Area Councillors (in addition to ward councillors)

Section 52 of the Act indicates that councillors can be elected as a representative of a ward, or alternatively, to represent the council area as a whole (whether or not the council area is divided into wards). If Council is considering the retention of wards, it will need to determine whether area councillors are required in addition to ward councillors.

As indicated in the Representation Options Paper, ward councillors generally consider themselves to represent not only their ward, but the council area as a whole. This being the case, the need for area councillors in addition to ward councillors is questionable, an assertion which is seemingly supported by the fact that only the City of Adelaide has a structure which incorporates two levels of representation. Further, it is noted that under such an arrangement area councillors hold no greater status than a ward councillor; have no greater responsibilities than a ward councillor; and need not comply with any extraordinary or additional eligibility requirements.

In addition, any contested election (and/or supplementary election) for area councillors must be conducted across the whole of the council area, at a significant cost to Council.

For these and the other reasons previously presented to Council, it is considered that if the council area is to be divided into wards, area councillors (in addition to ward councillors) would be an unwarranted, unnecessary and potentially costly additional tier of representation.

3.2.4 Ward Identification

As indicated in the Representation Options Paper, wards can be identified through the allocation of numbers, alphabetical letters, direction or geographical references (e.g. north, south, east, west, central); place or suburb names; and/or names of European and/or Aboriginal heritage/cultural significance.

The existing ward names are appropriate and acceptable; and are likely to be known by the community. As such, they can be retained, if they suit the future ward structure favoured by Council. Notwithstanding this, the allocation of district/locality names (as per the current ward structure) can be confusing and fail to reflect the existence of all of the twenty communities/settlements within the council area. Whilst this is not a major issue, the review affords the opportunity for Council to consider appropriate alternatives.

It is noted that two of the submissions received suggested *Samphire Coast* as a potential name for a “coastal” ward.

3.3 Composition

The composition of Council was reduced from eleven (11) to nine (9) councillors following the previous elector representation review in 2012/2013.

When considering the future composition of Council, some guidance can be taken from the following.

- Sections 26 and 33 of the Act espouse the need to ensure adequate and fair representation while at the same time avoiding over-representation in comparison to other councils of a similar size and type (at least in the longer term).
- Section 12(6) of the Act requires that, where a Council is constituted of more than twelve members, the elector representation review must examine the question of whether the number of elected members should be reduced.
- The current Bill seeks to set the maximum number of elected members in a council (including the principal member) at twelve (12).

The following table indicates that the Adelaide Plains Council is one of the smaller councils in regards to area; but has an average number of elected members and exhibits a relatively low elector ratio.

Table 5: Elector data and representation (Regional councils with similar elector numbers)

Council	Councillors	Electors	Elector Ratio
Naracoorte Lucindale (4,517 km ²)	10	5,868	1:587
Grant (1,904 km ²)	9	5,407	1:601
Adelaide Plains (932.1 km ²)	9	6,256	1:695
Mid Murray (7,957 km ²)	9	6,549	1:728
Clare & Gilbert Valleys (1,840 km ²)	9	6,728	1:748
Renmark Paringa (915.5 km ²)	8	6,514	1:814
Berri Barmera (508 km ²)	8	7,332	1:917

Source: Electoral Commission SA (20 October 2020)

It is noted that, of the four responses received which indicated a preferred number of elected members, three (3) supported a reduction in the number of councillors to eight; and the remaining submission seemingly favoured ten councillors, but also indicated support for eight councillors.

When considering a reduction in the number of councillors, care must be taken to ensure that:

- sufficient elected members are available to manage the affairs of Council;
- the elected member's workloads do not become excessive;
- there is an appropriate level of elector representation;
- the potential for diversity in the elected member's skill sets, experience and backgrounds is maintained; and
- adequate lines of communication will exist between a growing community and Council.

In addition, members should take into account the fact that:

- the population (and therefore elector numbers) within the council area is projected to increase significantly in the coming years;
- a reduction in the number of elected members will result in some cost savings to Council (e.g. elected member's allowances alone are \$9,900 per annum per councillor);
- fewer members may expedite debate and the decision making process in Council; and
- enhanced communication and information technology should have served to reduce any difficulties previously experienced by elected members in respect to their day to day tasks and communication with both Council and the community.

A reduction in the number of elected members will serve to increase the elector ratio from the current 1:695 to 1:782 (eight councillors) or 1:894 (seven councillors). These alternative elector ratios are considered to be more consistent with the elector ratios exhibited by the councils cited in Table 5.

On the other hand, despite the anticipated future population growth, any thought of increasing the number of elected members at this time will likely be difficult to justify, given the additional cost; and the requirements of Sections 26 and 33 of the Act (in terms of avoiding over-representation by comparison with other councils of a similar size and type); and the intent of the Bill (i.e. maximum of twelve members).

4. REVIEW PROCESS

The next stage of the review process, as specified under Section 12(8a) of the Act, involves Council preparing a "Representation Review Report" which will:

- provide information regarding the initial public consultation undertaken and Council's response to the issues arising from the submissions received;
- set out the proposal that Council considers should be carried into effect; and
- present evidence of how the proposal relates to the provisions of Sections 26 and 33 of the Act.

Once completed, the report has to be presented to the community for consideration and comment, in accordance with the provisions of Section 12(9) and (10) of the Act. This second public consultation stage must:

- occur for a minimum period of three (3) weeks;
- provide copies of the report for public inspection; and
- afford all interested persons the opportunity to make a written submission to Council.

Any person who makes a written submission during the second consultation period must be given the opportunity to address Council, either in person or by way of a representative, in support of his/her submission.

Upon completion of the second public consultation, and after due consideration of all submissions received in response thereto, Council will be in a position to make final decisions regarding its future composition and structure. The final stage of the review process is the presentation of a formal report to the Electoral Commissioner, for consideration and certification.

5. RECOMMENDATIONS

It is recommended that Council resolve as follows.

1. To note and receive the five (5) submissions received from the community during the first public consultation stage.
2. To agree "in principle" that:
 - a) the principal member of Council continue to be a Mayor elected by the community;
 - b) the council area continue to be divided into wards;
 - c) the council continue to comprise the Mayor and nine (9) councillors; and
 - d) the council area be divided into two wards (as per Option 1 in the Representation Options Paper – refer Attachment B), or alternatively wards be abolished.
3. Based on recommendations 2 and 3, a draft Representation Review Report be prepared (for consideration by Council) pursuant to the provisions of Section 12(8a) of the Local Government Act 1999.

It should be noted that, in the event that Council decides to retain a ward structure, Council will have to identify appropriate ward names.


Attachment A - Summary of submissions

Respondent	Preferences and comments
Respondent 1 (Thompson Beach)	<ul style="list-style-type: none"> • Mayor • Wards • Option 2 (Four wards, eight councillors) • Introduce a "Coastal Plains" ward
Respondent 2 (Thompson Beach)	<ul style="list-style-type: none"> • Chairperson • Wards • Option 2 (Four wards, 8 councillors) • At least one ward to cover the coastal area separate from the inland areas because the issues are different.
Respondent 3 (Mallala)	<ul style="list-style-type: none"> • Mayor • Wards • Four wards, eight councillors (no preferred option) • Introduce "Coastal" ward west of Port Wakefield Road • Ward names could be Mallala, Tow Wells, Lewiston and Samphire Coast
Respondent 4	<ul style="list-style-type: none"> • Four wards, ten councillors • Modify existing structure to introduce "Samphire Coast" ward (two councillors), with amended Mallala, Lewiston and Two Wells wards being represented by two, three and three councillors respectively
Respondent 5 (Received late)	<ul style="list-style-type: none"> • No wards • Nine to eleven councillors • Option 1 (two wards, nine councillors) is second preference

Attachment B – Recommended ward structure (Option 1)



WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	3	2,083	1:694	+ 1.12
Ward 2	6	4,097	1:683	- 0.56

 Adelaide Plains Council	14.5	Consultation on Local Government Association Draft Strategic Plan 2021-2025
	Department: Report Author:	Governance and Executive Office Acting General Manager – Governance and Executive Office
Date: 22 February 2021	Document Ref:	D21/7922

EXECUTIVE SUMMARY

- The purpose of this report is for Council to consider providing feedback to the Local Government Association (the LGA) in relation to its draft Strategic Plan 2021-2025.
- The LGA's current Strategic Plan 2016-2020 is in its final year. The LGA has developed a draft Strategic Plan (the Draft Strategic Plan, provided for as **Attachment 1** to this Report) to provide a clear strategic direction for 2021-2025 and is now seeking feedback from member councils.
- The Draft Strategic Plan outlines how the LGA will prioritise its resources in meeting the needs of its member councils. The plan does not detail everything that the LGA is involved in, rather it identifies the strategic outcomes that the LGA will focus on over the next four years.
- The Draft Strategic Plan is supported by a separate Strategic Planning Discussion Paper (the Discussion Paper, provided for as **Attachment 2** to this Report) that summarises the outcomes of preliminary investigations undertaken in late 2020.
- It is for Council to determine whether it wishes to support the Draft Strategic Plan in its current form (Recommendation 2 – Option 1) or provide specific feedback to the LGA (Recommendation 2 – Option 2). In any event, the LGA has requested that feedback be provided by Friday 26 February 2021.

RECOMMENDATION 1

“that Council, having considered Item 14.5 – *Consultation on Local Government Association Draft Strategic Plan 2021-2025*, dated 22 February 2021, receives and notes the report.”

RECOMMENDATION 2

Option 1 **“that Council, having considered Item 14.5 – *Consultation on Local Government Association Draft Strategic Plan 2021-2025*, dated 22 February 2021, acknowledges the opportunity to provide feedback on the Local Government Association (LGA) Draft Strategic Plan 2021-2025 and in doing so, instructs the Chief Executive Officer to advise the LGA that Adelaide Plains Council supports the Draft Strategic Plan 2021-2025 as presented in Attachment 2 to this Report.”**

OR

Option 2 “that Council, having considered Item 14.5 – *Consultation on Local Government Association Draft Strategic Plan 2021-2025*, dated 22 February 2021, acknowledges the opportunity to provide feedback on the Local Government Association (LGA) Draft Strategic Plan 2021-2025 and in doing so, instructs the Chief Executive Officer to provide the **following feedback to the LGA:**

1. _____
2. _____”

BUDGET IMPACT

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

RISK ASSESSMENT

Nil

Attachments

1. Local Government Association Draft Strategic Plan 2021-2025.
2. Strategic Planning Discussion Paper.

DETAILED REPORT

Purpose

The purpose of this report is for Council to consider providing feedback to the Local Government Association (the LGA) in relation to its draft Strategic Plan 2021-2025.

Background

The LGA's current Strategic Plan 2016-2020 is in its final year. The LGA has developed a draft Strategic Plan (the Draft Strategic Plan, provided for as **Attachment 1** to this Report) to provide a clear strategic direction for 2021-2025 that:

- Builds on successes of the current plan
- Responds to the changing environment in which local government operates
- Can practically inform the priorities, budgets and work plans of the Association and its subsidiaries.

The draft Strategic Plan was informed by a range of inputs, including:

- A review of the successes and lessons learned from the current Strategic Plan
- The LGA's annual Member Surveys, the most recent occurring in late 2020
- Preliminary feedback from members of the LGA Board, GAROC and SAROC Committees
- Feedback from the LGA's CEO Advisory Group
- A strategy workshop with LGA staff, which included a broad environmental scan
- A review of the Strategic Plans of the LGA's subsidiaries LGASA Mutual and LGA Procurement, and the GAROC and SAROC committees

The Draft Strategic Plan is supported by a separate Strategic Planning Discussion Paper (the Discussion Paper, provided for as **Attachment 2** to this Report) that summarises the outcomes of preliminary investigations undertaken in late 2020. The Discussion Paper contains:

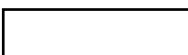
- An overview of the LGA and key corporate documents
- A desktop review of the current strategic plan, and brief internal and external analysis
- The outcomes of initial engagement with Board Directors and staff
- A summary containing strategic themes and consultation questions.

The LGA is now seeking feedback from member councils in relation to the Draft Strategic Plan.

Discussion

The Draft Strategic Plan

The Draft Strategic Plan outlines how the LGA will prioritise its resources in meeting the needs of its member councils. The Draft Strategic Plan does not detail everything that the LGA is involved in, rather it identifies the strategic outcomes that the LGA will focus on over the next four years.



The Draft Strategic Plan is a plan for the LGA and not a plan for councils. It contains four (4) strategies (set out below) that will advance the interests of local government in South Australia and progress the objects outlined in the LGA Constitution:

- Strategy 1 – Advocate
Achieve greater influence for local government.
- Strategy 2 – Assist
Build the capacity of member councils.
- Strategy 3 – Advance
Facilitate continuous improvement in local government.
- Strategy 4 – Achieve
Embed best practice governance and operations to enable the LGA to provide value to members.

Feedback

If Council wishes to provide input to the LGA, it is recommended that the Chief Executive Officer be instructed to respond to LGA on Council's behalf prior to the 26 February 2021 deadline.

It is anticipated that the final Strategic Plan will be adopted by the LGA Board of Directors no later than April 2021.

Conclusion

It is for Council to determine whether it wishes to support the Draft Strategic Plan in its current form (Recommendation 2 – Option 1) or provide specific feedback to the LGA (Recommendation 2 – Option 2). In any event, the LGA has requested that feedback be provided by Friday 26 February 2021.

References

Legislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024 – Proactive Leadership

LGA25

Strategic Plan 2021-2025



Table of contents

Introduction 3

About the draft Strategic Plan..... 4

LGA’s Governance Framework 6

Context 7

Vision, Mission and Values 8

Draft Strategic Plan..... 9

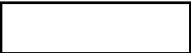
Strategy 1 - Advocate 10

Strategy 2 - Assist..... 11

Strategy 3 - Advance..... 12

Strategy 4 – Achieve 13

Monitoring and Review 14



Introduction

Message from the President

To be provided in final version.

About the LGA

The Local Government Association of South Australia (LGA) is the peak body for local government in South Australia. The LGA provides leadership and services to councils, and represents the sector to State and Federal governments and other key stakeholders. Membership of the LGA is voluntary, but all 68 of South Australia's councils are members.

The Association also provides competitive procurement and indemnity (insurance) services to councils through two separate commercial entities, LGA Procurement and LGASA Mutual.

The LGA is governed by a Board of Directors and supported by a secretariat based in Local Government House in Adelaide. The LGA is federated with interstate bodies through the Australian Local Government Association (ALGA), which represents local government's national interests.

More information about the LGA is available on our website at www.lga.sa.gov.au.

Consultation process

The LGA invites feedback from member councils and other local government stakeholders on the draft strategic plan.

Feedback should be sent to the LGA's Director Strategy Michael Arman (michael.arman@lga.sa.gov.au) by **26 February 2021**.

It is anticipated that the final Strategic Plan will be adopted by the LGA Board of Directors no later than April 2021.

About the draft Strategic Plan

Why develop a new Strategic Plan

The LGA's current Strategic Plan 2016-2020 is in its final year. The LGA is developing a new Strategic Plan to provide a clear strategic direction for 2021-2025 that:

- builds on successes of the current plan
- responds to the changing environment in which local government operates
- can practically inform the priorities, budgets and work plans of the Association and its subsidiaries.

How the draft Strategic Plan was developed

The draft Strategic Plan was informed by a range of inputs, including:

- a review of the successes and lessons learned from the current Strategic Plan
- annual LGA Member Surveys, the most recent occurring in late 2020
- feedback from members of the LGA Board, GAROC and SAROC Committees¹
- feedback from the LGA's CEO Advisory Group
- a strategy workshop with LGA staff, which included a broad environmental scan
- a review of the Strategic Plans of the LGA's subsidiaries LGASA Mutual and LGA Procurement, and GAROC and SAROC committees.

This draft Strategic Plan is supported by a separate **Strategic Planning Discussion Paper** that summarises the outcomes of these preliminary investigations.

Scope

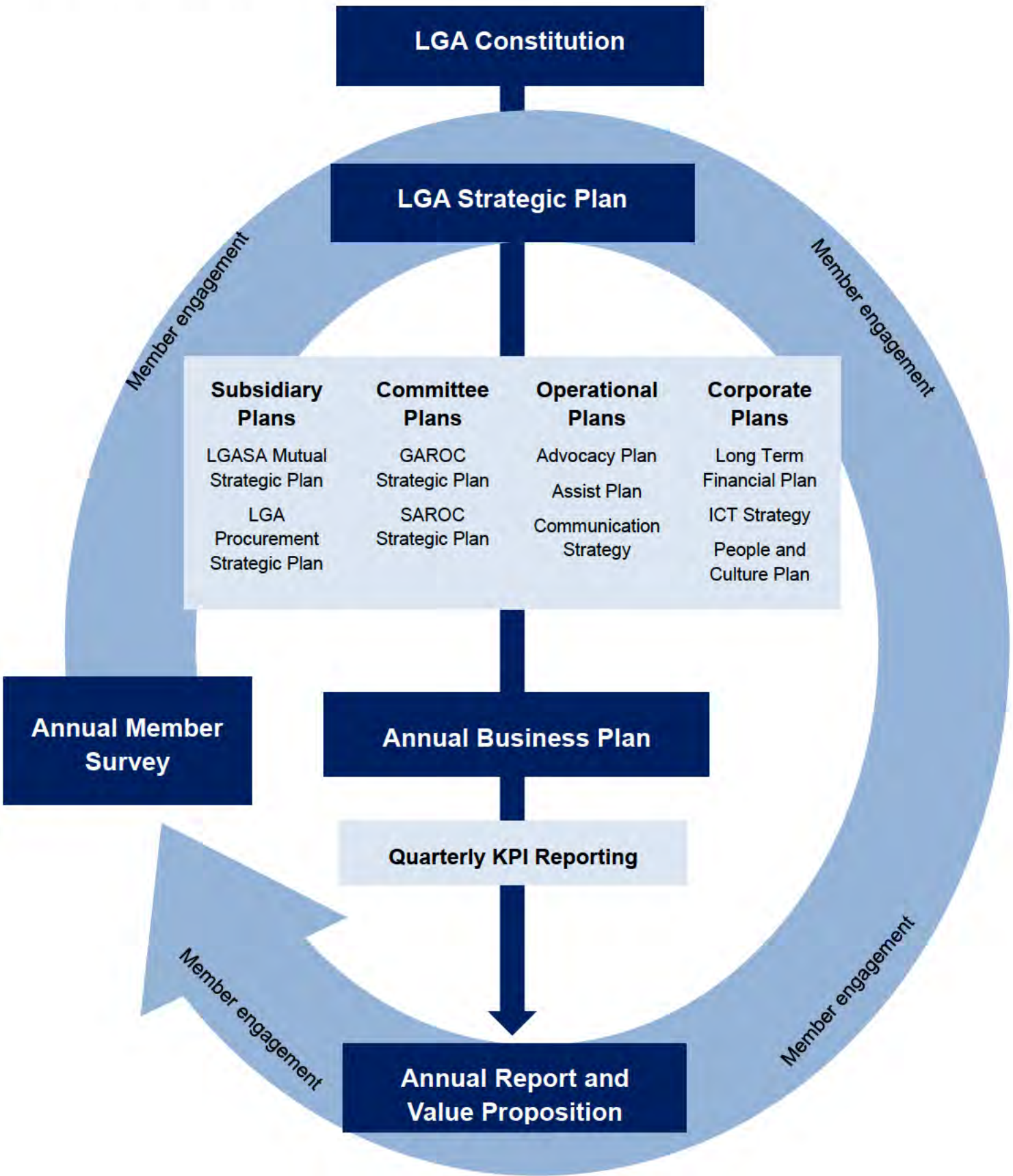
The draft Strategic Plan outlines how the LGA will prioritise its resources in meeting the needs of its member councils. The plan does not detail everything that the LGA is involved in, rather it identifies the strategic outcomes that the LGA will focus on over the next four years.

The draft strategic plan is a plan for the Association and not a plan for councils. It contains strategies that will advance the interests of local government in South Australia and progress the objects outlined in the LGA Constitution.

The draft strategic plan will inform the LGA's work plans and budgets, as well as the Strategic and Annual Business Plans of subsidiaries and Board committees. The LGA's progress in achieving the outcomes sought by this plan will be monitored through quarterly and annual reporting (see Figure 1).

¹ The Greater Adelaide Region of Councils (GAROC) and South Australian Region of Councils (SAROC) are committees of the LGA Board that provide regional advocacy, policy initiation and review, leadership, engagement and capacity building in the regions.

Figure 1: LGA’s Integrated Planning and Reporting Framework



LGA's Governance Framework

The LGA is governed by a Board of Directors, which receives input on policy issues from the Greater Adelaide Region of Councils (GAROC) and South Australian Region of Councils (SAROC). GAROC and SAROC are committees of the LGA Board that provide regional advocacy, policy initiation and review, leadership, engagement and capacity building in the regions. The LGA Board also receives advice from an Audit and Risk Committee and CEO Advisory Group.

Each year, the LGA holds an Ordinary General Meeting (OGM) and an Annual General Meeting (AGM). The purpose of those meetings is for member councils to determine the policy direction of the LGA via items of business that are of strategic importance to local government.

The LGA secretariat, led by the CEO, has responsibility for implementing the direction established by the LGA Board and by members through General Meetings.

The LGA's commercial entities – LGA Procurement and LGASA Mutual – are both are governed by their own Board of Directors that report to the LGA Board.

Those roles and responsibilities are summarised below.

Role	Leading body
Strategy <i>Where we are going</i>	Member councils
Governance <i>Decisions and rules</i>	LGA Board LGASA Mutual Board LGA Procurement Board
Policy <i>What we stand for</i>	Member councils via: <ul style="list-style-type: none"> • GAROC and SAROC Committees • AGM and OGM
Advice <i>Informing how we operate</i>	CEO Advisory Group Audit and Risk Committee
Operations <i>Delivery of advocacy and services</i>	LGA secretariat
Measurement <i>Determining success</i>	Member councils

Context

The **Strategic Planning Discussion Paper** describes the context for this plan in detail. The key considerations for the draft Strategic Plan include:

- Social and economic impacts of COVID-19, heightening the role of councils in driving local economic development and community wellbeing.
- Implementation of the Local Government Review Bill, and changes that will enhance council governance and operations.
- Financial sustainability for councils, including their critical roles in providing and maintaining infrastructure and community assets.
- Federal, State and Local Government elections scheduled for 2022, including proactively influencing national and state policy agendas and partnering with government in the implementation of new directions.
- Technological change, presenting new opportunities and increasing risks.
- The ongoing impacts of climate change and evolving responsibilities for local government in emergency management.
- Implementation of Planning Reforms and achieving positive planning and design outcomes in communities.



Vision, Mission and Values

Existing Vision (from current Strategic Plan)

For every South Australian to have the best local government experience.

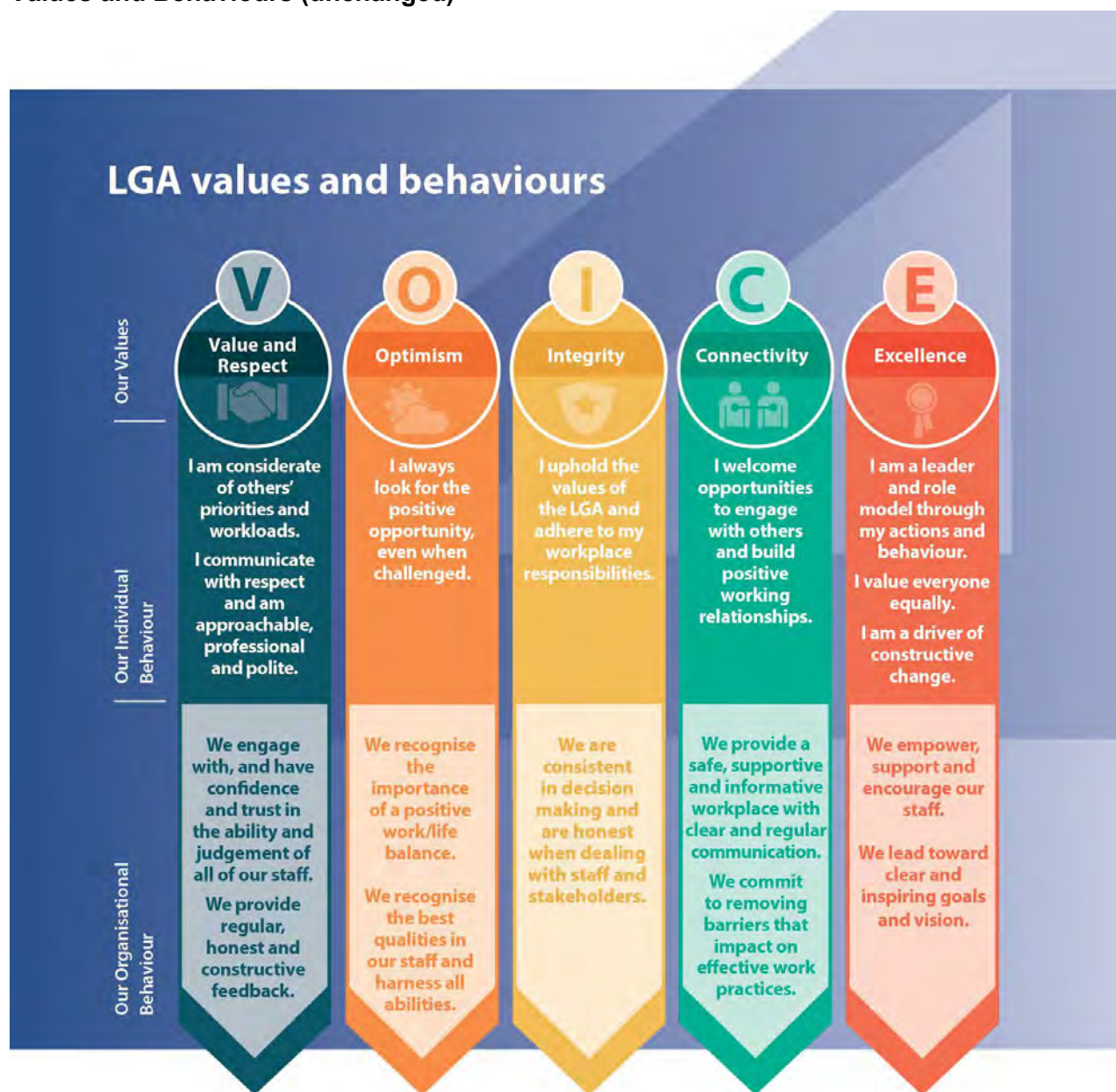
Proposed New Vision

For South Australian councils to work together, and as willing and trusted partners in government, to address the needs and aspirations of local communities.

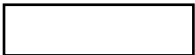
Mission (unchanged)

To provide leadership, support, representation and advocacy on behalf of South Australian councils, for the benefit of the community.

Values and Behaviours (unchanged)



Draft Strategic Plan



Strategy 1 - Advocate

S1. Achieve greater influence for local government.

The LGA will achieve greater influence for local government through a strategic and evidence-based approach to advocacy, and by raising the profile of local government.

The LGA's advocacy will help councils to provide high quality services, facilities and operations that meet the needs of communities, while driving downward pressure on rates. The LGA's advocacy will inform awareness campaigns that shine light on the role and value of local government to communities.

The LGA's success in advocacy is built upon on being close to members and understanding what is important to them.

Outcomes

- 1.1 We are close to our members and represent them with evidence-based advocacy on issues that matter.
- 1.2 Governments rely on our contribution to policy and legislation that impacts councils, leading to better outcomes for communities.
- 1.3 Communities understand and value the services provided by local government and participate in council processes.

Strategy 2 - Assist

S2. Build the capacity of member councils.

The LGA will continue to provide resources, services and advice that assist councils. Through these services and by working together as a united local government sector, councils will be able to achieve more with less, leading to better outcomes for their communities.

The LGA will continue to assist councils in core areas including policy and governance, training, web services, emergency management, communications, procurement, and mutual indemnity (insurance). Recent changes within our sector, including the implementation of local government reforms and strengthening financial sustainability in the context of growing cost pressures present opportunities for the LGA to further assist its members.

The LGA's assist services will help drive an effective and efficient local government sector.

Outcomes

- 2.1 We are close to our members and understand their capacity and capability needs.
- 2.2 Councils draw upon our resources, services and advice because it saves them time and money, and reduces risk.
- 2.3 Councils have been assisted to address sector-wide priorities, including local government reforms and achieving greater financial sustainability.
- 2.4 We leverage grant funding for the benefit of councils.

Strategy 3 - Advance

S3. Facilitate continuous improvement in local government.

The local government sector is continually innovating to prepare for the future and place downward pressure on rates.

The LGA will facilitate continuous improvement for the sector through thought leadership and research about the future of local government, and by developing new partnerships and services that respond to emerging trends and needs.

The LGA will help councils understand their relative strengths through performance measurement and reporting. Technology presents a great opportunity for the sector to innovate and better connect with communities, and take action to manage evolving cyber risks.

Outcomes

- 3.1 We provide thought leadership and research on emerging issues for councils and communities.
- 3.2 New partnerships and services help councils innovate and prepare for the future.
- 3.3 We provide access to systems that provide councils with the evidence base for continuous improvement.
- 3.4 The local government sector maximises the use of emerging technology, while effectively managing cyber risks.

Strategy 4 – Achieve

S4. Embed best practice governance and operations to enable the LGA to provide value to members.

The LGA's ability to serve its members relies upon strong organisational foundations in areas such as financial management and people and culture, and the agility that comes from our size and structure as a member based association.

Improvements in corporate systems will be important to better monitor and communicate how the LGA provides value to members.

As a leader in the local government sector, it is important for LGA to lead by example and practice good corporate social responsibility.

Outcomes

- 4.1 We lead by example in the governance and operations of the LGA.
- 4.2 The LGA's financial sustainability is supported by a growth in revenue from value-adding member services and LGA Procurement.
- 4.3 We provide a safe, healthy and rewarding work environment.
- 4.4 Systems and technology improve LGA operations and allow us to better engage with members.

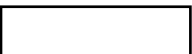
Monitoring and Review

Implementation of this Strategic Plan will occur through the LGA's Annual Business Plan and other operational and corporate plans, as well as via the Strategic and Annual Business Plans of subsidiaries and Board committees.

The LGA's Annual Business Plan is monitored through Key Performance Indicators, which are reported upon quarterly to the LGA Board, and annually via the Annual Report. In addition to the annual Key Performance Indicators, the following strategic measures will be used to determine the LGA's success in achieving the strategies and outcomes of this plan:

Strategic Measures	Target
Members perception of value	<p>All 68 council remain members of the LGA.</p> <p>All 68 councils remain members of the Mutual Liability and Worker's Compensation Schemes.</p> <p>Retain member perception of LGA value for money for services to the sector of at least 7/10 over a rolling three year average.</p>
Service provision	<p>Retain an overall value of LGA membership of at least \$2Million per council over a rolling three year average.</p> <p>All 68 councils using one or more of the LGA's value-adding member services.</p> <p>All 68 councils using one or more services provided by LGA Procurement.</p>
Community awareness	<p>Year-on-year growth in the reach of the LGA's community awareness campaigns.</p>
Financial management	<p>Income from member subscriptions to not exceed 25% of overall revenue.</p> <p>Retain operating surplus, liquidity and net financial liability ratios within the targets established by the Long Term Financial Plan.</p>

This Strategic Plan will be reviewed in 2025.



LGA25

Strategic Plan 2021-2025

Discussion Paper

October 2020

Table of contents

Introduction	3
Strategic Themes	3
About the LGA.....	5
Corporate planning framework	6
LGA Constitution	6
LGA Strategic Plan	7
LGA Annual Business Plan	7
Greater Adelaide Region of Councils Strategic Plan 2019-2023.....	7
South Australian Region of Councils Strategic Plan 2019-2023	8
LGASA Mutual Strategic Plan 2019-2023	9
LGA Procurement Strategic Plan 2019-2023	9
Desktop Review.....	10
Successes and learnings from 2016-2020 Strategic Plan.....	10
Changes in our sector	11
Changes in the LGA	11
2020 members survey	12
Internal analysis.....	12
External analysis	14
Preliminary engagement	15
Board Directors.....	15
Achievements and learnings from 2016-2020 Strategic Plan	15
Considerations for the next four-year strategic plan	16
LGA staff.....	18
Looking back – achievements and learnings	19
Looking forward – the world around us.....	19
Looking forward – internal analysis.....	22
Summary –Strategic Themes and Consultation Questions	23
Appendices	25

Introduction

The LGA's current Strategic Plan 2016-2020 is in its final year. The LGA is developing a new Strategic Plan to provide a clear strategic direction for 2021-2025 that:

- Builds on successes of the current plan.
- Responds to the rapidly changing environment in which local government operates.
- Can practically inform the priorities, budgets and work plans of the Association and its subsidiaries.

The new Strategic Plan is being developed between September 2020 and March 2021, with input from member councils, the LGA Board and committees, LGA staff and other local government stakeholders at key points through this period.

This Discussion Paper contains:

- An overview of the LGA and key corporate documents.
- A desktop review of the current strategic plan, and brief internal and external analysis.
- The outcomes of initial engagement with Board Directors and staff.
- A summary containing strategic themes and consultation questions.

Strategic Themes

The Strategic Themes identified by this Discussion Paper can be summarised as follows:

1. An era of change

The external environment in which local government and the LGA operates is rapidly changing. The social and economic impacts of COVID-19 and other recent emergencies will be felt for some time, and councils will play an important role in supporting communities, while themselves needing to be agile to financial and other impacts. 2022 will be an important year for the sector, with federal, state, and local elections to impact several important areas of policy, as well as communities' appetite to engage in elections. Technological change presents both opportunities and risks to be managed.

