

NOTICE OF COUNCIL MEETING

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

The Ordinary Meeting of the




will be held in

**Council Chamber
Redbanks Road
Mallala**

on

Monday 19 December 2022 at 4.30pm

A handwritten signature in black ink, appearing to read "James Miller", is positioned above the printed name and title.

James Miller
CHIEF EXECUTIVE OFFICER

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1 OPEN MEETING

2 ACKNOWLEDGEMENT OF COUNTRY

3 ATTENDANCE RECORD

4 CONFIRMATION OF COUNCIL MEETING MINUTES

4.1 Confirmation of Minutes - Ordinary Council Meeting - 28 November 2022

17684

MINUTES

of the

Ordinary Council Meeting



Held, pursuant to the provisions of the
Local Government Act 1999, in

**Council Chamber
Redbanks Road
Mallala**

on

Monday 28 November 2022 at 6.00pm

17685

The Chief Executive Officer formally declared the meeting open at 6.00pm.

1 ATTENDANCE RECORD

Present:

Mayor Mark Wasley
Councillor Alana Bombardieri
Councillor Kay Boon
Councillor Terry-Anne Keen
Councillor John Lush
Councillor Dante Mazzeo
Councillor Margherita Panella
Councillor David Paton
Councillor Marcus Strudwicke
Councillor Eddie Stubing

Also In Attendance:

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

17686

2 OPENING ITEMS

The Chief Executive Officer welcomed Council Members to the new term of Council.

2.1 DECLARATION OF OFFICE

Each Council Member made an undertaking in accordance with Section 50 of the *Local Government Act 1999* and the *Local Government (General) Regulations 2013*.

RESOLUTION 2022/343

Moved: Councillor Panella

Seconded: Councillor Keen

"that Council, having considered Item 2.1 – *Declaration of Office*, dated 28 November 2022, receives and notes the report."

CARRIED**2.2 GENERAL ELECTION RESULTS 2022****RESOLUTION 2022/344**

Moved: Councillor Boon

Seconded: Councillor Keen

"that Council, having considered Item 2.2 – *General Election Results 2022*, dated 28 November 2022, receives and notes the report."

CARRIED**2.3 ACKNOWLEDGEMENT OF ELECTED MEMBERS' SERVICE****RESOLUTION 2022/345**

Moved: Councillor Panella

Seconded: Councillor Boon

"that Council, having considered Item 2.3 – *Acknowledgement of Elected Members' Service*, dated 28 November 2022, receives and notes the report and in doing so acknowledges the contributions of Mr Peppino (Joe) Daniele, Mr Carmine Di Troia, Mr Frank Maiolo and Mr Brian Parker in the service of Council and Community during their respective tenures as elected members of Adelaide Plains Council."

CARRIED UNANIMOUSLY

17687

3 CONFIRMATION OF COUCIL MEETING MINUTES

3.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING – 24 OCTOBER 2022

RESOLUTION 2022/346

Moved: Councillor Keen

Seconded: Councillor Strudwicke

"that the minutes of the Ordinary Council Meeting held on 24 October 2022 (MB Folios 17673 to 17680 be accepted as read and confirmed."

CARRIED

3.2 CONFIRMATION OF MINUTES – SPECIAL COUNCIL MEETING – 9 NOVEMBER 2022

RESOLUTION 2022/347

Moved: Councillor Lush

Seconded: Councillor Keen

"that the minutes of the Special Council Meeting held on 9 November 2022 (MB Folios 17681 to 17683 be accepted as read and confirmed."

CARRIED

4 BUSINESS ARISING

Nil

5 DECLARATION OF MEMBERS' INTEREST

Nil

6 ADJOURNED BUSINESS

Nil

7 MAYOR'S REPORT

7.1 MAYOR'S REPORT

RESOLUTION 2022/348

Moved: Councillor Keen

Seconded: Councillor Boon

"that Council, having considered Item 7.1 – *Mayor's Report*, dated 28 November 2022, receives and notes the report."

CARRIED

8 REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED

Nil

17688

9 DEPUTATIONS**9.1 ANNA WHITE – TWO WELLS TWINKLING CHRISTMAS CELEBRATIONS**

Ms Anna White and Mr Jack Harris, spokespeople for the Two Wells Regional Action Team gave a 12-minute deputation, including questions from Council Members, in relation to Two Wells Twinkling Christmas Celebrations.

9.2 ALVIN JENKIN – ADELAIDE PLAINS RESIDENTS AND RATEPAYERS ASSOCIATION

Mr Alvin Jenkin, spokesperson for the Adelaide Plains Ratepayers and Residents Association Inc (APRRA) gave a 15-minute deputation in relation to the current status and expectations of APRRA.

10 PRESENTATIONS/BRIEFINGS

Nil

11 PETITIONS

Nil

12 COMMITTEE MEETINGS

Nil

13 SUBSIDIARY MEETINGS

Nil

14 REPORTS FOR DECISION**14.1 CODE OF PRACTICE – MEETING PROCEDURES****RESOLUTION 2022/349**

Moved: Councillor Keen

Seconded: Councillor Boon

"that Council, having considered Item 14.1 – *Code of Practice – Meeting Procedures*, dated 28 November 2022, receives and notes the report and in doing so:

1. Resolves to continue operating under the current *Code of Practice – Meeting Procedures* until such time that Council Members are in a better position to review same following completion of meeting procedures induction and training activities; and
2. Acknowledges that, in accordance with Regulation 6 of the of the *Local Government (Procedures at Meetings) Regulations 2013*, Council must review the *Code of Practice – Meeting Procedures* by no later than the June 2023 Ordinary Council Meeting."

CARRIED UNANIMOUSLY

17689

14.2 APPOINTMENT OF DEPUTY MAYOR

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 the potential appointment of a deputy mayor.

Leave was granted.

The meeting was suspended at 6.46pm.

The meeting resumed at 6.52pm.

RESOLUTION 2022/350

Moved: Councillor Keen

Seconded: Councillor Lush

"that Council, having considered Item 14.2 – *Appointment of Deputy Mayor*, dated 28 November 2022, receives and notes the report and in doing so resolves that:

1. The term of office for the position of Deputy Mayor for the Adelaide Plains Council be from 28 November 2022 until 28 November 2023 (a period of 12 months);
2. The method of choosing a Deputy Mayor be indicative vote to determine the preferred person; and
3. Upon completion of the vote Council will, by subsequent resolution, appoint the successful Council Member as its Deputy Mayor."

CARRIED UNANIMOUSLY

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, and an indicative vote, in relation to the preferred person to fill the position of Deputy Mayor.

Leave was granted.

The meeting was suspended at 6.54pm.

The meeting resumed at 6.56pm.

Councillor Strudwicke declared a material conflict of interest and left the meeting at 6.56pm.

RESOLUTION 2022/351

Moved: Councillor Keen

Seconded: Councillor Boon

"that Council, having considered Item 14.2 – *Appointment of Deputy Mayor*, dated 28 November 2022, appoints Councillor Marcus Strudwicke as Deputy Mayor for the Adelaide Plains Council from 28 November 2022 until 28 November 2023."

CARRIED UNANIMOUSLY

Councillor Strudwicke returned to the meeting at 6.57pm.

17690

14.3 ORDINARY COUNCIL MEETING SCHEDULE 2023

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 the potential dates and times of Ordinary Council Meetings from December 2022 to December 2023.

Leave was granted.

The meeting was suspended at 6.59pm.

The meeting resumed at 7.11pm.

MOTION 2022/352

Moved: Councillor Lush

Seconded: Councillor Paton

"that Council, having considered Item 14.3 – *Ordinary Council Meeting Schedule 2023*, dated 28 November 2022, receives and notes the report and in doing so and in doing so resolves that Ordinary Council Meetings for December 2022 to December 2023 (inclusive) be held in the Mallala Council Chamber commencing at 4.30pm on the following dates:

- Monday 19 December 2022
- Monday 30 January 2023
- Monday 27 February 2023
- Monday 27 March 2023
- Wednesday 26 April 2023
- Monday 22 May 2023
- Monday 26 June 2023
- Monday 24 July 2023
- Monday 28 August 2023
- Monday 25 September 2023
- Monday 23 October 2023
- Monday 27 November 2023
- Monday 18 December 2023."

AMENDMENT 2022/353

Moved: Councillor Strudwicke

Seconded: Councillor Boon

"change the words 'Wednesday 26 April' to 'Monday 24 April'."

AMENDMENT CARRIED

17691

**AS AMENDED
RESOLUTION 2022/352**

Moved: Councillor Lush
Seconded: Councillor Paton

"that Council, having considered Item 14.3 – *Ordinary Council Meeting Schedule 2023*, dated 28 November 2022, receives and notes the report and in doing so and in doing so resolves that Ordinary Council Meetings for December 2022 to December 2023 (inclusive) be held in the Mallala Council Chamber commencing at 4.30pm on the following dates:

Monday 19 December 2022

Monday 30 January 2023

Monday 27 February 2023

Monday 27 March 2023

Monday 24 April 2023

Monday 22 May 2023

Monday 26 June 2023

Monday 24 July 2023

Monday 28 August 2023

Monday 25 September 2023

Monday 23 October 2023

Monday 27 November 2023

Monday 18 December 2023."

CARRIED

Councillor Panella called for a division. The Mayor declared the vote set aside.

In Favour: Councillors Keen, Lush, Bombardieri, Panella, Stubing, Boon, Mazzeo and Strudwicke

Against: Councillor Paton

THE MAYOR DECLARED THE MOTION **CARRIED 8/1**

14.4 ORDINARY COUNCIL MEETING AGENDA TEMPLATE (ORDER OF BUSINESS)

MOTION 2022/354

Moved: Councillor Keen
Seconded: Councillor Strudwicke

"that Council, having considered Item 14.4 – *Ordinary Council Meeting Agenda Template (Order of Business)*, dated 28 November 2022, receives and notes the report and in doing so, pursuant to Section 86 of the *Local Government Act 1999*, adopts for use the agenda order of business for its Ordinary Council Meetings as provided for in Attachment 1 to this report and outlined below:

1. Attendance Record

17692

2. Confirmation of Council Meeting Minutes
3. Business Arising
4. Declaration of Members' Interest
5. Adjourned Business
6. Mayor's Report
7. Requested Documents/Correspondence to be Tabled
8. Deputations
9. Presentations/Briefings
10. Petitions
11. Committee Meetings
12. Subsidiary Meetings
13. Reports for Decision
14. Reports for Information
15. Questions on Notice
16. Questions Without Notice
17. Motions on Notice
18. Motions Without Notice
19. Urgent Business
20. Confidential Items
21. Closure."

The Mover, with consent of the Seconder, varied Motion 2022/354.

RESOLUTION 2022/354

Moved: Councillor Keen

Seconded: Councillor Strudwicke

"that Council, having considered Item 14.4 – *Ordinary Council Meeting Agenda Template (Order of Business)*, dated 28 November 2022, receives and notes the report and in doing so, pursuant to Section 86 of the *Local Government Act 1999*, adopts for use the agenda order of business for its Ordinary Council Meetings as provided for in Attachment 1 to this report and outlined below:

1. Acknowledgment of Country
2. Attendance Record
3. Confirmation of Council Meeting Minutes
4. Business Arising
5. Declaration of Members' Interest
6. Adjourned Business
7. Mayor's Report
8. Requested Documents/Correspondence to be Tabled
9. Deputations

Ordinary Council Meeting

28 November 2022

17693

10. Presentations/Briefings
11. Petitions
12. Committee Meetings
13. Subsidiary Meetings
14. Reports for Decision
15. Reports for Information
16. Questions on Notice
17. Questions Without Notice
18. Motions on Notice
19. Motions Without Notice
20. Urgent Business
21. Confidential Items
22. Closure."

CARRIED UNANIMOUSLY

14.5 COUNCIL MEETINGS – PROVISION OF NOTICE AND AGENDAS

RESOLUTION 2022/355

Moved: Councillor Keen

Seconded: Councillor Strudwicke

"that Council, having considered Item 14.5 – *Council Meetings – Provision of Notice and Agendas*, dated 28 November 2022, receives and notes the report and in doing so, in accordance with section 83(6)(d) of the *Local Government Act 1999*, authorises the Chief Executive Officer to give Notice of a council meeting accompanied by the Agenda for the meeting, by way of email transmission to each Council Member's Council-issued email account."

CARRIED UNANIMOUSLY

RESOLUTION 2022/356

Moved: Councillor Keen

Seconded: Councillor Boon

"that Council, having considered Item 14.5 – *Council Meetings – Provision of Notice and Agendas*, dated 28 November 2022, instructs the Chief Executive Officer to cause three (3) hard copies of the Agenda for every meeting to be made available for collection, as soon as practicable following email transmission, for the following Council Members:

1. Councillor Keen and Councillor Stubing from the Two Wells Service Centre; and
2. Mayor Wasley from the Mallala Principal Office."

CARRIED UNANIMOUSLY

17694

14.6 OVERVIEW OF COUNCIL COMMITTEES

Councillor Bombardieri left the meeting at 7.33pm.

RESOLUTION 2022/357

Moved: Councillor Lush

Seconded: Councillor Panella

"that Council, having considered Item 14.6 – *Overview of Council Committees*, dated 28 November 2022, receives and notes the report and in doing so acknowledges Council's current Committee Structure as set out within this Report."

CARRIED**14.7 AUDIT COMMITTEE – TERMS OF REFERENCE AND MEMBERSHIP**

Councillor Bombardieri returned to the meeting at 7.35pm.

RESOLUTION 2022/358

Moved: Councillor Boon

Seconded: Councillor Keen

"that Council, having considered Item 14.7 – *Audit Committee – Terms of Reference and Membership*, dated 28 November 2022, receives and notes the report and in doing so acknowledges:

1. That, pursuant to section 126(1) of the *Local Government Act 1999*, Council must have an audit committee; and
2. The Audit Committee Terms of Reference as presented at Attachment 1 to this Report."

CARRIED UNANIMOUSLY**RESOLUTION 2022/359**

Moved: Councillor Panella

Seconded: Councillor Strudwicke

"that Council, having considered Item 14.7 – *Audit Committee – Terms of Reference and Membership*, dated 28 November 2022, acknowledges the following two (2) Independent Members, who are appointed to Council's Audit Committee until 30 November 2024:

1. Mr Alan Rushbrook (Chairperson); and
2. Mr Peter-Fairlie Jones."

CARRIED UNANIMOUSLY

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 the appointment of Council Members as Members of the Audit Committee. Leave was granted.

The meeting was suspended at 7.38pm.

The meeting resumed at 7.43pm.

17695

RESOLUTION 2022/360

Moved: Councillor Boon

Seconded: Councillor Bombardieri

"that Council, having considered Item 14.7 – *Audit Committee – Terms of Reference and Membership*, dated 28 November 2022, appoints the following three (3) Council Members as Members of the Audit Committee until 30 November 2023 to coincide with the transition from 'Audit Committee' to 'Audit and Risk Committee' under the *Local Government Act 1999*:

1. Mayor Wasley
2. Deputy Mayor Strudwicke and
3. Councillor Panella."

CARRIED UNANIMOUSLY**14.8 BUILDING FIRE SAFETY COMMITTEE – TERMS OF REFERENCE AND MEMBERSHIP****RESOLUTION 2022/361**

Moved: Councillor Strudwicke

Seconded: Councillor Mazzeo

"that Council, having considered Item 14.8 – *Building Fire Safety Committee – Terms of Reference and Membership*, dated 28 November 2022, receives and notes the report and in doing so acknowledges:

1. That Council has established the Adelaide Plains Building Fire Safety Committee pursuant to Section 157(17) of the *Planning, Development and Infrastructure Act 2016* (the PDI Act) and has designated the Committee as an appropriate authority pursuant to Section 157(16) of the PDI Act; and
2. The Building Fire Safety Committee Terms of Reference as presented at Attachment 1 to this Report."

CARRIED UNANIMOUSLY**RESOLUTION 2022/362**

Moved: Councillor Boon

Seconded: Councillor Panella

"that Council, having considered Item 14.8 – *Building Fire Safety Committee – Terms of Reference and Membership*, dated 28 November 2022, acknowledges the following three (3) Committee Members, who are appointed until 28 June 2024:

1. Mr Peter Harmer, as a person who holds prescribed qualifications in building surveying pursuant to regulation 113 of the *Planning, Development and Infrastructure (General) Regulation 2017* and subject to the condition that they retain such prescribed qualifications for the term of their appointment;
2. Mr Julian Aggiss (and Messrs Colin Paton and Darren Chapman as deputy members) Country Fire Service as a person nominated by the Chief Officer of the SA Country Fire Service and as a person with expertise in the area of fire safety; and
3. Mr Michael Essex, as a person selected by Council."

CARRIED UNANIMOUSLY

17696

RESOLUTION 2022/363

Moved: Councillor Lush

Seconded: Councillor Keen

"that Council, having considered Item 14.8 – *Building Fire Safety Committee – Terms of Reference and Membership*, dated 28 November 2022, acknowledges the appointment of Mr Peter Harmer as the Presiding Member of the Adelaide Plains Building Fire Safety Committee, pursuant to section 157(17) of the *Planning, Development and Infrastructure Act 2016* until 28 June 2024 subject to the condition that Mr Harmer remains a member of the Adelaide Plains Building Fire Safety Committee for the term of his appointment."

CARRIED UNANIMOUSLY**14.9 COUNCIL ASSESSMENT PANEL - TERMS OF REFERENCE AND MEMBERSHIP****RESOLUTION 2022/364**

Moved: Councillor Keen

Seconded: Councillor Boon

"that Council, having considered Item 14.9 – *Council Assessment Panel – Terms of Reference and Membership*, dated 28 November 2022, receives and notes the report and in doing so acknowledges:

1. That, pursuant to Section 83 of the *Planning, Development and Infrastructure Act 2016*, Council must have a Council Assessment Panel (CAP);
2. The CAP Terms of Reference as presented at Attachment 1 to this Report; and
3. The existing appointment of the following members to the CAP, to 30 June 2024, as follows:
 - a. Nathan Cunningham (Presiding Independent Member)
 - b. Aaron Curtis (Independent Member)
 - c. Paul Mickan (Independent Member)
 - d. Susan Giles (Independent Member)
 - e. Ian O'Loan (Deputy Independent Member)."

CARRIED UNANIMOUSLY

17697

RESOLUTION 2022/365

Moved: Councillor Boon

Seconded: Councillor Strudwicke

"that Council, having considered Item 14.9 – *Council Assessment Panel – Terms of Reference and Membership*, dated 28 November 2022:

1. Appoints Councillor Panella as a Member of the Council Assessment Panel (CAP) pursuant to Section 83(1)(b)(i) of the *Planning, Development and Infrastructure Act 2016* (PDI Act) for a term commencing 28 November 2022 and ending 30 June 2024; and
2. Determines, in accordance with Section 83(1)(b) of the PDI Act, that this appointment is subject to the Member's compliance with, and acceptance of, the Terms of Reference for the CAP adopted on 3 March 2021."

CARRIED**14.10 ADELAIDE PLAINS COUNCIL HISTORICAL COMMITTEE – TERMS OF REFERENCE AND MEMBERSHIP****RESOLUTION 2022/366**

Moved: Councillor Panella

Seconded: Councillor Bombardieri

"that Council, having considered Item 14.10 – *Adelaide Plains Council Historical Committee – Terms of Reference and Membership*, dated 28 November 2022, receives and notes the report and in doing so acknowledges the Adelaide Plains Council Historical Committee's Terms of Reference as presented at Attachment 1 to this Report."