2. Supporting an efficient local government sector

The impacts of COVID-19, reduced revenue and the Local Government Review Bill all point to the need for the local government sector to review and optimise its operations. There are opportunities for the LGA to support councils to find efficiencies, enhance council operations and to reduce duplication and unnecessary regulation across the sector.

3. Listen to and lead the sector

Listening to member councils will be more important than ever as the LGA seeks to provide leadership to the sector. An ongoing challenge for the LGA is in tailoring its support to the needs of the entire membership – councils are of different sizes and settings and have different needs. Similarly, it will be important for the LGA to adapt its engagement approach to the differing needs of council elected members, CEOs and managerial staff.

4. Targeted advocacy

The LGA's success in advocacy will continue to depend upon being informed by the best available evidence, and the knowledge and experience of our member councils. Maintaining and refining an Advocacy Plan will be important to ensure advocacy priorities are contemporary and targeted, and there are opportunities to better communicate and promote the LGA's advocacy outcomes.

5. Better define Assist and Advance

There are opportunities to better define the LGA's work in 'assist' and distinguish this from priorities to 'advance' the sector. This may include clarifying the scope and extent of the LGA's role in capacity building, research and development, performance benchmarking and continuous improvement.

6. Member Services and Procurement

A better definition of the LGA's priorities for Assist and Advance leads to natural questions regarding the scope and objectives of the Associations' user-pays member services and procurement subsidiary. In particular, consideration should be given to how to balance financial and non-financial objectives for these services, and ensuring they are responsive to member needs.

7. Corporate objectives

Finally, there is a need to fully define the LGA's organisational development priorities in areas including people and culture, finances, operations, and systems, and embed these within the strategic plan.



About the LGA

The Local Government Association of South Australia (LGA) is the peak body for local government in South Australia. It provides leadership and services to councils, and representation to State and Federal governments and other key stakeholders. Membership of the LGA is voluntary, but all 68 of South Australia's councils are members.

The LGA is governed by a Board of Directors that is comprised of the President, the Immediate Past President, the chairperson of the South Australian Regional Organisation of Councils (SAROC), the chairperson of Greater Adelaide Regional Organisation of Councils (GAROC) and 6 additional persons elected in equal proportion from SAROC and GAROC. This Board receives input on policy issues from SAROC and GAROC, and advice from an Audit and Risk Committee and CEO Advisory Group.

The Association also incorporates two separate commercial entities – LGA Procurement and LGASA Mutual – both of which are governed by their own Board of Directors and provide competitive procurement and insurance services to councils.



Corporate planning framework

The key elements of the LGA's corporate planning framework are:

1. The LGA Constitution, which sets out the fundamental principles of governance.
2. The LGA Strategic Plan, which sets out the organisation's priorities for the future.
3. Annual Business Plan and Budget, which set out operational priorities on an annual basis.
4. Strategic Plans of subsidiaries and Board committees.

LGA Constitution

The LGA's Constitution establishes the Association as a body corporate and a public authority pursuant to the *Local Government Act 1999* for the purpose of promoting and advancing the interests of local government in South Australia.

The Constitution establishes the objects of the LGA as follows:

To achieve public value through the promotion and advancement of the interests of local government by:

- advocating to achieve greater influence for local government in matters affecting councils and communities.
- assisting members to build capacity and increase sustainability through integrated and coordinated local government.
- advancing local government through best practice and continuous improvement.

The Constitution contains fourteen functions that the LGA must undertake for the purpose of achieving its objects. These are provided in Appendix A. The Constitution also outlines the Association's governance arrangements, addressing matters including membership, meetings, the Board, and regional organisations of councils.

LGA Strategic Plan

The LGA's current (2016-2020) strategic plan is summarised as follows:

Our Vision:

For every South Australian to have the best local government experience.

Our Mission:

To provide leadership, support, representation and advocacy on behalf of South Australian councils, for the benefit of the community.



LGA Annual Business Plan

Each year, the LGA develops an Annual Business Plan that outlines annual priorities, including objectives and key performance indicators. The Annual Business Plan is developed in conjunction with the annual budget, and in consultation with LGA staff, the LGA Board, Risk and Audit Committee and member councils. The objectives and key performance indicators in the annual business plan directly link to the objectives of Advance, Advocate and Assist within the 2016-20 Strategic Plan.

Greater Adelaide Region of Councils Strategic Plan 2019-2023

The Greater Adelaide Region of Councils (GAROC) is a Board Committee whose role is to lead regional advocacy, policy initiation and review, leadership engagement and capacity building in the greater Adelaide region. GAROC's Strategic Plan contains objectives under the following four themes:

Theme 1: Economic Development

GAROC recognises that local government's significant investment in infrastructure and services is a driver of the local economy. A strong state economy is underpinned by a financially

sustainable local government sector that promotes its area and provides an attractive climate and locations for the development of business, commerce, industry, and tourism.

GAROC recognises the important role of councils to enable, facilitate and enhance local economic opportunities. With the right policy settings and partnerships, councils can help to create the best conditions for local businesses to grow and thrive.

Theme 2: Design, Planning and Placemaking

GAROC recognises the importance of good decision making that enhances the built environment and supports well-considered planning processes that achieve quality design outcomes and the preservation of character and local heritage.

Theme 3: Environmental Reform

GAROC acknowledges local government's role in protecting and enhancing the environment and recognises that climate change poses a serious risk to local communities and ecosystems. GAROC also recognises the important role councils play in providing high quality, innovative and sustainable waste management services that meet the needs of the community

Theme 4: Reform and Innovation.

GAROC recognises the opportunity to work with metropolitan councils to lead reform and innovations that enhance decision making, build community trust and drive downward pressure on council rates.

Appendix B contains the objectives that sit under these themes. These themes and objectives inform GAROC's Annual Business Plan.

South Australian Region of Councils Strategic Plan 2019-2023

The South Australian Region of Councils (SAROC) is a Board Committee whose role is to lead regional advocacy, policy initiation and review, leadership engagement and capacity building in the regions. SAROC's Strategic Plan contains the following four themes:

Theme 1: Economic Development

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

Theme 2: Community Development

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

Theme 3: Natural and Built Environment

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

Theme 4: Financial Sustainability and Governance

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

Appendix C contains the objectives that sit under these themes. These themes and objectives inform SAROC's Annual Business Plan.

LGASA Mutual Strategic Plan 2019-2023

LGASA Mutual is a wholly owned subsidiary of the LGA that manages the LGA Mutual Liability and Workers Compensation Schemes. Its mission is '*provide unique cover and risk services that meet our Member needs*'. The four key goals to meet this mission are as follows:

Governance and Risk - We will provide and maintain a robust, contemporary governance framework that creates and delivers Member value by delivering outcomes relating to the Board; corporate governance; risk management; service agreement management; and protecting our reputation and business.

Financial Sustainability - We will ensure the ongoing financial sustainability of LGASA Mutual Pty Ltd and services it provides to Members by delivering outcomes relating to contributions; financial performance; and balance sheet management.

Members Focused - We will actively engage Members in order to understand and add value to their business by delivering outcomes relating to listening, responding and communicating with Members and increasing their understanding of our business.

Member Services - We will provide innovative, high quality accessible services, advice, systems and cover to meet current and emerging needs of the sector by delivering outcomes relating to facilitating best practice service levels.

LGA Procurement Strategic Plan 2019-2023

The LGA Procurement (LGAP) Strategic Plan notes that LGAP's transformation over the past four years has established a platform for future growth and success. The Plan states that LGAP's mission is to enable South Australian councils to save time, save money and reduce risk in their purchasing and procurement activities, and contains strategies in the areas of customer engagement, products and services, education and thought leadership, data driven and operational performance.

Desktop Review

Successes and learnings from 2016-2020 Strategic Plan

Advocate	Assist	Advance
<p>Securing a \$13 Million payback to councils from SA Power Networks</p> <p>Advocacy that resulted in rate capping legislation being voted down in Parliament</p> <p>Engaging with the Productivity Commission and powerfully outlining the achievements and efficiencies of councils in the face of financial constraints</p> <p>Working with ALGA to successfully advocate for the return of FAGs indexation and \$40million in supplementary road funding</p> <p>Delivering evidence-based advocacy on topics including local government reform, planning reforms, economic development, smart cities, heritage, dog and cat management, waste and infrastructure</p> <p>Awareness raising campaigns, including participation in local government elections, libraries and COVID recovery</p>	<p>Providing councils with a broad suite of templates, resources and governance advice</p> <p>Worked with councils to increase capacity within the sector with public health and disability access and inclusion planning</p> <p>Establishing the Local Government Functional Support Group, and activating it to support councils through COVID-19, bushfires and other emergencies</p> <p>Issuing thousands of circulars and latest news items, providing resources, pressing issues and updates to councils</p> <p>Securing and managing major grants, including</p> <ul style="list-style-type: none"> • Local Government Research and Development Scheme • State Local Government Infrastructure Partnership • Special Local Roads Program • Community Wastewater Management Systems • Council Ready • Regional Youth Traineeship • Local Government Heavy Vehicle Access • National Disability Insurance Scheme Information, Linkage and Capacity Building • COVID-19 Youth-led recovery grants 	<p>Implemented new governance arrangements, including a new constitution and board structure, and establishment of LGASA Mutual, SAROC, GAROC and CEO Advisory Group</p> <p>Implementation of the LGA Squiz Platform for council websites</p> <p>Delivery of training to thousands of elected members and council staff</p> <p>Establishing new commercial services, including the Legal Connect partnership with Norman Waterhouse</p> <p>Delivering the LGA Procurement Transformation Program, including new electricity contracts which saved councils \$14 million over three years.</p>

A review of the strategic plan has identified the following learnings:

- The Advocate-Assist-Advance framework succinctly captures the priorities and activities of the LGA and has strong resonance with the board and staff.
- The Advance theme is less well understood in comparison with Advocate and Assist.

- The Advocate-Assist-Advance framework does not fully capture corporate priorities, such as internal governance, people, systems, and finance.
- There is limited performance measurement of the strategies and key initiatives in the Strategic Plan, and in this absence, the Association measures performance against objectives and KPIs in the Annual Business Plan.

In practice, the strategic plan serves as a framework for aligning activities for the Association, rather than driving them.

Changes in our sector

South Australia's local government sector has undergone significant changes in the past five years with the past 12 months presenting especially unique challenges. Some of the key changes in our sector include:

- COVID-19, its impact on council service delivery and finances, and opportunities it has presented to further demonstrate the relevance of councils to their communities.
- The outcomes of the Productivity Commission's inquiry into local government.
- Impacts of climate change and the increase of natural disasters and extreme weather events, including major storms in 2016 and bushfires in 2019-20.
- Increase in the number of women nominating for councils, and being successfully elected, at the 2018 elections.
- Changes to boundary reform legislation for councils.
- Planning reforms.
- Recycling end market collapse as a result of the China National Sword Policy.
- Increased statutory and regulatory requirements.
- Increased costs to local government, including the changes to the Solid Waste Levy.

Changes in the LGA

In 2018, the LGA adopted a new constitution which triggered:

- A new board structure replacing the former board and executive committee; and the creation of
 - GAROC and SAROC, who review and develop policy positions for the sector and provide strategic advice to the LGA Board.
 - CEO Advisory Group to provide advice on the design and delivery of policy and services to members.
- The creation of LGASA Mutual to strengthen the governance of the LGA Schemes and deliver cost savings to councils.

Other major changes for the Association over the past five years include:

- Development of new commercial and member services that save councils money and reduce the LGA's reliance on subscription income.

- Formalisation of the LGA's role in emergency management, including the creation of the Local Government Functional Support Group with Association requirements to support councils and emergency services during emergencies.
- Creation of an Advocacy Plan to provide greater focus for the Association's advocacy activities.
- Introduction of an annual Value Proposition which quantifies the value of LGA membership for member councils.
- Development of a People and Culture Plan, which has driven a range of internal process and staff engagement improvements, including a renewed focus on work health and safety.

2020 members survey

Highlights from the 2020 members survey are included below.

Key scores

Overall value for money for services provided to your council	7/10
Overall value for money for sector overall	8/10
Recommendation regarding ongoing LGA membership	8/10

Top Key Strategies by Importance

- Contributing to state-wide and local policy
- Increasing the brand reputation of local government
- Leading reform
- Listening to and representing members
- Leading by example

Top issues to focus on

- Waste management / recycling
- Infrastructure funding, management and grants
- Local government reform
- Cost shifting / rate capping
- Financial sustainability
- Climate change / environment

Internal analysis

Strategic risks

The LGA has a risk management framework, which includes a register of strategic risks. Current strategic risks from the 2020 review are:

1. Not meeting member expectations
2. Failure of corporate management systems

3. Workforce planning and performance
4. Cyber security
5. Diminished financial resources
6. Not meeting emergency management responsibilities
7. Reputation of the LGA
8. Health Safety and Wellbeing
9. Governance and Engagement

There are treatment plans for each of these risks, and regular reporting to the Audit and Risk Committee and LGA Board to ensure they are managed within an acceptable level.

Long Term Financial Plan

The LGA's Long Term Financial Plan (LTFP) has been developed to provide an overarching strategic focus on the LGA's finances by establishing a base-case 10-year plan with financial sustainability indicators to ensure the LGA's financial health remains on track. The LTFP assumes expansion and income streams from LGA's commercial services and procurement subsidiary, and ongoing revenue from member subscriptions, the schemes and LGA House. The Plan assumes that project and grant income have a nil overall effect on the LGA's overall financial position.

External analysis

Political	Economic	Socio-cultural	Technology	Environment	Legislation	Ethical
<p>Delays to state and federal budgets, and pressure to stimulate the economy</p> <p>Local, State and Federal elections in 2022</p> <p>Political change - no Australian under 30 has ever voted in a federal election and had a Prime Minister last a full term</p> <p>National and international travel restrictions</p> <p>International political uncertainty and polarisation</p> <p>International institutions such as WHO and UN under question</p> <p>Generational change – new generation of politically engaged and socially aware voters</p>	<p>COVID-19 to plunge global economy into the worst recession since WW2</p> <p>Increasing government debt and declining tax revenues</p> <p>Demographic deficit in SA – low population growth, population ageing, regional decline, 'brain drain' to eastern states</p> <p>Shift to a more circular economy</p> <p>Changing structure of SA economy</p> <p>Increasing costs of natural disasters</p>	<p>Rise of the individual</p> <p>Diverse communities 1 in 4 Australians were born overseas</p> <p>Increase in flexible work arrangements</p> <p>Declining trust in government and institutions</p> <p>Grassroots activism</p> <p>Expectations of personalised products and services</p> <p>Adults living with high instances of psychological stress</p> <p>Loneliness</p> <p>More communities at risk of social disadvantage</p> <p>Ageing population, and slowing population growth</p>	<p>Increased automation, trends towards "high tech" industries</p> <p>Digital divide/gap</p> <p>Cyber incidents</p> <p>Need for greater resilience in technological infrastructure</p> <p>Access to "big data" and need to strengthen data governance</p> <p>Smart cities, intelligent spaces, Internet of Things</p> <p>Increasing expectations for digital engagement and service delivery</p> <p>Establishment of tech hubs in SA – Tonsley and Lot 14</p>	<p>Climate change – testing resilience of natural, built and social systems</p> <p>Climate emergency declarations</p> <p>Increased risk of disasters and other disruptors</p> <p>Drought</p> <p>Water issues, including changes to Murray Darling Basin Plan</p> <p>Biosecurity</p> <p>Waste – single-use plastics, transition towards a circular economy</p> <p>Biodiversity loss and land clearance</p>	<p>Local Government Act review</p> <p>New landscapes legislation</p> <p>Planning reforms</p> <p>Recycling and Waste Reduction Bill</p> <p>Shifting responsibilities to local government</p> <p>Increased compliance responsibilities – new plans and policies becoming mandatory</p>	<p>Pressure to respond to issues including</p> <ul style="list-style-type: none"> Increasing Newstart Nuclear weapons Australia day Domestic and family violence Constitutional recognition of Indigenous Australians Euthanasia Animal rights Legalization of marijuana <p>Social media impact on major movements –Me too and Black Lives Matter</p> <p>Corporate governance - changing public expectations flowing from Banking and Aged Care Royal Commissions and other corporate scandals</p>

Preliminary engagement

Board Directors

Nine current board directors participated in semi-structured interviews in September and October 2020 to provide preliminary input into the strategic planning process. They were asked to comment on the achievements and learnings from the past four years, and factors that the LGA will need to consider in its strategic plan for the next four years. A summary of these conversations is provided below.

Achievements and learnings from 2016-2020 Strategic Plan

Improved governance

Board directors identified that finalising and implementing the LGA's new governance arrangements, including a smaller board, the creation of GAROC and SAROC, changes to the notice of motion process and new arrangements for oversight of the schemes, was a major highlight. Directors commented that these improvements have delivered efficiencies and cost savings for councils, improved governance and contributed to an improved reputation of the LGA.

Closer to members - and state government

Directors felt that the LGA is listening better to its membership and delivering better advocacy and services as a result. Similarly, it was frequently mentioned that relationships with state government have improved over the past four years. These two factors were identified as contributing to a major lift in the Association's reputation and credibility with councils and state government.

Member value

Being closer to members was identified as an important factor in the Association delivering greater value for members. A number of directors identified the value proposition document as important in capturing and quantifying the breadth and depth of services provided by the LGA to its members.

Relationships with elected members

Some directors identified that while the LGA's overall reputation has improved over the past four years, awareness of the value of LGA membership often sits with CEOs, mayors and to a lesser extent management staff. It was expressed that more needs to be done to engage the broader elected member bodies, especially with metropolitan councils.

Advocacy wins

Directors identified the LGA's work on local government reform, responding to the productivity commission, public lighting refunds, planning reforms and Federal Assistance Grants as important advocacy wins. The LGA Advocacy Plan was noted as improving the LGA's performance in advocacy. It was noted by one director, however, that the Association could react more quickly in identifying and progressing advocacy priorities.

Improving services

Board directors noted that the LGA's services are improving. Emergency management (LGFSG), the legal partnership and LGA Procurement were identified as new or improved services that are adding value to members. Directors also noted that the guidelines, templates, model policies and other resources developed by the LGA are highly valued by council staff. Directors expressed a range of

views regarding the commercial services initiated over the past four years, including the legal partnership and HR support for councils. Views expressed included:

- New services had been successful in providing a superior service offering to councils, addressing a market failure/monopolies and/or generating income for the LGA.
- It is and will take some time for councils to see the LGA as a fee-for-service provider.
- The lack of continuity with the HR service has created uncertainty for councils.
- Service offerings need to respond to member needs.
- The relationship between the commercial services and procurement was unclear.

Reputation of the local government sector

Despite the efforts to improve the reputation of the LGA and local government sector, it was noted that issues involving a small number of individuals in a small number of councils have the potential to result in widespread reputational damage.

Well-functioning secretariat

Directors expressed that the Association's success over the past four years has been underpinned with a well-functioning and hardworking secretariat. Directors commented that while there has been movement of staff, the Association has attracted quality staff at all levels, the culture appears from their vantage point to be positive, and that executive staff are providing great support and leadership to the board, staff and local government sector.

Considerations for the next four-year strategic plan

Driving efficiencies in a post-COVID world

Every board director commented on the impact that COVID-19 is and will have on council finances, community expectations and funding available from state and federal government. Many expressed a view that local government finances will become tighter due to a reduction in grants as governments move from stimulus to debt recovery, and as economic recession makes it harder for councils to recover rates.

In this context, it was suggested that the LGA will have a critical role in helping the local government sector work more efficiently to do more with less, which may include an expanded role for commercial services and/or resource sharing across the sector. It was also noted that councils will continue to provide leadership to their communities in social and economic recovery, and that the Association has an important role in sharing experiences within the sector, and in the communicating this externally.

Implementation of Local Government Reforms

Directors expect changes to the Local Government Act to be adopted by the end of 2020, with the LGA to play an important role in helping councils' transition to the new arrangements. This will likely include the development a range of support resources, such as model policies and guidelines, along with training for staff and elected members.

Unifying the sector

Many directors expressed the view that local government works best when it works together. It was noted that the LGA has an important role in unifying the sector, with the President playing a critical role. Directors also commented that providing leadership to the sector and driving consistent elected member behaviours is important in the context of negative press and local government reforms.

Listening to members

Although the way the LGA has listened to members was identified as a success of the past four years, it was also commented that more needs to be done to engage elected members. Several directors commented that LGA staff need to engage with elected members more regularly, and advocacy and assist work may provide a reason to get before council chambers. Listening to members was also linked with ensuring that the services that the Association provides are aligned with member needs, and to ensure that focus is equally split between metropolitan and regional councils.

Advocacy and assistance

Board directors identified a wide range of issues for which the LGA will need to support councils through advocacy and assistance. These included benchmarking, planning, waste, emergency management, council industrial relations and coastal management. At the same time, directors also highlighted the importance of the LGA taking a focussed approach by potentially being involved in fewer issues. One board director stressed the important of professional advocacy and lobbying training to further support the advocacy agenda.

Member services and procurement

Directors commented that the LGA's member services accessed on a user-pay basis will become even more important in the years ahead, and that ongoing investment in these areas is needed. It was emphasised that the service offerings need to be responsive to member needs, and that the service provision should be consistent to build the trust of councils.

A range of views were expressed regarding LGA Procurement, with some members considering that LGAP is providing great value to councils and the LGA, and noted LGAP's significant growth, while others were less sure. Several directors commented that greater attention needs to be placed on understand why councils are not utilising LGAP's services.

Short and focussed strategic plan

Board directors identified that the new strategic plan should build on the existing plan, be short, concise, achievable, measurable and avoid jargon.

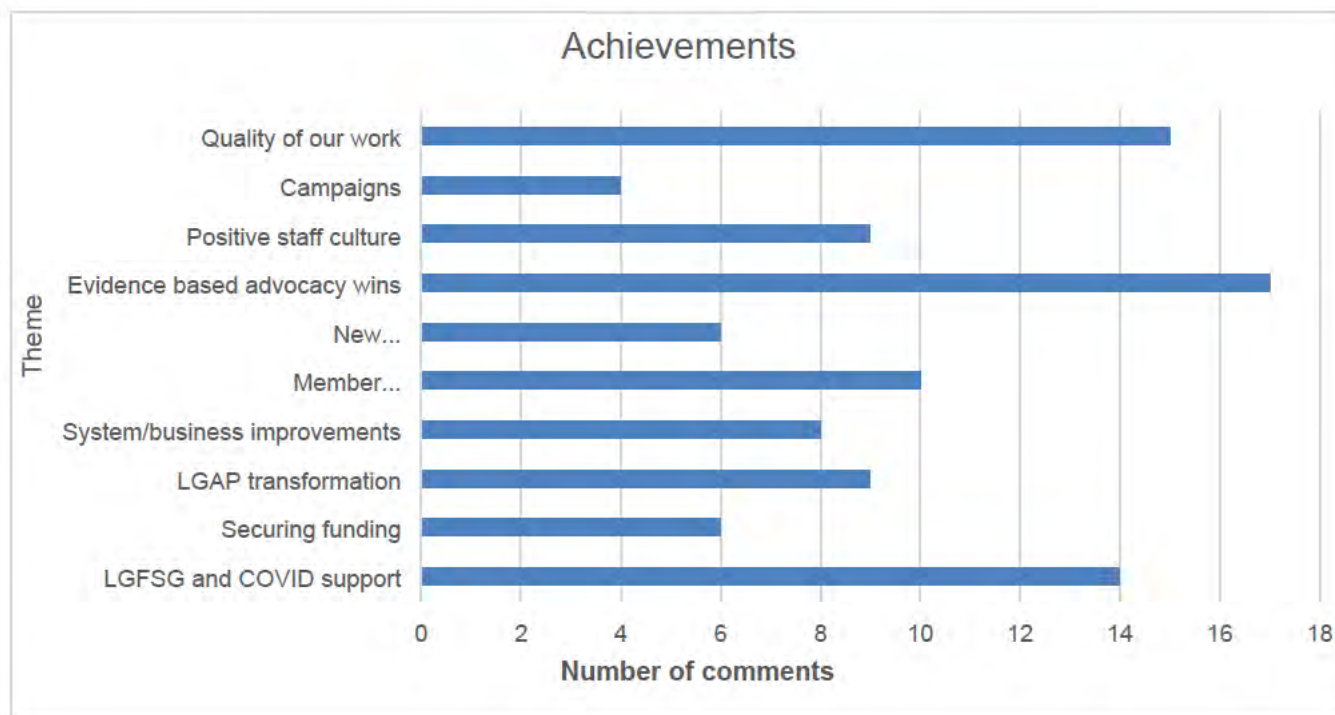
LGA staff

All LGA staff participated in a strategic planning workshop on 12 October 2020. The focus of the workshop was to identify what the LGA has achieved under its current strategic plan and explore what is happening in our world and the local government sector, and what these things mean for the LGA.



Looking back – achievements and learnings

LGA staff were asked to reflect on their time with the LGA and identified key achievements and learnings. These themes have been grouped into themes in the following charts:



Looking forward – the world around us

Staff reflected on a range of external trends, including those summarised on page 14, and considered what these factors may mean for the LGA.

Political and legal

Staff identified that economic stimulus will likely dominate political discussion for some time and will provide the local government sector with a generational opportunity to invest in the future.

More broadly, it was identified that social media, advertising and traditional media are having an increasingly influential role in politics, and these are tools that the local government sector will need to proactively engage with.

A major challenge for the sector will be engaging communities regarding local government elections in 2022, given that there will also be state and federal elections that year. It was suggested that early election planning will be critical to the LGA's success.

From a legal perspective, it was noted that local government is highly regulated, and this creates a tension between compliance and agility.

Economic

Staff discussed the economic headwinds that the state is facing, and the regional disparities within this. For example, regional communities (and councils) may have less direct impacts from COVID-19 but may be impacted by declining population growth. On the other hand, metropolitan regions are more likely to be impacted by the winding back of Job Keeper and Job Seeker, which may have unintended consequences for communities. For this reason, advocacy associated with economic recovery may need to address regional nuance.

More broadly, it was noted that councils will continue to play an important role in economic recovery, and in some places can be the largest employer in a region. It was noted that the LGA has an important role to play in encouraging sensible borrowing.

Social

Staff identified a wide range of social issues that will impact the local government sector, including gender, housing, homelessness, domestic violence, volunteering, mental health, reconciliation and changing levels of (in)tolerance in the community.

In discussing what these trends might mean for the LGA, staff identified that there are opportunities for the LGA Secretariat to better connect councils working on these topics, continue to develop resources to support councils and engage more with media and social media. It was also noted that it will be important for the LGA to be adaptive to trends, provide evidence-based resources and advocacy, and co-design resources with councils.

Technological

Staff noted that the LGA has come a long way in using technology to improve work practices and to engage with members and external stakeholders. It was identified that technology presents great opportunities for the LGA, for example through enabling flexible work arrangements and internal systems that connect with external systems to better connection with members.

It was also noted that there will be technological risks to be managed, for example, privacy and security concerns associated with the cloud and managing the risk of cyber-attacks.

Environmental

Staff discussed a wide range of environmental issues that will likely impact the sector in years ahead, including climate change, coastal management, waste, extreme heat, drought, flooding, stormwater management and managing the impacts of population growth in certain areas.

It was noted that many of these issues may generate advocacy work for the LGA, and there may be new grant opportunities for the LGA to provide greater assistance to councils. The LGA may play an important role in providing easy-to-understand evidence-based information on issues that are technically complex or politically sensitive.

Ethical

Staff identified that there are opportunities for the LGA to 'walk the talk' on a range of ethical matters as leaders in the sector, and in implementing what it is encouraging councils to do. This could happen in several areas, including gender, reconciliation, disability inclusion and adoption of low-emissions technology. There was a big win for the sector in 2018 with a major increase in the number of women running for council and being elected.

It was noted that ethical issues can present advocacy challenges for the LGA. These issues often present diverse views across the membership and a tension exists between being responsive to member sentiment and being a thought leader within the sector. On some issues, council staff hold different views to their elected members, which creates challenges for the LGA in working with both groups.



Looking forward – internal analysis

Staff worked in their individual teams and departments to discuss how well each team is prepared for the future through SWOT analysis. The table below provides a summary of common themes across all teams:

Strengths	Weaknesses
<p>Strong positive culture</p> <p>Capacity and capability of staff</p> <p>Working relationships internally – and with councils</p> <p>Informal internal communications</p> <p>Adaptability and agility</p> <p>Many system improvements driven over recent years</p> <p>Improving reputation</p> <p>Capacity building approaches</p> <p>Value for money</p> <p>Local government understanding</p> <p>Political nous</p> <p>Goal-oriented</p>	<p>Reliance on key individuals</p> <p>Small teams</p> <p>Tendency to be reactive</p> <p>Limited resources and funding</p> <p>Pressure and desire to do more</p> <p>Lack of diversity</p> <p>Duplication of processes</p>
Opportunities	Threats
<p>Standardisation of processes – and automation</p> <p>Integration of systems</p> <p>Ability to scale with support from councils</p> <p>Elections 2022</p> <p>Remove duplication and inefficiencies across the sector</p> <p>Consistent templates for repeated work</p> <p>Better promote LGA advocacy and services</p> <p>Respond to changing community expectations</p> <p>Partnerships – e.g. with Norman Waterhouse</p> <p>Creativity in the context of COVID-19</p>	<p>Member expectations that exceed resourcing</p> <p>Legislative change</p> <p>Reputation linked to reputation of sector</p> <p>Vulnerability with more online systems</p> <p>Time limited projects creating expectations that cannot be sustained</p> <p>Scope creep</p>

Summary –Strategic Themes and Consultation Questions

The following strategic themes have been identified from the preliminary work summarised in this Discussion Paper. The questions will be further explored with key stakeholders in November 2020 to inform the development of a draft Strategic Plan.

1. An era of change

The external environment in which local government and the LGA operates is rapidly changing. The social and economic impacts of COVID-19 and other recent emergencies will be felt for some time, and councils will play an important role in supporting communities, while themselves needing to be agile to financial and other impacts. 2022 will be an important year for the sector, with federal, state, and local elections to impact several important areas of policy, as well as communities' appetite to engage in elections. Technological change presents both opportunities and risks to be managed.

Question for consultation

Given the changes ahead of us, what might a successful LGA in 2025 look like?

2. Supporting an efficient local government sector

The impacts of COVID-19, reduced revenue and the Local Government Review Bill all point to the need for the local government sector to review and optimise its operations. There are opportunities for the LGA to support councils to find efficiencies, enhance council operations and to reduce duplication and unnecessary regulation across the sector.

Question for consultation

Recognising that there are resource constraints, what are the most effective actions the LGA can undertake to support councils to review and enhance their operations and assist with the implementation of changes to the Local Government Act?

3. Listen to and lead the sector

Listening to member councils will be more important than ever as the LGA seeks to provide leadership to the sector. An ongoing challenge for the LGA is in tailoring its support to the needs of the entire membership – councils are of different shapes and settings and have different needs. Similarly, it will be important for the LGA to adapt its engagement approach to the differing needs of council elected members, CEOs and managerial staff.

Questions for consultation

In what ways should the LGA change its approach to engaging councils?

How can the Association strengthen its engagement with elected members?

To what extent should the LGA seek to strengthen its engagement with council staff at management and operational levels?

4. Targeted advocacy

The LGA's success in advocacy will continue to depend upon being informed by the best available evidence, and the knowledge and experience of our member councils. Maintaining and refining an Advocacy Plan will be important to ensure advocacy priorities are contemporary and targeted, and there are opportunities to better communicate and promote the LGA's advocacy outcomes.

Question for consultation

How can the LGA build on its advocacy success, and play a more proactive role in achieving greater influence for local government?

5. Better define Assist and Advance

There are opportunities to better define the LGA's work in 'assist' and distinguish this from priorities to advance the sector. This may include clarifying the scope and extent of the LGA's role in capacity building, research and development, performance benchmarking and continuous improvement.

Questions for consultation

How can the LGA's work in 'assist' and 'advance' be better defined? Where does our role start and finish? How do we distinguish the two?

In what situations should the Association's work in Assist and Advance be funded by member subscriptions, grants and/or through cost-recovery?

6. Member Services and Procurement

A better definition of the LGA's priorities for Assist and Advance leads to natural questions regarding the scope and objectives of the Associations' user-pays member services and procurement subsidiary. In particular, consideration should be given to how to balance financial and non-financial objectives for these services, and ensuring they are responsive to member needs.

Question for consultation

To what extent should the LGA pursue new user-pay member services? How should commercial and non-commercial objectives be balanced?

7. Corporate objectives

Finally, there is a need to fully define the LGA's organisational development priorities in areas including people and culture, finances, operations, and systems, and embed these within the strategic plan.

Appendices

Appendix A - Objects and Functions of the LGA

4. Object

The object of the LGA is to achieve public value through the promotion and advancement of the interests of local government by:

- 4.1 advocating to achieve greater influence for local government in matters affecting councils and communities;
- 4.2 assisting Members to build capacity and increase sustainability through integrated and coordinated local government; and
- 4.3 advancing local government through best practice and continuous improvement.

5. Functions

The LGA must undertake its functions for the purpose of achieving the Object. The functions of the LGA are to:

- 5.1 advocate and provide leadership for local government in South Australia, leading to strong engaged communities served by efficient and collaborative Councils and Community Councils;
- 5.2 advocate for an autonomous, effective and democratic system of local government in South Australia to meet contemporary community needs;
- 5.3 encourage and promote an efficient, effective and sustainable system of local government in South Australia;
- 5.4 promote and protect the interests of local government and its Members and the communities they represent;
- 5.5 encourage and help local government to engage with, and respond to, the needs of the community;
- 5.6 develop and maintain consultation and co-operation between local government and the State and Commonwealth governments and their agencies;
- 5.7 assist Members to develop and maintain their financial sustainability and for the advancement of local government;
- 5.8 undertake any business activity which contributes to the Object;
- 5.9 represent Members of the LGA and local government to the public and the State and Commonwealth governments;
- 5.10 act as an advocate for Members and the local government community to address contemporary needs;
- 5.11 facilitate engagement and collaboration by and between Members as to their common interests;



- 5.12 encourage, assist, promote and foster the achievement and maintenance of the highest levels of integrity, justice, competence, effectiveness and efficiency of local government;
- 5.13 undertake or promote any activity which the Board of Directors determines to be for the benefit or interest of Members and local government in South Australia; and
- 5.14 undertake any function as may be vested in the LGA by statute.

Appendix B - GAROC Strategic Plan 2019-23 (excerpt)

Theme 1: Economic Development

GAROC recognises that local government's significant investment in infrastructure and services is a driver of the local economy. A strong state economy is underpinned by a financially sustainable local government sector that promotes its area and provides an attractive climate and locations for the development of business, commerce, industry and tourism.

GAROC recognises the important role of councils to enable, facilitate and enhance local economic opportunities. With the right policy settings and partnerships, councils can help to create the best conditions for local businesses to grow and thrive.

Objective: Enable advocacy and partnership opportunities that recognise the specific needs and opportunities in metropolitan Adelaide and assist councils to contribute to creating conditions for productivity that supports sustainable job growth and pathways to employment.

Objective: Support member councils to play their important role in stimulating the economic and social recovery of their communities in post COVID-19 recovery.

Theme 2: Design, Planning and Placemaking

GAROC recognises the importance of good decision making that enhances the built environment and supports well-considered planning processes that achieve quality design outcomes and the preservation of character and local heritage.

Objective: Advocate to the State Government and Parliament to ensure that South Australia's planning system reflects leading practice, facilitates better design outcomes and supports local decision making.

Objective: Provide assistance and resources to metropolitan councils that support their important role as local place makers and custodians of public spaces.

Theme 3: Environmental Reform

GAROC acknowledges local government's role in protecting and enhancing the environment and recognises that climate change poses a serious risk to local communities and ecosystems. GAROC also recognises the important role councils play in providing high quality, innovative and sustainable waste management services that meet the needs of the community

Objective: Support LGA advocacy to State and Federal Government and assists member councils to ensure that all levels of government undertake mitigation and adaptation actions that reduce climate risks and build community resilience.

Objective: Support councils to improve waste and recycling practices and deliver viable and innovative waste services that meet the needs of the community and grow the Circular Economy and advocate for State and Federal Government legislation, policies, funding and programs that will enable and support these outcomes.

Theme 4: Reform and Innovation

GAROC recognises the opportunity to work with metropolitan councils to lead reform and innovations that enhance decision making, build community trust and drive downward pressure on council rates.

Objective: Assist councils to enhance local government through innovations in benchmarking, systems thinking, data management and engagement processes.

Appendix C - SAROC Strategic Plan 2019-23 (excerpt)

The following Objectives will guide the activities and actions of SAROC over the next four years. These Objectives will underpin the actions and/or initiatives that SAROC will undertake on an annual basis as identified in its Annual Business Plan.

Economic Development

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

Community Development

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

Natural and Built Environment

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

Financial Sustainability and Governance

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


-

148 Frome St
Adelaide SA 5000

GPO Box 2693
Adelaide SA 5001

T (08) 8224 2000
E lgasa@lga.sa.gov.au

www.lga.sa.gov.au

 Adelaide Plains Council	14.6	Planning Reform Update February 2021 – Phase 3 Planning and Design Code Introduction
	Department: Report Author:	Development and Community General Manager – Development and Community
Date: 22 February 2021	Document Ref:	D21/7974

EXECUTIVE SUMMARY

- The Planning, Development and Infrastructure (PDI) Act 2016 is progressively replacing the Development Act 1993. Providing a new framework for the creation of planning policy, assessment of development applications (planning and building) and monitoring of development compliance.
- The next implementation phase of the planning reforms involves the introduction of the Phase 3 of the Planning and Design Code (the Code) for use in planning assessment in the metropolitan area of Adelaide on 19 March 2021.
- Phase 3 of the Code will apply to Adelaide Plains Council (and all of metropolitan Adelaide).
- This report outlines some of the key changes the introduction of the Phase 3 Code will have for Council and the community.

RECOMMENDATION 1

“that Council, having considered Item 14.6 – *Planning Reform Update February 2021– Phase 3 Planning and Design Code Introduction*, dated 22 February 2021 receives and notes the report and in doing so acknowledges the significant growth pressures impacting on APC along with the introduction of a new planning system with reduced timeframes.”

RECOMMENDATION 2

“that Council, having considered Item 14.6 – *Planning Reform Update February 2021– Phase 3 Planning and Design Code Introduction*, dated 22 February 2021 understands that in order to facilitate the development approval process and tight timeframes envisaged in the planning and design code, duly notes the need to appropriately resource the development services portfolio, noting that any budget variation for additional resource will occur by way of third quarter budget review and further noting that any position will likely be self-funded through increased income in the development services portfolio or presented as a budget bid as part of the 2021/2022 budget”

RECOMMENDATION 3

“... in consideration of 1 and 2 above, instructs the CEO to, as part of the upcoming budget process, bring back detailed reports, trends, statistics and analysis in relation to the impacts of urban growth on APC and the need to ensure resourcing is commensurate with workload impost.”

BUDGET IMPACT

Future ongoing operating costs:

The Planning and Design Code will become the statutory document that is used by Council staff and the Council Assessment Panel in the assessment of development applications. The development assessment function is provided through Council staff as part of the staff budget allocation.

Is this Budgeted?

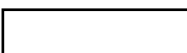
Yes

RISK ASSESSMENT

If adequate resources are not allocated to the planning and building team, Council will face a risk of deemed consent decisions on development applications within the Adelaide Plains area.

Attachments

Nil



DETAILED REPORT

Purpose

The purpose of this report is to make members aware of the impending commencement of the Planning and Design Code within Adelaide Plains Council on 19 March 2021 and to outline some of the significant impacts this will have on council operations.

Discussion

A process of reforming the South Australian planning system began in early 2013 with the formation of an Expert Panel on Planning Reform. Following a significant consultation process, the Expert Panel prepared two reports highlighting concerns and recommending changes to the current planning system in late 2013 and 2014. In response to these reports the State Government prepared the Planning, Development and Infrastructure Bill (the Bill), intended to replace the current Development Act 1993. The Bill was passed by Parliament into law in April 2016.

It was not intended that the new Planning, Development and Infrastructure (PDI) Act would be operational from that time, but rather that it would be progressively turned on in multiple stages over the following 5 years through further transition bills and proclamations.

A key element of the Planning, Development and Infrastructure (PDI) Act 2016 is the establishment of a state-wide Planning and Design Code. The Planning and Design Code will replace the Mallala Development Plan on the 19th March 2021.

Planning & Design Code (the Code) Structure

The proposed Code contains a number of components including the 'Rules of Interpretation', Zones, Sub-Zones, Overlays, General Development Policies, Land Use Definitions & Administrative Definitions.

Zones are the primary organising layer, with all land throughout the state being located within a zone (much in the same way as what occurs now through Development Plans). Zones will set out policies and rules primarily relating to the land use, land use intensity and built form characteristics (such as building setbacks and height) that are anticipated for an area – in effect outlining 'what' can happen in an area. This is consistent with the structure of the current Development Plan. Zones also set out the level of assessment for various types of development. The assessment levels will be;

- accepted development - no planning consent is required. For example, a small shed will require no planning or building consent and a shop fit out would require building consent only.
- code assessed development – development that is either:
 - 'deemed-to-satisfy'
 - 'performance assessed'

Developments such as a detached house in a residential zone will likely be deemed-to-satisfy development applications.

- impact assessed development – development that is:
 - restricted development

- impact assessed development
- declared by the Minister as being impact assessed development.

Subzones can be created for areas where there is a unique difference from the zone to warrant the need for additional policy.

Overlays within the Code will address defined issues applying to any zone or subzone, identifying areas where there is a particular sensitivity to development (e.g. a heritage place), a constraint on land or development outcomes (e.g. flood prone areas), or where a particular opportunity or outcome for development is sought.

General Development Policies relate to 'how' a development should occur across multiple zones. The Code also contains land use definitions, covers referrals to relevant agencies and sets out how the Code should be interpreted and used for assessment.

The Code will be used by Council Development Assessment Planners, CAP and Private Planning Certifiers to assess development applications. As part of the introduction of the Code, new categories of development will be introduced with a focus on more straight forward development obtaining fast approvals and an increased role for private planning certifiers in the assessment process.

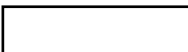
Assessment Process and Categories

Each Council must establish a Council Assessment Panel (CAP) and with the introduction of the Code in APC on 19 March 2021, the CAP will become a relevant authority in its own right under the new PDI Act 2016 e.g. it will no longer derive its authority from Council.

This differs to the current arrangement where authority for planning decisions rests with Council, although the Council is then required to delegate that function to the CAP and to staff. From the time of release of the Code, the CAP will generally be the relevant authority for the granting of planning consent for performance assessed development that is the subject of public notification which in many ways is similar (albeit with different terminology) to the current process.

Each CAP is required to have an appropriately qualified professional (Accredited Professional Planning Level 1) to perform the role of Assessment Manager. The introduction of the Planning and Design Code will also trigger the provisions of the PDI Act 2016 that makes an Assessment Manager a relevant authority in their own right. This also differs from the current situation where Council staff are provided with authority to assess development applications via sub-delegation from the CEO.

A new role of the CAP under the PDI Act is to hear appeals against certain decisions made by the Assessment Manager in their role as a relevant authority. A process for this review has been developed, presented to CAP and endorsed.



Assessment Timeframes

With the commencement of the Planning and Design Code new assessment timeframes for assessment and approval of development will be in place. All types of assessment will have a maximum five business day verification period at the start of the assessment process and maximum five business day's timeframe at the end for the decision to be issued.

The timeframes for assessment for common planning applications are outlined below by way of an example of the generally reduced assessment timeframes.

Planning Consent	
Assessment type	Business days
Deemed to satisfy	10
Performance assessed – no public notification no referral, assessment manager authority	20
Performance assessed – no public notification with referral required assessment panel or SCAP are authority	40
Performance assessed – public notification required 15 business days for public notification and 10 business days for applicant response	65

With the commencement of the Planning and Design Code within APC and the above timeframes for assessment comes a deemed consent process. A deemed consent notice is used to obtain a 'deemed planning consent' for a development application. This notice may be served on a relevant authority by an applicant when a relevant authority fails to make a decision within the time prescribed in the regulations. The relevant authority may, within 10 business days after receiving the deemed consent notice, grant the planning consent with conditions. If the relevant authority considers that the application for planning consent should be refused, the relevant authority may apply to the Court for an order quashing the consent within 1 month after the deemed consent notice was received.

Building Assessment and Delegations

Where an applicant does not nominate a private building certifier to determine their building consent, the relevant authority will be the CAP, rather than the Council which is currently the case.

However, Section 99(1) of the PDI Act enables CAP to refer Building Rules assessments on to the relevant council, at which point the Council becomes the relevant authority for building consent. This 'referral' option is considered necessary given the general qualifications and skill sets of panel members across the State are more aligned with Planning assessment (given it's the primary role) than building assessments. For panels that do not propose to take an active role in any Building Rules assessments, a standing referral can be made in relation to all future Building Rules applications. This standing referral to Council has been created by the Adelaide Plains Assessment Panel.

Building Inspections

A state-wide set of council building inspection policies has been developed to encourage consistency in inspections of buildings. This is a change from the current system whereby councils determine many of their own inspection policies based on set criteria. On the commencement of the P+D Code within APC, Council must comply with the requirements set out in Practise Direction 9 Council Inspections relating to:

- (a) the kinds of development which require inspection;
- (b) the proportion of developments which require inspection in each council area;
- (c) the timing of any inspection required in relation to each building; and
- (d) the number of inspections required in relation to each building,

Planning & Design Code March 2021

It is anticipated that a final version of the initial Phase 3 Planning and Design Code will be made available to Council in early March 2021. This will allow a short acclimatisation period prior to its introduction on 19 March 2021. On the 19th March 2021 when the new code comes into effect for APC, every piece of land within the Council areas will have a new zone and new planning policy provisions applying to it. This is expected to generate significant workloads around public inquiries while implementing the new planning system and dealing with the residual development applications submitted under the Development Act 1993, which are at record levels within APC given rapid urban growth and stimulus packages including Homebuilder.

Implementation Implications

With a new planning and development assessment system being introduced and a clear focus on assessment timeframes (shorter timeframes) concurrent with the introduction of deemed consents, Council staff have reviewed and are continuing to review the operation of the planning and building teams along with the assessment tools at their disposal.

Ensuring 'deemed consents' do not occur (including covering times of staff leave in a small team), managing the increase in requirements for building inspections, the requirement for planning and building staff to be accredited and the resource implications of public notification and appeal opportunities has seen some restructuring of resources within the planning and building team. Along with the acquisition of electronic assessment software (Bluebeam) to accompany the new electronic lodgement as assessment (e-planning) process.

As part of that process a nine (9) month trial has been underway to test the inclusion of a 'Planning Support Officer' role within the Development Service team.

The intent of this role is to:

- Provide planning support services to the Development Assessment Team in accordance with the principles and objectives of Council's Development Plan, relevant legislation and planning policies.
- Strong focus on incoming and outgoing communication of the Development Assessment Team including telephone communications and written correspondence, with the ability to manage competing priorities.
- Engage with various stakeholders including customers and consultants as required, including providing basic and routine development related advice.
- Provide a range of administrative services and support to the Development Assessment Team that assist with planning, building and strategic projects.
- Undertake administrative tasks related to development specific committee and panel meetings, including preparation of agendas and minutes and distribution of documentation to relevant stakeholders.

The trial has corresponded with a period of record development application submission within APC, with 561 development applications submitted for the 2020 calendar year, up from 407 for the 2019 calendar year. This represents an extremely significant increase in development applications, which also flows into an increase in areas such as wastewater applications, building inspections and compliance reviews.


To date in 2021, 98 development applications have been lodged compared to 43 at the same time last year. This shows that the volume of work continues to be extremely high and is on track to again well exceed the last calendar year. This ongoing growth will require additional resources to cope with workload and meet Council's statutory obligations over time.

Income from planning fees is also well ahead of the projected budget in the 2020-21 financial year with a \$50,000 increase flagged in the second budget review.

As a result of this sustained growth in urban development and the impending new planning system with its associated assessment and approval timeframes and the volume of work to engage with the community, the Planning Support Officer role is being retained as part of the minimum level of resourcing required in the building and planning team. Further discussion around resourcing to match current urban growth will form part of the annual budget process.

Conclusion

The implementation of the Planning and Design Code within APC represents the biggest change to planning assessment in South Australia since the introduction of the Development Act 1993. Significant changes to the way in which development applications are lodged (e-planning) and assessed will impact on Council's operations and the full extent of the impact will not be completely felt until the system has commenced and the staff can experience the operation of the new system. Planning for the introduction of the Code will continue right up to its introduction date of 19 March 2021, and regular updates on the new planning system and planning reform process will continue post March 2021.

 Adelaide Plains Council	14.7	Local Roads and Community Infrastructure Program Funding
	Department: Report Author:	Infrastructure and Environment General Manager Infrastructure and Environment
Date: 22 February 2021	Document Ref:	D21/7877

EXECUTIVE SUMMARY

- The purpose of this report is for the elected body to determine which projects it wishes to allocate the remaining \$94,489 Local Roads and Community Infrastructure Program Round 2 (Round 2) funding to.
- Additionally it is for Council to consider the Chief Executive Officer's (CEO) recommendation, pursuant to Regulation 21 of the *Local Government (Procedures at Meetings) Regulations*, that Council amend resolution 2020/279.
- There is an inability to deliver the following two (2) projects in totality by the 30 June 2021 deadline owing to approval process delays, design and native vegetation considerations;
 - Middle Beach – construction of levee (\$30,000), and
 - Remaining budget of Clara Harniman Reserve – external fencing (\$13,940)
- In light of the above, and to allow the Chief Executive Officer to submit a revised application for Round 1 it is recommended that Council amend resolution 2020/279 in order for \$43,940 to be expended.
- Adelaide Plains Council is eligible to receive \$345,459 in Round 1 and \$470,489 in Round 2 from the Australian Government Department of Infrastructure, Transport, Regional Development and Communications for the LRCI to assist delivery of community outcomes and economic stimulus.
- The LRCI Program aims to assist a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement. It is expected that councils will use local businesses and workforces to deliver projects under the LRCI Program where possible to ensure stimulus funding flows into local communities to the extent possible.
- This program will support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.
- Once project(s) are determined, Management will then proceed to complete the Project Nomination form and submit to the Federal government to facilitate project delivery in the 2020/21 financial year.

RECOMMENDATION 1

“that Council’s resolution 2020/279 in relation to Local Roads and Community Infrastructure Program Round 1 be amended in order for funding allocated to Middle Beach – construction of levee (\$30,000) and Clara Harniman Reserve – external fencing (\$13,940) totalling \$43,940 to be reallocated to the following shovel ready projects and expended by the 30 June 2021 deadline:

1. _____
2. _____
3. _____

subject to approval by the Federal Government.”

RECOMMENDATION 2

“that Council, having considered Item 14.7 – Local Roads and Community Infrastructure Program Funding, dated 22 February 2021, determines the allocation of \$94,489 funding under the Local Roads and Community Infrastructure Program Round 2 as follows:

1. _____
2. _____
3. _____

subject to approval by the Federal Government.”

BUDGET IMPACT

Estimated Cost:	Round 1 - \$43,940
	Round 2 - \$94,489
Future ongoing operating costs:	Whole of Life asset costs
Is this Budgeted?	Yes

RISK ASSESSMENT

Each project determined by Council will be submitted to the Federal Government for approval individually. While Management holds the reasonable view that all projects outlined within this report meet the Federal Government’s eligibility criteria, a further report will be presented to the Chamber in the event that one or more projects is determined ineligible by the Federal Government in order for Council to reconsider that particular allocation.

Attachments

Nil

DETAILED REPORT

Purpose.

The purpose of this report is for the elected body to determine which projects it wishes to allocate the remaining \$94,489 Local Roads and Community Infrastructure Program Round 2 (Round 2) funding to.

Additionally it is for Council to consider the Chief Executive Officer's (CEO) recommendation, pursuant to Regulation 21 of the Local Government (Procedures at Meetings) Regulations, that Council amend resolution 2020/279, and reallocate funds in Local Roads and Community Infrastructure Program Round 1 (Round 1) due to an inability to deliver two (2) projects in totality by the 30 June 2021 deadline owing to approval process delays, design and native vegetation considerations.

Background/History

The Local Roads and Community Infrastructure Program (LRCI) Program aims to assist a community- led recovery from COVID-19 by supporting local jobs, firms, and procurement. It is expected councils, where possible, will use local businesses and workforces to deliver projects under the LRCI Program to ensure stimulus funding flows into local communities.

This program will support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

Under the LRCI Program Round 1, Adelaide Plains Council will receive a funding allocation of \$345,459. This funding must be complete by 30 June 2021.

Council, at its Special Council Meeting held on 13 August 2020, resolved as follows;

4.1 Local Roads and Community Infrastructure Program

Moved Councillor Di Troia Seconded Councillor Keen 2020/ 279

"that Council, having considered Item 4.1 – Local Roads and Community Infrastructure Program Funding, dated 13 August 2020, determines the allocation of \$345,459 funding under the Local

Roads and Community Infrastructure Program as follows:

- 1. RV dump Two Wells – \$5,000***
- 2. Mallala Museum – cleaning, upstairs painting and floor covering \$38,000***
- 3. Clara Harniman Reserve – external fencing – \$22,000***
- 4. Middle Beach – construction of levee – \$30,000***
- 5. Parham Campgrounds Toilet Facility – \$110,459***
- 6. Two Wells Oval – Toilet Block – \$140,000***

subject to approval by the Federal Government."

CARRIED

Under the LRCI Program Round 2, Adelaide Plains Council will receive a funding allocation of \$470,489. This funding must be complete by 31 December 2021.

Council, at its Ordinary Council Meeting held on 28 January 2021, resolved as follows;

14.10 State and Federal Funding Opportunities

“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021 determines the allocation of \$470,489 funding under the Local Roads and Community Infrastructure Program Extension funding stream towards Coats Road at an estimated cost of \$376,000, mindful that further resolutions will follow at the February 2021 meeting of Council in relation to apportioning the balance of \$94,489’.”

CARRIED

Discussion

The LRCI Program will run from 1 July 2020 to 31 December 2021, with projects required to be physically completed by 30 June 2021 for Round 1 and 31 December 2021 for Round 2. The Program was announced as part of the Australian Government’s wider economic response to COVID-19.

The scope of the LRCI Program supports a broad range of eligible projects so communities can fund the infrastructure that they need, support businesses and create employment opportunities across their communities.

The LRCI Program is a demand driven (eligibility based) grant program. The LRCI Program will be delivered under Outcome 3 of the Department’s Portfolio Budget Statement:

- Strengthening the sustainability, capacity and diversity of our cities and regional economies, including through facilitating local partnerships between all levels of government and local communities; through reforms that stimulate growth; and providing grants and financial assistance.

The objective of the LRCI Program is to stimulate additional infrastructure construction activity in local communities across Australia to assist communities to manage the economic impacts of COVID-19.

The intended outcomes of the LRCI Program are to:

- provide stimulus to protect and create local short-term employment opportunities through funded projects following the impacts of the COVID-19; and
- deliver benefits to communities, such as improved road safety, accessibility and visual amenity.

Eligible Projects

Funding is available for local road and community infrastructure projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

Projects will need to deliver benefits to the community, such as improved accessibility, visual amenity and safety benefits. Eligible local road projects could include works involving any of the following associated with a road:

- traffic signs;
- traffic control equipment;
- street lighting equipment;
- a bridge or tunnel;
- a facility off the road used by heavy vehicles in connection with travel on the road (for example,
- a rest area or weigh station);

- facilities off the road that support the visitor economy; and
- road and sidewalk maintenance, where additional to normal capital works schedules.
- Eligible community infrastructure projects could include works involving:
 - Closed Circuit TV (CCTV);
 - bicycle and walking paths;
 - painting or improvements to community facilities;
 - repairing and replacing fencing;
 - improved accessibility of community facilities and areas;
 - landscaping improvements, such as tree planting and beautification of roundabouts;
 - picnic shelters or barbeque facilities at community parks;
 - playgrounds and skateparks (including all ability playgrounds);
 - noise and vibration mitigation measures; and
 - off-road car parks (such as those at sporting grounds or parks).

Proposed Next Steps

The elected body are required to nominate projects that are considered eligible for the LRCI Program to assist in delivering the intended outcomes and economic stimulus to the local economy.

There is an inability to deliver the following two (2) projects in totality by the 30 June 2021 deadline owing to approval process delays, design and native vegetation considerations;

- Middle Beach – construction of levee (\$30,000), and
- Remaining budget of Clara Harniman Reserve – external fencing (\$13,940)

In light of the above, and to allow the Chief Executive Officer to submit a revised application for Round 1 it is recommended that Council amend resolution 2020/279 in order for \$43,940 to be expended.

Table 1 identifies potential projects that are shovel ready and can be delivered in accordance with specified deadlines for Round 1 and 2.

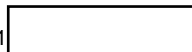


Table 1 – Potential Projects – Shovel Ready

Project Description	Estimated Cost	Comments
Mallala Museum - Upstairs air conditioning	11,940	Heritage approval required prior to works commencement. Project recommended for LRCI Round 1.
Clara Harniman Reserve - water and power connection to Adelaide Plains Equestrian Club	10,000	Project recommended for LRCI Round 1.
Lewiston Reserve – Half Court Basketball and site improvements	22,000	Project recommended for LRCI Round 1.
Middle Beach - New shelter, Barbeque, seating and site improvements	94,489	Project recommended for LRCI Round 2.
Construct and Seal – Buckland Park Road (Port Wakefield Road to Halstead Road)	\$234,000	Additional funding required.

Conclusion

It is now for the elected body to determine which projects it wishes to allocate the Local Roads and Community Infrastructure Program funding to.

References


Legislation

Local Government Act 1999

Council Policies/Plans

Infrastructure and Asset Management Plan

Long Term Financial Plan

 Adelaide Plains Council	14.8	Mid-Year Budget Review 2020/2021
	Department: Report Author:	Finance and Business General Manager – Finance and Business
Date: 22 February 2021	Document No:	D21/6561

EXECUTIVE SUMMARY

- The purpose of this report is to provide the Council with a summary of the updated Budget position for the year ended 30 June 2021 following the Mid-Year Budget Review.
- Council's 2020/2021 Adopted Budget forecast an operating surplus of \$83,292. Following the First Budget Update, an operating deficit of \$546,552 was estimated for 2020/2021 Financial Year.
- As a result of the Mid-Year Budget Review, it is estimated that the operating deficit would be reduced by \$8,398 to \$538,154 for 2020/2021 Financial Year.
- Budget changes forming the Mid-Year Budget Review can be summarises as follows (\$).

Description	Amount
Operating Surplus as per budget Adopted on 8 July 2020	83,292
Add : First Budget Update Changes	(629,844)
Add : Unfavourable Recurrent Budget Variances - Mid-Year Review (<i>Table 1</i>)	(174,950)
Less : Favourable Recurrent Budget Variances - Mid-Year Review (<i>Table 1</i>)	183,348
Revised Operating Deficit following Mid-Year Budget Review	(538,154)

- As of 31 December 2020, Council didn't have outstanding short-term borrowings.
- Based on Year-to-Date December results, Council's actual income and expenses are on track with Mid-Year Budget Review estimated income and expenses.

RECOMMENDATION

"That Council, having considered Item 14.8 – 2020/2021 – *Mid-Year Budget Review 2020/2021*, dated 22 February 2021, receives and notes the report and in doing so;

1. Receives and note the project progress reports contained in Attachment 1 and 2 to this Report; and
2. Pursuant to Regulation 9 (1)(a) of the *Local Government (Financial Management) Regulations 2011*, adopts the revised 2020/2021 Budgeted Financial Statements as contained within Attachment 3 that has been updated following the Mid-Year Budget Review changes identified in Table 1 and Table 2"

BUDGET IMPACT

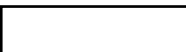
Estimated Cost:	An Operating Deficit of \$538,154, a reduction of \$8,398
Is this Budgeted?	Not Applicable

RISK ASSESSMENT

Nil

Attachments

1. 2020/2021 Operating Projects Progress Report - December 2020.
2. 2020/2021 Capital Works Program Progress Report - December 2020.
3. 2020/2021 Updated Budgeted Financial Statements - December 2020.



DETAILED REPORT

Purpose

The purpose of this report is to provide the Council with a summary of the updated Budget position for the year ended 30 June 2021 following the Mid-Year Budget Review based on year-to-date December 2020 actual performance and other known information that will have a financial impact for the remainder of the financial year.

Background/History

Pursuant to Section 123 (13) of the *Local Government Act 1999*, the Council must, as required by the regulations reconsider its Annual Business Plan or its budget during the course of a financial year and, if necessary or appropriate, make any revisions.

The Budget Reporting Framework, set out in Regulation 9 of the *Local Government (Financial Management) Regulations 2011* (the Regulations), comprises two (2) types of reports:-

1. Budget Update; and
2. Mid-year Budget Review.

Budget Update

The Budget Update report sets out a revised forecast of the Council's Operating and Capital investment activities compared with the estimates for those activities set out in the Adopted Budget. The Budget Update is required to be presented in a manner consistent with the note in the Model Financial Statements titled *Uniform Presentation of Finances*.

The Budget Update report must be considered by the Council at least twice per year between 30 September and 31 May (both dates inclusive) in the relevant financial year, with at least one (1) Budget Update report being considered by the Council prior to consideration of the Mid-Year Budget Review report.

The Regulations require a Budget Update report to include a revised forecast of the Council's operating and capital investment activities compared with the estimates set out in the Adopted Budget. The Local Government Association recommends that the Budget Update report should also include, at a summary level:

- the year to date result;
- any variances sought to the Adopted Budget or the most recent Revised Budget for the financial year; and
- a revised end of year forecast for the financial year.

Mid-Year Review

The Mid-Year Budget Review must be considered by the Council between 30 November and 15 March (both dates inclusive) in the relevant financial year. The Mid-Year Budget Review report sets out a revised forecast of each item shown in its Budgeted Financial Statements compared with the estimates set out in the Adopted Budget presented in a manner consistent with the Model Financial Statements. This report must also include revised forecasts for the relevant financial year of the council's operating surplus ratio, net financial liabilities ratio and asset sustainability ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.

The Mid-year Budget Review is a comprehensive review of the Council's Budget and includes the four principal financial statements, as required by the Model Financial Statement, detailing:

- the year to date result;
- any variances sought to the Adopted Budget; and
- a revised full year forecast of each item in the budgeted financial statements compared with estimates set out in the Adopted budget.

The Mid-year Budget Review report should also include information detailing the revised forecasts of financial indicators compared with targets established in the Adopted Budget and a summary report of operating and capital activities consistent with the note in the Model Financial Statements entitled Uniform Presentation of Finances. The requirements of the Mid-Year review are consistent with budget review requirements previously required by the Regulation 7 of the *Local Government (Financial Management) Regulations 1999*.

Discussion

Statement of Comprehensive Income

Council's *Statement of Comprehensive Income* or Profit & Loss account has two parts:

1. Recurrent Budget surplus of \$397,292;
2. Operating Project Budget expenditure of \$314,000 (net of grants);

resulting, 2020/2021 Adopted Budget forecast of an operating surplus of \$83,292.

As a result of the First Budget Update, it was estimated that an operating deficit of \$546,552 will be reported for 2020/2021 Financial Year. Following the Mid-Year Budget Review, the operating deficit has reduced by \$8,398 to \$538,154 and the **Table 1** below summarises the reasons for the changes in the operating deficit.

Table 1: Operating Budget Changes - Mid-Year Budget Review - December 2020 (\$)

Unfavourable budget variance	
Legal fees on planning appeals, regulatory activities, human resources, advice is expected to be higher than budgeted (noted that the Council cannot control the volume of appeals, enforcements, prosecutions and other proceedings).	(75,000)
Income from parking fines, impounding animals and dog infringements have been lower than budgeted.	(30,000)
Increase in consultants budget for Development Assessment Panel due to Planning and Design Code and PDI Act being effective from March 2021.	(23,350)
Increase in plant maintenance budget - Unexpected repairs has to be undertaken on grader transmission system.	(20,000)
Increase in budget for road sign.	(10,000)
Cost of street tree watering in Eden Estate at Two Wells.	(7,000)
Admission charges income and donation at the Mallala Museum is expected to be lower than budgeted.	(5,600)
Income from fines issued under Local Nuisance and Litter Control act has been lower than expected following the use of security monitoring cameras.	(4,000)
Total unfavourable budget variances	(174,950)

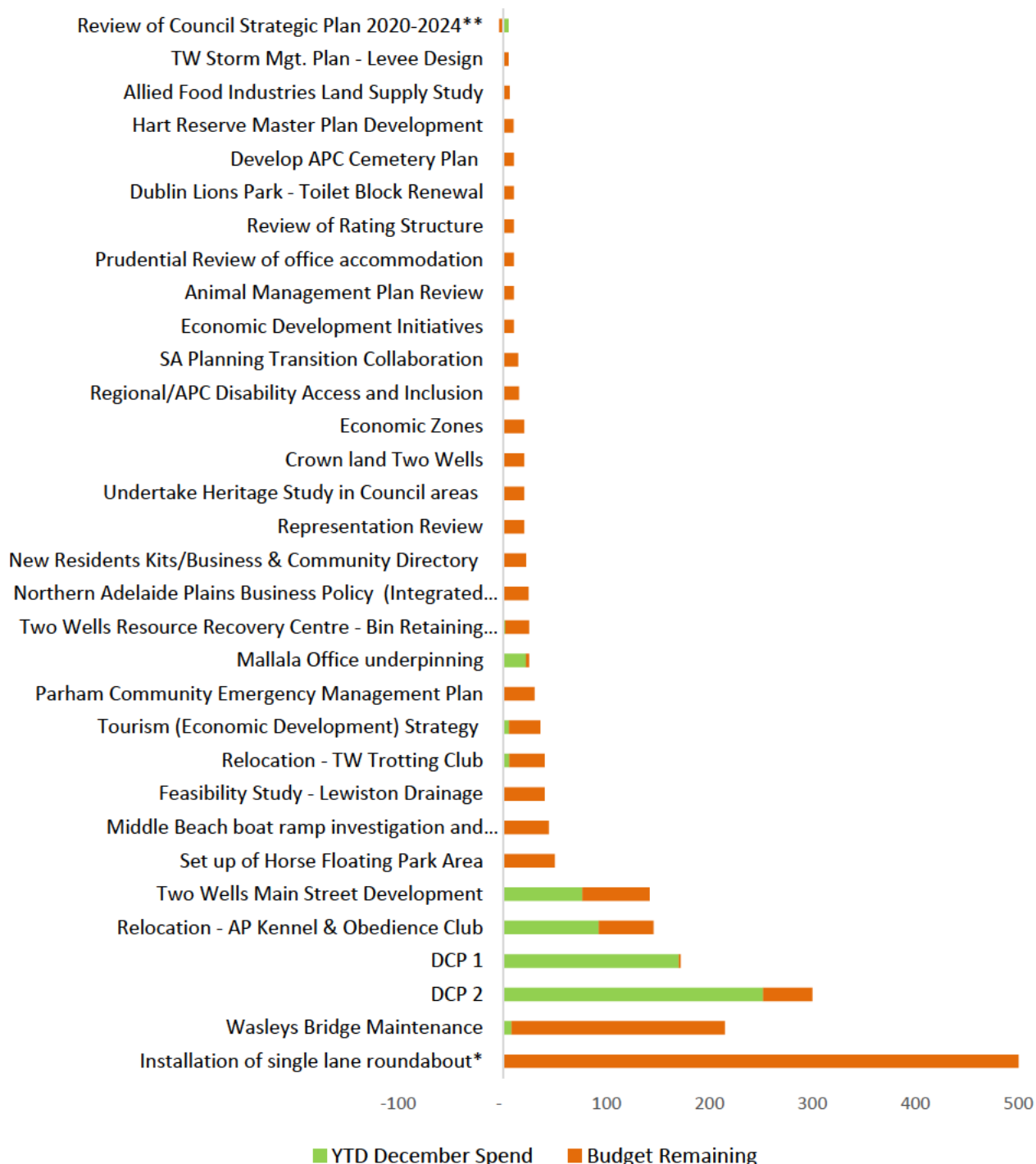
Favourable budget variance	Amount
Income from Waste water approvals has been higher than budgeted.	50,000
Income from development application fees is higher than budgeted.	50,000
Council contribution to Flood Monitoring and Alert System (Gilbert, Light and Wakefield Rivers) has been over estimated.	27,637
Northern Adelaide Plains Business Policy - The progression of NAIS pipeline and irrigated horticulture projects is a key discussion point with the Adelaide Plains Business Advisory Group which is supported by Council staff. Consultant funds identified in this project bid are no longer required.	24,450
New Resident Kit & Business Directory - Actual costs is lower than budgeted.	7,000
Income from expiations issued under Fire and Emergency Service Act has been higher than budgeted.	6,000
Allied Food Industries Land Supply Study & Northern Food Bowl Protection Areas - Development Plan Amendment is no longer being undertaken within the new planning system.	5,948
Number of volunteer training programs that were budgeted for the first half of the financial year had to be cancelled due to COVID-19 resulting budget savings.	3,000
Other minor favourable budget adjustments.	9,313
Total favourable budget variances	183,348
Net Favourable Budget Variances	8,398

Operating Project Progress as at 31 December 2020

Figure 1 below shows the progress of the operating project program. At the end of December 2020, Council has spent 32% of the operating project budget of \$2,001,892. While there are no expenses recorded for number of the operating projects, those projects are currently underway and Council has not yet received invoices for the work completed.