CARRIED**RESOLUTION 2022/367**

Moved: Councillor Keen

Seconded: Councillor Boon

"that Council, having considered Item 14.10 – *Adelaide Plains Council Historical Committee – Terms of Reference and Membership*, dated 28 November 2022, in accordance with Clause 3.1:

1. Extends the appointment of the following 'Community Members': Paul Angus, Robert Bevan, Vaughn Chenoweth, Jim Franks, Laura Parsons, Greg Tucker and Christine Young until 28 January 2026; and
2. Appoints Councillor Strudwicke as 'Council Member' until the end of the current Council term; and
3. Acknowledges that the Historical Committee will make recommendations to Council regarding the appointment of a Presiding Member and Deputy Presiding Member in accordance with the Terms of Reference."

CARRIED

17698

14.11 GOVERNANCE ADVISORY PANEL - TERMS OF REFERENCE AND MEMBERSHIP**RESOLUTION 2022/368**

Moved: Councillor Strudwicke

Seconded: Councillor Keen

"that Council, having considered Item 14.11 – *Governance Advisory Panel – Terms of Reference and Membership*, dated 28 November 2022, receives and notes the report and in doing so:

1. Acknowledges the Governance Advisory Panel's Terms of Reference as presented at Attachment 1 to this Report; and
2. In light of the recent commencement of the 'Behavioural Management Framework' for Council Members, resolves to amend Clause 2.2 of the Governance Advisory Panel's Terms of Reference as follows:
 - Replace reference to 'Code of Conduct for Council Members' with 'Behavioural Standards for Council Members'; and
 - Replace reference to 'Procedure established by Council' with 'Behavioural Management Policy'."

CARRIED UNANIMOUSLY**RESOLUTION 2022/369**

Moved: Councillor Boon

Seconded: Councillor Lush

"that Council, having considered Item 14.11 – *Governance Advisory Panel – Terms of Reference and Membership*, dated 28 November 2022, acknowledges the following membership appointments:

1. Isobel Redmond, Lachlan Miller and Cimon Burke, who are appointed by Council as Independent Members in accordance with Clause 3.2.1 of the Panel's Terms of Reference until 25 July 2026; and
2. Isobel Redmond, who is appointed by the Chief Executive Officer as Chairperson to preside meetings of the Panel in accordance with Clause 4.1 of the Terms of Reference; and
3. Council's Mayor and Deputy Mayor who are appointed in accordance with Clause 3.2.2 and 3.3.3 of the Panel's Terms of Reference respectively."

CARRIED UNANIMOUSLY

17699

14.12 INFRASTRUCTURE AND ENVIRONMENT COMMITTEE – TERMS OF REFERENCE AND MEMBERSHIP**RESOLUTION 2022/370**

Moved: Councillor Mazzeo

Seconded: Councillor Bombardieri

"that Council, having considered Item 14.12 – *Infrastructure and Environment Committee - Terms of Reference and Membership*, dated 28 November 2022, receives and notes the report and in doing so adopts the Infrastructure and Environment Committee's Terms of Reference as presented at Attachment 1 to this Report."

CARRIED**RESOLUTION 2022/371**

Moved: Councillor Boon

Seconded: Councillor Mazzeo

"that Council, having considered Item 14.12 – *Infrastructure and Environment Committee – Terms of Reference and Membership*, dated 28 November 2022:

1. Extends the appointment of current Independent Members of Council's Infrastructure and Environment Committee, Mr Richard Dodson and Mr Howard Lacy, until 28 January 2025, in accordance with Clause 3.1.1 of the Committee's Terms of Reference; and
2. Acknowledges that, in accordance with Clause 4.1 of the Committee's Terms of Reference, the Chief Executive Officer will appoint from amongst the Independent Members a Chairperson to preside at meetings of the Committee."

CARRIED UNANIMOUSLY

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 the appointment of Council Members as Members of the Infrastructure and Environment Committee. Leave was granted.

The meeting was suspended at 8.10pm.

The meeting resumed at 8.13pm.

RESOLUTION 2022/372

Moved: Councillor Strudwicke

Seconded: Councillor Panella

"that Council, having considered Item 14.12 – *Infrastructure and Environment Committee – Terms of Reference and Membership*, dated 28 November 2022:

1. Appoints the following six (6) Council Members to Council's Infrastructure and Environment Committee until end of current Council term in accordance with Clause 3.1.2 of the Terms of Reference:
 - Councillor Stubing;
 - Councillor Boon;

17700

- Councillor Bombardieri;
 - Councillor Mazzeo;
 - Councillor Keen; and
 - Councillor Lush; and
2. Acknowledges that the Mayor of the Council is an ex-officio Member of the Infrastructure and Environment Committee."

CARRIED UNANIMOUSLY

14.13 SECTION 43 SUBSIDIARIES – GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY AND LEGATUS GROUP

RESOLUTION 2022/373

Moved: Councillor Lush

Seconded: Councillor Panella

"that Council, having considered Item 14.13 – *Section 43 Subsidiaries – Gawler River Floodplain Management Authority and Legatus Group*, dated 28 November 2022, receives and notes the report."

CARRIED

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 the appointment of a Council Member as GRFMA Board Member and Deputy Board Member. Leave was granted.

The meeting was suspended at 8.19pm.

The meeting resumed at 8.24pm.

RESOLUTION 2022/374

Moved: Councillor Strudwicke

Seconded: Councillor Panella

"that Council, having considered Item 14.13 – *Section 43 Subsidiaries – Gawler River Floodplain Management Authority and Legatus Group*, dated 28 November 2022, and in keeping with the Charter of the Gawler River Floodplain Management Authority:

1. Acknowledges that the Council's Chief Executive Officer is a GRFMA Board Member in accordance with clause 4.2.1.1 of the Charter; and
2. Appoints Councillor Keen as the GRFMA Board Member representing the elected body of Adelaide Plains Council in accordance with clause 4.2.1.2 of the Charter."

CARRIED

17701

RESOLUTION 2022/375

Moved: Councillor Boon

Seconded: Councillor Keen

"that Council, having considered Item 14.13 – *Section 43 Subsidiaries – Gawler River Floodplain Management Authority and Legatus Group*, dated 28 November 2022, and in keeping with the Charter of the Gawler River Floodplain Management Authority:

1. Acknowledges the existing appointment of Ms Sheree Schenk (Council's General Manager, Governance and Executive Office) as the GRFMA Deputy Board Member for the Chief Executive Officer in accordance with clause 4.3.1.1 of the Charter; and
2. Appoints Councillor Lush as the GRFMA Deputy Board Member representing the elected body of Adelaide Plains Council in accordance with clause 4.3.1.2 of the Charter."

CARRIED UNANIMOUSLY**RESOLUTION 2022/376**

Moved: Councillor Keen

Seconded: Councillor Mazzeo

RECOMMENDATION 4 – LEGATUS GROUP BOARD MEMBER

"that Council, having considered Item 14.13 – *Section 43 Subsidiaries – Gawler River Floodplain Management Authority and Legatus Group*, dated 28 November 2022, acknowledges that, in accordance with clause 3.2 of the Legatus Group Charter, Mayor Mark Wasley (being the principal member of Adelaide Plains Council) is the Legatus Group Board Member for Adelaide Plains Council."

CARRIED UNANIMOUSLY**15 REPORTS FOR INFORMATION****15.1 COUNCIL RESOLUTIONS – STATUS REPORT****RESOLUTION 2022/377**

Moved: Councillor Boon

Seconded: Councillor Lush

"that Council, having considered Item 15.1 – *Council Resolutions – Status Report*, dated 28 November 2022, receives and notes the report."

CARRIED UNANIMOUSLY

17702

15.2 QUESTIONS LAPSED

RESOLUTION 2022/378

Moved: Councillor Keen

Seconded: Councillor Mazzeo

"that Council, having considered Item 15.2 – *Questions Lapsed*, dated 28 November 2022, receives and notes the report."

CARRIED UNANIMOUSLY

15.3 COUNCIL MEMBERS ALLOWANCES AND BENEFITS

RESOLUTION 2022/379

Moved: Councillor Mazzeo

Seconded: Councillor Bombardieri

"that Council, having considered Item 15.3 – *Council Members Allowances and Benefits*, dated 28 November 2022, receives and notes the report and acknowledges that a further report and a draft *Council Members Allowances and Benefits Policy* will be presented to Council for consideration."

CARRIED UNANIMOUSLY

15.4 OVERVIEW OF RECENT CHANGES TO LOCAL GOVERNMENT LEGISLATION

RESOLUTION 2022/380

Moved: Councillor Keen

Seconded: Councillor Boon

"that Council, having considered Item 15.4 – *Overview of Recent Changes to Local Government Legislation*, dated Monday 28 November 2022, receives and notes the report."

CARRIED UNANIMOUSLY

15.5 COUNCIL MEMBERS BEHAVIOURAL MANAGEMENT FRAMEWORK

Councillor Boon left the meeting at 8.41pm.

Councillor Boon returned to the meeting at 8.43pm.

RESOLUTION 2022/381

Moved: Councillor Bombardieri

Seconded: Councillor Mazzeo

"that Council, having considered Item 15.5 – *Council Members Behavioural Management Framework*, dated 28 November 2022, receives and notes the report and in doing so acknowledges the Behavioural Management Framework, in particular the Behavioural Standards for Council Members and the Behavioural Management Policy."

CARRIED UNANIMOUSLY

17703

15.6 COUNCIL MEMBERS INDUCTION PROGRAM AND LGA TRAINING STANDARDS**RESOLUTION 2022/382**

Moved: Councillor Boon

Seconded: Councillor Mazzeo

"that Council, having considered Item 15.6 – *Council Members Induction Program and LGA Training Standards*, dated 28 November 2022, receives and notes the report and in doing so acknowledges the LGA Training Standards for Council Members as presented at Attachment 1 to this Report and in particular, the mandatory training that must be completed within 12 months of the general election."

CARRIED UNANIMOUSLY**15.7 OVERVIEW OF COUNCIL'S POLICY FRAMEWORK****RESOLUTION 2022/383**

Moved: Councillor Strudwicke

Seconded: Councillor Mazzeo

"that Council, having considered Item 15.7 – *Overview of Council's Policy Framework*, dated 28 November 2022, receives and notes the report."

CARRIED UNANIMOUSLY**15.8 CAPITAL WORKS AND OPERATING PROGRAM MONTHLY UPDATE - NOVEMBER 2022****RESOLUTION 2022/384**

Moved: Councillor Lush

Seconded: Councillor Keen

"that Council, having considered Item 15.8 – *Capital Works and Operating Program Monthly Update – November 2022*, dated 22 November 2022, receives and notes the report."

CARRIED UNANIMOUSLY**15.9 LIBRARY AND COMMUNITY QUARTERLY REPORT – JULY TO SEPTEMBER 2022****RESOLUTION 2022/385**

Moved: Councillor Boon

Seconded: Councillor Keen

"that Council, having considered Item 15.9 – *Library and Community Quarterly Report – July to September 2022*, dated 28 November 2022, receives and notes the report."

CARRIED

17704

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

Nil

19 MOTIONS WITHOUT NOTICE

Nil

20 URGENT BUSINESS

Nil

21 CONFIDENTIAL ITEMS

Nil

22 CLOSURE

There being no further business, the Mayor declared the meeting closed at 8.58pm.

The minutes of this meeting were confirmed as a true record

.....
MAYOR

...../...../.....
DATE

5 BUSINESS ARISING

6 DECLARATION OF MEMBERS' INTEREST

7 ADJOURNED BUSINESS

Nil

8 MAYOR'S REPORT

8.1 MAYOR'S REPORT - DECEMBER 2022

Record Number: D22/54046

Prepared for: Mayor Mark Wasley

Reporting Period – Thursday 24 November 2022 to Wednesday 14 December 2022

Friday 25 November 2022

Business Breakfast – Adelaide Plains Business Advisory Group

Legatus Waste Management Advisory Committee Meeting

Monday 28 November 2022

Pre-Council Meeting – Mayor, Chief Executive Officer and Management

Ordinary Council Meeting

Monday 5 December 2022

Meeting – Mayor and Chief Executive Officer – Various Matters

Meeting – Mayor, Deputy Mayor and Chief Executive Officer – Handover Meeting

Tuesday 6 December 2022 to Wednesday 14 December 2022

Leave

RECOMMENDATION

“that Council, having considered Item 8.1 – *Mayor's Report – December 2022*, dated 19 December 2022, receives and notes the report.”

8.2 DEPUTY MAYOR'S REPORT - DECEMBER 2022

Record Number: D22/55556

Prepared for: Deputy Mayor Marcus Strudwicke

Reporting Period – Tuesday 6 December 2022 to Wednesday 14 December 2022

Tuesday 6 December 2022

Mandatory Training for Elected Members – Civic and Legal Modules

Friday 9 December 2022

Two Wells Twinkling Launch

RECOMMENDATION

“that Council, having considered Item 8.2 – *Deputy Mayor’s Report – December 2022*, dated 19 December 2022, receives and notes the report.”

9 REQUESTED DOCUMENTS/CORRESPONDENCE TO BE TABLED

10 DEPUTATIONS

Nil

11 PRESENTATIONS/BRIEFINGS

Nil

12 PETITIONS

Nil

13 COMMITTEE MEETING MINUTES

13.1 MINUTES OF THE ADELAIDE PLAINS COUNCIL HISTORICAL COMMITTEE MEETING HELD 1 NOVEMBER 2022

Record Number: D22/55121

Author: Manager Library and Community

Authoriser: General Manager - Development and Community

Attachments: 1. Draft Minutes - Adelaide Plains Council Historical Committee Meeting - 1 November 2022 [!\[\]\(e474458956c9a37fbf9586ddb60a7fa1_img.jpg\) !\[\]\(4d1d3f2547aeece54bb6babd23f4121b_img.jpg\)](#)

OVERVIEW

The purpose of this report is to facilitate the receiving and noting of the minutes from the 1 November 2022 Adelaide Plains Council Historical Committee Meeting (**Attachment 1**).

[Click here to view the Agenda](#) for the Adelaide Plains Council Historical Committee Meeting on 1 November 2022.

RECOMMENDATION

“that Council receives and notes the minutes of the Minutes of the Adelaide Plains Council Historical Committee Meeting held 1 November 2022.”

MINUTES

of

Adelaide Plains Council Historical Committee Meeting of the



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

HELD at

**The School Room
Mallala Museum
1 Dublin Road
Mallala**

on

**Tuesday 1 November 2022
at 11:30am**

185

The Presiding Member formally declared the meeting open at 11.30am.

1. ATTENDANCE

1.1 Present

Mr S M Strudwicke (Presiding Member)

Mr P Angus

Mr R Bevan

Mr V Chenoweth

Mr J Franks

Ms L Parsons

Also in Attendance:

Manager Library and Community

Ms A Sawtell

1.2 Apologies

Mr G Tucker

Mrs C Young

1.3 Not Present / Leave of Absence

Nil

2. CONFIRMATION OF MINUTES

2.1	Committee Resolution	2022/ 045
	Moved Mr Franks	Seconded Mr Chenoweth
	“that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 4 October 2022 (MB Folio 179 to 183 Inclusive), be accepted as read and confirmed.”	
		CARRIED

3. BUSINESS ARISING

Nil

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

Nil

5. ADJOURNED BUSINESS

Nil

6. REPORTS FOR INFORMATION**6.1 Resolutions Actions Report – October 2022**

Committee Resolution	2022/ 046
Moved Ms Parsons Seconded Mr Angus	
“that the Adelaide Plains Historical Committee, having considered Item 6.1 – Resolution Actions Report – October 2022, dated 1 November 2022, receives and notes the report.”	
CARRIED	

6.2 Monthly Financial Report – October 2022

Committee Resolution	2022/ 047
Moved Mr Franks Seconded Ms Parsons	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – Monthly Financial Report – October 2022, dated 1 November 2022, receives and notes the report.”	
CARRIED	

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

Committee Resolution	2022/ 048
Moved Ms Parsons Seconded Mr Chenoweth	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – Monthly Correspondence, School and Group Visits Report – October 2022, dated 1 November 2022, receives and notes the report.”	
CARRIED	

At 11.40am Mr Chenoweth left the meeting.

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6.4 Mallala Monument Centenary Celebrations Report

Committee Resolution	2022/ 049
Moved Mr Angus	Seconded Mr Bevan
"that the Adelaide Plains Council Historical Committee, having considered Item 6.4 – <i>Mallala Monument Centenary Celebrations Report</i> dated 1 November 2022, receives and notes the report."	
CARRIED	

7. REPORTS FOR DECISION

7.1 APCHC (Mallala Museum) – Committee Members' Honour Board – Annual Review

Committee Resolution	2022/ 050
Moved Mr Franks	Seconded Mr Angus
"that the Adelaide Plains Council Historical Committee, having considered Item 7.1 – <i>APCHC (Mallala Museum) – Committee Members' Honour Board-Annual Review</i>, dated 1 November 2022, receives and notes the report and in doing so acknowledges that Mr Robert Bevan meets the Honour Board Policy's criteria and his name is considered to be added at the November 2023 APCHC Committee meeting."	
CARRIED	

8. QUESTIONS ON NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

10. MOTIONS ON NOTICE

Nil

11. MOTIONS WITHOUT NOTICE

Nil

12. URGENT BUSINESS

Nil

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13. CONFIDENTIAL ITEMS

Nil

14. NEXT MEETING

Tuesday 6 December 2022

15. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 12.28pm.

Confirmed as a true record.

Presiding Member:

Date: ____/____/____

13.2 MINUTES OF THE AUDIT COMMITTEE MEETING HELD 7 NOVEMBER 2022**Record Number:** D22/51947**Author:** Manager Governance and Administration**Authoriser:** General Manager - Finance and Business**Attachments:****OVERVIEW**

The purpose of this report is for Council to consider the Audit Committee's recommendations, made at its meeting on 7 November 2022. A copy of the minutes of this meeting, which were presented to Council for receiving and noting at the Special Council Meeting on 9 November 2022, is presented as **Attachment 1** to this report.

A summary of the items for Council consideration is provided as follows:

- Item 6.2 – Update on Audit Committee Annual Work Program 2022/2023
- Item 6.3 – Policy Review – Risk Management Policy
- Item 7.3 – Reporting of Credit Card Transactions

Click [Agenda](#) here to view the [Agenda](#) for the Audit Committee Meeting on 7 November 2022.

Note: Item 6.1 – Draft Audited Financial Statements 2021/2022, and Audit Committee Resolutions 2022/055, 2022/059, 2022/ was dealt with at Council's Special Meeting on 9 November 2022 (click here to view [Agenda](#) and [Minutes](#)).

RECOMMENDATION 1 – UPDATE ON AUDIT COMMITTEE ANNUAL WORK PROGRAM 2022/2023

“that Council endorses resolution 2022/055 of the Audit Committee and in doing so acknowledges the progress made to complete the activities identified for the Audit Committee during the 2022/2023 Financial Year.”

RECOMMENDATION 2 – RISK MANAGEMENT POLICY

“that Council endorses resolution 2022/056 of the Audit Committee and in doing so adopts the revised Risk Management Policy as presented at Attachment 2 to this Report.”

RECOMMENDATION 3 – REPORTING OF CREDIT CARD TRANSACTIONS

“that Council endorses resolution 2022/062 of the Audit Committee and in doing so instructs the Chief Executive Officer (CEO) to review Council's Credit Card Policy, via the Audit Committee, to include the reporting of the CEO's credit card transactions to the Audit Committee on a 6-monthly basis and including the details of 'Supplier', 'Amount' and 'Description'.”

232

MINUTES

of the

Audit Committee Meeting

of the



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

HELD IN

**Council Chamber
Redbanks Road
Mallala**

on

Monday 7 November 2022 at 4.30pm

233

The Chairperson formally declared the meeting open at 4.30pm and in doing so, acknowledged that the meeting was taking place on Kaurna land and paid respect to Kaurna Elders, past and present and emerging.

1. ATTENDANCE AND WELCOME

1.1 Present

Mr Alan Rushbrook (Chairperson)

Mr Peter Fairlie-Jones

Mayor Mark Wasley

Deputy Mayor Marcus Strudwicke

Also in Attendance

Chief Executive Officer

General Manager – Finance and Business

General Manager – Governance and Executive Office

Manager Governance and Administration

Accountant

Informational Technology Officer

Administration and Executive Support Officer/Minute Taker

Audit Director, Galpins (*in attendance for Item 6.1*)

Partner, Galpins (*in attendance for Item 6.1*)

Mr James Miller

Mr Rajith Udugampola

Ms Sheree Schenk

Ms Alyssa Denicola

Ms Carmel Vandermolen

Mr Thomas Harris-Howson

Ms Stacie Shrubsole

Mr Juliano Freitas

Mr Tim Muhlhausler

1.2 Apologies:

Councillor Margherita Panella

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2. CONFIRMATION OF MINUTES

2.1 Confirmation of Minutes – Meeting held 8 August 2022

Committee ResolutionMoved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones **2022/ 054**

“that the minutes of the Audit Committee Meeting held on Monday 8 August 2022 (MB Folios 225 to 231, inclusive), be accepted as read and confirmed.”

CARRIED**3. BUSINESS ARISING**

Nil

4. ADJOURNED BUSINESS

Nil

5. DECLARATION OF MEMBERS’ INTERESTS

Nil

6. REPORTS FOR DECISION

6.1 Draft Audited Annual Financial Statements 2021/2022

Mr Juliano Freitas, Audit Director, Galpins, delivered a 9-minute presentation to the Committee in relation to the Draft Audited Annual Financial Statements 2021/2022.

The Chairperson sought leave of the meeting to proceed to Item 6.2 – *Update on Audit Committee Annual Work Program 2022/2023*, noting that Item 6.1 – *Draft Audited Annual Financial Statements 2021/2022* would be resumed at a later stage of the meeting. Leave was granted.

6.2 Update on Audit Committee Annual Work Program 2022/2023

Committee ResolutionMoved Mr Fairlie-Jones Seconded Mayor Wasley **2022/ 055**

“that the Audit Committee, having considered Item 6.2 – *Update on Audit Committee Annual Work Program 2022/2023*, dated 7 November 2022, receives and notes the report and in doing so recommends to the Council that it acknowledge the progress made to complete the activities identified for Audit Committee during 2022/2023 Financial Year.”

CARRIED

6.3 Policy Review – Risk Management Policy

Moved	Mayor Wasley	Seconded	Deputy Mayor Strudwicke	2022/ 056
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CARRIED

7.1 Committee Resolutions

Moved Mayor Wasley Seconded Mr Fairlie-Jones 2022/ 057

CARRIED

Moved Mayor Wasley Seconded Deputy Mayor Strudwicke **2022/ 058**

CARRIED

Moved	Mr Fairlie-Jones	Seconded	Deputy Mayor Strudwicke	2022/ 059
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CARRIED

236

6.1 Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones 2022/ 060

"that the Audit Committee, having considered Item 6.1 – *Draft Audited Financial Statements 2021/2022*, dated 7 November 2022, authorises its Chairman to sign the Certification of Auditor Independence."

CARRIED

6.1 Committee Resolution

Moved Mayor Wasley Seconded Deputy Mayor Strudwicke 2022/ 061

"that the Audit Committee, having considered Item 6.1 – *Draft Audited Financial Statements 2021/2022*, dated 7 November 2022, acknowledges that Council's independent Auditor Mr Tim Muhlhausler of Galpins Accountants, Auditors & Business Consultants intends to issue an unqualified opinion in relation to the Financial Statements and the Internal Financial Controls of the Council for the 2021/2022 Financial Year."

CARRIED

7.3 Reporting of Credit Card Transactions

Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mayor Wasley 2022/ 062

"that the Audit Committee, having considered Item 7.3 – *Reporting of Credit Card Transactions*, dated 7 November 2022, received and notes the report and in doing so:

1. Notes that a report by the Auditor General in 2020 on credit card use at The Coorong District Council recommended that "Council should ... periodically report the CEO's and Mayor's credit card transactions to its audit committee" (page 8 of Auditor General's Report 4 of 2020); and
2. Recommends to Council that it revise its *Credit Card Policy* to include the reporting of the Chief Executive Officer's credit card transactions, to the Audit Committee, on a 6-monthly basis and including the details of 'Supplier', 'Amount' and 'Description'."

CARRIED

7.4 Update on Finance Related Policies

Committee Resolution

Moved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones 2022/ 063

"that Council, having considered Item 7.4 – *Update on Finance Related Policies*, dated 7 November 2022, receives and notes the report and in doing so resolves to include an annual update of Council's Policy Review Schedule within the Audit Committee Annual Work Program and requests that the Chief Executive Officer bring back, to a future meeting of the Committee, a:

1. Draft Rates Policy and
2. Draft Fraud and Corruption Prevention Policy."

CARRIED

237

7.5 Two Wells Town Centre Market Engagement and Expression of Interest Update

Committee ResolutionMoved Mayor Wasley Seconded Mr Fairlie-Jones **2022/ 064**

"that the Audit Committee, having considered Item 7.5 – Two Wells Town Centre Market Engagement and Expression of Interest Update, dated 7 November 2022, receives and notes the report."

CARRIED**8. CONFIDENTIAL ITEMS**

8.1 Information Technology Update

Committee ResolutionMoved Deputy Mayor Strudwicke Seconded Mr Fairlie-Jones **2022/ 065****"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, General Manager – Governance and Executive Office, Manager Governance and Administration, Accountant, Information Technology Officer and Administration and Executive Support Officer/Minute Taker be excluded from attendance at the meeting of Audit Committee for Agenda Item 8.1 – *Information Technology Update*;**
- 2. The Audit Committee is satisfied that pursuant to section 90(3)(e) of the *Local Government Act 1999*, Item 8.1 – *Information Technology Update* concerns matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person, being a report in relation to information technology of the Council; and**
- 3. The Audit Committee is satisfied that the principle that 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."**

CARRIED8.1 **Committee Resolution**Moved Deputy Mayor Strudwicke Seconded Mayor Wasley **2022/ 066**

"that the Audit Committee, having considered Item 8.1 – *Information Technology Update*, dated 7 November 2022, receives and notes the report."

CARRIED

238

8.1 Committee Resolution

Moved Mayor Wasley

Seconded

Deputy Mayor Strudwicke

2022/ 067

"that the Audit Committee, having considered Item 8.1 – *Information Technology Update*, dated 7 November 2022 in confidence under sections 90(2) and 90(3)(e) of the *Local Government Act 1999*, resolves that:

- 1. The report, Attachment 1 and Attachment 2 pertaining to Item 8.1 – *Information Technology Update* remain confidential and not available for public inspection until further order of the Council except such disclosure as the Chief Executive Officer determines necessary or appropriate for the purpose of furthering the discussions or actions contemplated;**
- 2. Pursuant to section 91(9)(a) of the *Local Government Act 1999*, the confidentiality of the matter will be reviewed every 12 months; and**
- 3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Committee delegates the power to revoke this confidentiality order to the Chief Executive Officer."**

CARRIED**9. GENERAL BUSINESS**

Nil

10. NEXT MEETING

Monday 6 February 2023 at 4.30pm.

11. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 7.04pm.

Confirmed as a true record.

Chairperson:.....

Date: ____/____/____

	Risk Management Policy	
	Version Adoption by Council: TBA Resolution Number: TBA Current Version: V3	
	Administered by: General Manager - Governance and Executive Office	Last Review Date: 2021 Next Review Date: 2024
Document No: D21/32338	Strategic Outcome: Strategic Outcome: Proactive Leadership	

1. Objective

- 1.1 Adelaide Plains Council (Council) recognises that effective management of risk will support successful achievement of its vision and strategic objectives.
- 1.2 The purpose of the Risk Management Policy is to enable an integrated approach to risk management by:
 - 1.2.1 Articulating Council's commitment to core risk management principles;
 - 1.2.2 Supporting the implementation and maintenance of a Risk Management Framework ("the Framework") that comprises the tools and processes that underpin the organisation's risk management approach.

2. Legislative requirement and policy context

- 2.1 Section 48 of the Local Government Act 1999 ('LG Act') requires Councils to identify risks associated with a project and take steps to manage, reduce or eliminate those risks, (including by provision of periodic reports to the CEO and to the Meetings of Council.)
- 2.2 Section 125 of the LG Act requires Council to ensure that appropriate policies, practices and procedures of internal control are implemented and maintained in order to assist the organisation to carry out its activities in an efficient and orderly manner to achieve its objectives.
- 2.3 Section 132A of the LG Act requires Council to ensure that appropriate policies, practices and procedures are implemented and maintained in order to ensure compliance with statutory requirements and achieve and maintain standards of good public administration.
- 2.4 Section 134(4) (b) of the LG Act requires Council to adopt risk management policies, controls and systems by a resolution passed by at least a two thirds majority of the members of Elected Members prior to entering into financial arrangements for the purpose of managing, hedging or protecting against interest rates or other costs of borrowing money.

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- 2.5 As a member of the Local Government Association Mutual Liability Scheme, Council is bound by the Scheme Rules, which include an obligation to ensure that adequate risk management and prevention strategies are put in place so as to absolutely minimise the risk of any incident, circumstance or matter that may give rise to a claim.

3 Definitions

Definitions are outlined within the Framework.

4 Policy Statement

- 4.1 The management of risk will be integrated into governance and leadership structures, including decision-making at all levels.
- 4.2 Council is committed to developing and maintaining structured and comprehensive risk management processes that are dynamic and based on best available information.
- 4.3 Engagement with Council employees and stakeholders is integral to the success of risk management processes and, as such, structures to facilitate consultation and communication will be developed and maintained.
- 4.4 Council will monitor and review its strategic, operational and project risks and apply learnings to continually improve efficiency and effectiveness.

5 Performance Measures

The performance of the risk management program will be measured through the following performance indicators:

- a. Number of strategic objectives achieved, (as a percentage of total)
- b. Percentage of strategic risks within risk appetite
- c. Percentage achievement of risk evaluation action plan actions

6 Roles and Responsibilities

6.1 Council

Council is responsible for:

- a. Setting the organisation's risk appetite and policy for managing risk;
- b. Giving adequate consideration to risks when setting objectives and making decisions;
- c. Fostering a culture that is consistent with the organisation's appetite for risk;
- d. Ensuring the organisation has the structures and processes in place to support decision making and management of risk;
- e. Setting an appropriate governance structure for risk and risk management including Audit Committee and delegations;

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- f. Requiring the CEO to demonstrate that the framework for managing risk is effective and appropriate; and
- g. Requiring the CEO to provide information to allow the Council to understand the risks that may have material impacts on achievement of the organisation's objectives; and
- h. Considering recommendations from the Audit Committee relating to strategic risks or any other risk matter.

6.2 Audit Committee

The Audit Committee is responsible:

- a. Reviewing reports from the Executive Management Team and auditors to ascertain the adequacy of controls that have been implemented; and
- b. Monitoring strategic risks on a quarterly basis.

6.3 Chief Executive Officer (CEO)

The CEO has the responsibility for:

- a. Promoting a strong risk management culture by providing firm and visible commitment to risk management including ensuring appropriate accountability for the management of risk;
- b. Reviewing and endorsing the Risk Management Framework;
- c. Developing and implementing a framework that delivers a consistent approach to risk management by allocating resources and assigning authority, responsibility & accountability at appropriate levels within the organisation;
- d. Allocating and upholding accountability for managing risk;
- e. Ensuring the Executive Management Team have the necessary knowledge and skills to effectively fulfil their risk management responsibilities;
- f. Regularly reviewing strategic and operational risks and maintaining an understanding of the environment in which the organisation operates, the risks it faces and the effectiveness of its controls;
- g. Ensuring compliance with legislative and contractual obligations and policy requirements;
- h. Providing reliable information about risks, controls and their effectiveness to the Council; and
- i. Escalating all strategic risks that exceed the organisation's risk appetite to the Audit Committee or Council, as required

6.4 Executive Management Team (EMT)

Members of the Executive Management Team are responsible for:

- a. Commitment to, and promotion of, this Policy and the Framework;
- b. Monitoring the organisation's overall risk profile and mitigation strategies;
- c. Ensuring that risk management is embedded into all functions and activities,

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including decision making;

- d. Ensuring that risks that cannot be treated immediately are recorded on the risk register and that there is ongoing and regular review of the risk register, (including follow up and close out of overdue risk treatments);
- e. Incorporating risk treatments into departmental/divisional/business unit plans;
- f. Ensuring that staff, contractors, volunteers and other relevant stakeholders have the appropriate skills to be actively be involved in managing risk;
- g. Providing incentives and performance management arrangements that support the desired approach to managing risk;
- h. Promoting a proactive risk culture in accordance with business management initiatives;
- i. Collectively reviewing strategic risks and considering emerging risks, (prior to Audit Committee)
- j. Ensuring compliance with legislative and contractual obligations and policy requirements

6.5 WHS and Risk Advisor

The WHS and Risk Advisor is responsible for:

- a. Providing guidance and assistance to the Executive Management Team and employees in relation to the application of this framework;
- b. Ensuring relevant risk information is recorded in the Risk Register and reported and escalated to the Executive Management Team or cascaded to employees, as relevant;
- c. Maintaining this Risk Management Policy and the Framework to ensure their currency and relevance; and
- d. Maintaining the Risk Register and reporting timeframes as required.

6.6 Employees, Volunteers and Contractors (Workers)

All Workers are responsible for:

- a. Understanding the Risk Management processes that apply to their area of work; and.
- b. Identifying, evaluating, reporting and managing (or escalating) risks relating to daily activities and projects.

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7 Related Documents

AS ISO 31000:2018 Risk Management - Guidelines

Adelaide Plains Council Risk Management Framework

LGAMLS Scheme Rules as gazetted July 2020

8 Records Management

All documents relating to this policy will be registered in Council's Record Management System, on the Intranet, on Council's website and remain confidential where identified.

9 Document Review

This policy will be reviewed every two (2) years, or more frequently if legislation, relevant standards or organisational needs change.

10 References

Local Government Act 1999

Work Health and Safety Act 2012

Civil Liabilities Act 1936

State Records Act 1997

11 Further Information

Members of the public may inspect this policy 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.

The Framework is available to all employees via the Council's intranet.

Risk Management Policy

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13.3 MINUTES OF THE ADELAIDE PLAINS COUNCIL HISTORICAL COMMITTEE MEETING HELD 6 DECEMBER 2022**Record Number:** D22/55124**Author:** Manager Library and Community**Authoriser:** General Manager - Development and Community**Attachments:** 1. Draft Minutes - Adelaide Plains Historical Committee Meeting - 6 December 2022 [↓](#) **OVERVIEW**

The purpose of this report is to facilitate the receiving and noting of the minutes from the 6 December 2022 Adelaide Plains Council Historical Committee Meeting (**Attachment 1**). In particular, we note the following item for Council's consideration:-

- Appointment of Presiding Member and Deputy Presiding Member

[Click here to view the Agenda](#) for the Adelaide Plains Council Historical Committee Meeting on 6 December 2022.

RECOMMENDATION 1

"that Council receives and notes the minutes of the Minutes of the Adelaide Plains Council Historical Committee Meeting held 6 December 2022."

RECOMMENDATION 2

"that Council, having considered Item 13.3 – *Minutes of the Adelaide Plains Council Historical Committee Meeting held 6 December 2022*, dated 19 December 2022, endorses Resolution 2022/055 of the Adelaide Plains Council Historical Committee and in doing so appoints Councillor Marcus Strudwicke as Presiding Member and Mrs Christine Young as Deputy Presiding Member for a term expiring on 30 December 2024."

MINUTES

of

Adelaide Plains Council Historical Committee Meeting of the



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

HELD at

**The School Room
Mallala Museum
1 Dublin Road
Mallala**

on

**Tuesday 6 December 2022
at 11:30am**

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The Presiding Member formally declared the meeting open at 11.31am.

1. ATTENDANCE

1.1 Present

Mrs C Young (Deputy Presiding Member)
Mr P Angus
Mr R Bevan
Mr V Chenoweth
Ms L Parsons

Also in Attendance:

Manager Library and Community Ms A Sawtell

1.2 Apologies

Mr S M Strudwicke (Presiding Member)
Mr J Franks
Mr G Tucker

1.3 Not Present / Leave of Absence

Nil

2. CONFIRMATION OF MINUTES

2.1	Committee Resolution	2022/ 051
	Moved Ms Parsons Seconded Mr Angus	
	“that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 4 October 2022 (MB Folio 184 to 188 Inclusive), be accepted as read and confirmed.”	
		CARRIED

3. BUSINESS ARISING

Nil

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

Nil

5. ADJOURNED BUSINESS

Nil

6. REPORTS FOR INFORMATION**6.1 Resolutions Actions Report – November 2022**

Committee Resolution	2022/ 052
Moved Mr Bevan Seconded Ms Parsons	
“that the Adelaide Plains Historical Committee, having considered Item 6.1 – Resolution Actions Report – November 2022, dated 6 December 2022, receives and notes the report.”	
CARRIED	

6.2 Monthly Financial Report – November 2022

Committee Resolution	2022/ 053
Moved Mr Bevan Seconded Ms Parsons	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – Monthly Financial Report – November 2022, dated 6 December 2022, receives and notes the report.”	
CARRIED	

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

Committee Resolution	2022/ 054
Moved Ms Parsons Seconded Mr Angus	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – Monthly Correspondence, School and Group Visits Report – November 2022, dated 6 December 2022, receives and notes the report.”	
CARRIED	

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7. REPORTS FOR DECISION

At 12.00pm, Deputy Presiding Member vacated the Chair whilst the Manager Library and Community called for nominations and conducted the elections of the Office Bearers for the Adelaide Plains Council Historical Committee.

7.1 Annual General Meeting – Election of Office Bearers

Committee Resolution	2022/ 055
Moved Mr Bevan	Seconded Mr Angus
“that the Adelaide Plains Council Historical Committee, having considered Item 7.1 – <i>Annual General Meeting – election of Office Bearers</i>, dated 6 December 2022, receives and notes the report and in doing so makes	
1. Recommends to Council that Councillor S M Strudwicke is appointed as Presiding Member and Mrs C Young as Deputy Presiding Member for a period of two years, expiring on 30 December 2024.	
2. Appoints Ms L Parsons as Secretary and Mr J Franks as Treasurer for a period of two years, expiring on 30 December 2024.	
CARRIED	

At 12.10pm on the conclusion of the elections, Deputy Presiding Member resumed the Chair.