Drought Communities Program round 1 and 2 is has been completed (awaiting invoices for one DCP 2 project and capital project under DCP 2 has a due date of 31 March 2021) by 31 December 2020. Year-to-date December 2020 progress update of the 2020/2021 operating project budget is contained in Attachment 1.

Figure 1: Operating Project Progress (YTD December) - \$'000



Capital Project Budget

Council adopted a Capital Budget expenditure of \$3,975,547 for the 2020/2021 financial year, which comprised of;

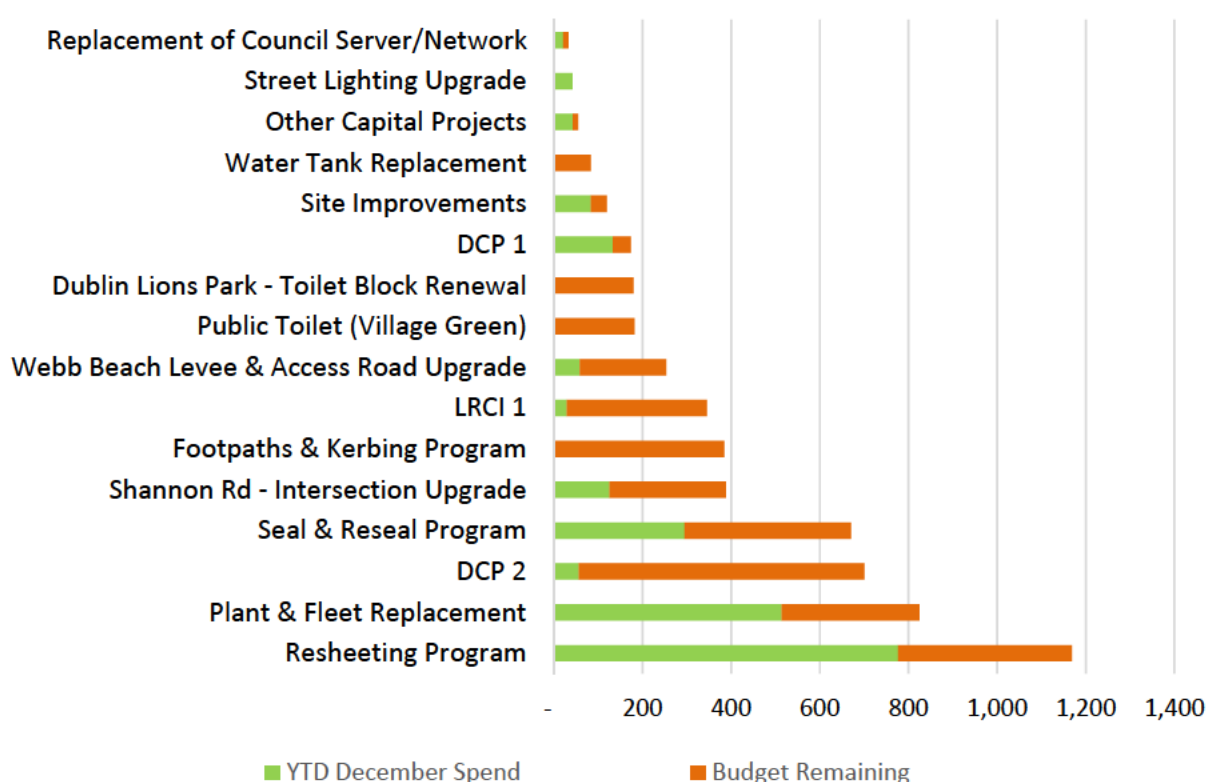
- new/upgraded capital expenditure of \$1,386,459; and
- assets renewal budget of \$2,589,088.

Following the First Budget Update, the total Capital expenditure budget was increased by \$1,625,776 to \$5,601,323 mainly due to carry over projects from last financial year.

Capital Project Progress as at 31 December 2020

At the end of December, \$2,169,223 has been spent capital projects which is 39% of total First Budget Update Capital Project budget of \$5,601,323. While some projects are to commence in early 2021, there are no expenses for some of the Capital Projects as those projects are currently either at planning or tendering stage. A detailed project progress report is contained in **Attachment 2**. Following graph shows actual capital expenditure from July to December compared to the budget approved (Following First Budget Update) by the Council.

Figure 2: Capital Project Progress (YTD December) - \$'000



Mid-Year Budget Review has identified three (3) changes to the existing capital programme which have resulted in the increase of capital budget by \$1,561,489 to \$7,162,812. Year-to-date December 2020 progress update of the capital project is contained in **Attachment 2**.

Table 2: Capital Project Budget Changes - Mid-Year Budget Review - December 2020 (\$)

Changes in Capital Project Budget	Amount
Dublin Saleyard Access Upgrade Project*	1,073,000
Local Road and Community Infrastructure Program (Round 2) *	470,489
Replace fuel tank at the Two Wells Depot. Fuel tank at the Two Wells Depot is not compliance and need to be replaced	18,000
Total Capital Budget Changes following Mid-Year Budget Review	(1,561,489)

* 100% funded by government grant

Financial Performance for the July-December Period

Following table shows Council's actual financial performance for the first six (6) months of the financial year compared to the Adopted Budget and Mid-Year Budget Review. Accordingly, Council is on track to achieve its income and expenditure forecasts for 2020/2021 Financial Year.

Table 3: Statement of Comprehensive Income for the month ending 31 December 2020

Description	2020/2021 Adopted Budget	2020/2021 Mid-Year Budget Review	YTD December 2021 Actual	Actual as a % of Mid- Year Budget Review
Income				
Rates	10,633,050	10,633,050	10,593,191	100
Statutory charges	409,638	483,643	374,038	77
User charges	167,951	161,716	77,998	48
Grants, subsidies and contributions	2,190,299	2,600,685	1,398,817	54
Investment Income	2,652	2,652	608	23
Reimbursements	36,246	125,291	67,169	54
Other Income	111,734	23,734	36,858	155
Total Income	13,551,570	14,030,771	12,548,679	89
Expenses				
Employee Costs	5,305,435	5,266,840	2,534,767	48
Materials, contracts and other services	5,135,490	6,274,732	2,499,948	40
<i>Including legal expenditure</i>	<i>119,500</i>	<i>194,500</i>	<i>99,711</i>	<i>51</i>
Depreciation	2,781,422	2,781,422	1,349,922	49
Finance Costs	182,597	182,597	56,661	31
Share of operating loss from GRFMA	63,334	63,334	-	-
Total Expenses	13,468,278	14,568,925	6,441,297	44
Operating Surplus/(Deficit)	83,292	(538,154)	6,107,382	45

New short-term borrowings

In the adopted budget, Council approved new borrowings of \$451,928 (*Council resolution 2020/234*). Following the First Budget Update, it was estimated that in order to deliver the revised operating and capital budget, Council may be required to borrow additional short-term funding up to \$1,929,600 resulting total maximum short-term new borrowings of \$2,381,528 in 2020/2021 Financial year.

Mid-Year Budget Review has identified net cash outflow of \$9,602 and therefore updated maximum short-term new borrowings is \$2,391,130.

However, actual timing of the borrowings will be known depending on the progress of operating and capital project program during the year. As of 31 December 2020, Council didn't have short-term borrowings.

Updated Financial Statements

The budgeted Financial Statements as required by Regulation 9 (1) (b) and (2), detailing the revised forecast as a result of the Mid-Year Budget Review is contained in **Attachment 3**.

Conclusion

The Mid-Year Budget Review for the 2020/2021 financial year provides the opportunity to amend the 2020/2021 Adopted Budget, to reflect any changes in budget estimates based on audited results to 30 June 2020 and the first six (6) months results to 31 December 2020.

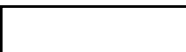
References

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



Project Name	Adopted Budget	Total Budget Following Q1 Budget	Q2 Budget Change	Total Budget Following Q2 Budget	YTD December Actual Spend	Available to Spend	Project Commenced (Y/N)	If not commenced, when will be commenced?	Project Completed (Y/N)	If not completed, when will be completed?	Comment
Allied Food Industries Land Supply Study & Northern Food Bowl Protection Areas DPA	-	5,948	(5,948)	-	-	5,948	Yes	N/A	No	Jun-21	DPA is no longer being undertaken within the new planning system
Installation of single lane roundabout	-	500,000		500,000	-	500,000	Yes	N/A	No	be confirmed	Potential carry over to 2021/2022 FY
Dublin Toilet Block (Sceptic Upgrade)		10,000		10,000	-	10,000	Yes	N/A	No	Jun-21	In progress
SA Planning Transition Collaboration	-	14,137		14,137	-	14,137	Yes	N/A	No	Mar-21	In progress
Two Wells Main Street Upgrade – Detailed design work	-	142,000		142,000	76,539	65,461	Yes	N/A	No	Jun-21	In progress
Relocation - AP Kennel & Obedience Club		145,770		145,770	92,495	53,275	Yes	N/A	No	Jan-21	In progress
TW Storm. Mgt. Plan Sout. Levee Design - 2018/2019		5,125		5,125	870	4,255	Yes	N/A	No	Dec-20	Work has been completed. Awaiting final invoice from the consultant
Relocation - TW Trotting Club		40,000		40,000	5,829	34,171	Yes	N/A	No	Jun-21	In progress
Tourism (Economic Development) Strategy		35,700		35,700	5,500	30,200	Yes	N/A	No	Jun-21	In progress
Undertake Heritage Study in Council areas		20,000		20,000	-	20,000	Yes	N/A	No	Jun-21	Going out for select tender in February
New Residents Kits/Business & Community Directory		22,000	(7,000)	15,000	-	22,000	Yes	N/A	No	Jun-21	Contract under negotiation
Wasleys Bridge Maintenance		215,000		215,000	7,927	207,073	Yes	N/A	No	Jun-21	Design work is being undertaken.
Develop APC Cemetery Plan		10,000		10,000	-	10,000	No	Mar-21	No	Jun-21	Consultant is to be engaged from end of March
Northern Adelaide Plains Business Policy.	-	24,450	(24,450)	-	-	24,450	N/A	N/A	N/A	N/A	The progression of NAIS pipeline and irrigated horticulture projects is a key discussion point with the Adelaide Plains Business Advisory Group which is supported by Council staff. Consultant funds identified in this project bid are no longer required.
Regional/APC Disability Access and Inclusion	-	15,000		15,000	557	14,443	Yes	N/A	No	Jun-21	Plan has been prepared and endorsed by Council. Expenditure on physical infrastructure is yet to be confirmed.
Review of Council Strategic Plan 2020-2024		1,025		1,025	5,055	(4,030)	Yes	N/A	No	Jun-21	Final draft Strategic Plan discussed at the Strategic Planning Forum on 12 November
Hart Reserve Master Plan Development		9,800		9,800	-	9,800	Yes	N/A	No	Jun-21	Initial public consultation to commence February 2021
Two Wells Bowling Club (DCP 1)		58,890		58,890	49,585	9,305	Yes	N/A	Yes	N/A	
Dublin Cricket Club - Clubroom upgrade (DCP 1)		75,000		75,000	70,503	4,497	Yes	N/A	Yes	N/A	
Mental Health Workshop (DCP 1)		3,696		3,696	1,755	1,941	Yes	N/A	Yes	N/A	
Drought Communities Programme - Final Community Even (DCP 1)		1,500		1,500	1,345	155	Yes	N/A	Yes	N/A	
Mallala Campsite Development (DCP 1)		5,597		5,597	15,298	(9,701)	Yes	N/A	Yes	N/A	
Thompson Beach Clubroom Redevelopment (DCP 1)		27,254		27,254	32,993	(5,739)	Yes	N/A	Yes	N/A	
Economic Development Initiatives	50,000	50,000	(40,000)	10,000	5,600	44,400	Yes	N/A	No	Jun-21	
Establish a horse float parking area in Parham(Council resol	50,000	50,000		50,000	-	50,000	Yes	N/A	No	Jun-21	Potential carry over due to land access and approval
Mallala Office underpinning	25,000	25,000		25,000	21,982	3,018	Yes	N/A	Yes	N/A	
Feasibility Study - Lewiston Drainage	40,000	40,000		40,000	-	40,000	No	Feb-21	No	Jun-21	Initial investigated completed. Report is to be provided for the I&E Committee
Parham Community Emergency Management Plan	30,000	30,000		30,000	-	30,000	No	Mar-21	No	Jun-21	Consultant is to be engaged from end of March
Middle Beach boat ramp investigation and remediation	44,000	44,000		44,000	-	44,000	Yes	N/A	No	Jun-21	In progress
Two Wells Resource Recovery Centre - Bin Retaining Wall/C	25,000	25,000		25,000	1,818	23,182	Yes	N/A	No	Jun-21	In progress
Representation Review	20,000	20,000		20,000	-	20,000	Yes	N/A	No	Jun-21	In progress
Animal Management Plan Review	10,000	10,000		10,000	-	10,000	No	Mar-21	No	Jun-21	Consultant is to be engaged from end of March
Prudential Review of office accommodation	10,000	10,000		10,000	-	10,000	Yes	N/A	No	Jun-21	In progress
Review of Rating Structure	10,000	10,000		10,000	-	10,000	Yes	N/A	No	Jun-21	In progress
Mallala Bowling Club (DCP 2)	30,000	30,000		30,000	29,729	271	Yes	N/A	Yes	N/A	
Two Wells Golf Club (DCP 2)	30,400	30,400		30,400	26,231	4,169	Yes	N/A	Yes	N/A	
Clara Harniman - Adelaide Plains Equestrian Club (DCP 2)	29,300	29,300		29,300	26,522	2,778	Yes	N/A	Yes	N/A	
Dublin Native Vegetation (DCP 2)	25,000	25,000		25,000	17,495	7,505	Yes	N/A	Yes	N/A	
Mallala RSL (DCP 2)	32,000	32,000		32,000	30,415	1,585	Yes	N/A	Yes	N/A	
Two Wells Tennis Club (DCP 2)	89,200	89,200		89,200	67,000	22,200	Yes	N/A	No	Feb-21	In progress
Port Parham Interpretative centre (DCP 2)	29,100	29,100		29,100	16,857	12,243	Yes	N/A	Yes	N/A	
WIFI for Four (4) Townships (DCP 2)	25,000	25,000		25,000	27,854	(2,854)	Yes	N/A	Yes	N/A	
United Football (DCP 2)	10,000	10,000		10,000	10,000	-	Yes	N/A	Yes	N/A	
Crown land Two Wells	-	-	20,000	20,000	-	-	Yes	N/A	No	Jun-21	In progress
Economic Zones	-	-	20,000	20,000	-	-	Yes	N/A	No	Jun-21	In progress
	614,000	2,001,892	(37,398)	1,964,494	647,754	1,354,138					

CAPITAL PROJECT PROGRESS REPORT 2020-2021 - DECEMBER 2020

Project Name	Adopted Budget	Total Budget Following Q1 Budget	Q2 Budget Change	Total Budget Following Q2 Budget	YTD December Actual Spend	Available to Spend	Project Commenced (Y/N)	If not commenced, when will be commenced?	Project Completed (Y/N)	If not completed, when will be completed?	Comment
Two Wells Cemetery - Cremation wall 50 Plots	-	35,844	-	35,844	36,850	(1,006)	Yes	N/A	Yes	N/A	Completed
Two Wells Library – Carpet, Sunscreen Blinds and Security Screen Door	-	5,153	-	5,153	8,000	(2,846)	Yes	N/A	Yes	N/A	Completed
Two Wells Old Council Chamber improvements	-	36,608	-	36,608	19,963	16,645	Yes	N/A	No	Jun-21	95% completed. Some minor works still to be completed.
Webb Beach Levee & Access Road Upgrade	-	253,787	-	253,787	58,612	195,175	Yes	N/A	No	Jun-21	In progress
Thompson Beach Foreshore - car park	-	34,401	-	34,401	46,491	(12,090)	Yes	N/A	No	Apr-21	Additional expenses of \$13,000 had to be incurred to clear native vegetation
New Public Toilet at the Village Green, Two Wells	-	182,179	-	182,179	2,715	179,464	Yes	N/A	No	Jun-21	In progress
Shannon Rd - Stage 2 Intersection Upgrade	-	388,532	-	388,532	125,611	262,922	Yes	N/A	No	Jun-21	In progress
Lewiston off-leash Dog Park (DCP 1)	-	103,130	-	103,130	91,072	12,058	Yes	N/A	No	Dec-20	In progress
Fleet Replacement	40,000	102,392	-	102,392	104,379	(1,987)	Yes	N/A	No	Oct-20	Completed
Plants and Equipment Replacement	352,000	722,478	18,000	740,478	409,316	331,162	Yes	N/A	No	Jun-21	In progress
Replacement of Council Server/Network Infrastructures	-	32,844	-	32,844	20,755	12,089	Yes	N/A	No	Jun-21	In progress
Two Wells Service Centre - Air Conditioner	3,000	3,000	-	3,000	4,017	(1,017)	Yes	N/A	Yes	N/A	Completed
Two Wells Main Street Upgrade (DCP 2)	700,000	700,000	-	700,000	56,317	643,683	Yes	N/A	No	Mar-21	In progress
Footpath - William Street (TWs) - Chapman Street to Elizabeth St	69,000	69,000	-	69,000	51	68,949	Yes	N/A	No	Mar-21	In progress
Footpath : Butler Street - Redbanks Rd to Irish Street	55,000	55,000	-	55,000	-	55,000	Yes	N/A	No	Mar-21	In progress
Footpath : Gameau Rd - Connection to Gawler Rd	11,000	11,000	-	11,000	-	11,000	Yes	N/A	No	Mar-21	In progress
Footpath/Kerbing/Reseal : Old PWR(TW)/Mall - TWs Rd/Gawler Rd	199,502	249,502	-	249,502	1,059	248,443	Yes	N/A	No	Mar-21	In progress
Street Lighting : Old PWField Rd/Gawler River Rd	40,000	40,000	-	40,000	42,500	(2,500)	Yes	N/A	No	Oct-20	Completed
Seal : Dawkins Rd/Bethesda Rd Intersection	70,000	70,000	-	70,000	-	70,000	No	Nov-20	No	Mar-21	Black Spot funding application submitted. If not successful project won't go ahead.
Pram Ramp renewal to DDA compliant	10,000	10,000	-	10,000	-	10,000	No	Nov-20	No	Dec-20	In progress
Reseal : Dawkins Rd - Old PWR to Judd Rd (R2R)	316,897	316,897	-	316,897	1,135	315,762	No	Nov-20	No	Feb-21	In progress
Reseal : Ruskin Rd – Bubner Rd to The Esplanade	224,353	224,353	-	224,353	293,253	(68,900)	Yes	Nov-20	No	Feb-21	Completed
Reseal : Aerodrome Rd – Carmel St to Mallala Raceway Gate	58,962	58,962	-	58,962	-	58,962	No	Nov-20	No	Jun-21	Potential carry over subject to the outcome of grant
Resheet : Raise Middle Beach Rd Height	55,000	55,000	-	55,000	-	55,000	No	Apr-21	No	Apr-21	Survey & engineer assessment is being carried out.
Resheet : Avon Rd - Council Boundary to Ridley Rd	133,008	133,008	-	133,008	132,498	510	Yes	N/A	Yes	N/A	Completed
Resheet : Brady Rd - Tank Rd to Fidge Rd	36,381	36,381	-	36,381	29,988	6,393	Yes	N/A	Yes	N/A	Completed
Resheet : Collins Rd - Farrelly Rd to Marshman Rd	61,818	61,818	-	61,818	48,195	13,623	Yes	N/A	Yes	N/A	Completed
Resheet : Daniel Rd - Long Plains Rd to End of Seal	40,231	40,231	-	40,231	30,258	9,973	Yes	N/A	Yes	N/A	Completed
Resheet : Day Rd - Germantown Rd to Humphrey Rd	104,004	104,004	-	104,004	81,904	22,100	Yes	N/A	Yes	N/A	Completed
Resheet : Frost Rd (Lower Light) - Big Rabbit Rd to Limerock Rd	136,327	136,327	-	136,327	2,606	133,721	No	Feb-21	No	Feb-21	In progress
Resheet : Gregor Rd - Boundary Rd to Aunger Rd North	70,359	70,359	-	70,359	53,932	16,427	Yes	N/A	Yes	N/A	Completed
Resheet : Hall Rd (Grace Plains) - Ross Rd to Broster Rd	57,511	57,511	-	57,511	50,647	6,864	Yes	N/A	Yes	N/A	Completed
Resheet : Johns Rd - Pederick Rd to Baker Rd	68,013	68,013	-	68,013	-	68,013	No	Mar-21	No	Apr-21	In progress
Resheet : Pederick Rd - Gawler River Rd to Johns Rd	26,189	26,189	-	26,189	90	26,099	No	Mar-21	No	Apr-21	In progress
Resheet : Powerline Rd - Dublin-Broster Rd & Hallion Rd-Tiller Rd (R2R)	268,734	268,734	-	268,734	235,357	33,377	Yes	N/A	Yes	N/A	Completed
Resheet : Slant Rd - Wild Horse Plains Rd to Lyons Rd	50,348	50,348	-	50,348	46,614	3,734	Yes	N/A	Yes	N/A	Completed
Resheet : Wasleys Rd - End of Seal to Davies Rd	60,492	60,492	-	60,492	64,103	(3,611)	Yes	N/A	Yes	N/A	Completed
Water Tank Replacement(Thomson/Webb/Middle/Parham)	83,000	83,000	-	83,000	-	83,000	Yes	Oct-20	No	Feb-21	In progress
Site Improvements - Mallala Oval	48,959	48,959	-	48,959	-	48,959	Yes	Oct-20	No	Mar-21	In progress
Dublin Lions Park - Toilet Block Renewal	180,000	180,000	-	180,000	-	180,000	Yes	N/A	No	Apr-21	In progress
Local Road and Community Infrastructure Program (Round 1)	345,459	345,459	-	345,459	29,305	316,154	Yes	Nov-20	No	Jun-21	In progress
Local Road and Community Infrastructure Program (Round 2)	-	-	470,489	470,489	-	470,489	No	Mar-21	No	Jun-21	Potential carry over. Awaiting Federal government approval
Dublin Saleyard Access Upgrade Project (Carslake Rd Reseal)	-	-	1,073,000	1,073,000	-	1,073,000	No	N/A	Yes	N/A	Awaiting funding agreement to be finalised. To be completed before 30 June 2020.
Solar & LED Lighting & Water Efficiencies (DCP 1)	-	70,428	-	70,428	41,630	28,798	Yes	N/A	No	Dec-20	Completed
	3,975,547	5,601,323	1,561,489	7,162,812	2,169,223	4,993,589					

ADELAIDE PLAINS COUNCIL
BUDGETED STATEMENT OF COMPREHENSIVE INCOME (\$)
FOR THE YEAR ENDED 30 JUNE 2021

	ADOPTED BUDGET 2020/2021	REVISED BUDGET FOLLOWING FIRST UPDATE	MID-YEAR BUDGET REVIEW CHANGES		REVISED BUDGET FOLLOWING MID- YEAR BUDGET REVIEW
			OPERATING PROJECTS	RECURRENT OPERATING	
INCOME					
Rates	10,633,050	10,633,050	-	-	10,633,050
Statutory charges	409,638	409,638	-	74,005	483,643
User charges	167,951	167,393	-	(5,677)	161,716
Grants, subsidies and contributions	1,590,299	1,724,674	-	(989)	1,723,685
Investment Income	2,652	2,652	-	-	2,652
Reimbursements	125,246	125,291	-	-	125,291
Other Income	22,734	23,734	-	-	23,734
Operating Project Income	300,000	877,000	-	-	877,000
Total Revenues	13,251,570	13,963,432	-	67,339	14,030,771
EXPENSES					
Employee Costs	5,304,635	5,266,840	-	-	5,266,840
Materials, contracts and other services	4,222,290	4,213,899	-	96,339	4,310,238
Depreciation, Amortisation & Impairment	2,781,422	2,781,422	-	-	2,781,422
Finance Costs	182,597	182,597	-	-	182,597
Share of loss - joint ventures & associates	63,334	63,334	-	-	63,334
Operating Project Expenses	614,000	2,001,892	(37,398)	-	1,964,494
Total Expenses	13,168,278	14,509,984	(37,398)	96,339	14,568,925
OPERATING SURPLUS / (DEFICIT)	83,292	(546,552)	37,398	(29,000)	(538,154)
Asset Disposal & Fair Value Adjustments	39,500	141,962	-	-	141,962
Amounts specifically for new or upgraded assets	1,045,459	1,269,017	1,543,489	-	2,812,506
Physical resources received free of charge	1,500,000	1,500,000	-	-	1,500,000
NET SURPLUS (DEFICIT)	2,668,251	2,364,427	1,580,887	(29,000)	3,916,314
Other Comprehensive Income					
Changes in revaluation Surplus	1,500,000	1,500,000	-	-	1,500,000
TOTAL OTHER COMPREHENSIVE INCOME	1,500,000	1,500,000	-	-	1,500,000
TOTAL COMPREHENSIVE INCOME	4,168,251	3,864,427	1,580,887	(29,000)	5,416,314

ADELAIDE PLAINS COUNCIL
BUDGETED BALANCE SHEET (\$)
AS AT 30 JUNE 2021

	ADOPTED BUDGET 2020/2021	REVISED BUDGET FOLLOWING FIRST UPDATE	MID-YEAR BUDGET REVIEW CHANGES		REVISED BUDGET FOLLOWING MID- YEAR BUDGET REVIEW
			OPERATING PROJECTS	RECURRENT OPERATING	
ASSETS					
Current Assets					
Cash and cash equivalents	306,452	306,452	-	-	306,452
Trade & other receivables	1,030,893	1,030,893	-	-	1,030,893
Inventories	153,868	153,868	-	-	153,868
Total Current Assets	1,491,214	1,491,214	-	-	1,491,214
Non-current Assets					
Equity accounted investments in Council businesses	5,991,205	5,991,205	-	-	5,991,205
Infrastructure, Property, Plant & Equipment	124,606,881	126,232,657	1,561,489	-	127,794,146
Other Non-current Assets	13,662	13,662	-	-	13,662
Total Non-current Assets	130,611,748	132,237,524	1,561,489	-	133,799,013
Total Assets	132,102,962	133,728,738	1,561,489	-	135,290,227
LIABILITIES					
Current Liabilities					
Trade & Other Payables	1,353,264	1,353,264	-	-	1,353,264
Borrowings	3,391,104	5,320,705	(19,398)	29,000	5,330,307
Provisions	1,008,691	1,008,691	-	-	1,008,691
Total Current Liabilities	5,753,059	7,682,660	(19,398)	29,000	7,692,262
Non-current Liabilities					
Long-term Borrowings	1,790,124	1,790,124	-	-	1,790,124
Long-term Provisions	219,683	219,683	-	-	219,683
Total Non-current Liabilities	2,009,807	2,009,807	-	-	2,009,807
Total Liabilities	7,762,866	9,692,466	(19,398)	29,000	9,702,068
NET ASSETS	124,340,096	124,036,272	1,580,887	(29,000)	125,588,159
EQUITY					
Accumulated Surplus	31,352,904	31,049,080	1,580,887	(29,000)	32,600,967
Asset Revaluation Reserve	90,743,580	90,743,580	-	-	90,743,580
Other Reserves	2,243,612	2,243,612	-	-	2,243,612
TOTAL EQUITY	124,340,096	124,036,273	1,580,887	(29,000)	125,588,159

ADELAIDE PLAINS COUNCIL
BUDGETED STATEMENT OF CHANGES IN EQUITY (\$)
FOR THE YEAR ENDED 30 JUNE 2021

	ADOPTED BUDGET 2020/2021	REVISED BUDGET FOLLOWING FIRST UPDATE	MID-YEAR BUDGET REVIEW CHANGES		REVISED BUDGET FOLLOWING MID- YEAR BUDGET REVIEW
			OPERATING PROJECTS	RECURRENT OPERATING	
ACCUMULATED SURPLUS					
Balance at end of previous reporting period	28,684,653	28,684,653	-	-	28,684,653
Net Result for Year	2,668,251	2,364,427	1,580,887	(29,000)	4,220,138
Balance at end of period	31,352,904	31,049,080	1,580,887	(29,000)	32,904,791
ASSET REVALUATION RESERVE					
Balance at end of previous reporting period	89,243,580	89,243,580	-	-	89,243,580
Gain on revaluation of infrastructure, property, plant & equipment	1,500,000	1,500,000	-	-	1,500,000.0
Balance at end of period	90,743,580	90,743,580	-	-	90,743,580
OTHER RESERVES					
Balance at end of previous reporting period	2,243,612	2,243,612	-	-	2,243,612
Balance at end of period	2,243,612	2,243,612	-	-	2,243,612
TOTAL EQUITY AT END OF REPORTING PERIOD	124,340,096	124,036,273	1,580,887	(29,000)	125,891,983

ADELAIDE PLAINS COUNCIL
BUDGETED CASH FLOW STATEMENT (\$)
FOR THE YEAR ENDED 30 JUNE 2021


	ADOPTED BUDGET 2020/2021	REVISED BUDGET FOLLOWING FIRST UPDATE	MID-YEAR BUDGET REVIEW CHANGES		REVISED BUDGET FOLLOWING MID- YEAR BUDGET REVIEW
			OPERATING PROJECTS	RECURRENT OPERATING	
CASH FLOWS FROM OPERATING ACTIVITIES					
<u>Receipts</u>					
Rates	10,633,050	10,633,050	-	-	10,633,050
Statutory charges	409,638	409,638	-	74,005	483,643
User charges	167,951	167,393	-	(5,677)	161,716
Grants, subsidies and contributions	2,652	579,652	-	-	579,652
Investment Income	2,190,299	2,324,674	-	(989)	2,323,685
Reimbursements	125,246	125,291	-	-	125,291
Other Income	22,734	23,734	-	-	23,734
<u>Payments</u>					
Employee Costs	(5,304,635)	(5,266,840)	-	-	(5,266,840)
Materials, contracts and other services	(5,136,290)	(6,515,791)	37,398	(96,339)	(6,574,732)
Finance payments	(182,597)	(182,597)	-	-	(182,597)
Net Cash provided by (or used in) Operating Activities	2,928,048	2,298,204	37,398	(29,000)	2,306,602
CASH FLOWS FROM INVESTING ACTIVITIES					
<u>Receipts</u>					
Grants specifically for new or upgraded assets	1,045,459	1,269,017	1,543,489	-	2,812,506
Sale of replaced assets	39,500	141,962	-	-	141,962
<u>Payments</u>					
Expenditure on renewal/replacement of assets	(2,589,088)	(3,061,512)	(18,000)	-	(3,079,512)
Expenditure on new/upgraded assets	(1,386,459)	(2,539,811)	(1,543,489)	-	(4,083,300)
Net Cash provided by (or used in) Investing Activities	(2,890,588)	(4,190,345)	(18,000)	-	(4,208,345)
CASH FLOWS FROM FINANCING ACTIVITIES					
<u>Receipts</u>					
Proceeds from Borrowings	451,927	2,381,528	(19,398)	29,000	2,391,130
<u>Payments</u>					
Repayments of Borrowings	(489,387)	(489,387)	-	-	(489,387)
Net Cash provided by (or used in) Financing Activities	(37,460)	1,892,141	(19,398)	29,000	1,901,743
Net Increase (Decrease) in cash held	-	-	-	-	-
Cash & cash equivalents at beginning of period	306,452	306,452	-	-	306,452
Cash & cash equivalents at end of period	306,452	306,452	-	-	306,452

ADELAIDE PLAINS COUNCIL
BUDGETED UNIFORM PRESENTATION OF FINANCES (\$)
FOR THE YEAR ENDED 30 JUNE 2021

	ADOPTED BUDGET 2020/2021	REVISED BUDGET FOLLOWING FIRST UPDATE	MID-YEAR BUDGET REVIEW CHANGES		REVISED BUDGET FOLLOWING MID- YEAR BUDGET REVIEW
			OPERATING PROJECTS	RECURRENT OPERATING	
Operating Revenues	13,251,570	13,963,432	-	67,339	14,030,771
<i>less Operating Expenses</i>	<i>(13,168,278)</i>	<i>(14,509,984)</i>	<i>37,398</i>	<i>(96,339)</i>	<i>(14,568,925)</i>
Operating Surplus / (Deficit) before Capital Amounts	83,292	(546,552)	37,398	(29,000)	(538,154)
<i>less Net Outlays on Existing Assets</i>					
Capital Expenditure on renewal and replacement of Existing Assets	2,589,088	3,061,512	18,000	-	3,079,512
<i>less Depreciation, Amortisation and Impairment</i>	<i>(2,781,422)</i>	<i>(2,781,422)</i>	-	-	<i>(2,781,422)</i>
<i>less Proceeds from Sale of Replaced Assets</i>	<i>(39,500)</i>	<i>(141,962)</i>	-	-	<i>(141,962)</i>
	(231,834)	138,128	18,000	-	156,128
<i>less Net Outlays on New and Upgraded Assets</i>					
Capital Expenditure on New and Upgraded Assets (including investment property & real estate developments)	1,386,459	2,539,811	1,543,489	-	4,083,300
<i>less Amounts received specifically for New and Upgraded Assets</i>	<i>(1,045,459)</i>	<i>(1,269,017)</i>	<i>(1,543,489)</i>	-	<i>(2,812,506)</i>
	341,000	1,270,794	-	-	1,270,794
Net Lending / (Borrowing) for Financial Year	(25,874)	(1,955,475)	19,398	(29,000)	(1,965,077)

ADELAIDE PLAINS COUNCIL
BUDGETED FINANCIAL INDICATORS
FOR THE YEAR ENDED 30 JUNE 2021

	ADOPTED BUDGET 2020/2021	REVISED BUDGET FOLLOWING FIRST UPDATE	MID-YEAR BUDGET REVIEW CHANGES		REVISED BUDGET FOLLOWING FIRST BUDGET UPDATE
			OPERATING PROJECTS	RECURRENT OPERATING	
<i>Financial Indicators calculated in accordance with Information Paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program</i>					
Operating Surplus Ratio <u>Operating Surplus</u> Total Operating Revenue	1	(4)			(4)
This ratio expresses the operating surplus as a percentage of total operating revenue. <i>Target : 0% average over long term</i>					
Net Financial Liabilities Ratio <u>Net Financial Liabilities</u> Total Operating Revenue	49	60			60
Net Financial Liabilities are defined as total liabilities less financial assets. These are expressed as a percentage of total operating revenue. <i>Target : Greater than 0% but no more than 100% on average over long term</i>					
Asset Sustainability Ratio <u>Net Asset Renewals</u> Infrastructure & Asset Management Plan required expenditure	100	115			115
Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new acquisition of additional assets. <i>Target : Greater than 90% but less than 110% on average over long term</i>					

	15.1	Council Resolutions – Status Report
	Department: Report Author:	Governance and Executive Office Acting General Manager – Governance and Executive Office
Date: 22 February 2021	Document Ref:	D21/7640

OVERVIEW

The purpose of this report is to provide an update in relation to the status of Council Resolutions currently being actioned, for Council Members' information and monitoring.