8. QUESTIONS ON NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

10. MOTIONS ON NOTICE

Nil

11. MOTIONS WITHOUT NOTICE**11.1 Glenn Dix Interview recording**

Committee Resolution	2022/ 056
Moved Mr Bevan Seconded Mr Chenoweth	
“that the Adelaide Plains Historical Committee, instructs the Manager Library and Community to seek the services of a professional editor to ‘cut’ the original Glenn Dix interview tape and for the quote to be considered by Members at the February 2023 APCHC meeting.”	
CARRIED	

11.2 Mallala Museum – increase admission charges

Committee Resolution	2022/ 057
Moved Mr Angus Seconded Mr Chenoweth	
“that the Adelaide Plains Historical Committee, increase adult admission charges to the Mallala Museum from \$4.00 to \$5.00 and children’s admission charges (under 18 years of age) from \$1.00 to \$2.00 as from 1 January 2023.”	
CARRIED	

11.3 Adelaide Plains Council Historical Committee –meeting schedule 2023

Committee Resolution	2022/ 058
Moved Mr Chenoweth Seconded Mr Bevan	
“that the Adelaide Plains Historical Committee monthly meetings are held on the first Tuesday of the month, commencing at 11.30 am as from 7 February 2023.”	
CARRIED	

12. URGENT BUSINESS

Nil

13. CONFIDENTIAL ITEMS

Nil

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14. NEXT MEETING

Tuesday 7 February 2023

15. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 12.23 pm.

Confirmed as a true record.

Presiding Member:

Date: ____/____/____

14 SUBSIDIARY MEETINGS

14.1 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY - BOARD MEETING - 20 OCTOBER 2022

Record Number: D22/54362

Author: Administration and Executive Support Officer

Authoriser: Chief Executive Officer

Attachments:

1. Minutes - Gawler River Floodplain Management Authority Board Meeting - 20 October 2022 [!\[\]\(830769b31eeeaca920791081939ff8ba_img.jpg\) !\[\]\(198f559926258ddfad814817bda0ffbc_img.jpg\)](#)
2. Key Outcomes Summary - Gawler River Floodplain Management Authority Board meeting - 20 October 2022 [!\[\]\(ea8b0a47f44008b0ab9e2764654f5e66_img.jpg\) !\[\]\(68656bc6c38d84412cc68fe8fbc2ae14_img.jpg\)](#)

OVERVIEW

The purpose of this report is for Council to receive and note the Minutes and Key Outcomes Summary of the Gawler River Floodplain Management Authority meeting held on 20 October 2022.

RECOMMENDATION

“that Council receives and notes the Minutes and Key Outcomes Summary of the Gawler River Floodplain Management Authority meeting held on 20 October 2022.”

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

9:45am Thursday 20 October 2022

Adelaide Plains Council – Council Chamber, 2a Wasleys Road, Mallala

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 135th 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
- Cr Paul Koch, Town of Gawler, Board Member
- Mr Martin McCarthy, The Barossa Council, Board Member
- Mr Richard Dodson, Light Regional Council, Board Member
- Mr Andrew Philpott, Light Regional Council, Deputy Board Member
- Mr Lokesh Anand, Town of Gawler, Board Member
- Mr David Hitchcock, Executive Officer

1.3 Apologies

- Mr Ashley Curtis, Adelaide Hills Council, Board Member
- Mayor Bim Lange, The Barossa Council, Board Member
- Cr Russell Johnstone, Deputy Board Member, The Barossa Council

1.4 Appointment of Observers

GRB 22/49 Observers
Moved: Mr. J Miller
Seconded: Mr. A Philpott

That Cr John Lush be appointed as Observer.

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confirmation of Minutes**2.1 GRFMA Ordinary Meeting Minutes****GB 22/50 GRFMA Ordinary Meeting Minutes****Moved: Mr J Miller****Seconded: Cr M Herrmann**

That the Minutes of the Gawler River Floodplain Management Authority Board meeting held 18/8/2022 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY**2.2 Actions on Previous Resolutions**

Nil

2.3 Matters Arising from the Minutes

Nil

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

Nil

6. Audit Committee

Nil

7. Technical Assessment Panel

Nil

8. Reports

The order of reports discussion was amended to accommodate delay in timing of the presentation.

8.3 Charter Review 2 Funding Model**GB 22/51 Charter Review 2 Funding Model****Moved: Cr T Keen****Seconded: Mr L Anand**

That the GRFMA receives a further report regarding Council responses to the Charter Review Funding Model after completion of the November 2022 Council elections.

CARRIED UNANIMOUSLY

8.4 Financial Report

GB 22/52 Financial Report

Moved: Cr M Herrmann

Seconded: Mr R Dodson

That the GRFMA receives the financial report as of 30 September 2022 showing a balance of \$245,042.47 total funds available.

CARRIED UNANIMOUSLY

8.1 Stormwater Management Plan Progress Report

Ms Melinda Lutton (Regional General Manager Principal Environmental Engineer, Water Technology), attended the meeting virtually online at 10 am to present an update on progress of the Gawler River Stormwater Management Plan.

GB22/53 Stormwater Management Plan Progress Report

Moved: Mr R Dodson

Seconded: Cr T Keen

That the GRFMA receives the report.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:48am for a short break.

The meeting resumed at 10:54am.

Mr Martin McCarthy left the meeting at 11:01am.

8.2 Gawler River Flood Mitigation, Department for Environment and Water

Ms Katharine Ward (Project Manager Gawler River Flood Management Climate Change, Coast & Marine Branch, Environment, Heritage & Sustainability Division, Department for Environment and Water) attended the meeting to talk about the report, and late report.

GB 22/54 Gawler River Flood Mitigation, Department for Environment and Water

Moved: Mr G Pattinson

Seconded: Cr P Koch

That the GRFMA:

- 1. Receives the report.*
- 2. Receives a verbal update on progress of the Department for Environment and Water Gawler River Flood Management business case.*

CARRIED UNANIMOUSLY

GB22/55 Expert Panel on Stormwater

Moved: Mr J Miller

Seconded: Cr T Keen

That the Executive Officer bring back a report to the December 2022 meeting providing a progress update on the body of work being undertaken by the expert panel on stormwater as it relates to flood management, possible funding models across all three tiers of government and single entity ownership for new infrastructure.

CARRIED UNANIMOUSLY

9. Correspondence

Nil

10. Confidential**10.1 Review of the Register of Confidential Items****GB 22/56 Review of the Register of Confidential Items****Moved: Cr T Keen****Seconded: Mr R Dodson**

That:

1. *Pursuant to Section 90(2) of the Local Government Act 1999, the meeting orders that the public be excluded from attendance at this part of the meeting relating to Item 10.1 Review of the Register of Confidential Items, excepting the following persons:*

- *Executive Officer; and*
- *Observers*

to enable the meeting to consider in confidence agenda Item 10.1 on the basis that the meeting considers it necessary and appropriate to act in a meeting closed to the the Local Government Act 1999 in order to receive, discuss or consider in confidence the information or matter relating to Item 10.1:

- (a) *information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)*
 - (d)(i) *commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party*
 - (d)(ii) *commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest Ordinary Council Meeting Agenda 28 September 2021*
 - (e) *matters affecting the security of the council, members or employees of the council, or council property; or the safety of any person*
 - (k) *tenders for the supply of goods, the provision of services or the carrying out of works*
2. *Accordingly, on this basis, the principle that meetings of the GRFMA Board should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.*

The confidential session commenced at 11:45am.

10.1 Review of the Register of Confidential Items**GB 22/57 Review of the Register of Confidential Items****Moved: Cr T Keen****Seconded: Mr G Pattinson**

That the GRFMA Board releases the following items from confidence:

Order Motion No.	Meeting Date	Item No.	Item Title	Items Held Under Order
Discussion	13/06/19	10.1	Lower Level Outlet Pipe	Minutes, discussion and report
19/82	12/12/19	10.1	Bruce Eastick North Para Flood Mitigation Dam	Report and attachments
20/36	16/04/20	10.2	Lower Level Outlet Pipe Basin	Report and attachments
20/79	15/10/20	10.1	Bruce Eastick North Para Flood Mitigation Dam	Report and attachments
20/96	10/12/20	10.1	Bruce Eastick North Para Flood Mitigation Dam	Report and attachments
21/15	11/02/21	10.1	Executive Officer Review	Report and attachment
21/19	17/03/21	2.1	Tenders Storm Water Management Plan	Report, attachments and minutes
21/35	15/04/21	10.1	Tenders Strategic Plan	Report and attachment
21/51	17/06/21	10.1	Tenders Records Management	Report and attachments
21/54	17/06/21	10.2	Tenders Bruce Eastick Dam Repairs	Report and attachments
21/03 TAP	05/07/21	5	Tenders Bruce Eastick Dam Repairs	Report and attachments
21/06 TAP	11/08/21	6	Tenders Bruce Eastick Dam Repairs	Report and attachments
21/70	19/08/21	10.1	TAP – Tenders Bruce Eastick Dam Repairs	Minutes of TAP, report and attachments
21/77	27/09/21	2.1	Preferred Tender for Repairs Bruce Eastick North Para Flood Mitigation Dam	Reports, attachments and minutes
21/80	27/09/21	2.1	Establishment of Loan Funds	Reports, attachments and minutes
21/77	21/10/21	10.1	Preferred Tender for Repairs to the Bruce Eastick North Para Flood Mitigation Dam	Report, attachments and minutes
21/80	21/10/21	10.1	Establishment of Finance (Loan Funds) to Facilitate Dam Repairs	Report, attachments and minutes

CARRIED UNANIMOUSLY

The confidential session concluded at 11:50am.

11. Urgent Matters Without Notice

Nil

12. Next Meeting

Date and Time: Thursday 8 December 2022 at 9:45am

Host: City of Playford

13. Closure

The Chairperson thanked the members for their attendance and contributions and the Adelaide Plains Council as host and closed the meeting at 11:51am.

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 – 20 October 2022

Charter Review 2 Funding Model

The meeting received an update report outlining each Constituent Councils position regarding the Charter Review 2 Funding Model. A report regarding further Council responses will be provided to the 8 December 2022 GRFMA meeting.

Financial Report

The Financial Report, as of 30 September 2022, provided a balance of \$245,042.47 total funds available. It was noted that any funds not otherwise required for current services should be utilised to reduce the current Cash Advance Debenture balance, with operating funds to then be redrawn as required.

Gawler River Stormwater Management Plan

Ms Melinda Lutton (Water Technology) attended the meeting, via e-meeting technology, at 10am, to present an update on the progress of the Gawler River Stormwater Management Plan.

Gawler River Flood Mitigation Program

Ms Katharine Ward (Department for Environment and Water) attended the meeting to discuss matters relating to the Gawler River Flood Mitigation Program Business Case and Project 4.

Expert Panel on Stormwater

The Executive Officer was requested to bring back a report to the December 2022 meeting providing a progress update on the body of work being undertaken by the Expert Panel on Stormwater as it relates to flood management, possible funding models across all three tiers of government and single entity ownership for new infrastructure.

Review of the Register of Confidential Items

The GRFMA received the annual review of the confidential register that details items that are currently held under confidentiality orders and the conditions under which they are kept. Section 91(9)(a) of the Act requires confidentiality orders operating for a period exceeding 12 months to be reviewed at least once in every year. The meeting resolved to release all items in the register.

15 REPORTS FOR DECISION

15.1 CODE OF PRACTICE - ACCESS TO COUNCIL MEETINGS AND DOCUMENTS

Record Number: D22/51333

Author: Manager Governance and Administration

Authoriser: General Manager - Governance and Executive Office

Attachments: 1. Draft - Code of Practice - Access to Meetings and Documents [!\[\]\(ec9132f1d27c8919987d92907322654d_img.jpg\) !\[\]\(9db1a20e6fdae9c15975d240125424df_img.jpg\)](#)

EXECUTIVE SUMMARY

- The purpose of this report is for Council to consider adopting the revised Code of Practice – Access to Meetings and Documents (the Code of Practice, as presented at **Attachment 1** to this Report) and in doing so complete the review of same.
- Under Section 92(1) of the *Local Government Act 1999* (the Act), a council must have a Code of Practice relating to the principles, policies and practices that it will apply in relation to Part 3 – Public access to council and committee meetings and Part 4 – Minutes of council and committee meetings and release of documents. The Code of Practice is currently in place and therefore satisfies this requirement.
- Section 92(2) of the Act requires a council to review the operation of its code of practice within 12 months after the conclusion of each periodic election, and, pursuant to section 92(3) of the Act, before a council adopts, alters or substitutes its code of practice, it must undertake public consultation in accordance with its *Public Consultation Policy*.
- Council commenced a review of the Code of Practice in June 2022 with a focus on giving effect to Council's decision to continue to live stream all Council meetings, and upload the recordings onto Council's website on an ongoing basis (Resolution 2022/160). This review also incorporated recent amendments to the Act regarding public access and inspection requirements. Some additional, minor, amendments to structure and wording were also implemented in order to align with the Local Government Association (LGA) Model Code of Practice, which was updated as recently as May 2022.
- Public consultation on the revised Code of Practice was undertaken from 24 August 2022 to 15 September 2022 as required by Section 92(3) of the Act and in accordance with Council's *Public Consultation Policy*. No feedback was received.
- In addition to giving effect to the amendments outlined above, with the most recent periodic election concluding in November 2022, it is also now appropriate, and indeed necessary to ensure legislative compliance, that the review of the Code of Practice be completed.
- It is recommended that the Code of Practice as presented at Attachment 1 to this report be adopted.

RECOMMENDATION

“that Council, having considered Item 15.1 – *Code of Practice - Access to Council Meetings and Documents*, dated 19 December 2022, receives and notes the report and in doing so:

- 1. Acknowledges that public consultation in relation to the revised *Code of Practice – Meeting Procedures* was undertaken from 24 August 2022 to 15 September 2022 and that no feedback was received; and**
- 2. Adopts the revised Code of Practice – Access to Council Meetings and Documents as presented at Attachment 1 to this report.”**

BUDGET IMPACT

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

RISK ASSESSMENT

Under Section 92(1) of the *Local Government Act 1999* (the Act), a council must have a Code of Practice relating to the principles, policies and practices that it will apply in relation to Part 3 – Public access to council and committee meetings and Part 4 – Minutes of council and committee meetings and release of documents.

Section 92(2) of the Act requires a council to review the operation of its code of practice within 12 months after the conclusion of each periodic election.

With the most recent periodic election concluding in November 2022, it is also now appropriate, and indeed necessary, that the review of the Code of Practice be completed.

DETAILED REPORT

Purpose

The purpose of this report is for Council to consider adopting the revised Code of Practice – Access to Meetings and Documents (the Code of Practice, as presented at **Attachment 1** to this Report) and in doing so complete the review of same.

Background

Section 92 of the *Local Government Act 1999* (the Act) sets out the requirements for a council to have, and review, a Code of Practice relating to the principles, policies and practices that it will apply in relation to Part 3 – Public access to council and committee meetings and Part 4 – Minutes of council and committee meetings and release of documents:

92—Access to meetings and documents—code of practice

- (1) A council must prepare and adopt a code of practice relating to the principles, policies, procedures and practices that the council will apply for the purposes of the operation of Parts 3 and 4.*
- (2) A council must, within 12 months after the conclusion of each periodic election, review the operation of its code of practice under this section.*
- (3) A council may at any time alter its code of practice, or substitute a new code of practice.*
- (4) A code of practice must include any mandatory provision prescribed by the regulations.*
- (5) Before a council adopts, alters or substitutes a code of practice under this section it must undertake public consultation on the proposed code, alterations or substitute code (as the case may be).*

Council, at its Special Meeting on 27 June 2022, considered the implications of the cessation of the public health emergency and, in particular, whether it wished to continue to live stream and upload recordings of Council meetings on a discretionary basis. [Click here to view](#) a copy of Item 4.1 – *COVID-19 Cessation of Emergency Declaration – Impact on Council*.

At this special meeting, Council resolved as follows:

4.1 Moved Councillor Boon Seconded Councillor Parker **2022/ 160**

“that Council, having considered Item 4.1 – COVID-19 Cessation of Emergency Declaration – Impact on Council, dated 27 June 2022:

- 1. Notes that although there is no longer a legislative requirement to live stream, or make available recordings of, Council meetings, in the interests of promoting greater public access and transparency, resolves to live stream all Council meetings and upload the associated recordings onto Council’s website on an ongoing basis; and***
- 2. Instructs the Chief Executive Officer to incorporate Council’s policy position outlined at 1 above into Council’s Code of Practice – Access to Council Meetings and Documents.”***

CARRIED

Council subsequently commenced a more comprehensive review of the Code of Practice in order to give effect to Resolution 2022/160 but also to reflect recent amendments to the Act regarding public access/inspection requirements. Some additional, minor, amendments to structure and wording were also implemented in order to align with the LGA Model Code of Practice, which was updated as recently as May 2022.

The various amendments are outlined in detail within Item 13.3 – Policy Review – Code of Practice – Access to Council Meetings and Documents dated 22 August 2022 – [click here to view](#).

In considering the revised Code of Practice, Council resolved as follows:

13.3 Policy Review – Code of Practice – Access to Council Meetings and Documents

Moved Councillor Keen Seconded Councillor Di Troia 2022/ 285

“that Council, having considered Item 13.3 – Policy Review – Code of Practice – Access to Council Meetings and Documents, dated 22 August 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to undertake public consultation, in accordance with Council’s Public Consultation Policy, on the draft Code of Practice – Access to Council Meetings and Documents as presented at Attachment 1 to this Report.”

CARRIED UNANIMOUSLY

Discussion

Public consultation was duly undertaken from 24 August 2022 to 15 September 2022 as required by Section 92(3) of the Act and in accordance with Council Resolution 2022/285 above.

A public notice appeared in the Plains Producer and Bunyip newspapers on 24 August 2022, directing readers to Council’s website. A detailed notice, and a copy of the amended draft Code of Practice, was available for inspection on Council’s website for the duration of the consultation period.

No feedback was received.

Conclusion

Noting that (a) the content of the Code of Practice is largely based on legislative requirements and the LGA’s equivalent model document, (b) Council has experienced no issues in relation to the operation or application of its Code of Practice, and (c) no feedback was received during public consultation, it is recommended that Council now adopt the revised Code of Practice as presented at **Attachment 1** to this Report.

With the most recent periodic election concluding in November 2022, completing the review will also satisfy the requirement of Section 92(2) to review the Code of Practice within 12 months after the conclusion of each periodic election.

References


Legislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024 Proactive Leadership

Public Consultation Policy

	Code of Practice – Access to Council Meetings and Documents	
	Version Adoption by Council: TBC	
	Resolution Number: 2022/TBC	
	Current Version: V6	
	Administered by:	Last Review Date: 2022
	Chief Executive Officer	Next Review Date: 2024
Document No: D22/35169	Strategic Outcome: Proactive Leadership	

1. Objective

Section 92 of the *Local Government Act 1999* (the Act) requires Council to prepare and adopt a code of practice relating to the principles, policies, procedures and practices that Council will apply for the purposes of the operation of Part 3 – *Public access to council and committee meetings* and Part 4 – *Minutes of council and committee meetings and release of documents*.

2. Scope

The *Code of Practice – Access to Council Meetings and Documents* (the Code) applies to meetings of Council and Council Committees.

The Code sets out Council's position for access to meetings and documents and includes information relating to:-

- public access to the agenda for meetings;
- public access to meetings;
- the process by which to exclude the public from meetings;
- matters for which Council, or Council Committee, can order the public be excluded from meetings;
- how Council will approach the use of confidentiality provisions;
- public access to documents, including minutes;
- review of confidentiality orders; and
- accountability and reporting to the community;
- complaints about the use of the Code by Council; and
- the availability of the Code.

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3. Definitions

Clear Days – The time between giving notice of a meeting, excluding both the day on which the notice was given and the day of the meeting, e.g. notice is given on a Thursday for a following Monday meeting, the clear days being Friday, Saturday and Sunday.

Council Committee – as defined by section 41 of the Act.

Electronic means – includes a telephone, computer or other electronic device used for communication.

Live Stream – the transmission of audio and/or video from a meeting at the time that the meeting is occurring.

4. Policy Statement

Council is committed to the principle of transparent government, whilst recognising it may be necessary in the broader community interest to restrict public access to discussion and documentation in accordance with the Act.

Council encourages community access to its agendas, meetings, minutes and other documents.

5. Public Access to Agendas for Meetings

- 5.1 At least three (3) clear days before a Council or Committee meeting (with the exception of special meetings) the Chief Executive Officer (CEO) must give written notice of the meeting to all Council or Committee members setting out the date, time and place of the meeting. The notice must contain, or be accompanied by, the agenda for the meeting.
- 5.2 The notice of meeting will be placed on public display at the Mallala Principal Office and Two Wells Service Centre, and the notice and agenda will be published on Council's website www.apc.sa.gov.au.
- 5.3 The notice will be kept on public display and continue to be published on the website until the completion of the relevant meeting. The agenda will be published on the Council's website.
- 5.4 Reasonable numbers of copies of non-confidential agenda documents and reports that are to be considered at the meeting must be made available:
 - 5.4.1 In the case of a document or report supplied to members before the meeting – on a website determined by the CEO as soon as practicable after being supplied to members of the Council
 - 5.4.2 In the case of a document or report supplied to members of the Council at the meeting – at the meeting, as soon as practicable after they are supplied to the members of Council. These documents will also be

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subsequently uploaded onto the Council's website.

- 5.5 Members of the public may obtain a copy of the agenda and any particular non-confidential reports for a fee to cover the costs of photocopying, in accordance with Council's Schedule of Fees and Charges.
- 5.6 Agenda papers provided to members of Council, or members of a Committee, may include an indication from the CEO that the Council or Committee may determine to consider an item in confidence, with the public to be excluded from the meeting during discussion of that item. Where such an indication is made, the CEO must specify the basis under which the confidentiality order could be made in accordance with the Section 90(3) of the Act.
- 5.7 Where a Committee is not performing a regulatory activity these procedures may be varied, e.g. they may be given in a form decided by the Committee, and need not be given for each meeting separately. Public notice may be given at a place determined by the CEO taking into account the nature and purpose of the Committee.

6. Public Access to Meetings

- 6.1 Council meetings and Council Committee meetings are open to the public and attendance is encouraged, except where the Council or Council Committee believes it necessary in the broader community interest to exclude the public from the discussion (and, where relevant, decision) of a particular matter.
- 6.2 The public will only be excluded when the need for confidentiality outweighs the principles of open and transparent decision making, and where the circumstances come within the provisions of Section 90 of the Act.
- 6.3 In addition to physical public access, the CEO (or delegate) will take reasonable steps to make available to the public:
 - 6.3.1 a live stream of Council meetings on a website determined by the CEO and
 - 6.3.2 a recording of the meeting as soon as practicable after the meeting on a website determined by the CEO.
- 6.4 If the CEO (or delegate) has taken reasonable steps but is unable to make available a live stream of the meeting, or a recording of the meeting, as soon as practicable after the meeting (on a website determined by the CEO), the CEO (or delegate) will publish a notice on Council's website that the live stream and/or recording of the meeting was attempted and unable to be achieved.

7. Process to Exclude the Public from a Meeting

- 7.1 The usual practice of Adelaide Plains Council is to deal with the agenda items in the order listed in the agenda and to list all items indicate for consideration in confidence within the last section of the Council or Council Committee agenda, to allow all other items of business to be transacted with members of the public

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present at the meeting and not required to leave the room until the 'Confidential Items' section of the agenda is reached.

- 7.2 Despite the above, there may be circumstances where, during the course of a meeting, it becomes apparent that a matter should be considered in confidence. In those cases, and subject to an appropriate resolution of the council being carried, members of the public will be asked to leave the meeting while the matter is discussed.
- 7.3 Before the Council or a Council Committee orders that the public be excluded, the meeting must, in public, formally determine if this is necessary and appropriate, and then pass a resolution to exclude the public while dealing with a particular matter. If Council or a Council Committee orders that the public be excluded, the grounds for this are to be communicated to the public, in the meeting at the time of them being requested to leave, and by recording in the minutes accordingly. The relevant resolution must specify:-
- (a) the grounds on which the order was made;
 - (b) the basis on which the information or matter to which the order relates falls within the ambit of each ground on which the order was made; and
 - (c) if relevant, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest.
- 7.4 If an order to exclude the public is made, the public, including staff, must leave the room unless exempted by being named in the resolution as entitled to remain. For the operation of Section 90(2), a member of the public does not include a member of the Council or Council Committee. It is an offence for a person, knowing that an order is in force, to enter or remain in a room in which such a meeting is being held. It is lawful for an employee of Council or a member of the police to use reasonable force to remove a person from the room if he or she fails to leave on request, however, if any form of force is required it is recommended that Council waits until the Police attend to remove the person.
- The CEO (or delegate) will disconnect any live stream or recording of a meeting for the period that the meeting is closed to the public pursuant to an order made under Section 90(2) of the Act.
- 7.5 Once discussion of the relevant agenda item is concluded, the Council or Council Committee will then consider if it is necessary to make an order that a report, attachment and the minutes associated with the agenda item are to remain confidential. In determining this, the Council or Council Committee shall have regard to the provisions of Sections 90 and 91 of the Act.
- 7.6 Once discussion on the confidential matter is concluded, the public will be permitted to re-enter the meeting. Once members of the public have returned, the decision of the meeting in relation to the confidential matter should be made

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publicly known unless there has been a formal resolution as outlined at clause 7.5 above, that a report, attachment and/or the minutes of the meeting are to remain confidential. An order of this nature must be recorded in the minutes accordingly and must specify:-

- (a) the duration of the order or the circumstances in which the order will cease to apply; or
- (b) a period after which the order must be reviewed. If the order is to apply for a period exceeding 12 months, the order must be reviewed every 12 months from the date it was made and consideration given to delegating to the CEO the authority to review the order.

7.7 In the case of an order of specified duration:-

- (a) the duration of the order cannot be extended after the order has ceased to apply; and
- (b) in any event, the power to do so cannot be delegated.

7.8 No formal resolution is required to 'come out of confidence' or go back into public session.

8. Matters from which the Public can be Excluded (Section 90(3) of the Act)

8.1 Council, or a Council Committee, may order that the public be excluded in the following circumstances:-

- (a) *information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);*
- (b) *information the disclosure of which—*
 - (i) *could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - (ii) *would, on balance, be contrary to the public interest;*
- (c) *information the disclosure of which would reveal a trade secret;*
- (d) *commercial information of a confidential nature (not being a trade secret) the disclosure of which—*
 - (i) *could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
 - (ii) *would, on balance, be contrary to the public interest;*

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- (e) *matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person;*
 - (f) *information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial;*
 - (g) *matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;*
 - (h) *legal advice;*
 - (i) *information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;*
 - (j) *information the disclosure which—*
 - (i) *would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and*
 - (ii) *would, on balance, be contrary to the public interest;*
 - (k) *tenders for the supply of goods, the provision of services or the carrying out of works;*
 - (m) *information relating to a proposed amendment to a Development Plan under the Development Act 1993 before a Development Plan Amendment proposal relating to the amendment is released for public consultation under that Act;*
 - (n) *information relevant to the review of a determination of a council under the Freedom of Information Act 1991*
 - (o) *information relating to a proposed award recipient before the presentation of an award.*
- 8.2 In considering whether an order should be made to exclude the public under section 90(2), it is irrelevant that discussion of a matter in public may cause embarrassment to the Council or the Council Committee concerned, or to members or employees of the Council, or cause a loss of confidence in the Council or Council Committee.
- 8.3 In accordance with Section 91(8) of the Act a Council or Council Committee must not make an order to prevent:
- the disclosure of the remuneration or conditions of service of an employee of the Council after the remuneration or conditions have been set or

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determined; or

- the disclosure of the identity of a successful tenderer for the supply of goods or the provision of services (including the carrying out of works), or of any reasons adopted by the Council as to why a successful tenderer has been selected; or
- the disclosure of the amount or amounts payable by the under a contract for the supply of goods or the provision of services (including the carrying out of works) to, or for the benefit of, the Council after the contract has been entered into by all parties to the contract; or
- the disclosure of the identity of land that has been acquired or disposed of by the Council, or of any reasons adopted by the Council as to why land has been acquired or disposed of by the Council.

9. Public Access to Minutes

Minutes of a meeting of Council or a Council Committee will be available on Council's website, within five (5) days after the meeting.

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10. Use of the Confidentiality Provisions

- 10.1 Any consideration of the use of the confidentiality provisions to exclude the public from the discussion of a particular agenda item at a meeting will require the identification of one (1) or more of the grounds listed within Section 90(3) of the Act (and outlined at clause 8.1 above) and the factual reasons for the application of the ground(s).
- 10.2 Information on the grounds on which an order to exclude the public is made will be conveyed to the public at the time of them being ordered to leave the meeting. The public will not be excluded until after a confidentiality motion has been debated and passed and sufficient reasons for the need to exclude the public given.
- 10.3 The meeting will not consider a number of agenda items in confidence together. The meeting will determine each item separately and consider the exemptions relevant to each item. Thus the public can be present for the debate on whether any subsequent item should be considered in confidence.
- 10.4 Council Members, former Council Members, Employees and former Employees are prohibited from disclosing information or a document over which there is a Council or Committee confidentiality order under Section 90 of the Act. Such a breach may result in pecuniary or imprisonment penalties.
- 10.5 In all instances, the objective will be to make information and documents publicly available at the earliest possible opportunity once the confidentiality order ceases to exist.
- 10.6 The use of confidentiality provisions will be recorded in the Confidential Items Register and maintained by the CEO.

11. Review of Confidentiality Orders

- 11.1 A confidentiality order made under Section 91(7) of the Act must specify the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order must be reviewed.
- 11.2 Any order that operates for a period exceeding twelve (12) months will be reviewed at least once every year to ascertain whether the grounds for non-disclosure are still relevant and, if so, provide the relevant grounds and reasons for the minutes and/or documents remaining confidential.
- 11.3 An order will lapse if the time or event specified has been reached or carried out. In this instance, there is no need for Council or the Council Committee to resolve for the confidential order to be lifted. Once the order has lapsed, the minutes and/or documents automatically become public. The CEO will make this information publicly available and include it on the Council's website within a reasonable timeframe, and not more than 90 days after an order has lapsed.

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- 11.4 Where an original confidentiality order is about to expire, the CEO will prepare a report to Council making recommendations with respect to each item to be retained in confidence. Each item will be addressed separately and assessed against Section 90(3) and Section 91(7) of the Act. Council may resolve to exclude the public from a meeting to discuss and undertake consideration of the recommendations arising from the annual review in confidence.
- 11.5 Council may delegate the power to undertake an annual review to the CEO, but Council cannot delegate the power to apply Sections 90(3) and 91(7) of the Act.
- 11.6 If there is no longer any need for the confidentiality order then the Council or a Council Committee may delegate to the CEO the power to revoke an order made in accordance with Section 91(7) of the Act. Council or a Council Committee may also include in the resolution whether any delegation is given to the CEO to revoke the order and if relevant, any conditions associated with the delegation.

12. Public Access to Documents

- 12.1 The Act requires Council to make available a large number of documents. Many of these are set out within Schedule 5, with other requirements contained in other sections of the Act.
- 12.2 Schedule 5 documents must be published on Council's website. Members of the public may purchase copies of publicly available documents in accordance with Council's Schedule of Fees and Charges.
- 12.3 Requests to access Council and Council Committee documents can be made under the *Freedom of Information Act 1991*. Enquiries in relation to this process should be directed to Council's Accredited Freedom of Information Officer at info@apc.sa.gov.au.

13. Accountability and Reporting

- 13.1 Information regarding use of the confidentiality provisions by Council and Council Committees must be included in Council's Annual Report.
- 13.2 The Annual Report will include the following information, separately identified for both Council and its Committees:
- (a) Number of occasions each of the provisions of Sections 90(2) and 90(3) were utilised;
 - (b) Number of occasions each of the provisions of Sections 90(2) and 90(3) and Section 91(7) were utilised, expressed as a percentage of total agenda items considered;

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- (c) An indication of any particular issues that contributed to the use of confidentiality provisions on more than one occasion e.g. a proposal to acquire a parcel of land was considered on three (3) separate occasions;
- (d) Number of occasions that information originally declared confidential has subsequently been made publicly available; and
- (e) Number of occasions that information declared confidential has not been made publicly available and the reason for this in each case.

14. Information or Briefing Sessions

- 14.1 Council or the CEO may facilitate an 'information or briefing session' where more than one member of the Council or Council Committee is invited.
- 14.2 A matter must not be dealt with at an information or briefing session in such a way so as to obtain, or effectively obtain, a decision outside of a formally constituted meeting of Council or Council Committee.
- 14.3 An information or briefing session on a matter that will be included on a council agenda must be open to the public. However the Council or the CEO may order that the information or briefing session be closed to the public if the matter listed for discussion falls within the confidentiality provisions listed in section 90(3) of the Act.

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14.4 Whether or not an information or briefing session has been open to the public, the following information must be published as soon as practicable after the holding of the session:

- The place, date and time of the session
- The matter discussed at the session and
- Whether or not the session was open to the public.

15 Attendance at Information or Briefing Sessions Electronically

15.1 Members of the Council or a Council Committee may participate in an information or briefing session by electronic means (an electronic information or briefing session).

15.2 A member of the Council or Council Committee participating in electronic information or briefing session is taken to be present at the information or briefing session provided that the member:

- (a) can hear all other members present at the information or briefing session; and
- (b) can be heard by all other members present at the information or briefing session.

15.3 Where:

- (a) a Council or Committee member is to participate in an information or briefing session by electronic means; and
 - (b) the electronic means has the functionality to allow the member to participate in electronic information or briefing session by being heard but not seen or by being both seen and heard; and
 - (c) the electronic means of the Council has the functionality to allow the council member to be heard but not seen or to be both seen and heard, the member must participate by being both seen and heard.
- 15.4 Council will make available to the public a live stream of any electronic information or briefing session which must be conducted in a place open to the public so that members of the public can hear the discussions between all persons participating in the information or briefing session. The live stream will be published on a website determined by the Chief Executive Officer, provided that this requirement will not apply to any part of the electronic information or briefing session that has been closed to the public.

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16. Complaints

16.1 Council has established procedures for the review of decisions under section 27 of the Act for:

- Council and its Committees
- Employees of the Council and
- Other persons acting on behalf of the Council.

16.2 Should a person be aggrieved about public access to either a meeting or a document, they are encouraged to firstly raise their question or complaint in writing to the Chief Executive Officer, who will provide a full explanation of the application of confidentiality provisions. It is anticipated that most, if not all, questions or complaints will be resolved through this manner.

16.3 Should this not resolve the matter, the aggrieved person may lodge an application for review of that decision under Council's *Internal Review of Council Decisions Policy*. This policy is available on Council's website at www.apc.sa.gov.au.

16.3 Additionally, any aggrieved person may also lodge a complaint with the Office of Public Integrity or the Ombudsman, who may carry out an investigation.

17. Related Documents

Annual Report

Code of Practice – Meeting Procedures

Complaints Handling Policy

Internal Review of Council Decisions Policy

Schedule of Fees and Charges

18. Records Management

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

19. Document Review

This Code of Practice must be reviewed within twelve (12) months of the conclusion of a periodic election. Council may, at any time and in accordance with section 92 of the Act, alter the Code of Practice.

20. References

Freedom of Information Act 1991

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Local Government Act 1999

Local Government (Procedures at Meetings) Regulations 2013

21. Further Information

Members of the public may inspect this Code free of charge on Council's website at

www.apc.sa.gov.au

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

Any queries in relation to this Code must be in writing and directed to the General Manager – Governance and Executive Office.

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15.2 APPOINTMENT OF DELEGATE - GENERAL MEETINGS - LOCAL GOVERNMENT ASSOCIATION**Record Number: D22/52277****Author: Manager Governance and Administration****Authoriser: General Manager - Governance and Executive Office****Attachments: 1. Local Government Association Constitution and Rules**  **EXECUTIVE SUMMARY**

- The purpose of this report is for Council to appoint a council member to act as its delegate at the Local Government Association of South Australia's Ordinary General Meetings, Annual General Meetings and Special General Meetings for the 2022-2026 term of Council.
- As a member of the Local Government Association (LGA) and in accordance with the 'LGA Constitution and Rules', Council may appoint a council member to act as its delegate at LGA meetings.
- Each year, the LGA holds an Ordinary General Meeting (OGM) and an Annual General Meeting (AGM) and the LGA makes decisions and sets policy at these meetings and council delegates participate by voting on various items. Special General Meetings (SGM) may also be called for a stated purpose.
- The dates for the 2023 OGM and AGM are yet to be confirmed. Typically, the OGM is held in April/May and the AGM in October/November.
- Previously, Council has appointed the Mayor as its delegate. This is common practice across member councils, as the Mayor is Council's authorised spokesperson. Council has also previously recognised its Deputy Mayor as a deputy delegate.
- In light of the recent Local Government Election, it is necessary for Council to consider, and appoint, its delegate for the 2022-2026 term and indeed ahead of the 2023 OGM.
- It is recommended that Council appoints its Mayor as delegate and, further, that in the event that the Mayor, as delegate, is unable to attend an Ordinary General Meeting, Annual General Meeting or Special General Meeting, the Deputy Mayor is taken to be appointed to act as a substitute delegate for that meeting.

RECOMMENDATION 1

"that Council, having considered Item 15.2 – *Appointment of Delegate - General Meetings - Local Government Association* , dated 19 December 2022, receives and notes the report and in accordance with Clause 12.1 of the Local Government Association (LGA) Constitution and Rules, appoints the Mayor to act as Council's Delegate at LGA Ordinary General Meetings, Annual General Meetings and Special General Meetings held during the 2022-2026 term of Council."

RECOMMENDATION 2

“that Council, having considered Item 15.2 – *Appointment of Delegate - General Meetings - Local Government Association* , dated 19 December 2022, resolves that in the event that the Mayor, as Council’s Delegate, is unable to attend an Ordinary General Meeting, Annual General Meeting or Special General Meeting of the Local Government Association (LGA) the Deputy Mayor will be taken to be appointed as substitute Delegate for that meeting in accordance with Clause 12.5 of the Local Government Association (LGA) Constitution and Rules.”

BUDGET IMPACT

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

RISK ASSESSMENT

Council must appoint its delegate in order to participate in decision making at LGA meetings.

DETAILED REPORT

Purpose

The purpose of this report is for Council to appoint a council member to act as its delegate at the Local Government Association of South Australia's Ordinary General Meetings, Annual General Meetings and Special General Meetings for the 2022-2026 term of Council.

Background

The LGA is constituted 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. A copy of the LGA Constitution and Rules is provided for as **Attachment 1** to this Report and more information about the LGA can be found at www.lga.sa.gov.au.

Each year, the LGA holds an Ordinary General Meeting (OGM) and an Annual General Meeting (AGM) and the LGA makes decisions and sets policy at these meetings and council delegates participate by voting on various items. Special General Meetings (SGM) may also be called for a stated purpose.