Attachment 1 provides the status of Council Resolutions that have not yet been finalised for the period February 2019 to December 2020. Previously outstanding items that have been finalised since the last report to Council are included by way of update. The Council Resolutions for January 2021 and February 2021 are provided, in full, for Council Members' information.

Management acknowledges the efficiencies afforded to both Council Members and staff by regular reporting and monitoring of the status of Council Resolutions. The practice of providing transparent updates also facilitates performance monitoring and builds confidence.

RECOMMENDATION

“that Council, having considered Item 15.1 – *Council Resolutions - Status Report*, dated 22 February 2021, receives and notes the report.”

Attachments

1. Resolution Status Report

References

Legislation

Local Government Act 1999 (SA)

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

Resolution Register - January 2021 - All						
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Agenda, Completed')	Responsible Department
27-Jan-21	2.1	Confirmation of Minutes	"that the minutes of the Ordinary Council Meeting held on 14 December 2020 (MB Folios 17265 to 17277 inclusive), be accepted as read and confirmed."		Completed	Governance and Executive Office
27-Jan-21	9	Motion Without Notice	"that the Chief Executive Officer contact all relevant government agencies and stakeholder groups with a view of facilitating a community forum that seeks to address escalating trends associated with public nuisance/public safety throughout the Council area."		Ongoing. Management is currently making enquiries with relevant stakeholder groups to ascertain interest and participation in any such forum.	Development and Community
27-Jan-21	12.1	Committee Meeting	"that Council receives and notes the minutes of the Adelaide Plains Council Historical Committee meeting held on 8 December 2020."		Completed	Development and Community
27-Jan-21	12.2	Committee Meeting	"that Council receives and notes the minutes of the Infrastructure and Environment meeting held 14 December 2020."		Completed	Infrastructure and Environment
27-Jan-21	12.2	Committee Meeting	"that Council endorses resolution 2020/038 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to continue to pursue an Infrastructure Agreement with the developer to detail the required infrastructure upgrades, being: • upgrade to the existing portion of Wheller Road - 10m wide pavement with a 7.5m 14/7 two-coat spray seal and drainage swales on both sides of the road with 100% of cost borne by developer."		Negotiations ongoing	Infrastructure and Environment
27-Jan-21	13.1	Gawler River Floodplain Management Authority Meeting	"that Council receives and notes the minutes of Gawler River Floodplain Management Authority Meeting held on 10 December 2020."		Completed	Governance and Executive Office
27-Jan-21	14.1	Appointment of Administration Deputy Board Member - GRFMA	"that Council, having considered Item 14.1 – Appointment of Administration Deputy Board Member – Gawler River Floodplain Management Authority, dated 27 January 2021, receives and notes the report and in doing so nominates Council's Acting General Manager – Governance and Executive Office, Ms Alyssa Denicola, as the Administration Deputy Board Member on the Gawler River Floodplain Management Authority until 30 December 2021."		Completed	Governance and Executive Office

27-Jan-21	14.2	Governance Advisory Panel - Independent Membership	<p>“that Council, having considered Item 14.2 – Governance Advisory Panel – Independent Membership, dated 27 January 2021, receives and notes the report and in doing so:</p> <p>1. Re-appoints the following independent members to Council’s Governance Advisory Panel for a duration of 12 months, from 23 February 2021 until 22 February 2022, in accordance with clause 3.1 of the Panel’s Terms of Reference:</p> <ul style="list-style-type: none"> • Isobel Redmond • Cimon Burke • Lachlan Miller; and <p>2. Acknowledges that, in accordance with Clause 4.1 of the Panel’s Terms of Reference, the Chief Executive Officer will re-appoint Isobel Redmond as the Panel Chairperson.”</p>		Completed	Governance and Executive Office
27-Jan-21	14.3	Community Engagement Forums in 2021 - COVID-19	<p>“that Council, having considered Item 14.3 – Community Engagement Forums in 2021 – COVID-19, dated 27 January 2021, receives and notes the report and acknowledges that, in consideration of the COVID-19 public health emergency and to ensure that the health and safety of the community, Council Members and staff remains Council’s priority, Council is unlikely to be in a position to hold the maximum of three (3) Community Engagement Forums in 2021 as would ordinarily be required under part 3.2 of Council’s Community Engagement Strategy.”</p>		Completed	Governance and Executive Office
27-Jan-21	14.4	2021 Local Government Association Ordinary General Meeting - Proposed Items of Business	<p>“that Council, having considered Item 14.4 – 2021 Local Government Association Ordinary General Meeting – Proposed Items of Business, dated 27 January 2021, receives and notes the report.”</p>		Completed	Governance and Executive Office
27-Jan-21	14.5	Input into Development of SAROC Annual Business Plan 2021-2022	<p>“that Council, having considered Item 14.5 – Input into Development of SAROC Annual Business Plan 2021-2022, dated 27 January 2021, receives and notes the report.”</p>		Completed	Governance and Executive Office
27-Jan-21	14.6	Feedback to Local Government Association - Electronic Attendance at Council Meetings and Informal Gatherings	<p>“that Council, having considered Item 14.6 – Feedback to Local Government Association – Electronic Attendance at Council Meetings and Informal Gatherings, dated 27 January 2021, receives and notes the report.”</p>		Completed	Governance and Executive Office

27-Jan-21	14.6	Feedback to Local Government Association - Electronic Attendance at Council Meetings and Informal Gatherings	"that Council, having considered Item 14.6 – Feedback to Local Government Association – Electronic Attendance at Council Meetings and Informal Gatherings, dated 27 January 2021, acknowledges the opportunity to provide feedback on the Local Government Association's (LGA) proposal to allow electronic attendance at council meetings and in doing so, instructs the Chief Executive Officer to advise the LGA that Council supports its proposal to allow electronic attendance at council meetings."		Completed	Governance and Executive Office
27-Jan-21	14.7	Adelaide Plains Council Strategic Plan 2021-2024	"that Council, having considered Item 14.7 – Adelaide Plains Council Strategic Plan 2021-2024, dated 27 January 2021 receives and notes the report and in doing so: 1. Acknowledges the extensive community engagement that Council undertook throughout the preparation of its draft Strategic Plan 2021-2024; 2. Acknowledges that public consultation has been undertaken on the draft Strategic Plan 2021-2024, and that three (3) submissions were received; and 3. Adopts the Adelaide Plains Council Strategic Plan 2021-2024 as presented in Attachment 2 to this Report."		Completed	Development and Community
27-Jan-21	14.8	Safe Environment for Children Policy and Working with Children Code of Conduct	"that Council, having considered Item 14.8 – Safe Environment for Children Policy and Working with Children Code of Conduct, dated 27 January 2021, receives and notes the report and in doing so: 1. Revokes the current Children and Vulnerable Persons Safety Policy as presented as Attachment 3 to this Report and 2. Adopts the Safe Environment for Children Policy as presented in Attachment 1 to this Report."		Completed	Development and Community
27-Jan-21	14.8	Safe Environment for Children Policy and Working with Children Code of Conduct	"that Council, having considered Item 14.8 – Safe Environment for Children Policy and Working with Children Code of Conduct, dated 27 January 2021, receives and notes the report and in doing so: 1. Revokes the current Children and Vulnerable Persons Code of Conduct as presented in Attachment 4 to this Report and 2. Adopts the Working with Children Code of Conduct as presented in Attachment 2 to this Report."		Completed	Development and Community
27-Jan-21	14.9	Adelaide Plains Council Historical Committee - Membership Appointment	"that Council, having considered Item 14.9 – Adelaide Plains Council Historical Committee – Membership Appointment, dated 27 January 2021, receives and notes the report and in doing so appoints Mr Allen Tiller to the Adelaide Plains Council Historical Committee until 1 January 2023."		Completed	Development and Community

27-Jan-21	14.10	State and Federal Funding Opportunities	<p>“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:</p> <p>1. Instructs the Chief Executive Officer to seek funding through the Building Better Regions Fund funding stream for the following projects:</p> <p>a) Parham Short Stay b) Recreational Trails c) Food and Business Festival</p> <p>2. Acknowledges that, subject to an offer of funding under the Building Better Regions Fund, Council’s estimated contribution of \$135,000 (being 50% of the total cost of the projects \$270,000) will be incorporated into the third quarter 2020/2021 budget revision.”</p>		Ongoing. Application will be submitted by/on 5 March 2021.	Infrastructure and Environment
27-Jan-21	14.10	State and Federal Funding Opportunities	<p>“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:</p> <p>1. Instructs the Chief Executive Officer to seek funding through the Open Space and Places for People funding stream for the following projects:</p> <p>a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek and</p> <p>Acknowledges that, subject to an offer of funding under the Open Space and Places for People, Council’s contribution of \$ ____ (being 50% of the total cost of the project/s \$ ____) will be incorporated into a future budget revision, or the 2021/2022 budget.”</p>	2021/019	Motion amended	Infrastructure and Environment
27-Jan-21	14.10	Amendment to motion 2021/019	<p>“delete the words ‘a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek’ and insert the words ‘to complete the remaining elements of the Two Wells Main Street Masterplan’ and at paragraph 2 insert to delete the words ‘\$1.5mil’ as Council’s contribution and ‘\$3mil’ as the total cost of the project.”</p>	2021/020	N/A	Infrastructure and Environment
27-Jan-21		Extension	<p>“that the meeting be extended by 30 minutes.”</p>	2021/021	Completed	Governance and Executive Office
27-Jan-21	14.10	Amendment to motion 2021/019	<p>“delete the words ‘a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek’ and insert the words ‘to complete the remaining elements of the Two Wells Main Street Masterplan’ and at paragraph 2 insert ‘\$1.5mil’ as Council’s contribution and ‘\$3mil’ as the total cost of the project.”</p>	2021/020	Lapsed for want of a seconder	Infrastructure and Environment
27-Jan-21	14.10	Amendment to motion 2021/019	<p>“delete the words ‘a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek’ and insert the words ‘1. Two Wells Oval and 2. Two Wells and Mallala Oval’ and at paragraph 2 insert \$100,000 as the Council’s contribution and \$200,000 as the total cost of the projects.”</p>	2021/022	N/A	Infrastructure and Environment
27-Jan-21	14.10	The mover varied the Amendment	<p>“delete the words ‘a) Linear Park for Gawler River b) Improvements to Playground at Lewiston c) Western side of Salt Creek’ and insert the words ‘Two Wells Oval and Mallala Oval Masterplan’ and at paragraph 2 insert \$100,000 as the Council’s contribution and \$200,000 as the total cost of the project.”</p>	2021/022	N/A	Infrastructure and Environment

27-Jan-21	14.10	Motion 2021/019 As Amended	<p>“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to seek funding through the Open Space and Places for People funding stream for the following project: Two Wells Oval and Mallala Oval Masterplan and 2. Acknowledges that, subject to an offer of funding under the Open Space and Places for People, Council’s contribution of \$100,000 (being 50% of the total cost of the project \$200,000) will be incorporated into a future budget revision, or the 2021/2022 budget.” 	2021/019	Ongoing. Application will be submitted by/on 19 February 2021.	Infrastructure and Environment
27-Jan-21	14.10	State and Federal Funding Opportunities	<p>“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to seek funding through the Local Government Infrastructure Partnership funding stream for the following projects: <ol style="list-style-type: none"> a) Cheek Road b) Barabba Road c) Middle Beach Road and 2. Acknowledges that, subject to an offer of funding under the Local Government Infrastructure Partnership, Council’s estimated contribution of \$2,015,000 (being 50% of the total cost of the projects \$4,030,000) will be incorporated into a future budget revision, or the 2021/2022 budget.” 	2021/023	Completed	Infrastructure and Environment
27-Jan-21	14.10	State and Federal Funding Opportunities	<p>“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021 determines the allocation of \$470,489 funding under the Local Roads and Community Infrastructure Program Extension funding stream as follows:</p> <ol style="list-style-type: none"> 1. Coats Road and 2. Remainder of the money invested into Buckland Park Road subject to approval by the Federal Government.” 	2021/024	Motion Refused	Infrastructure and Environment
27-Jan-21	14.10	State and Federal Funding Opportunities	<p>“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Acknowledges that Adelaide Plains Council has been offered \$470,489 under the Local Roads and Community Infrastructure (LRCI) Program Extension funding stream and 2. Takes this opportunity to express its sincere thanks and gratitude to the Australian Government for the support and financial assistance being provided to the Adelaide Plains Community.” 	2021/025	Completed	Infrastructure and Environment

27-Jan-21	14.10	State and Federal Funding Opportunities	“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, determines the allocation of \$470,489 funding under the Local Roads and Community Infrastructure Program Extension funding stream to Aerodrome Road, subject to approval by the Federal Government.”	2021/026	Motion amended	Infrastructure and Environment
27-Jan-21	14.10	Amendment	“insert the words ‘1. Coats Road and 2.’ before the word ‘Aerodrome’.”	2021/027	Completed	Infrastructure and Environment
28-Jan-21	14.10	The mover varied the Amendment	“delete the words ‘Aerodrome Road’ and insert the words ‘Coats Road at an estimated cost of \$376,000, mindful that further resolutions will follow at the February 2021 meeting of Council in relation to apportioning the balance of \$94,489’.”	2021/027	Amendment Carried	Infrastructure and Environment
28-Jan-21	14.10	Motion 2021/026 As Amended	“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021 determines the allocation of \$470,489 funding under the Local Roads and Community Infrastructure Program Extension funding stream towards Coats Road at an estimated cost of \$376,000, mindful that further resolutions will follow at the February 2021 meeting of Council in relation to apportioning the balance of \$94,489’.”	2021/026	Agenda - 22 February 2021	Infrastructure and Environment
28-Jan-21	14.10	State and Federal Funding Opportunities	“that Council, having considered Item 14.10 – State and Federal Funding Opportunities, dated 27 January 2021, receives and notes the report and in doing so: 1. Instructs the Chief Executive Officer to seek funding through the Local Government Infrastructure Partnership funding stream for the Aerodrome Road project and 2. Acknowledges that, subject to an offer of funding under the Local Government Infrastructure Partnership, Council’s estimated contribution of \$325,000 being 50% of the total cost of the project \$650,000 will be incorporated into a future budget revision, or the 2021/2022 budget.”	2021/028	Completed	Infrastructure and Environment
28-Jan-21	14.11	Infrastructure and Environment Committee - Terms of Reference	“that Council, having considered Item 14.11 – Infrastructure and Environment Committee – Terms of Reference, dated 27 January 2021, receives and notes the report and in doing so, adopts the Infrastructure and Environment Committee Terms of Reference presented at Attachment 1 to this report.”	2021/029	Completed	Infrastructure and Environment
28-Jan-21	14.12	Donaldson Road - Twl Wells	“that Council, having considered Item 14.12 – Donaldson Road – Two Wells, dated 27 January 2021 receives and notes the report and in doing so, endorses that a portion of Donaldson Road (D112594 Lot 53 to Elizabeth Street) is renamed to Longview Road.”	2021/030	Ongoing	Infrastructure and Environment
28-Jan-21	14.13	Infrastructure and Environment Committee	“that Council endorses resolution 2020/026 of the Infrastructure and Environment Committee and in doing so adopts the draft Verge Landscaping and Maintenance Guidelines as presented as Attachment 1 to this Report.”	2021/031	Completed	Infrastructure and Environment

28-Jan-21	14.14	2021/2022 Annual Business Plan, Budget and Long Term Financial Plan	<p>“that Council, having considered Item 14.14 – 2021/2022 Annual Business Plan, Budget and 2022 – 2031 Long Term Financial Plan Development Framework, dated 27 January 2021, receives and notes the report and in doing so:</p> <p>1. Endorses the schedule set out in Table 2 within this Report as the process to be undertaken in the preparation of the 2021/2022 Annual Business Plan, 2021/2022 Budget and the review of 10-Year Long Term Financial Plan, subject to any date changes that the Chief Executive Officer determines necessary and</p> <p>2. Endorse the following budget parameters and assumptions for the purpose of preparing the draft 2021/2022 Annual Business Plan and Budget:</p> <ul style="list-style-type: none"> • Rates modelling based on 1.25% increase in average existing rates (subject to the outcome of the Rates Review) • The Recurrent Operating Budget be prepared based on “business as usual” basis; • Maximum Material, Contracts and Other Expenses cost escalation be set at 1.25% in the absence of any other reliable way of estimating such expenses; • Salaries and wages to be determined as per the outcome of the Enterprise Bargaining Agreement negotiations and additional budget bids for labour resourcing; • Fees and charges not set by legislation and decided by the Council be increased by 1.25% as a minimum; • New Capital Projects to be considered and approved within the constraints of the LTFFP; • New services and one off projects to be funded through Rate Revenue increases or by expenditure savings; • New capital projects are funded through a mixture of rate increases, expenditure savings, new grant funding and long term borrowings; and • Council will continue to review its operations to identify costs savings and productivity improvements.” 	2021/032	Completed	Finance and Business
28-Jan-21	15.1	Council Resolutions - Status Report	“that Council, having considered Item 15.1 – Council Resolutions – Status Report, dated 27 January 2021, receives and notes the report.”	2021/033	Completed	Governance and Executive Office
28-Jan-21	15.2	Two Wells Village Green - Monthly Report	“that Council, having considered Item 15.2 – Two Wells Village Green – Monthly Report – January 2021, dated 27 January 2021 receives and notes the report.”	2021/034	Completed	Infrastructure and Environment
28-Jan-21	15.3	Drought Communities Programme - Monthly Report	“that Council, having considered Item 15.3 – Drought Communities Programme – Monthly Report – January 2021, dated 27 January 2021 receives and notes the report.”	2021/035	Completed	Development and Community
28-Jan-21	15.4	Planning Reform Update - January 2021	“that Council, having considered Item 15.4 – Planning Reform Update – January 2021, dated 27 January 2021, receives and notes the report.”	2021/036	Completed	Development and Community
28-Jan-21	15.5	GRFMA Projects	“that Council, having considered Item 15.5 – Gawler River Floodplain Management Projects – State Government Budget Commitment, dated 27 January 2021, receives and notes the report.”	2021/037	Completed	Governance and Executive Office
28-Jan-21	15.6	Light & APC Region Economic Development Authority - Regional Subsidiary Charter	“that Council, having considered Item 15.6 – Light & Adelaide Plains Region Economic Development Authority – Regional Subsidiary Charter, dated 27 January 2021, receives and notes the report.”	2021/038	Completed	Governance and Executive Office
28-Jan-21	15.7	Mallala and District Lions Club - Request to Relocate to the Mallala Camp	“that Council, having considered Item 15.7 – Mallala and District Lions Club – Request to Relocate to the Mallala Camp Ground, dated 27 January 2021 receives and notes the report.”	2021/039	Completed	Development and Community

28-Jan-21	15.8	Library and Community Services - Quarterly Report	"that Council, having considered Item 15.8 – Library and Community Services – Quarterly Report – October to December 2020, dated 27 January 2021, receives and notes the report."	2021/040	Completed	Development and Community
28-Jan-21	15.9	Aerodrome Road Reseal/Upgrade Options	"that Council, having considered Item 15.9 – Aerodrome Road Reseal/Upgrade Options, dated 27 January 2021, receives and notes the report."	2021/041	Completed	Infrastructure and Environment
28-Jan-21	15.10	Projects Expected to be Carried Over to the 2021/2022 Financial Year	"that Council, having considered Item 15.10 – Projects Expected to be Carry Over to 2021/2022 Financial Year, dated 27 January 2021, receives and notes the report."	2021/042	Completed	Finance and Business
28-Jan-21	18.1	Motion on Notice	"that Item 14.4 – Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation, dated 26 October 2020 be lifted from the table."	2021/043	Completed	Development and Community
28-Jan-21	18.1	Motion on Notice	"that the Chief Executive Officer facilitate an informal gathering with Council Members in order to workshop Council's policy position in relation to short stay accommodation."	2021/044	Completed	Development and Community
28-Jan-21	21.1	Crown Land, Two Wells Update - January 2021	<p>"that:</p> <ol style="list-style-type: none"> 1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager – Development and Community, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.1 – Crown Land, Two Wells Update – January 2021; 2. Council is satisfied that pursuant to section 90(3)(b) of the Local Government Act 1999, Item 21.1 – Crown Land, Two Wells Update – January 2021 concerns commercial information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business, or to prejudice the commercial position of Council, being information relating to ongoing negotiations in relation to Crown Land at Two Wells; and 3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential." 	2021/045	Completed	Governance and Executive Office
28-Jan-21	21.1	Crown Land, Two Wells Update - January 2021	"that Council, having considered Item 21.1 – Crown Land, Two Wells Update – January 2021 dated 27 January 2021, receives and notes the report."	2021/046	Completed	Governance and Executive Office
28-Jan-21	21.1	Crown Land, Two Wells Update - January 2021	<p>"that Council, having considered the matter of Item 21.1 – Crown Land, Two Wells Update – January 2021 in confidence under sections 90(2) and 90(3)(b) of the Local Government Act 1999, resolves that:</p> <ol style="list-style-type: none"> 1. The report pertaining to Item 21.1 – Crown Land, Two Wells Update – January 2021 confidential and not available for public inspection until further order of the Council; 2. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and 3. Pursuant to section 91(9)(c) of the Local Government Act 1999, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer." 	2021/047	Completed	Governance and Executive Office

28-Jan-21	21.2	Infrastructure and Environment Committee - Independent Membership	<p>“that:</p> <p>1. Pursuant to section 90(2) of the Local Government Act 1999, the Infrastructure and Environment Committee orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Infrastructure and Environment, General Manager – Development Community, General Manager – Finance and Business, Administration and Executive Support Officer/Minute Taker and Information Technology Officer be excluded from attendance for Agenda Item 21.2 – Infrastructure and Environment Committee – Independent Membership;</p> <p>2. Council is satisfied that pursuant to section 90(3)(a) of the Local Government Act 1999, Item 21.2 – Infrastructure and Environment Committee – Independent Membership concerns information of a confidential nature the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person, constituting information relevant to the applicants’ potential appointment and suitability for a position on the Infrastructure and Environment Committee and it would be unreasonable to disclose this information as part of the confidential recruitment process; and</p> <p>3. Council is satisfied that the principle that meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”</p>	2021/048	Completed	Infrastructure and Environment
28-Jan-21	21.2	Infrastructure and Environment Committee - Independent Membership	<p>“that Council, having considered Item 21.2 – Infrastructure and Environment Committee – Independent Membership, dated 27 January 2021, receives and notes the report and in doing so, appoints Mr Howard Lacy as an Independent Member to the Infrastructure and Environment Committee for a two (2) year term of office from January 2021 to January 2023.”</p>	2021/049	Completed	Infrastructure and Environment
28-Jan-21	21.2	Infrastructure and Environment Committee - Independent Membership	<p>“that Council, having considered the matter of Agenda Item 21.2 – Infrastructure and Environment Committee – Independent Membership in confidence under sections 90(2) and 90(3)(a) of the Local Government Act 1999, resolves:</p> <p>1. That the staff report and the minutes pertaining to Agenda Item 21.2 – Infrastructure and Environment Committee – Independent Membership remain confidential and not available for public inspection until the applicants for positions on the Infrastructure and Environment Committee have been advised of the outcome of their application;</p> <p>2. That Attachment 1 and Attachment 2 pertaining to Agenda Item 21.2 – Infrastructure and Environment Committee – Independent Membership remain confidential and not available for public inspection until further order of Council;</p> <p>3. Pursuant to section 91(9)(a) of the Local Government Act 1999, the confidentiality of the matter will be reviewed every 12 months; and</p> <p>4. Pursuant to section 91(9)(c) of the Local Government Act 1999, Council delegates the power to revoke this confidentiality order to the Chief Executive Officer.”</p>	2021/050	Completed	Infrastructure and Environment


10-Feb-21	4.1	Gawler River Floodplain Management Authority - State Government Budget Commitment: Four No Regrets Projects	<p>“that Council, having considered Item 4.1 – Gawler River Floodplain Management Projects – State Government Budget Commitment: Four “No Regrets” Projects, dated 10 February 2021, receives and notes the report and in doing so:</p> <p>1. Acknowledges the State Government’s letter dated 31 December 2020 in which it states it “...has taken a leadership role garnering collaboration” and further acknowledges its proposal to pledge \$9 million to support four “no regrets” projects to improve flood management for the Gawler River, premised upon “...the need for co-contributions [by member councils]”.</p> <p>2. Notes that no consultation was undertaken by the State Government prior to arriving at the four nominated projects.</p> <p>3. Expresses concern that a number of the projects put forward are localised in nature and therefore any co-contribution should sit with the respective affiliate council, not the GRFMA itself.</p> <p>4. Notes that the Stormwater Management Plan is yet to be completed and questions whether these projects are the highest priority to apportion funds.</p> <p>5. In consideration of 1-4 above, resolves to not support any co-contribution model that is premised on the delivery of the four “no regrets” projects.”</p>	2021/051	Completed	Governance and Executive Office
-----------	-----	---	---	----------	-----------	---------------------------------

Resolution Register - February 2019 - December 2020 - Ongoing						
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Forward Agenda, Completed')	Responsible Department
25-Feb-19	19.1	Motion Without Notice	“that the Chief Executive Officer bring back a report to Council, with accompanying proposed policy in relation to the management of horses on the coastal beaches of the Adelaide Plains Council. The Policy should take into account:- 1. Consistency with the Adelaide International Bird Sanctuary Management Plan; 2. The ability to safely park horse floats in the proximity of areas allowed for exercising of horses; 3. The health and safety of the general public, horses and handlers; and 4. The potential impact on flora and fauna in coastal areas.”	2019/080	Management of horses will be considered in developing draft Tourism and Economic Development Strategy	Development and Community
25-Mar-19	12.2	Infrastructure and Environment Committee Meeting - 13 March 2019	“that Council endorses resolution 2019/020 of the Infrastructure and Environment Committee, and in doing so instructs the Chief Executive Officer to have particular regard to the financial impact of relevant design specifications, in assessing Eden and Liberty development applications, until a policy is adopted.”	2019/119	A policy framework will be developed through the IAMP review.	Infrastructure and Environment
25-Mar-19	18.2	Motion on Notice - APC Services	“that the Chief Executive Officer initiate a review of services administered by Adelaide Plains Council to identify any areas of cost efficiency and or new processes not covered by the organisational review.”	2019/129	Preliminary service review has been incorporated into the tender brief for Review of Office Accommodation	Governance and Executive Office
23-Apr-19	18.5	Motion on Notice - Cemetery Expansion at Two Wells and Mallala	“that in consideration of forecast growth at both Two Wells and Mallala, coupled with the diminishing space at the Two Wells Cemetery, the Chief Executive Officer bring a report back to Council that explores opportunities for cemetery expansion to service the townships of Two Wells and Mallala.”	2019/184	Tender process to commence in early 2021	Development and Community
23-Sep-19	14.9	Two Wells Scout Group Relocation	“that Council, having considered Item 14.9 – Two Wells Scout Group Relocation, dated 23 September 2019, receives and notes the report and in doing so, authorises the Chief Executive Officer to:- 1. Undertake engagement with relevant stakeholders including but not limited to Two Wells Bowling Club, Two Wells Tennis Club, Two Wells Football and Netball Club; 2. Formally request of the Two Wells Scout Group that Council be provided with the following information:- a. Proposed facility concept plan; b. Development Assessment Application; 3. To bring back a further report at the appropriate juncture.”	2019/389	Ongoing. Council has provided a copy of the resolution to the Two Wells Scout Group and is awaiting a response. Management has followed up with Scout Group, no further progress with the relocation.	Infrastructure and Environment
28-Oct-19	14.5	Horse Management In Coastal Areas	“that Council having considered Item 14.5 – Horse Management in Coastal Areas, dated 28 October 2019, instructs the Chief Executive Officer to investigate with the Department of Environment and Water and Natural Resources Management and Department of Planning, Transport and Infrastructure, and introduce appropriate signage to promote Parham as an area suitable for well managed and environmentally sensitive horse float parking and horse riding, subject to a horse float parking area being approved at Section 631 The Esplanade, Parham, CR:6202/438.”	2019/457	Ongoing. Application has been made to DEW for access to land. Most recent update provided at Ordinary Meeting on 23 November 2020	Development and Community