The dates for the 2023 OGM and AGM are yet to be confirmed. Typically, the OGM is held in April/May and the AGM in October/November.

Discussion

As a member of the LGA and in accordance with the 'LGA Constitution and Rules', Council may appoint a Council Member to act as its delegate at LGA meetings:

12. Appointment of Delegates

12.1 Each Member may appoint a person to act as the delegate for the Member at a General Meeting, and may at any time revoke such appointment and appoint another person as its delegate.

12.2 To be eligible for appointment as a delegate, a person must be a Council Member.

12.3 Each Member shall give notice in writing to the LGA of the person appointed to act as its delegate and the LGA will maintain a register of delegates.

12.4 A Member must notify the LGA in writing if a person's appointment as a delegate has been revoked by the Member, a person has resigned from the role of delegate or the person appointed as a delegate ceases to be a Council Member.

12.5 If a Delegate is unable to attend a General Meeting, the Member may, by giving written notice to the LGA, appoint another person to act as a substitute for the Delegate at the meeting. The appointment will only be valid for the General Meeting specified in the written notice. A person appointed under this clause 12.5 will be a "Delegate" for the purposes of this Constitution in respect of that General Meeting.

Previously, Council has appointed the Mayor as its delegate. This is common practice across member councils. Council has also previously recognised its Deputy Mayor as a deputy delegate.

In light of the recent Local Government Election, it is necessary for Council to consider, and appoint, its delegate for the 2022-2026 term and indeed ahead of the 2023 OGM.

Conclusion

It is recommended that Council appoints its Mayor as delegate and, further, that in the event that the Mayor, as delegate, is unable to attend a General Meeting, the Deputy Mayor is taken to be appointed to act as a substitute delegate for that meeting.

ReferencesLegislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024 Proactive Leadership

Local Government Association of South Australia

Constitution and Rules

effective 8 January 2020



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Local Government Association
of South Australia

The voice of local government.

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I Preliminary

1. Association

The Association is the "Local Government Association of South Australia" ("**LGA**") which is constituted 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.

2. Constitution

- 2.1 This Constitution is binding:
 - 2.1.1 as between the LGA and each Member; and
 - 2.1.2 as between each Member and each other Member.
- 2.2 This Constitution may be altered only:
 - 2.2.1 by resolution:
 - a. passed at a General Meeting of which at least 30 days' notice has been given to Members; and
 - b. passed by at least 75% of the votes cast by Members at that General Meeting;
 - and
 - 2.2.2 with approval of the Minister under subclause 1(4) of Schedule 1 of the *Local Government Act 1999*.
- 2.3 In any circumstances in which this Constitution is silent, incapable of taking effect or being implemented according to its strict provisions, the Board of Directors may determine what action may be taken to ensure the effective administration of the LGA.
- 2.4 Despite any other provision of this Constitution, the Board of Directors may as it thinks fit suspend or modify the operation of any provision of this Constitution in order to provide for a matter related or ancillary to a proclamation made by the Governor under Part 1 of Chapter 3 of the *Local Government Act 1999*.

3. Interpretation

- 3.1 In this Constitution, unless the contrary intention is apparent:
 - "**Annual General Meeting**" means a meeting of Members described in clause 9.
 - "**Audit Committee**" is the committee established by the Board of Directors in accordance with clause 24.3.1.
 - "**Board of Directors**" means the persons appointed as the governing body of the LGA in accordance with this Constitution as described in clause 21.

“Chair” means the person referred to in clause 14.

“CEO Advisory Group” means the committee established in accordance with clause 24.3.2.

“Close of Nominations” means the date and time at which nominations for the office of President close under clause 28.7.

“Casual Vacancy” means a vacancy in the office of a member of the Board of Directors due to a circumstance contemplated in clause 31.1.

“Community Council” means the governing entity for each of (a) the Anangu Pitjantjatjara Community; (b) the Maralinga Tjarutja Community; (c) the Yalata Community; (d) the Nepabunna Community; (e) the Gerard Community; and (f) the Outback Communities Authority.

“Council” means a Council constituted under the *Local Government Act 1999*.

“Council Member” means a member of the governing body of a Member.

“Chief Executive” means the Chief Executive of the LGA and, where the context allows, includes a person acting in that position.

“Delegate” means a person appointed to represent a Member at a General Meeting pursuant to clause 12.1.

“Director” means a member of the Board of Directors.

“Fees” means moneys payable by a Member to the LGA from time to time, including annual subscriptions, special purpose levies and services charges.

“GAROC” means the “Greater Adelaide Regional Organisation of Councils” described in clause 19.

“GAROC Terms of Reference” means the terms of reference for GAROC referred to in clause 19.4.

“General Meeting” means a meeting of the Members of the LGA being an Annual General Meeting, an Ordinary General Meeting or a Special General Meeting.

“Immediate Past President” means the person who is the immediately preceding President of the LGA.

“LGA” means the Local Government Association of South Australia.

“LGA Office” means the resources engaged by the Chief Executive to ensure that the LGA is enabled to adequately perform its functions.

“Member” means a Council or a Community Council which has applied for, been granted and retains membership in accordance with this Constitution and the Membership Proposition.

“Membership Proposition” means the terms of membership of the LGA endorsed by the Members.

“Misconduct” means being:

- (a) found guilty of an offence involving dishonesty or other offence which the Board of Directors resolves to be an offence which, committed by a Director, would bring the LGA or local government into disrepute;
- (b) being absent from 3 successive meetings of the Board of Directors without leave of the Board of Directors; or
- (c) engaging in conduct which the Board of Directors resolves to be conduct likely to bring the LGA or local government into disrepute.

“Object” is the object of the LGA as set out in clause 4.

“Ordinary General Meeting” is a meeting of Members convened under clause 10.1.1.

“President” means at any time the person holding office as LGA President.

“Presiding Member” means the presiding member of a Council or Community Council.

“Regional Groupings of Members” means the regional groups described in clause 19.3.

“Regional Organisation of Councils” means either SAROC or GAROC as described in clause 19 and **“Regional Organisations of Councils”** means both SAROC and GAROC.

“Register of Delegates” means the register maintained by the LGA in accordance with clause 12.3.

“SAROC” means the “South Australian Regional Organisation of Councils” as described in clause 19.

“SAROC Terms of Reference” means the terms of reference for SAROC referred to in clause 19.4.

“Special General Meeting” means a meeting of Members described in clause 10.1.2.

- 3.2 In this Constitution, unless the contrary intention is apparent:
 - 3.2.1 words importing the singular include the plural and *vice versa*;
 - 3.2.2 a power to appoint includes a power to dismiss; and
 - 3.2.3 a reference to any document, including legislation, is a reference to that document as amended or replaced from time to time.

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.

6. Powers

For the purposes of fulfilling the Object and undertaking its functions, the LGA has the power to:

- 6.1 acquire, hold, deal with, and dispose of, any real or personal property;
- 6.2 administer any property on trust;
- 6.3 operate accounts with any financial institution including the Local Government Finance Authority;
- 6.4 levy annual subscriptions, special purpose levies and service charges upon Members;
- 6.5 accept gifts of money or property;
- 6.6 invest money in any way considered prudent by the Board of Directors, including with the Local Government Finance Authority;
- 6.7 borrow and raise money as required by the LGA having regard to the financial sustainability of the LGA;
- 6.8 give security for the discharge of liabilities incurred by the LGA;
- 6.9 make application to, and accept grants and loans from, the State government and the Commonwealth government for the benefit of any Member or the LGA;
- 6.10 determine remuneration for Directors or members of committees established under this Constitution;
- 6.11 employ a Chief Executive and the staff of the LGA Office;
- 6.12 engage professional advisors;
- 6.13 appoint agents to transact any activities of the LGA;
- 6.14 insure against any risk;
- 6.15 enter into any contract it considers necessary or desirable;
- 6.16 subject to the *Corporations Act 2001* (Cth), establish or dissolve incorporated subsidiaries and determine policies and procedures to apply to subsidiaries;
- 6.17 advocate for changes to State government and Commonwealth government legislation;
- 6.18 provide services to Members with or without reward;
- 6.19 publish material of interest to Members and for the purpose of promoting the LGA and the system of local government;
- 6.20 enter into any arrangements or obtain any privileges and concessions which the LGA considers to be desirable for the LGA on behalf of Members;
- 6.21 mediate disputes between Members or within a Member's governing entity;
- 6.22 instigate or defend legal proceedings;
- 6.23 manage any dispute to which it is party, including by referral to, and participation in, mediation, conciliation or arbitration;
- 6.24 provide resourcing for the LGA Office;



- 6.25 establish and maintain policies, procedures, terms of reference, membership conditions and guidelines as contemplated by this Constitution or as are conducive to the achievement of the Object;
- 6.26 associate or collaborate with other associations and organisations having objects consistent with, or complementary to, the Object, including by way of incorporated or unincorporated joint venture or other form of alliance;
- 6.27 exercise any other power vested in the LGA by statute; and
- 6.28 do any other thing which is related, incidental or conducive to the attainment of the Object,

provided that the LGA may not distribute its assets to Members other than in the circumstances stated in clause 7.2.

7. Dissolution

- 7.1 The LGA may be dissolved by resolution:
 - 7.1.1 passed at a General Meeting of which at least 30 days' notice has been given; and
 - 7.1.2 passed by at least 75% of the votes cast by Members entitled to vote on the resolution.
- 7.2 In the event of dissolution, and after payment of all debts and liabilities, any surplus assets shall be returned to Members in proportion to the annual subscription paid in the financial year prior to the passing of the resolution to dissolve.
- 7.3 In the event of a dissolution where there are insufficient funds to pay all debts and liabilities of the LGA, a levy on Members shall be determined to cover the deficiency, such levy being in proportion to the annual subscription paid in the financial year prior to the passing of the resolution to dissolve.

II Membership of the LGA

8. Membership

- 8.1 Each Council and Community Council is entitled to apply in writing to the Board to be a Member of the LGA, except as provided in clause 8.2.
- 8.2 A Council or Community Council which has had its membership application rejected or membership revoked under this clause 8 may not reapply for membership for the same financial year that the membership the subject of the application or revocation would have operated, unless otherwise determined by the Board of Directors.
- 8.3 Membership operates for a 12 month period commencing on 1 July.
- 8.4 A Member must provide to the LGA such information and support as the LGA reasonably requests to carry out the Object.

- 8.5 Subject to confidentiality requirements as determined by the Board of Directors or in accordance with terms of reference for a committee, each Member is entitled to access approved minutes of General Meetings, the Board of Directors and committees of the LGA.
- 8.6 Each Member will pay to the LGA:
 - 8.6.1 the annual subscription determined by the Board of Directors applicable to that Member by 1 August for the financial year in which the membership will operate (unless otherwise determined by the Board of Directors); and
 - 8.6.2 by the due date for payment, any special purpose levy or service charge relevant to that Member.
- 8.7 The Board of Directors may:
 - 8.7.1 reject an application for membership of any Council or a Community Council; or
 - 8.7.2 revoke the membership of a Council or a Community Council, on a basis provided for in the Membership Proposition.
- 8.8 Membership of the LGA will be automatically revoked for a Member who fails to pay an annual subscription or special purpose levy to the LGA by the due date for payment (or such later date as may be determined by the Board of Directors).
- 8.9 Revocation of a Membership does not:
 - 8.9.1 relieve the former Member from any obligation to pay Fees to the LGA which accrued prior to the date of revocation; or
 - 8.9.2 entitle the former Member to a refund of any Fee previously paid to the LGA.
- 8.10 A Council or a Community Council may resign from the LGA upon giving written notice to the LGA. A resignation takes effect as provided for in the Membership Proposition.
- 8.11 Any Member who resigns its Membership during a financial year:
 - 8.11.1 remains liable to pay:
 - a. the full annual subscription and any annual special purpose levy for the financial year in which the resignation takes effect; and
 - b. any service charges payable for a service provided by the LGA up until the date on which the service ceases; and
 - 8.11.2 is not entitled to refund of any Fee previously paid to the LGA.
- 8.12 The LGA is not obliged to provide any service to a Council or Community Council which is not a Member of the LGA.
- 8.13 The LGA may cease providing a service to a Member if the Member fails to pay a service fee in respect of the services to the LGA by the due date.

III Meetings of the LGA

9. Annual General Meeting

- 9.1 A meeting of the Members of the LGA to be called the “Annual General Meeting” shall be held once in each year, at a time, date and place determined by the Board of Directors.
- 9.2 The Chief Executive shall at least 30 days before the date fixed for the holding of the Annual General Meeting advise each Member of the time, date and place of the meeting and the proposed business of the meeting.

10. Other General Meetings

- 10.1 The Board of Directors of the LGA has the power to call:
 - 10.1.1 an Ordinary General Meeting each year upon at least 30 days’ notice in writing being given to all Members by the Chief Executive; or
 - 10.1.2 Special General Meeting of the LGA for a stated purpose upon at least 7 days’ notice in writing being given to all Members by the Chief Executive.
- 10.2 At least 10 Members may, by a notice in writing to the Chief Executive request a Special General Meeting stating the business to be considered and determined at the Special General Meeting. Within 14 days from the receipt of the notice, the Chief Executive must call a meeting of the Members to be held within 30 days by advising each Member of the time, date and place of the meeting and the stated business of the meeting.
- 10.3 No business other than the stated business may be considered or determined at a Special General Meeting.

11. Venue of General Meetings

The LGA may hold a General Meeting at 2 or more venues using any technology that enables the Members attending each venue to participate in the meeting.

12. Appointment of Delegates

- 12.1 Each Member may appoint a person to act as the delegate for the Member at a General Meeting, and may at any time revoke such appointment and appoint another person as its delegate.
- 12.2 To be eligible for appointment as a delegate, a person must be a Council Member.
- 12.3 Each Member shall give notice in writing to the LGA of the person appointed to act as its delegate and the LGA will maintain a register of delegates.
- 12.4 A Member must notify the LGA in writing if a person’s appointment as a delegate has been revoked by the Member, a person has resigned from the



role of delegate or the person appointed as a delegate ceases to be a Council Member.

- 12.5 If a Delegate is unable to attend a General Meeting, the Member may, by giving written notice to the LGA, appoint another person to act as a substitute for the Delegate at the meeting. The appointment will only be valid for the General Meeting specified in the written notice. A person appointed under this clause 12.5 will be a "Delegate" for the purposes of this Constitution in respect of that General Meeting.

13. Quorum

- 13.1 Subject to this clause 13, no business shall be transacted at any General Meeting unless at least half of the Delegates on the Register of Delegates, plus 1 Delegate are present.
- 13.2 A quorum present at the commencement of a General Meeting is taken to be present throughout the meeting unless the Chair of the meeting declares otherwise.
- 13.3 If no quorum is present at a General Meeting within 30 minutes after the time appointed for the commencement of a meeting, the Chair may adjourn the meeting to a determined date, time and place, provided that the date is no earlier than 7 days after the adjourned meeting or in the case of a General Meeting convened to consider a special resolution no earlier than 30 days after the notice of the adjourned meeting is provided to Members.
- 13.4 Notice of an adjourned meeting with the date, time and place at which the meeting will be recommenced must be provided to all Members.
- 13.5 Any business which could have been transacted at a meeting which has been adjourned because of the absence of a quorum under clause 13.3 may be transacted on the recommencement of the meeting as notified under clause 13.4 notwithstanding there is no quorum present at that meeting.

14. Chair

The President shall preside at all General Meetings and meetings of the Board of Directors, but in his or her absence a member of the Board of Directors chosen by the Board of Directors shall preside at the meeting.

15. Adjournments

Subject to clause 13, the Delegates present at any General Meeting may from time to time by resolution adjourn the meeting to a determined date and time.

16. Business of General Meetings

- 16.1 The business of a General Meeting will be to consider items of strategic importance to local government and the LGA as recommended by SAROC, GAROC or the Board of Directors and matters which must be determined under this Constitution at a General Meeting.



- 16.2 Any Member may propose an item of business for an Annual General Meeting or an Ordinary General Meeting to SAROC, GAROC or the Board of Directors.
- 16.3 No business shall be brought before a General Meeting of the LGA unless:
 - 16.3.1 it has been placed on the agenda of an Annual General Meeting or an Ordinary General Meeting by SAROC, GAROC or the Board of Directors taking into account the purpose of a General Meeting set out in clause 16.1; or
 - 16.3.2 the business is as stated in the notice of a Special General Meeting, given in accordance with clause 10.

17. Voting

- 17.1 Each resolution considered at a General Meeting will be decided by the majority value of the votes of the Delegates present at the meeting and voting on the resolution.
- 17.2 Votes of Delegates at meetings of the LGA shall have the following values:
 - 17.2.1 Delegates of Members whose areas have populations up to 10,000 people - value of 1 vote;
 - 17.2.2 Delegates of Members whose areas have populations of between 10,001 and 50,000 people - value of 2 votes; and
 - 17.2.3 Delegates of Members whose areas have populations of over 50,001 people - value of 3 votes.
- 17.3 For the purposes of this clause, the population of each Member area shall be the population stated in the latest estimated population figures published by the Australian Bureau of Statistics.

18. Procedure at Meetings

The Board of Directors may, consistent with the Constitution, make, vary or revoke any meeting procedures regulating the mode and conduct of proceedings at any General Meeting and meetings of the Board of Directors, SAROC or GAROC.

19. Regional Organisations of Councils

- 19.1 There are 2 regional organisations of Members:
 - 19.1.1 SAROC; and
 - 19.1.2 GAROC.
- 19.2 The role of SAROC and GAROC is regional advocacy, policy initiation and review, leadership, engagement and capacity building in the regions.
- 19.3 Members will be organised into regional groups for the purpose of participating in the processes for the election of SAROC and GAROC. The Regional Groupings of Members are not formed to undertake any other function.



- 19.4 Terms of reference for SAROC and GAROC as approved by the Board of Directors will:
- 19.4.1 list the Regional Groupings of Members comprising SAROC and GAROC respectively; and
- 19.4.2 provide for:
- (a) the conduct of business including requirements for strategic and annual business planning and budgeting, and reporting requirements;
 - (b) the receipt and consideration of proposals for policy development for the betterment of local government from Members;
 - (c) the referral of proposals to the Board of Directors or General Meetings;
 - (d) the election of members to SAROC and GAROC;
 - (e) the appointment of a chairperson; and
 - (f) any other matters which the Board of Directors considers to be prudent or convenient.
- 19.5 The terms of reference for SAROC and GAROC will be presented to the Members at a General Meeting for ratification annually (or more frequently as determined by the Board).
- 19.6 Each Regional Grouping of Members will elect 2 Council Members as members of SAROC or GAROC (as relevant) provided that each person elected is from a different Member.
- 19.7 In addition to the membership determined under clause 19.6, the Lord Mayor of the City of Adelaide will be a member of GAROC.
- 19.8 The term of office for members of SAROC and GAROC shall commence after the Annual General Meeting of the year in which elected. Each Council Member will serve for a period of 2 years or until a circumstance causing a Casual Vacancy occurs.
- 19.9 SAROC and GAROC will be supported by the LGA Office.

20. Annual report

The LGA will make publicly available on or before 30 November in each year an annual report adopted by the Board of Directors in respect of the operations of the LGA for the preceding financial year.

IV The Board

21. Board of Directors

- 21.1 The Board of Directors is the governing entity of the LGA.

- 21.2 The Board of Directors shall consist of:
 - 21.2.1 the President;
 - 21.2.2 the Immediate Past President;
 - 21.2.3 the chairperson of SAROC and the chairperson of GAROC; and
 - 21.2.4 6 additional persons (each of which must be a Council Member) with relevant business and governance experience elected in equal proportions from the Council Members of SAROC (3 persons) and the Council Members of GAROC (3 persons).
- 21.3 The role of the Board of Directors is to oversee corporate governance of the LGA and provide strategic direction and leadership. The Directors do not represent SAROC, GAROC or a specific Member or Members.
- 21.4 Each Director must:
 - 21.4.1 undertake his or her role as a Director honestly and act with reasonable care and diligence in the performance and discharge of functions and duties;
 - 21.4.2 not make improper use of information acquired by virtue of his or her position as a Director to gain, directly or indirectly, an advantage for himself or herself or for another person or to cause detriment to the LGA;
 - 21.4.3 not make improper use of his or her position as a Director to gain, directly or indirectly, an advantage for himself or herself or for another person or to cause detriment to the LGA; and
 - 21.4.4 not act in any matter where the Director has a conflict of interest (provided that an interest shared in common with all or a substantial proportion of the Directors will not be an interest giving rise to a conflict of interest).

22. Functions of the Board of Directors

The functions of the Board of Directors include:

- 22.1 appointing a Chief Executive and superintending his or her performance;
- 22.2 holding the Chief Executive accountable for the performance of the LGA Office;
- 22.3 advocating for the LGA, the Members and the local government community;
- 22.4 superintending the activities of the LGA;
- 22.5 determining matters which may be placed on the agenda of a General Meeting; and
- 22.6 undertaking such other functions as may be provided for, or envisioned by, this Constitution.

23. Duties of the Board of Directors

The Board of Directors must ensure that:

- 23.1 the LGA acts in accordance with applicable laws and this Constitution;
- 23.2 the LGA acts ethically and with integrity, respecting diversity and striving for gender balance participation in all activities;
- 23.3 the activities of the LGA are conducted efficiently and effectively and that the assets of the LGA are properly managed and maintained;
- 23.4 subject to any overriding fiduciary or other duty to maintain confidentiality, the affairs of the LGA are undertaken in an open and transparent manner; and
- 23.5 the LGA performs to its business plan and achieves or better the financial outcomes projected in its budget.

24. Powers of the Board of Directors

- 24.1 The Board of Directors may exercise the powers of the LGA.
- 24.2 The Board of Directors also has power to:
 - 24.2.1 establish committees consisting of any person with relevant experience, skill or expertise for any purpose and determine the terms of reference for such committees; and
 - 24.2.2 recommend to the Members at a General Meeting to amend the provisions of the Constitution.
- 24.3 The Board of Directors must establish and maintain:
 - 24.3.1 an audit committee comprising at least 3 persons with appropriate qualifications and experience required to discharge the functions of an audit committee as determined by the Board of Directors; and
 - 24.3.2 an advisory group comprised of at least 8 persons each being a chief executive officer of a Member.
- 24.4 The Board of Directors, the Audit Committee, the CEO Advisory Group and any committee shall cause minutes to be kept of all its proceedings and actions.
- 24.5 The Board of Directors will report the activities of Board of Directors, the Audit Committee, the CEO Advisory Group and any committee to Members at each General Meeting.

25. Meetings of the Board of Directors

- 25.1 Meetings of the Board of Directors shall be held at least once in each 2 month period at such times and places as shall be determined by the President or by any 3 members of the Board of Directors.
- 25.2 The Chief Executive shall, at least 7 days before the date fixed for the meeting of the Board of Directors, inform each Director of the date, time and

place of the meeting and the proposed business to be conducted at the meeting.

- 25.3 The President may in cases of urgency direct that a meeting of the Board of Directors be held at any time without the need to give 7 days' notice. If this occurs, the Chief Executive shall if practicable give notice in writing to each Director of the date, time and place of the meeting and the proposed business to be conducted at the meeting.
- 25.4 No business shall be transacted at a meeting of the Board of Directors unless half of the Directors, plus 1 Director are present (providing that at least 1 Director from each of SAROC and GAROC is in attendance) in person or connected using technology which enables all members to communicate with each other as if they were all present in a single place.
- 25.5 All questions arising at a meeting of the Board of Directors shall be decided by a simple majority vote of the Directors present and voting on each question.
- 25.6 The Chair of the meeting has a deliberative vote and, if there are equal numbers of votes on any question, a casting vote.

26. Circulating resolutions

- 26.1 Notwithstanding clause 25, the Board of Directors may pass a resolution without a meeting in accordance with this clause 26.
- 26.2 Each member must receive notice of the proposed resolution in identical terms, including by electronic means.
- 26.3 A resolution will remain open for adoption for a period of 5 days (or such longer period as is provided in the notice of the resolution).
- 26.4 A Director may vote for a resolution received under clause 26.2 by responding to the notice confirming that they are in favour of the resolution (**Instrument of Resolution**).
- 26.5 The resolution is passed when the Chief Executive receives by hand delivery, post, email or fax Instruments of Resolution executed by a majority of Directors entitled to vote on the resolution within the time period provided for in clause 26.3.

27. Delegations

- 27.1 Subject to this clause 27, the Board of Directors may by resolution delegate any of its powers, functions or duties to any member or members of the Board of Directors, to a committee established by the Board of Directors or to the Chief Executive, excepting that a delegation to certify the audited financial statements in accordance with the Constitution must only be given jointly to the President and Chief Executive.
- 27.2 Where a person is acting in the position of either President or Chief Executive in accordance with this Constitution, that person may exercise powers delegated under this clause to the President or Chief Executive (as relevant).

- 27.3 The Board of Directors may not delegate the power to:
- 27.3.1 determine annual subscriptions, special purpose levies or service charges for services provided to Members;
 - 27.3.2 determine a membership application or to determine the continuing membership status of a Member;
 - 27.3.3 borrow money or to obtain other forms of financial accommodation;
 - 27.3.4 adopt or revise a strategic management plan of the LGA;
 - 27.3.5 adopt or revise an annual business plan or budget of the LGA;
 - 27.3.6 determine the remuneration of, or the reimbursement of expenses to, members of the Board of Directors; or
 - 27.3.7 make an application or recommendation, or report or give notice, to the Governor or a Minister where provided for by statute.
- 27.4 A delegation:
- 27.4.1 is subject to conditions and limitations stated in the resolution;
 - 27.4.2 if made to the Chief Executive, authorises the sub-delegation by the Chief Executive in writing of the delegated power or function to any person unless the resolution directs otherwise;
 - 27.4.3 is revocable by resolution of the Board of Directors; and
 - 27.4.4 does not prevent the Board of Directors from exercising the delegated power.
- 27.5 The Board of Directors must cause a separate record to be kept of all delegations under this clause.
- 27.6 The Chief Executive must ensure that sub-delegations are reported to the Board of Directors at least every 3 months.
- 27.7 At least once in every financial year, the Board of Directors must review the delegations and sub-delegations for the time being in force under this clause.
- 27.8 The record of delegations made under this clause must be placed on the LGA's public website.

28. Nominations for the Office of President

- 28.1 The office of President shall be elected by Members biennially.
- 28.2 In the year in which a new President is to be elected, and at least 3 months before the Annual General Meeting, the Chief Executive shall write to all Members calling for nominations for the position of President.
- 28.3 Every Member is entitled to nominate an eligible person to the office of President.
- 28.4 To be eligible for nomination as a candidate for the position of President, a person must be a Council Member.

- 28.5 To be eligible for the position of President, a person must also be a current member of SAROC or GAROC who has undertaken that role for a period of not less than 1 year.
- 28.6 The eligibility for office of President shall rotate each term between a person who is a Council Member of a Member within Regional Groupings of Members in SAROC and a Council Member of a Member within Regional Groupings of Members in GAROC.
- 28.7 A nomination of a person for the office of President shall be by resolution of a Member and must be received by the Chief Executive not later than 5 pm on the day specified for the closure of nominations. A nomination must be signed by the candidate indicating his or her willingness to stand for election and be in the form determined by the Chief Executive.
- 28.8 If no nomination is received for the office of President under clause 28.7, then the Chief Executive shall call for additional nominations from and by the Delegates at the Annual General Meeting and will conduct an election at the meeting.

29. Election for office of President

- 29.1 The Chief Executive shall be the returning officer for any election for the office of President.
- 29.2 After the Close of Nominations, the Chief Executive will notify all Members of the candidates for the office of President.
- 29.3 If only 1 person is nominated for President by the Close of Nominations, the Chief Executive shall declare such person duly elected.
- 29.4 If the number of persons nominated for the office of President by the Close of Nominations exceeds 1 person then an election must be held in accordance with this clause.
- 29.5 In the event of an election being required, the Chief Executive shall conduct the election as follows:
- 29.5.1 at least six weeks before the Annual General Meeting the Chief Executive shall deliver ballot papers to each Member;
 - 29.5.2 the ballot papers shall:
 - (a) list the candidates for election;
 - (b) specify the day of closure of the election; and
 - (c) be accompanied by an envelope marked "Ballot Paper" and a second envelope marked "Returning Officer";
 - 29.5.3 each Member shall determine by resolution the candidate it wishes elected;
 - 29.5.4 the Delegate of a Member or in the Delegate's absence, the chair of the meeting for that Member shall mark the ballot paper with an "X" next to the candidate that the Member wishes elected and seal the

ballot paper in the envelope marked "Ballot Paper" inside the envelope marked "Returning Officer". Before sealing the second envelope the Delegate must indicate the Member's name on the inside flap of the envelope. The envelope may then be sealed and delivered to the Returning Officer;

- 29.5.5 on receipt of the envelopes the Chief Executive must:
- (a) open the outer envelope addressed to the "Returning Officer" and record the name of the Member which appears on the inside flap of the envelope on the roll of Member's eligible to vote; and
 - (b) place the envelope marked "Ballot Paper" unopened into the ballot box;
- 29.5.6 the Chief Executive shall nominate the date, time and place for the counting of votes and shall invite each candidate and a person nominated as the candidate's scrutineer to be present;
- 29.5.7 at the counting of the votes the Chief Executive shall produce unopened envelopes marked "Ballot Paper" and if satisfied that all votes are valid, count the number of votes received by each candidate;
- 29.5.8 the candidate with the most votes shall be deemed elected and the Chief Executive shall declare the candidate elected at the Annual General Meeting; and
- 29.5.9 in the case of candidates receiving the same number of votes, the Chief Executive shall draw lots at the counting of the votes and the lot drawn will be the candidate elected.
- 29.6 The Chief Executive may, in his or her discretion, appoint a deputy returning officer and delegate any of his or her powers, functions or duties to that person who shall act accordingly.

30. Term of Office of Directors

- 30.1 The President shall take office after the Annual General Meeting of the year in which elected and shall hold office for 2 years or until any vacancy in that office occurs.
- 30.2 When a new President is elected the person retiring from the Office of President shall hold office as Immediate Past President until his or her successor as President is entitled to assume the office of Immediate Past President.
- 30.3 The term of office of the SAROC and GAROC chairpersons operates for the term of their respective appointments as chairperson.
- 30.4 The term of office of the six persons elected to the Board of Directors by SAROC (3 persons) and GAROC (3 persons) shall commence after the Annual General Meeting of the year in which the person is elected and shall be for 2 years or until a vacancy in that office occurs for any such person.

- 30.5 Persons elected under clause 30.4 are eligible for re-election for subsequent terms.
- 30.6 Any person appointed to the office of Immediate Past President shall hold office until the retiring President becomes entitled to hold that office under this Constitution.

31. Casual Vacancy

- 31.1 A casual vacancy shall occur in the offices of President or another Director if the person appointed to that office:
- 31.1.1 dies;
 - 31.1.2 resigns from the office or from SAROC or GAROC (as relevant);
 - 31.1.3 is dismissed by resolution of the Board of Directors from the Board of Directors or SAROC or GAROC (as relevant) for Misconduct; or
 - 31.1.4 ceases to be a Council Member,
- or an administrator is appointed to administer the affairs of the Member for which the Director is the Council Member.
- 31.2 If there is a Casual Vacancy in the office of President, the Board of Directors shall appoint a member of the Board of Directors to act in the office of President for the balance of the President's term, provided that the position may only be filled by a Director who is a member of the same Regional Organisation of Councils as the President.
- 31.3 If there is a Casual Vacancy in the Board of Directors (other than for the roles of President or Immediate Past President) then the position will be filled for the balance of the Director's term by a person appointed as a replacement by SAROC or GAROC (as relevant to the Director the subject of the Casual Vacancy) taking into account the considerations in clause 21.2.4.
- 31.4 If a Casual Vacancy arises in the office of Immediate Past President then the vacant position on the Board of Directors will be filled by either SAROC or GAROC as determined by reference to whether the Member on which the Immediate Past President served was a member of a Regional Grouping of Members represented by SAROC or GAROC. SAROC or GAROC (as relevant) will elect the person taking into account the considerations in clause 21.2.4 and determining that the person is of such seniority and experience that his or her contribution will be valuable to the Board of Directors and the LGA.

32. Leave of absence

- 32.1 A Director may be granted a leave of absence by resolution of the Board of Directors.
- 32.2 Where a leave of absence is granted to the President, a Director will be selected by the Board of Directors to act in the office of President for the duration of the absence, provided that the position may only be filled by a

Director who is a member of the same Regional Organisation of Councils as the President.

- 32.3 Where a leave of absence is granted to a Director (other than the President) or a Director is appointed to act as the President under clause 32.2, an acting Director will be appointed by SAROC or GAROC (as relevant to the Director the subject of the leave of absence) to serve in place of that Director for the duration of the absence.

33. Appointment of a Chief Executive

- 33.1 The Board of Directors shall appoint a Chief Executive who shall be responsible to the Board of Directors for:
- 33.1.1 the execution of the Board's decisions,
 - 33.1.2 appointing and overseeing the LGA Office on the basis of sound principles of management;
 - 33.1.3 the discharge of duties stated in the Chief Executive's contract of employment;
 - 33.1.4 keeping full and accurate accounts of all monies received and expended on behalf of the LGA;
 - 33.1.5 attending to all correspondence and receiving, giving receipt for, banking and making disbursements of LGA funds;
 - 33.1.6 carrying out the lawful instructions given by the Board of Directors or the Members by resolution passed in General Meeting;
 - 33.1.7 having custody of any books, journals, records or documents belonging to the LGA;
 - 33.1.8 having custody of the seal of the LGA which may not be affixed to any document unless it is affixed in the presence of and attested by 2 members of the Board of Directors;
 - 33.1.9 submitting a duly audited statement of income and expenditure for the previous year ending the 30th day of June to the Annual General Meeting; and
 - 33.1.10 submitting a balance sheet showing the current assets and liabilities of the LGA to the Annual General Meeting.
- 33.2 The performance, remuneration and terms and conditions of the Chief Executive's appointment shall be reviewed annually by the Board of Directors.
- 33.3 If the Chief Executive is on leave, incapacitated or otherwise unable to fulfil his or her role then a person nominated by the Chief Executive shall act in that capacity for the period of the Chief Executive's absence. However, the Board of Directors will appoint an acting Chief Executive if the Chief Executive is unable to determine this appointment.

34. Audit

- 34.1 The Board of Directors shall appoint an auditor annually.
- 34.2 A person must not be appointed as the Auditor for a period of more than 5 years.
- 34.3 Prior to each Annual General Meeting, the Auditor shall audit the income and expenditure account and balance sheet for the year ending 30th June and shall if required report its findings to the Annual General Meeting.
- 34.4 If required the Auditor shall report to the Annual General Meeting regarding the audit.

V. Miscellaneous

35. Dispute resolution

- 35.1 A dispute between Members or between a Member and the LGA in respect of a matter under this Constitution will be subject to the process set out in this clause 35.
- 35.2 A Member may notify another Member or the LGA of a dispute in respect of a matter under this Constitution in writing setting out the details of dispute and a proposal for settling the dispute. The parties relevant to the dispute will meet in good faith to discuss the notified dispute and its resolution within 10 days of receiving a notification under this clause 35.2.
- 35.3 If the dispute is unable to be resolved through discussions under clause 35.2 within 20 days (or such longer period as is agreed to by the parties to the dispute), then any party to the dispute may refer the matter to mediation by notifying the other parties to the dispute in writing.
- 35.4 Where a matter has been referred to mediation, a mediator will be selected by agreement of the parties or, if the parties are unable to agree, by the Resolution Institute. A mediator appointed under this clause will conduct the mediation in accordance with the Mediation Rules of the Resolution Institute within 10 days of being appointed (or such longer period as is agreed by the parties to the dispute).
- 35.5 The costs of the mediator will be shared equally by the parties to the dispute. Each party to a dispute will bear its own costs of participating in the mediation.

36. Administration

- 36.1 Subject to clause 36.2, an administrator appointed to administer the affairs of the Member may exercise the rights and satisfy the obligations of the administered Member under this Constitution.
- 36.2 An administrator is ineligible to be a member of the Board of Directors, SAROC or GAROC.

37. Curing of irregularities

- 37.1 An act done by a Director is effective even if his or her appointment, or the continuance of his or her appointment, is invalid.
- 37.2 A proceeding under this Constitution is not invalidated because of any procedural irregularity unless a Court of competent jurisdiction is of the opinion that the irregularity has caused or may cause substantial injustice that cannot be remedied by any order of the Court, and by order declares the proceeding to be invalid.
- 37.3 In this clause, a reference to a “procedural irregularity” includes a reference to:
- 37.3.1 a defect, irregularity or deficiency of notice or time;
 - 37.3.2 the accidental omission to give notice of any meeting under this Constitution or the non-receipt by any person of notice of the meeting;
 - 37.3.3 the absence of a quorum at any meeting under this Constitution; or
 - 37.3.4 a vote cast at a General Meeting by or for a person under this Constitution not entitled to vote at the meeting or on the matter, or not entitled to vote to the extent or in the way they voted.

VI. Transitional provisions

38. Interpretation

- 38.1 Transitional arrangements associated with this Constitution are set out in this Part VI.
- 38.2 In Part VI:
- “**Adoption Date**” means the date on which both of the following criteria have been satisfied (regardless of the order in which the criteria are satisfied):
- (a) this Constitution has been adopted by the Members; and
 - (b) the Minister responsible for the *Local Government Act 1999* has approved the revocation of the Previous Constitution.
- “**Effective Time**” means immediately after the Annual General Meeting held following the Adoption Date.
- “**LGA Board**” means the governing body of the LGA formed under Part 13 of the Previous Constitution.
- “**Previous Constitution**” means the *The Constitution* (effective 6 December 2015).
- “**Transition Period**” means the time period between the Adoption Date and the Effective Time.
- 38.3 In the event of an inconsistency between Part VI of this Constitution and another provision of this Constitution, Part VI will to the extent of the

inconsistency prevail.

39. Membership of the LGA

- 39.1 A Council which is a member of the LGA in accordance with the Previous Constitution as at the Effective Time will be deemed to be a Member under the terms of this Constitution.
- 39.2 Any liabilities owing by a Council to the LGA prior to the Effective Time will continue notwithstanding the adoption of this Constitution.

40. President

The President of the LGA holding office immediately prior to the Effective Time will become the Immediate Past President under this Constitution at the Effective Time if so eligible.