16-Dec-19	19.1	Motion Without Notice	“that Members instruct the Chief Executive Officer to provide a letter of support to Port Parham Sports and Social Club in relation to their application to remove the restriction on the newly issued Liquor Licence which restricts liquor sales for consumption of the licenced premises to members only.”	2019/529	Ongoing. Letter sent to PPSSC on 20 December 2019 requesting copy of relevant application, so that letter of support can be provided accordingly. Further update sought in July 2020. No response from PPSSC.	Governance and Executive Office
24-Feb-20	14.7	Two Wells District Tennis Club Lease Request	“that Council, having considered Item 14.7 – Two Wells District Tennis Club Lease Request, dated 24 February 2020, receives and notes the report and in doing so: 1. Authorises the Chief Executive to seek the assistance of Norman Waterhouse Lawyers and to negotiate and finalise the Lease Agreement between Council and the Two Wells District Tennis Club Inc for the lease of a portion of land within Crown Reserve 5753, Folios 647, adjacent to the Two Wells Netball Club on Old Port Wakefield Road, Two Wells 2. Authorises, pursuant to section 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the lease agreement between the Adelaide Plains Council and the Two Wells District Tennis Club and 3. In accordance with section 166(1)(j) of the Local Government Act 1999, Council, being satisfied that the whole of a portion of land within Crown Reserve 5753, Folios 647, adjacent to the Two Wells Netball Club on Old Port Wakefield Road, Two Wells, is being used by an organisation which, in the opinion of Council, provides a benefit or service to the local community, grants a discretionary rebate of 100% of the rates imposed, effective from the 2020/21 rating year.”	2020/055	Ongoing. Lease has been issued to the Two Wells District Tennis Club for execution. Ministerial consent has been requested. Two Wells Tennis Club also seeking Development Approval for proposed building.	Infrastructure and Environment
27-Apr-20	14.12	Parham and District Action Group Interpretive Signage Lease	“that Council, having considered 14.12 – Parham and District Action Group Interpretive Signage Lease, dated 27 April 2020, receives and notes the report and in doing so: 1. Authorises the Chief Executive to seek the assistance of Norman Waterhouse Lawyers if required, and to negotiate and finalise the Lease Agreement between Council and the Port Parham Sports and Social Club Inc for the lease of a portion of land within Crown Reserve 5755, Folio 727; 2. Authorises, pursuant to section 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the lease agreement between the Adelaide Plains Council and the Port Parham Sports and Social Club Inc; and 3. In accordance with section 166(1)(j) of the Local Government Act 1999, Council, being satisfied that the whole of a portion of land within Crown Reserve 5755, Folio 727, adjacent to the Parham Sports and Social Club is being used by an organisation which, in the opinion of Council, provides a benefit or service to the local community, grants a discretionary rebate of 100% of the rates imposed, effective from the 2020/21 rating year. ”	2020/135	Lease executed 21 December 2020. Complete	Infrastructure and Environment
28-Sep-20	14.1	Prosperity on the Plains: Economic Zone Indenture	"that Council, having considered Item 14.1 – Prosperity on the Plains Economic Zone Indenture, dated 28 September 2020, receives and notes the report and in doing so: 1. Notes the significant potential on the Adelaide Plains as a globally competitive food production area, complemented with unprecedented population growth as well as education, commercial, retail and tourism-related interest and opportunity. 2. Acknowledges the significant body of work undertaken to date in advancing an Economic Zone model, or similar, intended to stimulate the economy through investment and infrastructure stimulus, ameliorate current legislative constraints, activate employment growth and innovation, premised on a governance structure to underpin the Economic Zone model. 3. In consideration of 1 and 2 above, acknowledges that local government must play an active role in the economic recovery space post the COVID-19 Public Health Emergency. 4. Instructs the Chief Executive Officer to investigate the merits of establishing a joint regional subsidiary with Light Regional Council under section 43 of the Local Government Act 1999 for the purposes of progressing a governance model for legislative reform and so as to facilitate establishment of an Economic Zone, or similar."	2020/318	Agenda - 22 February 2021	Governance and Executive Office

26-Oct-20	14.4	Short Stay Accommodation Policy Review - Outcome of Public Consultation	"that Item 14.4 – Policy Review – Short Stay Accommodation Policy – Outcome of Public Consultation lay on the table."	2020/359	Completed	Development and Community
23-Nov-20	14.2	Adelaide Plains Council Representation Review - Draft Representation Options Paper	"that Council, having considered Item 14.2 – Adelaide Plains Council Representation Review – Draft Representation Options Paper, dated 23 November 2020, receives and notes the report and in doing so endorses the Draft Representation Options Paper (Attachment 1 to this report) to be released for an initial six (6) week public consultation period in accordance with section 12(7) of the Local Government Act 1999."	2020/392	Completed. Agenda - 22 February 2021	Governance and Executive Office
23-Nov-20	14.4	Regional Public Health and Wellbeing Plan	"that Council, having considered Item 14.4 – Regional Public Health and Wellbeing Plan – Section 52 Progress Report, dated 23 November 2020, receives and notes the report and in doing so adopts the biennial Regional Public Health and Wellbeing Plan Section 52 Report presented in Attachment 2, and authorises the submission of the report to the Chief Public Health Officer in association with the regional partners, as required by Section 52(1) of the South Australian Public Health Act 2011."	2020/402	Completed	Development and Community
23-Nov-20	14.6	Mallala Resource Recovery Centre - Twelve Month Closure Review	"that Council, having considered Item 14.6 – Mallala Resource Recovery Centre – Twelve Month Closure Review, dated 23 November 2020, instructs the Chief Executive Officer to bring back a report to Council exploring future land use/disposal options in relation to the former Mallala Resource Recovery Centre site."	2020/407	Forward Agenda - I&E Committee - March 2021	Infrastructure and Environment
23-Nov-20	15.5	Smoke Free Areas	<p>"that Council, having considered Item 15.5 – Smoke Free Areas, dated 23 November 2020, receives and notes the report and in doing so acknowledges that:</p> <ol style="list-style-type: none"> 1. Under the Tobacco and E-Cigarette Products Act 1997 (the Act) and Tobacco and E-Cigarette Products Regulations 2019 (the Regulations) the following areas are declared 'smoke free': <ol style="list-style-type: none"> a. Enclosed public areas; b. Outdoor dining areas; c. Workplaces e.g. buildings or any part of a building; d. Public transport waiting areas e. Shared areas; f. Playgrounds; 2. Having reviewed the Schedule of Relevant Public Areas (presented as Attachment 1 to this Report), all areas that are appropriate to be 'smoke free' are already covered under the Act and Regulations; and 3. There is currently no need to designate additional smoke free areas at this time." 	2020/413	Ongoing - signage being implemented	Governance and Executive Office
14-Dec-20	14.1	Review of Office Accommodation - Project Scope	<p>"that Council, having considered Item 14.1 – Review of Office Accommodation – Project Scope, dated 14 December 2020, receives and notes the report and in doing so instructs the Chief Executive Officer (CEO) to:</p> <ol style="list-style-type: none"> 1. Proceed with the tender process to engage a suitably qualified consultant; 2. Include the following key areas in the scope for the tender brief: <ol style="list-style-type: none"> a. Review of current office facilities and efficiencies/functionality of same b. The incorporation of Council-owned community facilities c. Future options and considerations for office accommodation, including growth projections for the region d. Overall cost benefit analysis; and 3. Include any other matters the CEO believes necessary for inclusion in the tender brief " 	2020/437	Agenda - 22 February 2021	Governance and Executive Office

14-Dec-20	14.4	Windsor Depot Library - Future Operation	<p>“that Council, having considered Item 14.4 – Windsor Depot Library – Future Operation, dated 14 December 2020, instructs the Chief Executive Officer to:</p> <p>1. Undertake a targeted consultation with its Windsor Depot Library users in relation to the proposed closure of the Windsor Depot Library and:</p> <p>2. In the event that:</p> <p>a. Objections to the proposed closure are received, bring a report back to Council for consideration (noting that that the Windsor Depot Library cannot operate without a volunteer) and</p> <p>b. No objections to the proposed closure are received, make the necessary arrangements to permanently close the Windsor Library.”</p>	2020/444	Agenda - 22 February 2021	Development and Community
14-Dec-20	14.5	Mallala Council Chamber Recording Options	<p>“that Council having considered Item 14.5 – Mallala Council Chamber Recording Options, dated 14 December 2020, instructs the Chief Executive Officer to engage a contractor to carry out acoustic assessment of the Mallala Chamber and bring back a further report on options available and associated costs to record and live stream meetings at the Mallala Chamber.”</p>	2020/446	Agenda - 22 February 2021	Finance and Business
14-Dec-20	14.6	Recommendation Review of Infrastructure and Asset Management Plan	<p>“that Council, having considered Item 14.6 – Recommendation Review of Infrastructure and Asset Management Plan, dated 14 December 2020, receives and notes the report and in doing so instructs the Chief Executive Officer to recommence work on the review of Infrastructure and Asset Management Plan post adoption of the Strategic Plan 2020-2024.”</p>	2020/447	Ongoing	Infrastructure and Environment
14-Dec-20	14.7	Third Creed Road Closure Outcome of Public Consultation	<p>“that Council, having considered Item 14.7 – Third Creek Road Closure – Outcome of Public Consultation, dated 14 December 2020, receives and notes the report and in doing so:</p> <p>1. Acknowledges that public consultation was undertaken in relation to the proposed closure of Third Creek Road and that no submissions were received; and</p> <p>2. Instructs the Chief Executive Officer to finalise Third Creek Road closure in accordance with the Roads (Opening and Closing) Act 1991.”</p>	2020/448	Ongoing	Infrastructure and Environment
14-Dec-20	18.1	Motion on Notice	<p>“that the Chief Executive Officer bring back a report in relation to Aerodrome Road reseal/upgrade being extended to the northern end of the Plains Grains grain terminal and opportunities in relation to associated funding.”</p>	2020/454	Completed	Infrastructure and Environment
14-Dec-20	21.1	Crown Land, Two Wells	Confidential Resolution	2020/456	Completed	Governance and Executive Office

 Adelaide Plains Council	15.2	Infrastructure and Environment Department – Monthly Report – February 2021
	Department: Report Author:	Infrastructure and Environment General Manager – Infrastructure and Environment
Date: 22 February 2021	Document Ref:	D21/7517

OVERVIEW

Purpose

The purpose of this report is to provide an update in relation to the status of the Infrastructure and Environment Department 2020-2021 Capital Works and Operating Program, for Council Members' information and monitoring.

Background

Council has adopted a significant Capital Works Program for delivery in 2020-21 totalling just over \$5.3 million. Management have established a project management framework for managing and monitoring projects to ensure that every effort is made to deliver the projects on time and within budget.

Attachment 1 provides a list and status of the 2020-2021 Capital projects, and **Attachment 2** provides a list and status of the 2020-2021 Operating projects.

Further to this, Management provides the following update of some of the activities and projects carried out by the Infrastructure and Environment Department over the last month.

Re-Sheeting Program

Council's re-sheeting program is progressing as scheduled. The final two resheets, Pederick Road and Johns Road are underway.

Civil

The civil team is currently working at Webb Beach on the Levee and Causeway projects. The street sweeping contractor has been engaged to sweep all kerbed streets during February. The Old Port Wakefield Road project is underway and will deliver a shared use path funded by the successful grant application through State Government Grant from State Bicycle Fund.

Horticulture

The horticulture team is currently carrying out routine maintenance activities within parks, gardens and oval precincts. Additionally, street scape renewal are underway at Old Port Wakefield Road,

Williams Road, and Butler Street, which include tree removal, street tree planting and footpaths installation.

RECOMMENDATION

“that Council, having considered Item 15.2 – Infrastructure and Environment Department – Monthly Report – February 2021, dated 22 February 2021 receives and notes the report.”

Attachments

1. Capital Project Progress Report 2020-2021 – February 2021
2. Operating Project Progress Report 2020-2021 – February 2021

References

Legislation

Local Government Act 1999

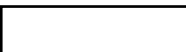
Council Policies/Plans

Annual Business Plan

Procurement Policy

Infrastructure and Asset Management Plan

Long Term Financial Plan

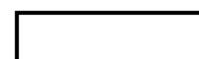



CAPITAL PROJECT PROGRESS REPORT 2020-2021 - FEBRUARY 2021

Budget No	Project Name	Adopted Budget	Carried Forward from 19/20	Total Budget	YTD January Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
70002	Two Wells Service Centre - Air Conditioner	3,000	-	3,000		3,000	No	Mar-21	Mar-21	No	
72723	Two Wells Cemetery - Cremation wall 50 Plots		35,844	35,844	36,850	(1,006)	Yes	Sep-20	Oct-20	Yes	100%
72725	Shannon Road - Stage 2 Intersection Upgrade		404,346	388,532	129,396	259,136	Yes	Jul-20	Apr-21	No	80%
72731	Two Wells Library – Carpet, Sunscreen Blinds and Security Screen Door		9,796	5,153	18,947	(13,794)	Yes	Jul-20	Nov-20	Yes	100%
72732	Two Wells Old Council Chamber improvements		37,447	36,608	19,963	16,645	Yes	Jul-20	Dec-20	No	95%
72742	Webb Beach Levee & Access Road Upgrade		271,854	253,787	58,612	195,175	Yes	Sep-20	May-21	No	5%
72746	New Public Toilet at the Village Green, Two Wells		182,179	182,179	3,959	178,220	Yes	Jul-20	Mar-21	No	35%
72750	Thompson Beach Foreshore - Southern car park		30,833	34,401	46,522	(12,121)	Yes	Sep-20	Dec-20	Yes	100%
72776	Two Wells Main Street Upgrade (DCP 2)	700,000	-	700,000	61,287	638,713	Yes	Jul-20	Mar-21	No	35%
72777	Footpath - William Street (TWs) - Chapman Street to Elizabeth Street	69,000	-	69,000	51	68,949	No	Oct-20	Mar-21	No	5%
72778	Footpath : Butler Street - Redbanks Road to Irish Street	55,000	-	55,000	-	55,000	No	Oct-20	Mar-21	No	5%
72779	Footpath : Gameau Road - Connection to Gawler Road	11,000	-	11,000	-	11,000	No	Oct-20	Mar-21	No	5%
72780	Footpath/Kerbing/Reseal : Old PWR(TW)/Mall - TWs Road/Gawler Road	199,502	-	249,502	1,059	248,443	Yes	Oct-20	Mar-21	No	5%
72781	Street Lighting : Old PWField Road/Gawler River Road	40,000	-	40,000	42,500	(2,500)	Yes	Aug-20	Nov-20	Yes	100%
72782	Seal : Dawkins Road/Bethesda Road Intersection	70,000	-	70,000	-	70,000	No	Nov-20	Jun-21	No	
72783	Reseal - Dawkins Road - Old Port Wakefield Road to Judd Road (R2R Project)	316,897	-	316,897	1,135	315,762	Yes	Nov-20	Dec-20	Yes	100%
72784	Reseal - Ruskin Road – Bubner Road to The Esplanade	224,353	-	224,353	293,253	(68,900)	Yes	Nov-20	Dec-20	Yes	100%
72785	Reseal - Aerodrome Road – Carmel Street to Mallala Raceway gate	58,962	-	58,962	-	58,962	No	Nov-20	Not Applicable	No	
72786	Resheet : Raise Middle Beach Road Height	55,000	-	55,000	418	54,582	Yes	Apr-21	May-21	No	5%
72787	Resheet - Avon Road – Council Boundary to Ridley Road	133,008	-	133,008	132,498	510	Yes	Nov-20	Dec-20	Yes	100%
72788	Resheet - Brady Road – Tank Road to Fidge Road	36,381	-	36,381	29,988	6,393	Yes	Feb-21	Feb-21	Yes	100%
72789	Resheet - Collins Road – Farrelly Road to Marshman Road	61,818	-	61,818	48,195	13,623	Yes	Feb-21	Mar-21	Yes	100%
72790	Resheet - Daniel Road – Long Plains Road to End of Seal	40,231	-	40,231	30,258	9,973	Yes	Nov-20	Nov-20	Yes	100%
72791	Resheet - Day Road – Germantown Road to Humphrey Road	104,004	-	104,004	91,323	12,681	Yes	Sep-20	Oct-20	Yes	100%
72792	Resheet - Frost Road (Lower Light) – Big Rabbit Road to Limerock Road	136,327	-	136,327	13,767	122,560	Yes	Feb-21	Mar-21	Yes	100%
72793	Resheet - Gregor Road – Boundary Road to Auger Road North	70,359	-	70,359	53,932	16,427	Yes	Aug-20	Aug-20	Yes	100%
72794	Resheet - Hall Road (Grace Plains) – Ross Road to Broster Road	57,511	-	57,511	50,647	6,864	Yes	Sep-20	Oct-20	Yes	100%
72795	Resheet - Johns Road – Pederick Road to Baker Road	68,013	-	68,013	919	67,094	Yes	Mar-21	Apr-21	No	50%
72796	Resheet - Pederick Road – Gawler River Road to Johns Road	26,189	-	26,189	317	25,872	No	Mar-21	Apr-21	No	
72797	Resheet - Powerline Road – Calomba Road to Tiller Road	268,734	-	268,734	235,357	33,377	Yes	Jul-20	Sep-20	Yes	100%
72798	Resheet - Slant Road – Wild Horse Plains Road to Lyons Road	50,348	-	50,348	46,614	3,734	Yes	Jan-21	Jan-21	Yes	100%
72799	Resheet - Wasleys Road – End of Seal to Davies Road	60,492	-	60,492	64,103	(3,611)	Yes	Jan-21	Feb-21	Yes	100%
72800	Water Tank Replacement(Thomson/Webb/Middle/Parham)	83,000	-	83,000	-	83,000	No	Oct-20	May-21	No	
72801	Site Improvements - Mallala Oval (BBQ, Picnic Setting, Bench Seat, Shelter)	48,959	-	48,959	-	48,959	Yes	Oct-20	May-21	No	5%
72802	Dublin Lions Park - Toilet Block Renewal	180,000	-	180,000	700	179,300	Yes	Sep-20	Jun-21	No	5%
72803	Local Road and Community Infrastructure Program (R1)	345,459	-	345,459	36,555	308,904	Yes	Sep-20	Jun-21	No	15%
72894	Dublin Saleyard Access Upgrade Project(Carslake Rd)	-	-	1,073,000	-	1,073,000	No	Mar-21	Jun-21	No	
72805	Local Road and Community Infrastructure Program (R2)	-	-	470,489	-	470,489	No	Mar-21	Dec-21	No	
74015	Pram Ramp renewal to DDA compliant	10,000	-	10,000	-	10,000	No	Nov-20	Jun-21	No	
75000	Fleet Replacement	40,000	24,597	102,392	104,379	(1,987)	Yes	Sep-20	Jun-21	No	
75100	Plants and Equipment Replacement	352,000	343,840	740,478	409,316	331,162	Yes	Sep-20	Jun-21	No	65%
		3,975,547	1,340,736	6,956,410	2,062,820	3,350,101					

OPERATING PROJECT PROGRESS REPORT 2020-2021 - FEBRUARY 2021

Budget No	Project Name	Adopted Budget	Carried Forward from 19/20	Total Budget	YTD January Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
80020	Installation of single lane roundabout	-	500,000	500,000	-	500,000	No	Jul-20	Dec-22	No	
80013	Two Wells Library - Fans/AC	-	3,000	3,000	-	3,000	Yes	Oct-20	Nov-20	Yes	100%
80013	Dublin Toilet Block (Septic Upgrade)		10,000	10,000	-	10,000	No	Sep-20	Apr-21	No	
80011	Two Wells Main Street Upgrade – Detailed design work	-	142,000	142,000	76,539	65,461	Yes	Sep-20	Jun-21	No	80%
80015	Relocation - AP Kennel & Obedience Club		145,770	145,770	92,495	53,275	Yes	Jul-20	Dec-20	Yes	100%
80022	Relocation - TW Trotting Club		40,000	40,000	3,080	36,920	Yes	Sep-20	Jun-21	No	10%
80030	Wasleys Bridge Maintenance			215,000	7,927	207,073	Yes	Feb-21	Dec-21	No	
80059	Establish a horse float parking area in Parham	50,000		50,000	-	50,000	No	Sep-20	Jun-21	No	
80060	Mallala Office underpinning	25,000		25,000	21,982	3,018	Yes	Sep-20	Nov-20	Yes	100%
80061	Feasibility Study - Lewiston Drainage	40,000		40,000	-	40,000	Yes	Sep-20	Jun-21	No	
80063	Middle Beach boat ramp investigation and remediation	44,000		44,000	-	44,000	Yes	Sep-20	Jun-21	No	10%
80064	Two Wells Resource Recovery Centre - Bin Retaining Wall/Container for Mattresses	25,000		25,000	1,818	23,182	Yes	Sep-20	Apr-21	No	15%
		184,000	840,770	1,239,770	195,914	828,856					



 Adelaide Plains Council	15.3	Two Wells Village Green – Monthly Report – February 2021
	Department: Report Author:	Infrastructure and Environment Asset Engineer
Date: 22 February 2021	Document Ref:	D21/7542

OVERVIEW

Purpose

The purpose of this report is to provide an ongoing update in relation to the status of the Drought Communities Programme Stage 2 (DCP2) Two Wells Village Green project, for Council Members' information.

Background

Following the adoption of resolution 2020/433 the contract for the building component was awarded, with works commencing onsite from December 2020.

Discussion

Council have engaged McArdle Projects to undertake the toilet block, all the Village Green electrical and plumbing services and the paved terrace area adjacent the library. Council are in the process of finalising the remaining aspects of the Village Green, which are:-

- Shelter and BBQ
- Bench seating and picnic setting
- Internal compacted gravel path network
- Turf establishment

This is likely to be undertaken by McArdle Projects as well, along with some locally based sub-contractors as per funding requirements.

Village Green works progress to date:-

- Disconnection of power and meter abolishment undertaken by SAPN.
- Final demolition of the existing toilet block, which also involved asbestos removal.
- Perimeter fencing established with signage information about the temporary toilet units installed next to the Two Wells Chamber and the toilet at the Two Wells Oval.
- A temporary ramp has been installed to facilitate disability access to the library due to the side entrance being inaccessible during the construction phase.
- The foundation pad for the toilet block has been constructed ready for the footing trenches to be excavated.

- Removal of the stobie pole and an upgrade to existing power supply to the library as part of the Village Green power supply works.
- All the waste water subsurface (first fix) plumbing for the toilet block and the new waste water disposal system has been installed.
- Upright walls and toilet block concrete slab complete.
- Demolition of the old ramp to the library side door.

Village Green upcoming works for the remainder of February 2021:-

- Honing / polishing of the concrete that will be in the unisex cubicles.
- Provision of water supply and stormwater conduits.
- Profiling and construction of Old Port Wakefield Road for new kerb alignment.
- Paving including tree pits and planter beds behind the back of the new kerb alignment.
- Removal of the two radiata pine trees in front of the SAPOL site.

The current contract completion date is 30th April 2021, however there is some flexibility within the current program including inclement weather, sub-contractors availability.

Summary

This report is provided to Members by way of progress update. Further monthly reports will be presented to Council detailing the progress of the works.

RECOMMENDATION

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

Attachments

Nil

References

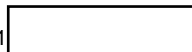
Legislation


Local Government Act 1999

Council Policies/Plans

Annual Business Plan

Procurement Policy



 Adelaide Plains Council	15.4	Drought Communities Programme – Monthly Report – February 2021
	Department: Report Author:	Development and Community Economic Development Officer
Date: 22 February 2021	Document Ref:	D21/6785

OVERVIEW

Purpose

The purpose of this report is to provide an update in relation to the status of the Drought Communities Programme Round 1 (DCP1) and Round 2 (DCP2) project, for Council Members' information.

Background

In 2019 Council endorsed and commenced the DCP 'shovel ready' projects and commenced activities to bring these projects to fruition. There are 12 community projects ensuring local economic stimulus; along with the coordination, business support workshops and final celebration event be delivered by 30 September 2020.

In 2020, as part of a second round of Drought Communities Program funding, Council endorsed and commenced another 14 projects to ensure local economic stimulus to be delivered by 31 December 2020.

Discussion

The following attachments are provided to assist in monitoring the delivery of the various projects:

- **Attachment 1** provides a list and status of all DCP 1 & 2 Community projects; and
- **Attachment 2** shows the timeline to date and what's proposed for the next two months for the delivery of DCP1 projects
- **Attachment 3** shows the timeline to date and what's proposed for the delivery of all DCP2 projects.

The majority of DCP 1 projects have hit the 100% completion mark,

Initially all the Community projects in DCP2 were due to be completed by 31 December 2020, DCP2 projects are nearing completion and local businesses continue to be engaged to deliver the projects.

The Two Wells Main Street project completion date has been extended out to 31 March 2021.

Summary

At the completion of the 31 December 2020 deadline, the Community projects enabled under round 1 and round 2 of the DCP funding were completed by meeting the Federal Government spend requirements. While some minor closing out issues still remain with the supply chain of sourcing materials, no project is at risk of on-ground final completion.

RECOMMENDATION

“That Council, having considered Item 15.4 – Drought Communities Programme – Monthly Report – February 2021, dated 22 February 2021 receives and notes the report.

Attachments

1. Drought Communities Programme 1&2 - Project Progress Report - February 2021
2. Drought Communities Programme 1 – Gantt Chart – February 2021
3. Drought Communities Programme 2 – Gantt Chart – February 2021

References

Legislation

Local Government Act 1999

Council Policies/Plans

Annual Business Plan

Procurement Policy



Drought Communities Programme Extension 1 - Monthly Status													2021
2020													
Projects	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan
1. Community Land Redevelopments													
Mallala Netball/Tennis Club - Court resurfacing and upgrade (including six light poles and cages, eight sports flood lights, electrical installation for lighting, six netball, eight tennis and two basketball sleeves, APT Masters Float cushioned surface)	30	30	30	50	90	100	100	100	100	100	100	100	100
Long Plains Netball/Tennis Club - Court resurfacing and upgrade (including removal light towers and trees, earthworks, sawcut, subbase, concrete plinths, base works, APT Masters Float premium cushion, fencing, goal posts, tennis posts and sleeves)	30	30	50	100	100	100	100	100	100	100	100	100	100
Two Wells Bowling Club - Installation of synthetic green (including base preparations, base construction, edge beam, surface, paving, signage, celebration event)	20	20	20	20	50	60	60	100	100	100	100	100	100
Lewiston off-leash Dog Park (including development approval, base graded level and mounds, irrigation, power grass, fencing, shade shelters, seats, drinking fountains, jumps and tunnels, trees, waste disposal, signage, lighting, community celebration)	20	20	20	20	20	20	20	30	30	35	40	60	100
Clara Harniman Reserve - Community equine facility for the animal husbandry area and participants (including development application, fencing (purchase and install and for native vegetation), surface materials, water tank and trough generator pump, purchase and deliver shipping container, arena, surface carport, toilet, rainwater	95	100	100	100	100	100	100	100	100	100	100	100	100
Dublin Cricket Club - Clubroom upgrade (including development approval, base, clubroom materials, framework concrete flooring, plumbing, electrical, kitchen/severy, tiling, celebration)	30	35	35	50	60	60	90	100	100	100	100	100	100
2. Sustainable Business													
Sustainability Project - Installation/implementation of energy efficient products on Council owned buildings: (including development approval, solar at the Depot, Two Wells office, library, Mallala office, CWMS, LED lighting, water saving (all public toilets and office spaces) irrigation upgrades (ovals and parks) school monitoring IT, signage, community education displays (caterer)	20	30	30	40	40	50	90	95	95	97	98	98	100
Business Support Workshops with the local suicide prevention network	30	40	40	40	40	40	50	50	50	60	100	100	100
Final Community Event to celebrate the success of the drought community program 1	0	0	0	0	0	50	70	80	90	100	100	100	100
Appointment of a Project Coordinator to deliver the programme	50	60	70	80	90	100	100	100	100	100	100	100	100
3. Tourism Attraction													
Parham Campground improvements (wastewater upgrade, fencing remnant vegetation, ablution upgrades, lighting/security, dump point and connection, signage, tourist event)	25	30	50	80	90	95	95	95	95	97	100	100	100
Mallala campsite development (including development approval/plans, gravel roads/site works, lighting/security levelling drainage, lawn supply and install, trees/shrubs, garden beds, digital lock, dump point and connection, wastewater upgrade, BBQ area, signage, tourist even	25	30	30	30	40	75	80	95	95	100	100	100	100
Two Wells, Wells Park/Reserve - Upgrade pathways, Enhance wells	20	20	20	20	30	80	100	100	100	100	100	100	100
Moquet Lee Memorial - Establishment of a regional memorial to the pinery fire for the farming community (including seal hard areas, tank, entrance, shed entrances, metal chips cementary, official opening)	100	100	100	100	100	100	100	100	100	100	100	100	100
Thompson Beach Clubroom redevelopment (including development approval, carpark fill/compact fill base, shed, concrete flooring, insulation and electrical, cladding and painting, community celebration)	30	30	40	50	70	80	80	85	95	97	98	99	100


Drought Communities Programme Extension 2 - Monthly Status	2020							2021		
Projects	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Two Wells Mainstreet - See seperate report										
Mallala Bowling Club – installation of synthetic green	0	0	0	100	100	100	100	100	100	
Two Wells Golf Club – Upgrade to Club Infrastructure (including kitchen, flooring, air conditioning, toilet, septic, c	0	10	30	50	60	75	80	95	98	
Adelaide Plains Equestrian Club – Further develop and upgrade the facility	0	0	10	100	100	100	100	100	100	
Mallala RSL – Upgrade to Club Infrastructure (including aluminium doors, new ceiling, painting, lights)	0	70	80	100	100	100	100	100	100	
Two Wells Tennis Club Lighting (light poles, eight sports flood lights, electrical installation for lighting)	0	10	10	10	20	40	70	70	80	
Port Parham – Interpretative Centre (baseworks, shelter, seating, fencing, completion celebration)	0	10	20	20	30	60	80	100	100	
Township of Dublin – Fencing off and protecting the native vegetation surrounding the township of Dublin	0	0	10	10	20	30	30	100	100	
Wifi – Provision of wifi within the 4 main townships of Two Wells, Mallala, Dublin & Thompsons Beach	0	20	40	90	95	95	95	95	95	
United Football Club – Irrigation Upgrades, resulting in increased water efficienecies	0	0	0	0	50	100	100	100	100	
Community support programs programs throughout the community with the local suicide prevention network.	50	50	50	50	50	50	50	50	50	
Appointment of a Project Coordinator – to deliver the programme	10	20	30	40	50	60	70	80	90	
Final Celebration Event DCP2- Location TBQ large event,	0	0	0	0	0	0	0	0	0	
Adverse Event Plan - Federal Government Requirement to Develop this Plan	0	0	0	30	100	100	100	100	100	

	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
DCP1														
Mallala Netball Courts														
Long Plains Netball Courts														
Two Wells Bowling Club														
Drought Coordinator														
Mental Health														
Completion Event														
Parham Campground														
Mallala Oval Campground														
Thompson Beach Shed														
Sustainability Project														
Off Leash Dog Park														
Clara Harniman Equine														
Dublin Cricket Club														
Historic Wells														
Moquet Lee														

ADELAIDE PLAINS COUNCIL

PROJECT NAME: Drought Communities Project 2

		JUNE				JULY				AUG				SEPT				OCT				NOV				DEC				JAN				FEB				MAR			
Project		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4				
Two Wells Main Street																																									
Drought Coordinator																																									
Mental Health Project																																									
Mallala Bowling Club																																									
Two Wells Golf Club																																									
Adelaide Plains Equestrian																																									
Mallala RSL																																									
Two Wells Tennis Club																																									
WiFi																																									
United Football Club																																									
Parham Interpretative Project																																									
Adverse Event Plan																																									
DCP 2 Completion Event																																									

	15.5	Update on Review of Council Office Accommodation and Services – February 2021
	Department: Report Author:	Governance and Executive Office Acting General Manager – Governance and Executive Office
Date: 22 February 2021	Document Ref:	D21/7924

OVERVIEW

Purpose

The purpose of this report is to update Council Members in relation to the tender brief that has been prepared for the procurement of a consultant to undertake a review of Council Office Accommodation and Services.

Background

Review of Office Accommodation

As part of its 2020/2021 Annual Business Plan (ABP) and Budget, Council resolved to allocate the amount of \$10,000 towards undertaking a 'Prudential Review of Office Accommodation'.

In considering this matter at its September Ordinary Meeting, Council instructed Management to hold a strategic workshop to further discuss the review tender brief and subsequently report back in relation to same.

Accordingly, a workshop was held with Council Members on 12 November 2020. The workshop involved extensive discussions and the sharing of ideas. Advice was also provided by both Council's Audit Committee and Infrastructure and Environment Committee Chairpersons. In particular, Council was advised that any prudential review should occur after (and separate to) the engagement of a consultant to undertake the Office Accommodation Review.

Following the workshop, Management sought Council's guidance and direction at the Ordinary Council Meeting on 14 December 2020 in relation to the scope of this review in order to advance with engaging a suitably qualified consultant to undertake same, with Council resolving as follows:

14.1 Review of Office Accommodation – Project Scope

Moved Councillor Boon Seconded Councillor Strudwicke 2020/ 437

“that Council, having considered Item 14.1 – Review of Office Accommodation – Project Scope, dated 14 December 2020, receives and notes the report and in doing so instructs the Chief Executive Officer (CEO) to:

- 1. Proceed with the tender process to engage a suitably qualified consultant;**
- 2. Include the following key areas in the scope for the tender brief:**
 - a. Review of current office facilities and efficiencies/functionality of same**
 - b. The incorporation of Council-owned community facilities**
 - c. Future options and considerations for office accommodation, including growth projections for the region**
 - d. Overall cost benefit analysis; and**
- 3. Include any other matters the CEO believes necessary for inclusion in the tender brief.”**

CARRIED

Service Review

In addition to a request to review Council's office accommodation, Members will recall the following resolution:

18.2 APC Services

Moved Councillor Lush *Seconded Councillor Keen* **2019/ 129**

“that the Chief Executive Officer initiate a review of services administered by Adelaide Plains Council to identify any areas of cost efficiency and or new processes not covered by the organisational review.”

CARRIED

The service review was initially intended to be initiated as part of the upcoming review of Council's Infrastructure and Asset Management Plan, however, Management recently determined that this service review would be more appropriately initiated as part of the review of office accommodation.

Discussion

Method of Procurement

Given the significance of this project, and potential for further work to be required beyond the initial review, Management determined to go above and beyond the requirements of Council's Procurement Policy and, accordingly, a Request for Quote has been presented to three consultants.

Timing

Consultants have been asked to return completed quotations by 3pm on Thursday 11 March 2021 and a consultant will be duly appointed thereafter. An anticipated completion date for the review has been earmarked as 14 May 2021. This would provide Elected Members with sufficient time to consider recommendations and, if necessary, incorporate any further allocations into the 2021/2022 budget.

Scope

Specifically, the Request for Quote specifies the following services:

- Review of current office facilities and efficiencies/functionality of same:
 - Review all of Council's current office buildings and associated assets, including the Mallala Principal Office, Mallala Library, Mallala Council Chamber, Mallala Depot, Two Wells Service Centre, Two Wells Council Chamber, Two Wells Office Annex and Two Wells Library.
 - Part of this review would need to incorporate whether the existing buildings/sites are 'fit for purpose' in terms of WHS requirements, accessibility by the public (by vehicle and on foot), customer experience in using these facilities and ease of use. It would involve examining opportunities to convert or combine existing buildings and also look to explore community expectations and the future urban growth and associated increased demand for services that is likely to occur for Council over the coming years. This would naturally involve exploring size of Council's current facilities, particularly in terms of Council's ability to continue holding its monthly meetings, Committee Meetings and any other external meetings and ensure that suitable and appropriate access is provided to the public for these purposes.
- The incorporation of Council-owned community facilities:
 - Review of existing office and Council-owned community facilities (e.g. size and configuration of Council's Library buildings and capacity to house expanded collections) together with potential future needs and service provision. For example, it may be that Council wishes to explore options relating to a 'Community Hub' or other similar service where residents and ratepayers can access additional services, either Council or other. It would be prudent to look at current floor area space and future options in this regard, for example, the combination of buildings or services for maximum efficiencies.
 - At some stage in the future, Council may also wish to explore offering additional, discretionary services to the community and so this must always be factored into any review and incorporation of new buildings or facilities. Part of this may include offering the opportunity for members of the community, e.g. community groups, to lease Council or community buildings/rooms.
- Future options and considerations for office accommodation, including growth projections for the region
 - This part of the review would flow on from the initial review of Council's current office facilities (outlined above). It would review many of the factors already outlined such as suitability and efficiencies of current facilities, opportunities to combine or convert existing buildings and community needs.

- The focus would need to be on looking at Council's future population growth projections and the community expectations and demand for services and indeed make recommendations in relation to resourcing/labour needs.
- It would also include considering opportunities relating to Crown Land at Two Wells and the possibility to leverage off the private sector (i.e. Xavier College and shared spaces). Also worthy of inclusion would be considering public/private partnership opportunities. Finally, asset rationalisation would also be worthwhile considering.
- Consideration should also be given to the impact of working expectations post COVID-19 (such as staff working remotely, building density/capacity).
- Council would be expecting a suite of recommendations to stem from this part of the consultant's work (as well as from the review in its entirety).
- Overall cost benefit analysis
 - This would involve a comprehensive analysis and associated guidance from the consultant in relation to the overall benefits to Council based on whatever is proposed/recommended from this review. Cost is obviously a key consideration, however overall efficiencies, customer/community experience, service delivery and long-term sustainability is also important. Subject to the consultant's recommendations, we would also anticipate being provided with estimated timeframes for implementation.
- Review of services administered by the Council to identify any areas of cost efficiency.

Summary

This report is provided to Members by way of update. Further reports will be presented to the Chamber throughout the review process.

RECOMMENDATION

"that Council, having considered Item 15.5 – Update on Review of Office Accommodation and Services – February 2021, dated 22 February 2021, receives and notes the report."

Attachments

Nil

References

Legislation

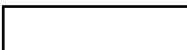
Local Government Act 1999


Council Policies/Plans

Annual Business Plan and Budget 2020-2021

Procurement Policy

Strategic Plan 2021-2025



 Adelaide Plains Council	15.6	Tourism and Economic Development Strategy Update
	Department: Report Author:	Development & Community General Manager Development & Community
Date: 22 February 2021	Document Ref:	D21/7969

OVERVIEW

The purpose of this report is to update members on the preparation of the Tourism and Economic Development Strategy, following the Council decision in September 2020 to recommence the project.

As members would remember Holmes Dyer were engaged to prepare the Tourism and Economic Development Strategy for Council and had commenced the project prior to the decision to halt the project as part of the response to the public health emergency declaration in SA relating to the Covid-19 pandemic.

An informal gathering was held in November 2020 to discuss the status of the Economic & Tourism Strategy with consultants Homes Dyer, Elected Members and the Executive Management Team participating. At that session Holmes Dyer outlined the issues and opportunities that has arisen in their initial stakeholder engagement around tourism and economic development. Key themes revolved around the Adelaide Plains Coast, Main Streets and Townships, Primary Industries and Food and Business Support and Growth. Supporting themes revolved around Population, Infrastructure and Employment.

Following the informal gathering with Council the consultants are preparing for further stakeholder engagement, timelines anticipated as follows:

- Undertake engagement (February/March)
- Provide engagement report (March/April)
- Hold second EM workshop (April)

Key engagement activities have already been undertaken that informed the issues and opportunities paper discussed at the informal gathering. The objective of this next phase of consultation is to drill down into more detail with key stakeholders so that we can shape more advanced strategies for each theme. In this phase the consultants are aiming to develop a set of priorities that are supported by stakeholders, are feasible, challenging but deliverable and have a high degree of ownership or awareness by potential delivery partners. These will then be tested more broadly with the community.

The second workshop with Council will discuss a draft strategy and its suitability for public notification (April/May) with:

- Issues and opportunities paper
- Engagement report
- Draft TEDS

RECOMMENDATION

“that Council, having considered Item 15.6 – *Tourism and Economic Development Strategy Update*, dated 22 February 2021, receives and notes the report.”

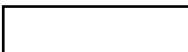
Attachments


Nil

References

Legislation

Local Government Act 1999 (SA)



 Adelaide Plains Council	15.7	Dog Management in Adelaide Plains
	Department: Report Author:	Development and Community Manager Regulatory
Date: 22 February 2021	Document Ref:	D21/7160

OVERVIEW

Purpose

To provide Council with an overview of dog management in Adelaide Plains Council and the issues that Council's Regulatory Services team deal with in the management of dogs including how dog barking and stock attack complaints are investigated by Council staff.

Background

The table below provides an indication of Council's dog registration numbers since the introduction of the Dogs and Cats Online (DACO) database.

	2018/2019	2019/2020	2020/2021
Individual Dog Registrations	4611	5167	5473
Business Dog Registrations	110	117	124

With registration numbers steadily increasing, Council staff are responding to a growing number of complaints about dog barking and stock attacks throughout the course of each year.

Both matters have the potential to impact significantly on members of the community. Dog barking can be a considerable nuisance and has the potential to impact on the health and wellbeing of people living in a particular locality. Stock attack events can result in the severe injury or death of farm animals and pets, leading to significant emotional and financial stress.

Discussion

The *Dog and Cat Management Act 1995* (the 'Act') is by definition "An Act to provide for the management of dogs and cats". The main objectives of the Act are to:

- encourage responsible dog and cat ownership
- reduce public and environmental nuisance caused by dogs and cats
- promote the effective management of dogs and cats

Each Council in South Australia is required under the Act to appoint at least one full time Authorised Person to assist in administering and enforcing the provisions of the Act relating to dogs and cats within its area. Council now has two full time Community Safety Officers appointed as Authorised Persons for this purpose.

Dog Barking

Under the Act, a person who owns or is responsible for the control of a dog is guilty of an offence if the dog (either alone or together with other dogs, whether or not in the same ownership) creates a noise, by barking or otherwise, which persistently occurs or continues to such a degree or extent that it unreasonably interferes with the peace, comfort or convenience of a person.

An expiation fee (fine) and maximum penalty applies for a breach of this part of the Act.

Note that noise complaints relating to noise created by a barking dog are specifically excluded from the definition of a local nuisance under the *Local Nuisance and Litter Control Act 2016*. Therefore the ability for Council to take enforcement action in relation to dog barking is limited to the powers contained in the *Dog and Cat Management Act 1995* only.

Stock Attacks

Under the Act, a person who owns or is responsible for the control of a dog is guilty of an offence if the dog is found to be wandering at large. That person is also guilty of an offence if the dog attacks, harasses or chases or otherwise endangers the health of a person or an animal or bird owned by or in the charge of another person (whether or not actual injury is caused).

As is the case with barking dogs, significant expiation fees and maximum penalties apply for a breach of the Act in these areas.

Enforcement Options

Authorised persons have the power to destroy, seize and detain dogs in certain circumstances as outlined in the Act, and also issue expiation notices for alleged breaches of the Act.

Following investigation of a particular matter a Council or the Dog and Cat Management Board may also make any of the following orders:

- Destruction Order
- Control (Dangerous Dog) Order
- Control (Menacing Dog) Order
- Control (Nuisance Dog) Order
- Control (Barking Dog) Order
- Prohibition Order

Each order carries certain requirements under the Act, as outlined in **Attachment 1**, and must be made in accordance with a legislated procedure outlined in the legislation. Maximum penalties and expiation fees also apply for a breach of an order.

If, after an investigation, a matter proceeds to a prosecution and a person is found guilty of any of the above offences under the Act relating to barking or attacking dogs, a Court may, in addition to, or instead of imposing a penalty, make one or more orders relating to the management of the relevant dog/s.

Investigation

Prior to implementing any of the above options, Council's Authorised Persons must undertake a thorough investigation of complaints relating to dog barking or stock attacks. Investigations can be complex, and must result in the collection of adequate evidence that will satisfy the Courts if a decision of Council is challenged, prior to taking any action against a dog owner or person responsible for the control of a dog.

In relation to a dog barking complaint, one or more of the following actions may be undertaken by an Authorised Person:

- Requesting the complainant complete a dog noise record (diary). This is provided by Council in an information kit, which also contains general information and a questionnaire to assist staff in commencing an investigation (**Attachment 2**)
- Contacting the dog owner to discuss the alleged complaint and formally interview if required;
- Speak with residents of properties in the immediate locality to obtain collaborating evidence, which may be in the form of additional noise monitoring records (diaries)
- Conducting regular noise monitoring observations
- Issuing of expiations or a Control (Barking Dog) Order where relevant
- Commencement of prosecution where relevant, including collection of impact statements from relevant parties

Importantly the dog owner or person responsible for the control of a dog must be given a reasonable timeframe to comply with any direction or order of Council. The provisions of the Act are not designed to eliminate barking by a dog, as this is natural behaviour (and also recognised by the Courts), but rather to manage repeated occasions of persistent barking. This change in behaviour may take some time.

Note also that an Authorised Person cannot simply seize and detain a dog for barking. A dog can be seized if a Control (Barking Dog) Order is breached, however an owner can simply collect the dog upon payment of the relevant impounding fee – a total of \$80 (including the \$25 daily holding fee).

Difficulties often encountered when conducting a dog barking investigation include the following:

- Complainants requesting to remain anonymous, not willing to provide statements to be used as supporting evidence, or unwilling to appear in Court if needed. In some cases no further action can be taken without provision of this information.
- Difficulty in identifying individual dogs responsible for barking, particularly where more than one dog is present on the site
- Barking often occurring outside normal business hours when Authorised Persons are not available
- The subjective nature of dog barking – what is considered a nuisance to one person may not be a nuisance to another
- Provocation of the dog/s by the complainant, e.g. verbal abuse, hitting a fence, throwing objects, etc
- Accuracy of information provided, e.g. relating to dates, times, duration of barking, location of noise, etc

- Inability to achieve an immediate solution – a dog owner must be given a fair opportunity to address the issues due to the natural barking behaviour of a dog

In relation to stock attacks the following actions may be undertaken:

- Ensuring the responsible dogs are secure
- If destroyed by a property owner, taking photographs of the deceased dog/s including identification – tag, microchip, etc
- Collecting a statement from the complainant and any identified witnesses, including collection of photographs of injured or deceased stock, veterinary invoices, etc
- Speaking with residents of properties in the immediate locality to obtain collaborating evidence;
- Issuing of expiations or orders where relevant
- Commencement of prosecution where relevant

Difficulties encountered in a stock attack investigation may include the following:

- Complainants requesting to remain anonymous, not willing to provide statements to be used as supporting evidence, or unwilling to appear in Court if needed. Similar to a dog barking investigation, sometimes no further action can be taken without provision of this information.
- Difficulty in identifying dogs responsible for the attack, as often the dogs and/or attack are not witnessed due to attacks occurring at night

Options also exist for Council's Authorised Persons to provide general advice that may assist dog owners with addressing behavioural issues associated with barking, aggressive and wandering dogs.

In relation to stock attacks, staff can also assist with providing and setting a trap to capture animals potentially responsible for attacks, with a recent example of the trap being used in late 2020.

Summary

Dog registration numbers are increasing in Adelaide Plains Council. Dog barking and stock attack matters are investigated by Council in accordance with the requirements of the *Dog and Cat Management Act 1995*. The Act outlines options available to Council's Authorised Persons for investigating and addressing such matters. Significant penalties and expiation fees exist for dog owners breaching relevant provisions of the Act relating to dog barking and attacks.

Associated investigations must result in the collection of adequate evidence before enforcement options can be considered. These investigations can sometimes be difficult, and extend for a considerable period of time.

RECOMMENDATION

"that Council, having considered Item 15.7 – *Dog Management in Adelaide Plains*, dated 22 February 2021, receives and notes the report."

Attachments

1. Destruction and Control Orders
2. Dog Noise Information Kit

References

Legislation

Dog and Cat Management Act 1995



- (d) that the dog be controlled in a specified manner;
 - (e) that specified action be taken within a specified period to abate any danger or nuisance posed by the dog;
 - (ea) that the dog be desexed;
 - (eb) that any other dog owned by the person, or for the control of which the person is responsible, be destroyed or disposed of in a specified manner within a specified period;
 - (f) that the person not acquire another dog for a specified period or until further order of the court;
 - (g) that the person pay compensation for injury, damage or loss suffered by a person as a result of the actions of the dog;
 - (h) any other order that the case requires.
- (2) An order must state to whom it is directed.
- (3) A person who fails to comply with an order made against the person under this section is guilty of an offence.
- Maximum penalty: \$5 000.
- (4) An order under this section binds the person against whom it is made despite the fact that the ownership or control of the dog has changed or is not known, or that the dog is no longer being kept in the same place, unless, on application to the Magistrates Court, the Court is satisfied that the changed circumstances are such that the order should be varied.
- (5) If an order under this section is contravened, an authorised person may take reasonable steps to give effect to the order and the council within the area of which the dog subject to the order is kept may recover the cost of that action as a debt from a person who owns or is responsible for the control of the dog.

Division 3—Destruction and control orders

50—Destruction and control orders

- (1) A council or the Board may, in accordance with this Division, make an order of any of the following classes in relation to a specified dog:
- (a) a Destruction Order;
 - (b) a Control (Dangerous Dog) Order;
 - (c) a Control (Menacing Dog) Order;
 - (d) a Control (Nuisance Dog) Order;
 - (e) a Control (Barking Dog) Order.
- (2) A Destruction Order requires—
- (a) the dog to be destroyed within the period specified in the order (but not less than one month after the date the order takes effect); and

- (b) the dog, until destroyed, to be kept or detained at a place specified in the order (or at some other place subsequently approved by the council or the Board (as the case requires)).
- (3) A Control (Dangerous Dog) Order requires—
 - (a) if the dog has not been desexed—the dog to be desexed within the period specified in the order; and
 - (b) if the dog has not been microchipped—the dog to be microchipped within the period specified in the order; and
 - (c) the dog, while on premises of which the person who is responsible for the control of the dog is the occupier, to be kept indoors or for the premises to be fenced so as to prevent the dog escaping from the premises; and
 - (d) the dog, at all times, to wear a collar that complies with the requirements of the Board (except while the dog is suffering from injury, disease or sickness to the extent that the wearing of a collar would be injurious to the health of the dog); and
 - (e) the dog, except while confined to premises of which the person who is responsible for the control of the dog is the occupier—
 - (i) to have a muzzle securely fixed on its mouth capable of preventing it from biting any person or animal; and
 - (ii) to be under the effective control of a person by means of physical restraint; and
 - (f) warning signs (complying with the requirements of the Board) to be prominently displayed at all entrances to premises where the dog is usually kept warning people that a dangerous dog is kept on the premises; and
 - (g) the dog or the person or both to undertake such approved training courses as may be specified in the order; and
 - (h) all reasonable steps to be taken to prevent the dog repeating the behaviour that gave rise to the order.
- (4) A Control (Menacing Dog) Order requires—
 - (a) if the dog has not been microchipped—the dog to be microchipped within the period specified in the order; and
 - (b) the dog, while on premises of which the person who is responsible for the control of the dog is the occupier, to be kept indoors or for the premises to be fenced so as to prevent the dog escaping from the premises; and
 - (c) the dog, at all times, to wear a collar that complies with the requirements of the Board (except while the dog is suffering from injury, disease or sickness to the extent that the wearing of a collar would be injurious to the health of the dog); and
 - (d) the dog, except while confined to premises of which the person who is responsible for the control of the dog is the occupier—
 - (i) to have a muzzle securely fixed on its mouth capable of preventing it from biting any person or animal; and

- (ii) to be under the effective control of a person by means of physical restraint; and
 - (da) the dog or the person or both to undertake such approved training courses as may be specified in the order; and
 - (e) all reasonable steps to be taken to prevent the dog repeating the behaviour that gave rise to the order.
- (5) A Control (Nuisance Dog) Order requires—
- (a) the dog, while on premises of which the person who is responsible for the control of the dog is the occupier, to be kept indoors or for the premises to be fenced so as to prevent the dog escaping from the premises; and
 - (b) the dog, except while confined to premises of which the person who is responsible for the control of the dog is the occupier, to be under the effective control of a person by means of physical restraint; and
 - (c) all reasonable steps to be taken to prevent the dog repeating the behaviour that gave rise to the order; and
 - (d) the dog or the person or both to undertake such approved training courses as may be specified in the order.
- (6) A Control (Barking Dog) Order requires—
- (a) all reasonable steps to be taken to prevent the dog repeating the behaviour that gave rise to the order; and
 - (b) the dog or the person or both to undertake such approved training courses as may be specified in the order.
- (7) In this section—

approved training course means a training course approved for the time being by the Board for the purposes of this section.

51—Grounds on which orders may be made

A council or the Board may make an order in relation to a dog under this Division if satisfied that—

- (a) in the case of a Destruction Order—
 - (i) the dog is unduly dangerous; and
 - (ii) the dog has attacked, harassed or chased a person or an animal or bird owned by or in the charge of a person in circumstances that would constitute an offence against this Act; or
- (b) in the case of a Control (Dangerous Dog) Order—
 - (i) the dog—
 - (A) is dangerous; and
 - (B) has attacked, harassed or chased a person or an animal or bird, or is likely to do so, in circumstances that would constitute an offence against this or any other Act; or

HAVE YOU GOT A DOG NOISE PROBLEM?

What can Adelaide Plains Council do to help?

The South Australian Dog and Cat Management Act states that Council may take action against a dog owner if their dog persistently interferes with your peace and harmony.

Convincing a dog owner to change their pet's habits is not easy, and the more information we have will enable us to more effectively resolve the problem.

Sometimes all that is required is for someone from Council to talk to the dog owner about the problem. We need your help to ensure we can give the dog owner as much information about the problem as possible. Therefore providing Council with a completed and detailed Dog Noise Record is essential.

Dog Noise complaints are difficult to deal with for a number of reasons:

- Each individual person will have a different view as to what is a noise nuisance. This will vary from the location of the dog to the complainant, noise tolerance level of the complainant and the type and length of barking.
- Information supplied by the complainant is based on their personal perception/experience of how the noise affects that individual.

Nuisance barking can be defined as:

A dog that:

- regularly barks at every person or dog passing the property or using part of the street, with barking continuing for a period of time;
- regularly barks, howls or whines for periods in excess of 10 minutes when the owners are absent or ignoring the dog;
- aggressively rushes, jumps, barks or growls at the fences;
- regularly barks during the night;
- regularly barks at the neighbours;
- Barks excessively for no apparent reason.

In certain situations the complainant's actions can worsen the dog's barking. This can be caused by:

- verbally abusing the dog in an aggressive manner;
- hitting the dog or the fence;
- hosing or throwing objects at the dog;
- teasing the dog through the fence (by children or neighbour);
- A cat entering the dog's property or walking along the fence line.

The complainant should consider doing everything within their power to ensure that they or something/someone within their control is not the cause of the nuisance barking. It is important that the dog noise issue is not due to hostility between two neighbours, a neighbourhood dispute

or dislike of the neighbour. The barking nuisance should be considered in isolation of all other matters and not used as a form of revenge or retaliation against a neighbour.

Essential Steps for Council to Proceed

The accuracy of information relating to the reason, time, date and duration of barking is crucial if the matter finally needs to go to court. If information collected is not accurate or legitimate, legal action may be lost. Video or audio taping of a dog is usually not admissible in court.

Correct identification and location of the dog barking is essential. Noise can and will travel in different directions. Ensure the location of the barking dog is correct. Sometimes complainants make the mistake of accusing a dog for nuisance barking when it is really another dog causing the problem.

To help you, please find enclosed a barking complaint sheet which you are required to fill in when the barking occurs. **Do not** try to remember at the end of each day or night as this will lead to mistakes in the accuracy of the diary. You must remember that the diary is a legal document that could become evidence in court, as such, be sure to complete the entry correctly.

Guideline for completing the Dog Noise Record is attached.

Unless the diary and cover are completed and signed *and* the statement section completed and signed, we *may not* proceed further with any investigations or action.

Additionally, for any formal action to be undertaken, it is helpful if the complaint is substantiated by another adjoining or nearby resident who is experiencing the same problem. Once the diary is complete, the investigating officer will make enquiries in this regard. If the complaint cannot be substantiated, we may not take any formal action. This is because we need a minimum standard of evidence to prove a case to a court if needed.

So What Happens From Here?

Once you have filled out the Dog Noise Record Sheets, return it to Council.

If sufficient evidence is received an Officer will approach the dog owner either in person, by letter or both. The dog owner will be advised that Council is investigating a complaint and advise them, if required, how they may resolve the noise.

A 7-14 day grace period will be given to the dog owner to see if problem can be rectified. We will contact you at this point and let you know when this grace period will end.

Once grace period has ended a further Dog Noise Record would be required to be filled out. This will provide Council information that dog owner may not be able to resolve the issue.

This Dog Noise Record will be inspected by an Officer and if clear enough evidence that the noise is considered to be a nuisance we will proceed with an investigation.

- During investigation Council can.

- Approach other nearby neighbours to gain further information or to see if able to help with the investigation including possibly filling out their own Dog Noise Record.
- Conduct Listening Posts where an Officer will sit for amount of time to listen and gain evidence by filling out a Dog Noise Record.
- Or we can do both.

If the Dog Owner Cooperates

If the dog owner cooperates then things become a little easier. Depending upon the nature of the problem, it may take some time to correct a habit of the dog.

Until the matter has been resolved it would be valuable to maintain Dog Noise Record Sheets to monitor progress.

What happens if the Dog Owner Does Not Cooperate?

If the dog owner refuses to cooperate, the process becomes quite formal.

If Council able to gain clear evidence of a dog creating nuisance by noise. Council then has the power to issue expiations (fines) or serve an order (a legal document) on the dog owner to take reasonable steps to abate the noise.

After this time Council may also give you and other complainants further Record Sheets to fill out during this period. It is very important that you do so as this may have to be produced as evidence in Court that the problem has not been rectified. **If we do not receive all the Record Sheets, or if they are not completed, we will not be able to proceed any further.**

Legal Action

If things have not improved, the Council will consider taking legal action. Legal action is not automatic and depends on our assessment of each case. Should Court action be necessary, **you may be asked to appear in court as a witness.**

If you do not wish to do this, then Council cannot proceed any further with the investigation.

It may also take some time to obtain a hearing date at the Court. During this period you must keep an up to date record of the noise and the effect it has on you.

Should Court action be successful, Council will ask that the Court orders the dog owner to seek some special help (usually from a vet or other qualified person) to correct their pet's problem. Council may ask the Magistrate to order that specific controls be placed on the owner of the dog. Assuming that the Order is given and they comply with it, this should have the desired result

Application to Council re Dog Noise Problem

1. Applicant's Details

Given Name _____

Family Name _____

Street Address _____

_____ Postcode _____

Postal Address _____

_____ Postcode _____

Home Telephone _____ Business Telephone _____

Mobile _____

Email _____

2. Dog Description (if known)

Address dog(s) kept at _____

_____ Postcode _____

Owner's Name _____

1st breed of dog _____ Colour _____

2nd breed of dog _____ Colour _____

3. Barking dog details

Describe the dog's barking and why it is a nuisance to you (use the checklist below to assist you)

<ul style="list-style-type: none"> • How often does the dog bark? • How long does the barking continue for? • What sort of noise does the dog make? • Does it bark at certain times of the day? • Does it bark in response to passers-by or other stimulus? 	<ul style="list-style-type: none"> • Where is the barking in relation to your property? • Does the barking interfere with any of your normal activities? • Does the barking impact on your health or wellbeing? • How does the barking impact on other members of your household?
--	---

Please complete the following information with the Dog Noise Record Sheets to assist us in trying to resolve the noise complaint.

4. Have you approached the dog owner to discuss the problem? ☐ Yes ☐ No
If no, why not?

If yes, when and what action did they take?

Has there been any improvement?

5. During which time does the dog bark regularly?

☐ 12:00am – 7:00am ☐ 7:00am – Midday ☐ Midday – 5:00pm

☐ 5:00pm – 8:00pm ☐ 8:00pm – Midnight

6. What area of the property is the dog barking at? ☐ Front ☐ Back ☐ Side of Fence Line
☐ Other

7. When the dog barks what is it doing?

☐ Runs along the fence line ☐ Front ☐ Back ☐ Side of Property

☐ Jumps at the fence ☐ Front ☐ Back ☐ Side of Property

☐ Sits or stands in one spot ☐ Other

8. Are you aware if the owners make attempts to stop the dog/s barking? ☐ Yes ☐ No

If yes, when does this occur? ☐ Whenever the dog/s bark ☐ Sometimes ☐ Not at all

9. What action do you think might solve the problem?

10. How long do you estimate that this problem has been going on for _____

11. Declaration

I hereby declare that all particulars given by me in this application are true and correct.

Signature _____

Date _____


Dog Noise Record

It is important that this diary is accurately completed with actual dates, times and description of barking and its impact on you.

Example

Date	Start	Finish	Description	Reason (if known)	Impact
20/05/2010	8.00 am	8.15 am	loud barks	Children going to school	Interrupted phone call
20/05/2010	8.30 am	9.00 am	Continued high pitched wailing	Owner left to go to work	Upset because dog obviously upset
20/05/2010	10.05 am	10.10 am	loud barks	Bird flying overhead	Frustrated at and for dog
20/05/2010	10.20 am	11.25 am	Protracted, intermittent barking	Not known	Annoyance and irritation

This may seem excessive but remember you or Council may be required to present this diary before a Magistrate as accurate evidence of the dog's nuisance behaviour.

 Adelaide Plains Council	15.8	Windsor Depot Library – February 2021 update	
	Department: Report Author:	Development and Community Manager Library and Community	
Date: 22 February 2021	Document Ref:	D21/6543	

OVERVIEW

Purpose

The purpose of this report is to provide Council with an update regarding the Windsor Depot Library.

Background

At Council's 14 December 2020 Ordinary Council meeting, a report was presented to Members concerning the operation of the Windsor Depot Library. Council volunteer Barbara Kennedy had announced her retirement in mid-November 2020 and her last day of opening the Windsor Institute doors was Sunday morning, 19 December 2020.

Council resolved that:

14.4 Windsor Depot Library – Future operation

Moved Councillor Boon Seconded Councillor Strudwicke 2020/ 442

“that Council, having considered item 14.4 – Windsor Depot Library – Future Operation dated 14 December 2020 receives and notes the report and in doing so acknowledges that the Windsor Depot Library will be closed from Sunday 19 December 2020 due to the retirement of its only current volunteer.”

CARRIED

14.4 Moved Councillor Keen Seconded Councillor Parker 2020/ 443

“that Council, having considered item 14.4 – Windsor Depot Library – Future Operation dated 14 December 2020, resolves that Mrs Barbara Kennedy’s 25 years of service as a volunteer will be acknowledged at the 2021 Australia Day Awards ceremony.”

CARRIED

“that Council, having considered item 14.4 – Windsor Depot Library – Future Operation dated 14 December 2020, instructs the Chief Executive Officer to:

- 1. Undertake a targeted consultation with its Windsor Depot Library users in relation to the proposed closure of the Windsor Depot Library and:***
- 2. In the event that:***
 - a. Objections to the proposed closure are received, bring a report back to Council for consideration (noting that the Windsor Depot Library cannot operate without a volunteer) and***
 - b. No objections to the proposed closure are received, make the necessary arrangements to permanently close the Windsor Depot Library.”***

CARRIED

Discussion

The Manager Library and Community sent a letter to Windsor ratepayers (30 letters) in January 2021 advising the local community that, due to the retirement of long-serving volunteer Barbara Kennedy, the Windsor Depot Library will remain closed, unless another person was willing to take on the role.

A new volunteer would be required to maintain the opening hours of the Windsor Depot Library - i.e. every Sunday morning from 10 am to 11.30am, as well as administration duties. No person registered any interest in taking on the role of volunteer library officer. Additionally, no resident raised any concern about the impending permanent closure of the Windsor Depot Library.

Library staff have collected all the remaining stock (approximately 600 items) from the Windsor Depot Library. Depending on shelf space at the Two Wells Library the items have either been re-shelved at this site or if the resource was in poor condition/outdated/or could not be accommodated on the shelves, it was removed from the collection (around 100 books).

A temporary trading table is currently located outside the Two Wells Library during opening hours with give-away books.

Staff will return to the Windsor Depot Library later in February 2021 to determine the future of the remaining shelves and furniture (which belong to Council) – it is expected that that majority of these fixtures will be disposed.

Mrs Kennedy received a certificate of appreciation and a bunch of native flowers at the recently held Australia Day ceremony. Her proud family were in attendance and watched on whilst Mayor Wasley spoke about Mrs Kennedy’s many years of dedicated service as a volunteer.



Above – Mayor Wasley with retiring Windsor Depot Library volunteer, Mrs Barbara Kennedy

Summary

The Windsor Depot Library is now permanently closed, as no other Windsor resident indicated their willingness to take over as a volunteer. However, registered Adelaide Plains Council library patrons are automatically members of the State-wide One Library Management System and can access resources from any South Australian public library, as well as the Mallala and Two Wells Libraries.

RECOMMENDATION

“that Council, having considered Item 15.8 – Windsor Depot Library – future operation – February 2021 update dated 22 February 2021, receives and notes the report.”

Attachments

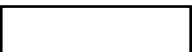
Nil


References

Legislation

Libraries Act 1982

Local Government Act 1999



	15.9	Mallala Council Chamber – Acoustic Analysis Results
	Department: Report Author:	Finance and Business Information Technology Officer
Date: 22 February 2021	Document Ref:	D21/5884

OVERVIEW

Purpose

The purpose of this report is to provide Council Members with an update regarding the acoustic analysis performed in the Mallala Council Chamber.

Background

Council, at its Ordinary Council Meeting held on 14 December 2020 meeting resolved as follows:

14.5 Mallala Council Chamber Recording Options

Moved Councillor Boon Seconded Councillor Strudwicke 2020/ 446

“that Council having considered Item 14.5 – Mallala Council Chamber Recording Options, dated 14 December 2020, instructs the Chief Executive Officer to engage a contractor to carry out acoustic assessment of the Mallala Chamber and bring back a further report on options available and associated costs to record and live stream meetings at the Mallala Chamber”

CARRIED

Discussion

Council’s management has engaged VIPAC Engineers and Scientists (the consultant) to conduct the analysis. The consultant has advised that the reverberation of the chamber meets the required design criterion within occupied spaces. Therefore, installation of microphones could be considered without risk of reverberation distorting audio when meetings are being live streamed to YouTube.

As part of this analysis, the installation of speakers (either wall or ceiling mounted) were considered to ensure all participants can be heard clearly by the Council members and the public.

The analysis has determined that if the speakers are mounted in the ceiling (option 1), there is no additional treatment required. However, if wall mounted speakers are used (option 2), additional treatment would need to be completed on the chamber wall.

The report also recommends that in order to address any noise escaping the chamber and entering into the chamber (e.g. from Trucks) that the glazing be increased and additional seals be placed on the entrance door. With the above analysis completed the estimated cost of the Chamber Audio Upgrade is as follows;

Description	Cost
Delivery and Installation of 16x Shure Microphone System including <ul style="list-style-type: none"> • 1 Chairperson / Voting • 9 Voting Stations • 6 Non-Voting Stations 	\$50,000+
Delivery and Installation of Ceiling Mounted Speakers	To be quoted
Optional – Treatment of Windows and Entrance Door to Mallala Chamber	To be quoted

Council's management will prepare a budget bid to facilitate the chamber upgrade as part of 2021/2022 budget deliberations.

Summary

Council instructed the Chief Executive Officer at its Ordinary Council meeting held on 14 December to conduct an acoustic assessment of the Mallala Chamber.

The purpose of the assessment was to determine whether any additional treatment would be required to prevent reverberation when streaming meetings from the Mallala Chamber if individual microphones were installed in the Chamber.

The assessment has concluded that additional treatment would not be required if Council install four (4) ceiling mounted speakers.

An optional recommendation has been identified to address noise from heavy vehicle traffic moving past the Council chambers, this includes a change of glazing on windows and sealing of gaps in the entrance doorway.

Accordingly, a budget bid will be submitted covering following areas as part of the 2021/2022 budget deliberation for the Council to consider;

- installation of individual microphones (16 in total);
- installation of ceiling mounted speakers;
- reduce background noise level within the Mallala Chamber.

RECOMMENDATION

“that Council, having considered Item 15.9 – *Mallala Council Chamber – Acoustic Analysis Results*, dated 22 February 2021, receives and notes the report.”

Attachments

1. Vipac – Room Acoustics Assessment Report - Mallala Council Chamber

References

Legislation

Electronic Participation in Council Meetings Notice (No 1) 2020

Local Government Act 1999

Local Government (Procedures at Meetings) Regulations 2013

Council Policies/Plans

Code of Practice – Meeting Procedures

Code of Practice – Access to Meetings and Documents

Informal Gatherings Policy



Adelaide Plains Council


Review of Council Chamber Acoustics and Design of Microphone System

Room Acoustics Assessment Report

50B-20-0287-TRP-45950183-1

9 February 2021



Job Title:	Review of Council Chamber Acoustics and Design of Microphone System		
Report Title:	Room Acoustics Assessment Report		
Document Reference:	50B-20-0287-TRP-45950183-1		
Prepared For:	Prepared By:		
Adelaide Plains Council 2a Wasley Road Mallala, South Australia, 5502, Australia	Vipac Engineers and Scientists Limited 33 Bacon St, Hindmarsh, SA 5007, Australia		
Contact: Thomas Harris-Howson			
Tel:	Tel: +61 8 8334 0900		
Author:	Saksham Garg 9 February 2021	Senior Engineer	
Reviewer:	Mark Ogilvie 2 February 2021	Consulting Engineer	
Issued By:	Saksham Garg 9 February 2021	 Senior Engineer	
Revision History:			
Rev. #	Comments / Details of change(s) made	Date	Revised by:
Rev. 00	Original issue	9 Feb 21	

NOTE: This report has been prepared solely for the benefit of the client to whom this report is addressed for use herein ("Client") unless otherwise agreed in writing by Vipac Engineers and Scientists Limited ACN 005 453 627 ("Vipac"). Neither the whole of this report or any part of it may be published, duplicated or circulated without the prior written approval of Vipac except as required by law. Vipac does not assume any responsibility or liability for any losses suffered as a result of the publication, duplication or circulation of this report and excludes all liability whatsoever to any third party who may use or rely on the whole, or any part of this report.

Vipac has prepared this report using all reasonable care, skill and due diligence within the time period, budget and resources allocated to Vipac as agreed with the Client. Vipac excludes all liability to the Client whatsoever, whether in whole or in part, for the Client's use or reliance on the report other than for the purposes set out in the report, or any matters outside the agreed scope of the work.

For the purposes of preparing this report, reliance has been placed upon the material, representations, information and instructions provided to Vipac unless otherwise stated in the report. Originals of documents provided have not been required and no audit or examination of the validity of the documentation, representations, information or instructions provided has been undertaken except to the extent otherwise stated in this report. Information and findings contained in this report are based on Vipac's interpretation of data collected.

This document contains commercial, conceptual, engineering and other information that is proprietary to Vipac. The inclusion of this information in the report does not grant the Client any license to use the information without Vipac's prior written permission.

Table of Contents

1	Introduction	4
2	References.....	4
3	Design Criteria.....	4
4	Specification & Assumptions.....	5
4.1	Existing Architectural Specifications	5
4.2	Additional Information	5
5	Onsite Acoustic Testing	6
5.1	Methodology & Instrumentation.....	6
5.2	Assessment Results (Existing Conditions)	7
6	Treatment Recommendations	7
6.1	Option 1 – Ceiling Mounted Speakers	7
6.2	Option 2 – Wall Mounted Speakers.....	8
6.3	Additional Comments	9
	Appendix A Datasheet	10



1 Introduction

Vipac Engineers & Scientists were engaged to conduct an acoustic survey (room acoustics) within the main meeting room of the council chamber building of Adelaide Plains Council in Mallala, SA 5502. The purpose of the survey was to assess the existing room acoustics within the meeting room and provide recommendations to reduce reverberation time and to repurpose the room to be used as a video conference room. This report documents the assessment criterion, results of the site measurements conducted on the 29 January 2021, and recommendations to improve the acoustic environment within the room.

2 References

- [1] Australian Standards AS 2107:2016 "Acoustics – Recommended design sound levels and reverberation times for building interiors".
- [2] Information provided by the Council for the proposed meeting room.

3 Design Criteria

The Australian / New Zealand Standard AS/NZS 2107:2016 [1] sets out recommended design criteria for reverberation times within occupied spaces. The reverberation time defines the time taken for sound to decay within a space and thus the degree of intelligibility of both unassisted speech and sound reinforcement systems. The criterion for a given space depends on the volume of the space, with Table 1 outlining the subjective impression for spaces with various volumes.

Table 1: Subjective response to individuals to reverberation times

Reverberation Time, sec			Subjective Rating
Small (100m ³)	Medium (1,000m ³)	Large (10,000m ³)	
<0.3	0.3 – 0.5	0.6 – 0.8	Dead
0.3 – 0.5	0.5 – 0.7	0.8 – 1.0	Medium dead
0.5 – 0.7	0.7 – 1.0	1.0 – 1.5	Average
0.7 – 1.0	1.0 – 1.5	1.5 – 2.5	Medium live
1.0 – 2.0	1.5 – 2.5	2.5 – 4.5	Live

As such, considering the volume of the meeting room [2] and the proposed use of the space (speech/communication), and based on Appendix A of AS/NZS 2107:2016 [1], Vipac considers a reverberation time criterion of **0.6 – 0.8 seconds** to be appropriate to improve the acoustic environment within the proposed conference/meeting room.

Please note that the criterion presented above aligns with the recommended levels provided in Table 1 of AS 2107:2016 [1].

4 Specification & Assumptions

On-site acoustic tests were conducted with the existing finishes in place. The existing architectural finishes noted during the survey are discussed below, with the meeting room layout (with dimensions) presented in Figure 1.

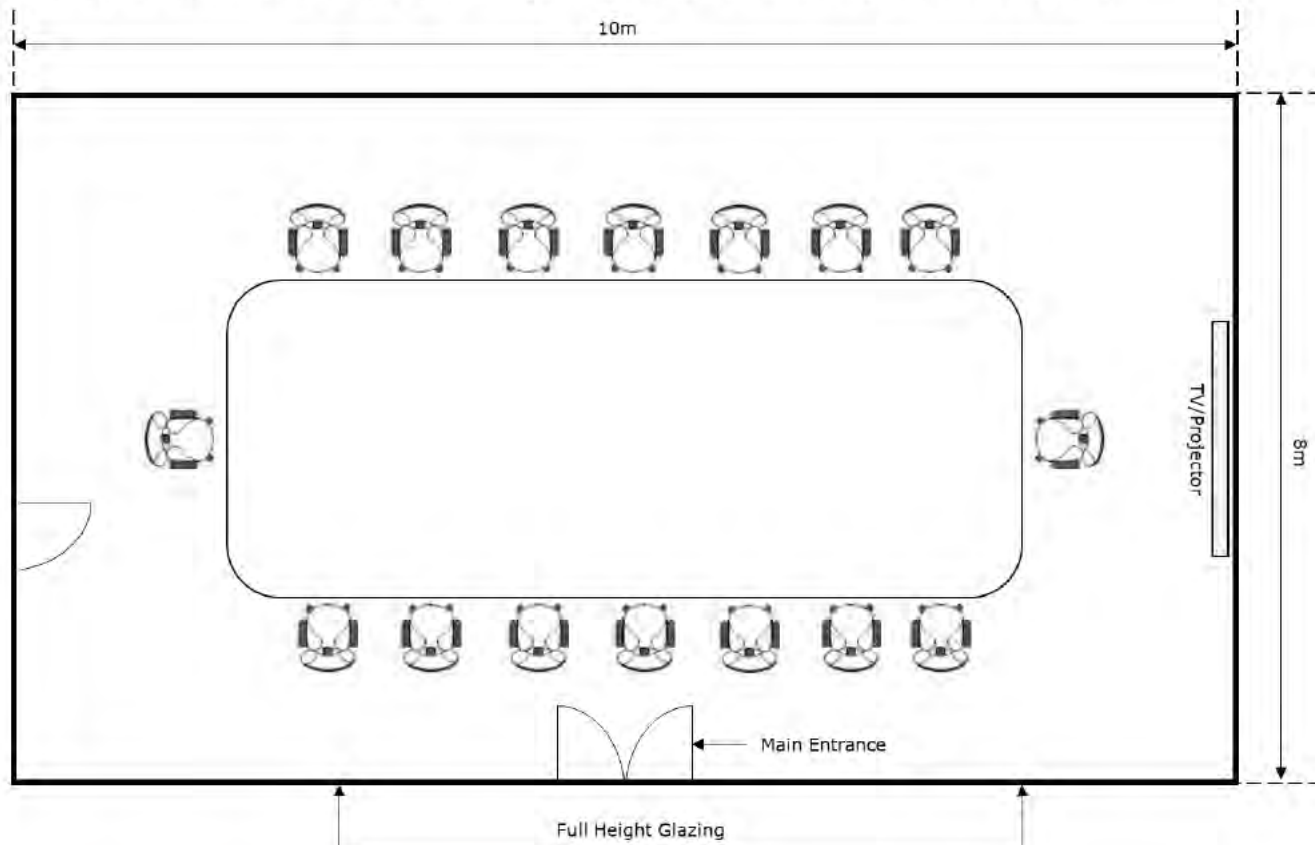


Figure 1: Room Layout

4.1 Existing Architectural Specifications

Based on our inspection of the meeting room, the following existing architectural finishes are noted:

- Walls – Painted plasterboard walls with full height glazed components.
- Ceiling – MFT (mineral fibre tiles) ceiling at 3m above floor level. The product information is unknown.
- Floor – Carpet tiles to the entire room.

4.2 Additional Information

For the purpose of this assessment, Vipac has assumed/considered the following conditions:

- The furniture (table, chairs, TV, etc.) will be placed at the same location as observed during the survey.
- The council intends to install individual microphones for each person on the table.
- No preferred location of the speakers has been suggested by the council.
- The room would primarily be used for conference and meetings (including presentations, etc.).

5 Onsite Acoustic Testing

5.1 Methodology & Instrumentation

Reverberation time measurements were undertaken during the site inspection conducted on the 29 January 2021 and assessed against the selected design criterion. The reverberation time measurements were conducted using a Brüel and Kjær Type 1 Hand-held Analyser Type 2250 (Serial number: 3002841, due for calibration 13 May 2022) with an approved windshield fitted at all times. The calibration of the analyser was checked before and after the measurement and no drift in sensitivity was detected.

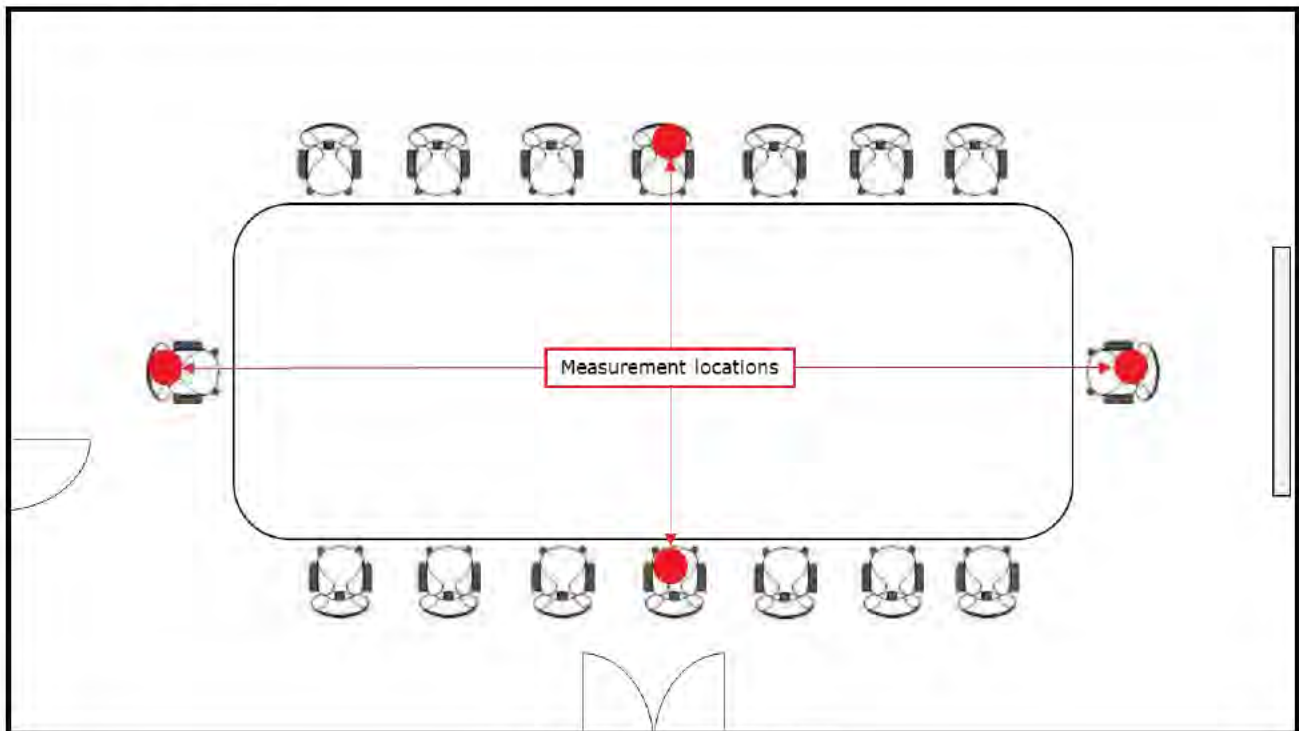


Figure 2: Measurement Locations

The following procedure was followed to conduct the on-site survey:

- The measurements were carried out ensuring no occupancy in the meeting room,
- All the measurement and source (impulse) locations were minimum 2 metres away from all reflecting surfaces.
- The microphone was placed approximately 1.2-1.5 metres above the floor.
- Reverberation time measurements were conducted at four locations indicated in Figure 2;
- Please note that multiple measurements were undertaken at each location to accurately determine the existing reverberation time.
- The room dimensions were measured, and all architectural finishes were noted.

5.2 Assessment Results (Existing Conditions)

Based on our assessment results, we note an existing reverberation time of 0.48 seconds (mid-frequency, 500Hz). The measured reverberation time compared against the criterion curve is shown in Figure 3.

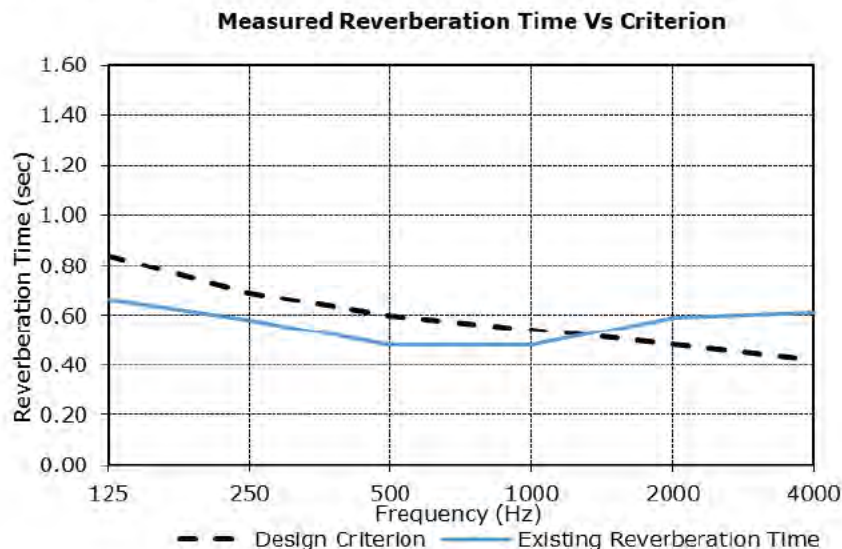


Figure 3: Existing Reverberation Time

Based on the measured results, that the existing reverberation time meets the recommended design criterion. Therefore, additional acoustic treatment is not required to achieve compliance. However, depending on the use of the room and positioning of the speakers, additional treatment may be required to reduce the 'feedback' from the speakers during conference calls, as discussed in the section below.

6 Treatment Recommendations

Assuming that individual microphones will be installed for each member on the table, Vipac recommends the following speakers configuration options and the corresponding treatments:

6.1 Option 1 – Ceiling Mounted Speakers

If ceiling mounted speakers are used, we recommend the speakers be installed at locations highlighted in Figure 4 below.

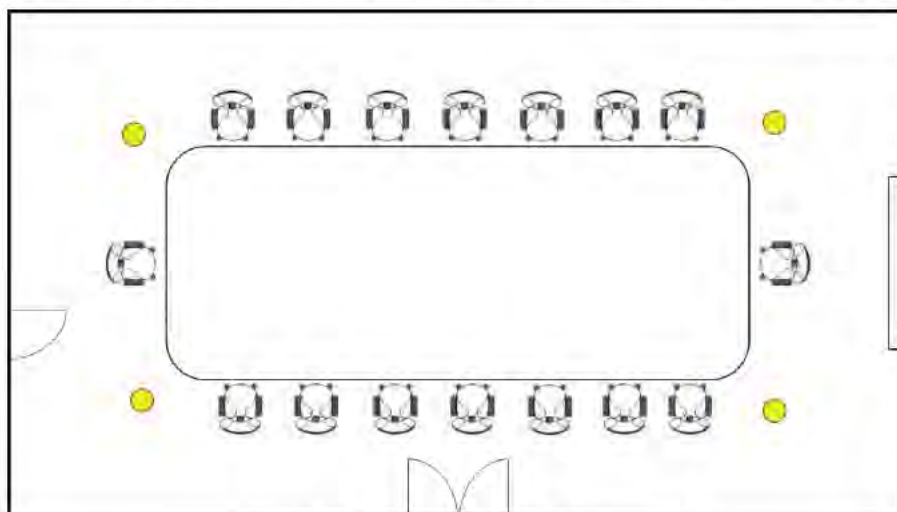


Figure 4: Ceiling Mounted Speakers Location

The speakers should be located minimum 1.5m away from the walls and away from the table to avoid reflections. With the speakers at this location, no further acoustic treatment would be required.

NOTE: The speakers should be hard mounted on ceiling (not suspended), as indicated in Figure 5 below.



Figure 5: Ceiling Mounted Speakers Example

6.2 Option 2 – Wall Mounted Speakers

If wall mounted speakers are used, Vipac recommends the speakers be installed at location indicated in Figure 6. With the speakers in this location, additional treatment to the wall highlighted in Green in Figure 6 would be required. The treatment would include installation of minimum 5m² of 50mm (3800 gsm) AUTEX® QuietSpace® wall panels (direct fix) or similar product with minimum Noise Reduction Coefficient of NRC 0.90. Alternate product options can be provided if required.

The product datasheet for AUTEX® QuietSpace® wall panels are attached in Appendix.

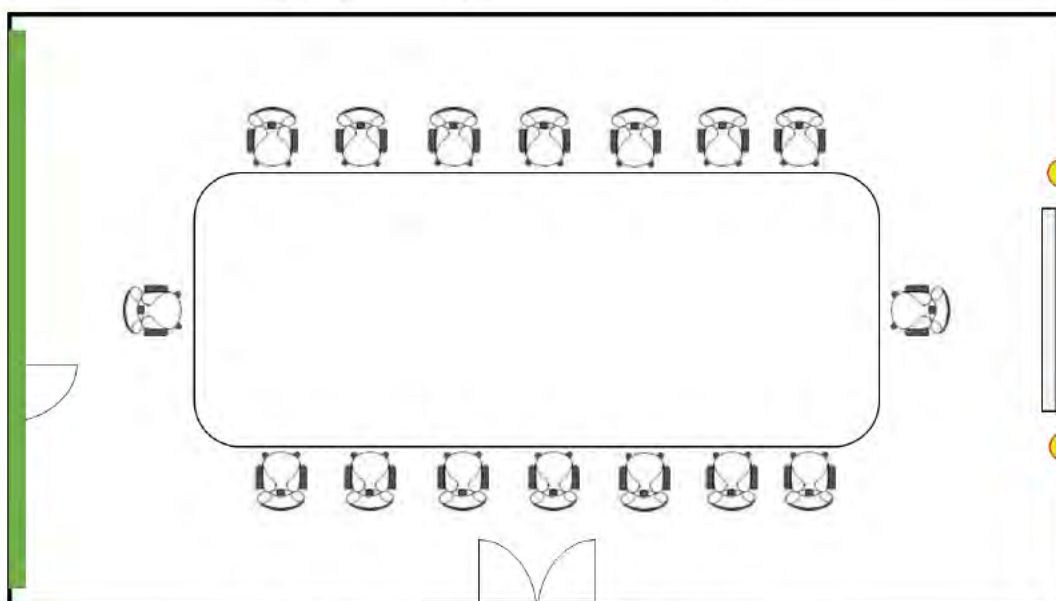


Figure 6: Wall Mounted Speakers & Treatment Location

Please note that the speakers should be installed minimum 2.4m above floor level, facing the centre table.

6.3 Additional Comments

Vipac noted high background noise levels within the meeting room due to road traffic noise flanking through the entrance doors (no seals, gaps between the meeting door leafs) and the glazing facing the abutting road. Vipac recommends the door and the glazing be upgraded to ensure the external noise ingress is minimised to avoid influence during the meetings.

Since Vipac did not conduct any on-site background noise level measurements to measure the traffic noise levels in the area, traffic noise level prediction method given in Ministers' Specification SA 78B was used. Based on our assessment, we recommend the following glazing and door construction options.

- Glazing

We recommend replacing the existing glazing with 10.5mm thick VLam Hush Viridian glass or equivalent glazing with minimum Weighted Sound Reduction Index of R_w 39. Ensure there are no gaps or openings between the glazing frame and adjoining walls.

- Door

- Option 1 – Replace the existing double door with a 55mm thick single hinged solid core door, fitted with medium duty acoustic seals.
- Option 2 – Replace the existing double door with a glazed aluminium framed hinged door, fitted with 12.5mm thick VLam hush glass and medium duty acoustic seals.

Appendix A Datasheet



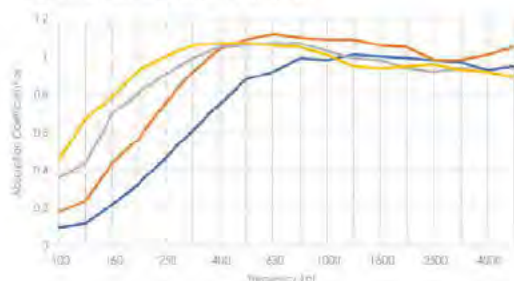
QUIETSPACE PANEL



AUTEX



ABSORPTION COEFFICIENT ACCORDING TO ISO 354.



Description	University of Auckland Test Report Number	Frequency (Hz)						NRC
		125	250	500	1000	2000	4000	
12mm	10715-18	0.15	0.45	0.85	1.00	1.00	0.95	0.85
25mm	11229-8	0.30	0.75	0.95	1.00	1.00	1.00	1.00
50mm	11095-20	0.40	0.90	1.00	1.00	1.00	1.00	1.00
100mm	11095-20	0.50	0.95	1.00	1.00	1.00	1.00	1.00

Note: presents the practical sound absorption coefficients as according to ISO 11833. Graph presents theoretical sound absorption coefficients (according to ISO 11833) measured in a reverberation room. The NRC value is determined as the arithmetic average of the absorption coefficient measured by semi-reflective block method on 250 Hz, 500 Hz, 1000 Hz and 2000 Hz, and rounded to the nearest 0.05.

PRODUCT SPECIFICATIONS

Product Name: QuietSpace® Panel
Composition: 100% Polyurethane Foam (PET)

Panel Dimensions: 1220mm x 2440mm

Tolerance: (+5mm) to (+10mm)

Thickness: 25mm, 50mm, 75mm, 100mm

Flammability: Class 1 (BS 5854-1:2003) (F1) (F1) (F1) (F1)

Weight: 2500mm: 3820gms 4000mm: 4000gms

LIGHT REFLECTANCE

QuietSpace® Panel is suitable for indoor use only (not for light reflectance index of 51) (theoretical maximum reflectance with 95.54% (0.005m x 1.00m)

THERMAL PERFORMANCE

(Internally tested by Autex Ltd)

25mm: R1.5 @ 15°C

50mm: R1.5 @ 15°C

75mm: R1.5 @ 15°C

100mm: R2.4 @ 15°C

ACOUSTIC PERFORMANCE

QuietSpace Panel is specifically designed to reduce noise control maintenance (noise) noise in building interiors.

Minimum Noise Reduction Coefficient 0.85

INSTALLATION

Install as per Autex recommendations (install instructions) are included in each pack or available on the website. If QuietSpace Panel is to be specified by use other than as a wallcovering, please seek guidance from your Autex account manager.

FIRE RATINGS

QuietSpace Panel has been tested using the following standards:

ISO 9705: 1993

Classification: Group 1.5

Single Reaction Rate: <3.0m/s

As tested by Autex Ltd

AS ISO 9705: 2003

Classification: Class 1

(SVOGRM) <100m/s

Assessed using methodology AS ISO 9705: 2003

Proceeding with AS 5517: 2003, as required by BCA Specification (C) 4.6.4

1.4871 (date 19th May 2014)

14/05/2014 (date 19th May 2014)

EN 13501-1:2007 (Fire Performance of Building Products)

B1, S1, d0

Based on ISO 9705 and ISO 11833: 2014

EN 13501-1:2007+A1:2009 (Fire Performance of Building Products)

B1, S1, d0

Based on ISO 9705 and ISO 11833: 2014

ASTM E84 - 14 (Fire Performance of Building Products)

Class A, S1, d0 - S1, d0

ISO 9705 and ISO 11833: 2014

WATER VAPOUR SORPTION

ASTM C150M / C110M (13m)

Test conditions: 23°C, 50%RH

Water vapour (absorbed and desorbed) is 0.4gms

0.4% by weight

IMPACT RESISTANCE

ISO 7792: 1988

Hard Body Impact

There is no surface damage or penetration to

QuietSpace Panel when subjected to hard body

impacts. When adhered to 10mm plasterboard, the

system can resist a 10kg impact. This is equivalent

to the impact of a 0.5kg object dropped from a 2m

height. A small indentation may be observed when

subjected to an impact equivalent to the impact of a

0.5kg object dropped from a 0.5m height.

Soft Body Impact

There is no surface damage or penetration to

QuietSpace Panel when subjected to soft body impacts.

When adhered to 10mm plasterboard, the system can

resist a 120kg impact. This is equivalent to the impact

of a 50kg object dropped from a 250mm height.

MICROBIAL RESISTANCE

ASTM G21-15

Growth Rating: 0 (No growth)

QuietSpace Panel does not provide the growth

of moulds and mildew.

PATTERN REPEAT

Non-repeating. No pattern repeat but product has

repeating grain. Product may vary from sample used

batch to batch due to fibre blending and layout which is

an inherent feature of this product.

FABRIC CARE

Blot spills from fabric quickly. Wipe with a damp cloth.

Avoid rubbing and excessive amounts of water as this

will affect the finish. Use proper or appropriate cleaning

as directed. Do not use a steam iron or dry clean with

application of solvent. Cleanse (avoid) QuietSpace

Panel requires the services of a specialist cleaning

company. Refer to the QuietSpace Panel Cleaning and

Maintenance Guide for more information.

ENVIRONMENTAL

Autex is committed to best practice through ISO 9001

and ISO 14001 certified Quality and Environmental

Management Systems.

Autex QuietSpace Panel contains a minimum of 45%

recycled polyurethane foam (PET, water-based).

Options and manufacturing waste are recycled or recycled

whenever possible.

Autex QuietSpace Panel is made from 100%

polyurethane foam and does not contain benzothiazole

antioxidants. Autex polyurethane foam is made from


quality and will not become a potential airborne pollutant.

SERVICE


For further information about QuietSpace Panel or any

other Autex product, please contact your Autex account


manager or visit our website.

 Adelaide Plains Council		18.1	Motion on Notice – Sealing of Thompson Beach Esplanade, Port Parham Esplanade and Webb Beach Road
		Document No:	D21/7481
Report Date:	22 February 2021	Submitted by:	Councillor Lush

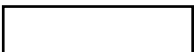
Preamble:	<p>With current interest rates at an all time low, there is a once in a life time opportunity to fund and therefore accelerate our Tourism and Economic Development Strategy. With council debt at an all time low, and the cost of finance at an all time low, this is an opportunity to take our community forward by maximising the potential for a growth in tourism while catering for accelerated growth in local development and therefore the following demand for infrastructure and a better rate payer experience in our local community.</p> <p>In consideration of the above facts with the interest in the International Bird Sanctuary and linkages with Barossa Food tourism and the expectation of the tourism sector for a certain standard of infrastructure to support tourism, I believe now is a great time to facilitate these advances.</p> <p>These concepts have been discussed at length in the Coalition of Coastal Communities and are an agreed part of the development of tourism on APC coastline. Therefore I believe they have the support of the community as an integral part of the overall proposal to advance tourism and economic development for the Adelaide Plains Council.</p> <p>The sealing of these roads I believe would enhance the potential for further private and government sector investment.</p>
Proposed Motion:	<p>“that the CEO bring back a report outlining the funding options to enable sealing of Thompson’s Beach Esplanade (End of Road North of Kestrel Crescent to Car park East of Heron Crescent – 3.39km), Port Parham Esplanade (North Parham Road to End of Road South of Wilson Street – 1.32km) and Webb Beach Road (Parham Road to Boat Ramp - 1.88km).”</p>

 Adelaide Plains Council		18.2	Motion on Notice – Coastal Tourism Infrastructure and Funding
		Document No:	D21/7488
Report Date:	22 February 2021	Submitted by:	Mayor Wasley

Preamble:	<p>We are all aware of the recent severe damage to the St Kilda environment and the fact that it will take many years to recover. The coastline within the Adelaide Plains Council has many kilometres of pristine mangroves, sections of estuaries and small beaches unaffected by the happenings at the Dry Creek and St Kilda salt lakes.</p> <p>Our area is sometimes overlooked but it forms a large part of the Adelaide International Bird Sanctuary (AIBS) and offers an alternative to the loss at St Kilda. I know there is strong support within the coastal communities for the relevant authorities to seriously consider putting funding and infrastructure in place to provide alternative viewing areas for tourists and photographers. The amazing residential growth in our area is also seeing more and more families heading to our coast for recreation and education on the uniqueness of the area.</p> <p>For example Middle Beach there is an existing boardwalk, walking trails, boat ramp with creek and viewing areas that can be renovated and expanded on to deal with an expected influx of visitors who want to continue the bird sanctuary experience or see it for the first time. A further example could be a boardwalk through the mangroves opening to the vista of the open sea with views across the gulf. Some further foresight could see walking trails linking the coastal communities via the coastline sanctuary area. I understand the Northern Planning Board and the AIBS may support this idea.</p> <p>With the stimulus packages being rolled out as result of COVID-19, now is the time to seriously look at shifting the tourism focus towards the north. While St Kilda will take a very long time to recover, tourism can be maintained and improved upon with the experience of the International Bird Sanctuary, the beaches and the coastal wilderness that the Adelaide Plains region has to offer.</p>
Proposed Motion:	<p>"that the CEO bring back a report to council on a strategy to engage with the relevant government and non-government agencies with a view to garnering funding and infrastructure to:</p> <ol style="list-style-type: none"> 1. Provide an alternative option for tourists and stakeholders in the pursuit of mangrove, marine and wildlife experiences. 2. Build on and enhance the existing infrastructures. 3. Bring forward planned works within the AIBS."

 Adelaide Plains Council	21.1 Confidential Item
22 February 2021	

21.1 Crown Land, Two Wells – February 2021



RECOMMENDATION

“that:

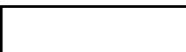
- 1. Pursuant to section 90(2) of the Local Government Act 1999, Council orders that all members of the public, except Chief Executive Officer, Acting General Manager – Governance and Executive Office, General Manager – Finance and Business, General Manager – Infrastructure and Environment, General Manager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




RECOMMENDATION

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

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



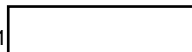
 Adelaide Plains Council	21.2 Confidential Item
22 February 2021	

21.2 Audit Committee Recommendation – Appointment of External Auditor

RECOMMENDATION

“that:

- 1. Pursuant to section 90(2) of the *Local Government Act 1999*, Council orders that all members of the public, except Chief Executive Officer, General Manager - Finance and Business, Acting General Manager Governance and Executive Office, Administration and Executive Support Officer and Information Technology Officer be excluded from attendance at the meeting of Council for Agenda Item 21.2 – *Audit Committee Recommendation - Appointment of External Auditor*;**
- 2. Council is satisfied that, pursuant to section 90(3)(d) of the Local Government Act 1999, Item 21.2 – *Audit Committee Recommendation - Appointment of External Auditor*; contains commercial information of a confidential nature (not being a trade secret), being proposals for service, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party and disclosure would, on balance, be contrary to the public interest; and**
- 3. Council is satisfied that the principle that Council meetings should be conducted in a place open to the public has been outweighed by the need to keep the information, matter and discussion confidential.”**



RECOMMENDATION

“that the Council, having considered the matter of Item 21.2 – *Audit Committee Recommendation - Appointment of External Auditor* in confidence under sections 90(2) and 90(3)(d) of the *Local Government Act 1999*, resolves that:-

- 1. The agenda report, Attachment 1 and the minutes of this meeting pertaining to Agenda 21.2 – *Audit Committee Recommendation - Appointment of External Auditor* remain confidential and not available for public inspection until all consultants who submitted a proposal have been notified in writing of Council’s decision;**
- 2. Attachment 2 and any other associated information submitted to this meeting pertaining to Agenda Item 21.2 – *Audit Committee Recommendation - Appointment of External Auditor* remain confidential and not available for public inspection until further order of the Council;**
- 3. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and**
- 4. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, Council delegates the power to revoke this confidentiality order to the Chief Executive Officer.”**