41. SAROC and GAROC

- 41.1 Terms of reference for SAROC and GAROC adopted by the LGA Board during the Transition Period will continue in operation after the Effective Time as the terms of reference for the purpose of clause 19.4 of this Constitution.
- 41.2 As at the Effective Time:
 - 41.2.1 the chairs of SAROC and GAROC appointed during the Transition Period; and
 - 41.2.2 Directors elected by SAROC and GAROC during the Transition Period,are validly appointed to the Board of Directors.
- 41.3 As at the Effective Time:
 - 41.3.1 the members of SAROC and members of GAROC will be deemed to be validly appointed for the purposes of clause 19.6; and
 - 41.3.2 their respective terms of office will be deemed to commence at the Effective Time and will expire at the Annual General Meeting held 2 years after the Effective Time or when a Casual Vacancy arises.

42. Resolutions

Resolutions passed at a General Meeting or by the LGA Board under the Previous Constitution remain valid after the Effective Time.

43. Delegations

- 43.1 Delegations granted under clause 86 of the Previous Constitution will continue in operation after the Effective Time as if the delegation was validly granted under clause 27 of this Constitution.
- 43.2 For the purpose of giving effect to clause 43.1, clause 27.3 will not operate to invalidate a delegation granted validly under the Previous Constitution,

provided that this clause 43.2 will cease to operate on the 30 June next following the end of the Transition Period.

44. Audit Committee

- 44.1 The initial Audit Committee for the purposes of clause 24.3.1 will be the audit committee in existence as at the Effective Time.
- 44.2 Each member of the Audit Committee referred to in clause 44.1 will serve out the balance of his or her term of office.

45. Auditor

An auditor appointed under clause 54 of the Previous Constitution will continue to hold that appointment after the Effective Time, until such time as the Board of Directors replaces the auditor in accordance with clause 34 of this Constitution.



The voice of local government.

148 Frome St
Adelaide SA 5000
GPO Box 2693
Adelaide SA 5001
T (08) 8224 2000
F (08) 8232 6336
E lgasa@lga.sa.gov.au

www.lga.sa.gov.au



15.3 CALL FOR PROPOSED ITEMS OF BUSINESS - 2023 LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING

Record Number: D22/55595

Author: Manager Governance and Administration

Authoriser: General Manager - Governance and Executive Office

Attachments:

1. **Guidelines - Considering Proposed Items of Business for LGA General Meetings** [!\[\]\(0aff635c4179ba9e710b00f4b01d3b20_img.jpg\)](#) 
2. **Frequently Asked Questions - Items of Business for LGA General Meetings** [!\[\]\(9b3d169a802e50e3425ebff869ff6250_img.jpg\)](#) 

EXECUTIVE SUMMARY

- The purpose of this report is to provide Council Members with the opportunity to submit proposed items of business to the 2023 Local Government Association (LGA) Ordinary General Meeting (OGM).
- The OGM is scheduled to be held in April 2023 on a date yet to be confirmed. A copy of the relevant LGA Latest News Notice, dated 22 November 2022, [is available here](#).
- The purpose of the OGM is to consider items of strategic importance to local government and the LGA, as recommended by South Australian Regional Organisation of Councils (SAROC), Greater Adelaide Regional Organisation of Councils (GAROC) and/or the LGA Board of Directors.
- Council is invited to submit any proposed items of business for consideration for inclusion in the OGM agenda.
- Proposals must be received by 5.00pm on Friday 3 February 2023 to be considered for the OGM. Members may therefore submit Proposed Items of Business at the Ordinary Council Meeting on Monday 19 December 2022 and/or Monday 30 January 2023.
- Councils are encouraged to discuss proposed items of business with the LGA Secretariat prior to being submitted. A copy of the 'Guidelines on Considering Proposed Items of Business' and 'Frequently Asked Questions on Items of Business' are available on the LGA website and presented as **Attachment 1** and **Attachment 2** to this Report.

RECOMMENDATION 1

"that Council, having considered Item 15.3 – *Call for Proposed Items of Business - 2023 Local Government Association Ordinary General Meeting*, dated 19 December 2022, receives and notes the report."

RECOMMENDATION 2

“that Council, having considered Item 15.3 – *Call for Proposed Items of Business - 2023 Local Government Association Ordinary General Meeting*, dated 19 December 2022, submits the following Proposed Item(s) of Business to SAROC/GAROC/Board of Directors for approval and inclusion in the agenda of the Local Government Association Ordinary General Meeting anticipated to be held in April 2023:

_____.”

Budget Impact

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

RISK ASSESSMENT

The deadline for submitting proposed items of business is 5pm on Friday 3 February 2023. Members may therefore submit Proposed Items of Business at the Ordinary Council Meeting on Monday 19 December 2022 and/or Monday 30 January 2023.

DETAILED REPORT

Purpose

The purpose of this report is to provide Council Members with the opportunity to submit proposed items of business to the 2023 Local Government Association (LGA) Ordinary General Meeting (OGM).

Background

The OGM is scheduled to be held in April 2023 on a date yet to be confirmed. A copy of the relevant LGA Latest News Notice, dated 22 November 2022, [is available here](#).

The purpose of the OGM is to consider items of strategic importance to local government and the LGA, as recommended by South Australian Regional Organisation of Councils (SAROC), Greater Adelaide Regional Organisation of Councils (GAROC) and/or the LGA Board of Directors.

Accordingly, Council is invited to submit any proposed items of business for consideration by SAROC for inclusion in the OGM agenda.

Discussion

Submission of Proposed Items of Business

To submit a proposed item of business, Council is required to complete the *LGA General Meeting – Proposed Item of Business* form. Proposals should be accompanied by adequate supporting information to assist SAROC, GAROC and the Board of Directors to make informed decisions and recommendations. Staff will prepare and submit the form, and any Council resolution that outlines the proposed item of business should include a sufficient level of detail to inform the item of business.

Member councils may, at any time throughout the year, propose an item of business for a General Meeting. 'Guidelines on Considering Proposed Items of Business' is presented as **Attachment 1** to this Report, and 'Frequently Asked Questions on Items of Business' is presented as **Attachment 2** to this Report. Members are encouraged to consider these documents and discuss proposed items of business with the LGA Secretariat prior to submission.

Further information about LGA General Meetings, Board of Directors, SAROC and GAROC, the LGA Constitution and Ancillary Documents is available on the LGA website (<https://www.lga.sa.gov.au/about-lga/lga-meetings/ogmagm>).

In order for items of business to be considered for the upcoming OGM (April 2023), proposals must be received no later than 5.00pm on Friday 3 February 2023.

All proposed items will then be considered by either SAROC, GAROC or the Board of Directors and must be approved by them for inclusion in the agenda for the OGM.

Conclusion

The LGA is calling for proposed items of business for its upcoming OGM, scheduled to be held in April 2023. Proposals must be received by 5.00pm on Friday 3 February 2023. Members may therefore submit Proposed Items of Business at the Ordinary Council Meeting on 19 December 2022 and/or 30 January 2023.

References

Legislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024 Proactive Leadership

Considering Proposed Items of Business for LGA General Meetings

Guidelines

February 2019

Version 1

Introduction

The Local Government Association of South Australia (LGA) schedules two General Meetings each year for member councils to consider items of strategic importance to local government and the LGA. Proposing and voting on items of business for a General Meeting is one of the important ways that member councils participate in the development of policy and strategy on issues and influence the advocacy agenda for local government in matters affecting councils and their communities.

These guidelines have been prepared to assist the LGA Board of Directors (Board), South Australian Region Organisation of Councils (SAROC) and Greater Adelaide Region Organisation of Council (GAROC) to consider the items of business to be placed upon an agenda for an LGA Ordinary or Annual General Meeting. They also provide guidance to member councils to develop and prioritise proposals to submit for consideration.

The *Considering Proposed Items of Business for LGA General Meetings* Guidelines may be reviewed and amended by the LGA Board of Directors from time to time.

LGA Constitution

Section 16 of the LGA Constitution provides guidance about the matters to be discussed at a General Meeting, and the process by which items of business may be proposed for inclusion on the agenda. The requirements of Section 16 are outlined below.

16. Business of General Meetings

- 16.1 *The business of a General Meeting will be to consider items of strategic importance to local government and the LGA as recommended by SAROC, GAROC or the Board of Directors and matters which must be determined under this Constitution at a General Meeting.*
- 16.2 *Any Member may propose an item of business for an Annual General Meeting or an Ordinary General Meeting to SAROC, GAROC or the Board of Directors.*
- 16.3 *No business shall be brought before a General Meeting of the LGA unless:*
 - 16.3.1 *it has been placed on the agenda of an Annual General Meeting or an Ordinary General Meeting by SAROC, GAROC or the Board of Directors taking into account the purpose of a General Meeting set out in clause 16.1; or*
 - 16.3.2 *the business is as stated in the notice of a Special General Meeting, given in accordance with clause 10.*

In summary, the Constitution provides all member councils with the opportunity to submit a proposed item of business to the Board, SAROC or GAROC for approval to be placed on the agenda of a General Meeting. No item of business will be placed upon the agenda for a General Meeting unless it has been approved by one of the relevant bodies, which must consider whether a matter is of '*strategic importance*' to local government and the LGA'.

Relevant bodies

As outlined in the Constitution, a member council may propose an item of business to SAROC, GAROC or the Board of Directors. This opportunity is also enshrined within the LGA Membership Proposition, which outlines the rights of members to participate in the development of LGA policy and strategy.

While the Constitution refers to members being able to refer items directly to the Board, the Membership Proposition specifically provides for members referring matters relating to policy and strategy development to either SAROC or GAROC (as relevant).

To provide greater clarity to members about the best pathway for submitting an item of business, the following guidance is provided.

LGA Board of Directors

Items should be referred to the Board if related to:

- the LGA Constitution or Ancillary Documents
- a subsidiary of the LGA
- a commercial service provided (or proposed to be provided) by the LGA
- an activity requiring the allocation of significant resources by the LGA
- any LGA operational matter

SAROC or GAROC

Items should be referred to the relevant ROC if related to:

- the development of LGA policy and strategy
- LGA advocacy activities
- an amendment or addition to the LGA Policy Manual
- an operational matter related to SAROC or GAROC

The Board, SAROC and GAROC may choose to refer items submitted by member councils to each other for advice or consideration. Such referrals will be at the discretion of the Board, SAROC and GAROC.

Guiding principles

The following guiding principles have been developed to provide clarity and consistency to the Board, SAROC, GAROC and member councils about the relevant matters that will be considered in determining whether an item of business will be placed on the agenda of a General Meeting.

1. Strategic importance

The matters discussed at General Meetings should be of strategic importance to local government and the LGA. The policies and activities that are resolved at the LGA General Meetings are important in guiding the priorities and work plans of the LGA, and it is important that the association's resources are focussed on the issues that will be of the greatest benefit to councils and communities.

In determining whether a matter is of strategic importance to local government and the LGA, the Board, SAROC and GAROC will consider:

- whether the item has relevance to and will benefit a particular group (eg regional or metro councils) or the sector as a whole;
- alignment with the strategic plans and business plans of the LGA, SAROC and GAROC;
- the level of urgency required to deal with the issue;
- relevance to the role of local government and the potential positive and negative impacts of the issue on councils and communities;

- whether there are other bodies or industry groups that are better placed to address the issue or undertake the proposed activity; and
- the resources required to execute the policies or activities.

2. Supporting evidence

Good public policy positions need to be supported by solid evidence that the issues are well understood and that the proposed course of action provides the most efficient and effective solution. A strong evidence base is critical to successful advocacy, particularly when trying to change government policy, influence public opinion or attract additional funding.

The Board, SAROC and GAROC will consider whether there is sufficient evidence provided in support of the policy position or course of action being sought. In some instances, an item may be referred back to the submitting council with a request for further information.

In many cases the evidence needed to support a position might not be readily available. In these circumstances it is best for a motion to seek further investigation of an issue and/or further consultation with councils, rather than seeking endorsement of a specific policy position or action. The Board, SAROC and GAROC may propose an alternative course of action, in consultation with the submitting council.

3. Alignment with LGA policy

The LGA Policy Manual is a compendium of principles and policies that have been developed and endorsed by a majority vote of member councils at previous General Meetings. There are a wide range of policies addressing a number of priority issues for the sector.

The policies act as a guide for advocacy and best practice in the sector. In most cases, the LGA Policy Manual can provide councils with a broad direction on how an issue can be resolved and whether further development of a policy position is required.

The Board, SAROC and GAROC will consider the LGA Policy Manual in determining whether a new or amended policy position is required to be endorsed by members to enable the LGA to take the requested action. If the LGA already has a supportive policy position in relation to the proposed item, further consideration by members at a General Meeting may not be required.

4. Resourcing

In some cases, the items of business put forward by members require significant resources to be allocated in order to achieve the desired outcome. Resources may not be available through the LGA to tackle every issue.

Before determining to place an item on the agenda of a General Meeting; the Board, SAROC and GAROC will consider:

- whether resources are available within the LGA to achieve the desired outcome;
- other resources that may be available;
- potential impacts on the LGA budget and business plan; and
- the level of input that will be required by councils or other stakeholders to progress the item.

The Board, SAROC and GAROC may determine not to proceed with (or defer) an item of business if the resourcing required would detract from the achievement of outcomes of greater priority for members.

Determinations by the Board, SAROC and GAROC

After considering a proposed item of business against these guiding principles and having regard to any other relevant factors, the Board, SAROC and GAROC may determine to:

- approve an item of business for inclusion on the agenda of a General Meeting;
- approve an amended item of business for inclusion on the agenda of a General Meeting (in consultation with the submitting councils);
- take no further action;
- request additional information from the submitting council;
- refer an item back to the submitting council or regional LGA for action if it relates to a local or regional issue;
- resolve that the matter be dealt with by the LGA, SAROC or GAROC without progressing to a General Meeting (such as matters requiring urgent attention or actions that can be progressed immediately due to alignment with existing policies and work plans); or
- defer the item to a future General Meeting

The submitting council will be advised in writing of the determination of their proposed item of business.

Items of business for LGA General Meetings

Frequently Asked Questions

November 2020

Items of business for LGA General Meetings

Introduction

The Local Government Association of South Australia (LGA) schedules two General Meetings each year:

- the Ordinary General Meeting (OGM) is held annually in April or May; and
- the Annual General Meeting (AGM) is held annually in October or November.

A key purpose of the AGM/OGM is to bring together member councils to consider 'items of business' that are of strategic importance to local government.

Proposing and voting on items of business for a General Meeting is one of the important ways that member councils participate in the development of policy and strategy on issues and influence the advocacy agenda for local government in matters affecting councils and their communities.

This FAQ provides helpful guidance to councils about how to successfully participate in this process.

General overview of process

Items of business can be submitted by member councils, or a Regional LGA, to either SAROC, GAROC or the LGA Board of Directors for approval to be placed on the agenda of a General Meeting.

It is at the discretion of councils whether to refer an item to SAROC (regional councils), GAROC (metro councils) or the LGA Board of Directors. As a general guide, all policy and advocacy matters should be referred to SAROC or GAROC, and matters related to the operations of the LGA should be referred to the LGA Board.

Items of business can be submitted at any time during the year. Councils do not need to wait for the call for items from the LGA. However, to enable all items to be assessed by the relevant body and for reports to be prepared and included in the Agenda, a closing date is determined for each General Meeting. This closing date will typically be around 8-10 weeks prior to each General Meeting. If you miss the deadline, you can still submit your item, but it will be held until the following General Meeting.

Councils and Regional LGAs must submit their items by completing and submitting the LGA General Meeting - Proposed Item of Business form.

Proposals should be accompanied by enough supporting information to make informed decisions and recommendations. Councils and Regional LGAs are encouraged to discuss proposed items of business with the LGA Secretariat before they are submitted for advice on LGA policy, current activities and the type of supporting evidence or documentation that may be required.

SAROC, GAROC, or the LGA Board of Directors may decide to approve an item of business for inclusion on the agenda of a General Meeting. If appropriate, they may determine another course of action, including approving with amendments, requesting further information, referring the matter back to the council or Regional LGA, or resolving that the matter be dealt with by the LGA/SAROC/GAROC without progressing to an OGM/AGM.

Once an item of business has been recommended for inclusion on the agenda for a General Meeting, and subsequently carried by member councils by a majority vote, the LGA will use its best endeavors to achieve the outcomes sought by member councils.

Before proposing an item of business, member councils and Regional LGAs are encouraged to carefully consider the following *Frequently Asked Questions* and to refer to the *Guidelines on Considering Proposed Items of Business for LGA General Meetings*¹.

Frequently Asked Questions

- Why should I consider an item of business for an LGA general meeting?
- What is a 'strategically important' issue?
- What supporting evidence does the LGA need to consider my item of business?
- When should I submit a proposed item of business to the LGA?
- I have read the agenda for the next General Meeting and think an issue needs to be on there. Can I submit a late item of business?
- How do I submit a proposed item of business?
- Can I write a letter to the LGA President or CEO to submit a proposed item of business?
- Who makes the decision on my proposed item of business / where should I refer my item of business to?
- My council is not a member of a Regional LGA. Can I still submit a proposed item of business?
- Why might the LGA decide not to allow my proposed item of business to go to a General Meeting?
- Can I get help to prepare a proposed item of business?

Why should I consider an item of business for an LGA general meeting?

- Member councils and Regional LGAs should consider submitting a proposed item of business if they believe there is an opportunity for the LGA to take the lead on an issue that is strategically important to local government and will benefit the sector as a whole.
- There is significant value and impact in local government speaking with one voice through the LGA to influence State and Federal Government setting the policy, legislation and funding arrangements that support the delivery of council services and operations. Similarly, the LGA can bring councils together to assist with capacity building and knowledge sharing within local government.

What is a 'strategically important' issue?

- The policies and activities that are resolved at the LGA General Meetings are important in guiding the priorities and work plans of the LGA, and it is important that the Association's resources are focussed on the issues that will be of the greatest benefit to councils and communities.
- Generally, an item may be deemed to strategically important if:
 - it has direct relevance to the role of local government, or council services and operations; and

¹ https://www.lga.sa.gov.au/_data/assets/pdf_file/0032/467744/ECM_670949_v6_Guidelines-Considering-Proposed-Items-of-Business-for-LGA-General-Meetings-2.pdf

- it will benefit the local government sector as a whole; and
- there is alignment with LGA/SAROC/GAROC strategic and business plans; and
- there is alignment with the LGA Policy Manual.

What supporting evidence does the LGA need to consider my item of business?

- Good public policy positions need to be supported by solid evidence so that the issues are well understood and that the proposed course of action provides the most efficient and effective solution.
- A strong evidence base is critical to successful advocacy, particularly when trying to change government policy, influence public opinion or attract additional funding.
- To support SAROC, GAROC and the LGA Board of Directors in determining whether an item of business should be recommended to an LGA General Meeting, all submissions should provide a summary of the issue, a clear definition of the problem and its impact on local government or council services and operations. Information should be provided on any relevant legislation, policy settings and relevant research reports and papers.
- If sufficient supporting evidence is not provided, SAROC, GAROC or the LGA Board of Directors may refer an item back to the submitting council with a request for further information.
- In many cases the evidence needed to support a position might not be readily available. In these circumstances it is best for a motion to seek further investigation of an issue and/or further consultation with councils, rather than seeking endorsement of a specific policy position or action.

When should I submit a proposed item of business to the LGA?

- Items of business for LGA General Meetings can be submitted at any time throughout the year.
- A proposed item of business will be referred to SAROC, GAROC or the LGA Board of Directors at their next available meeting, along with a report with recommendations from the LGA Secretariat.
- The LGA will advise member councils of the final date for submitting proposed items of business for the next available General Meeting. This 'closing date' is required to ensure that the LGA Secretariat can engage with the submitting councils and make recommendations to SAROC, GAROC or the LGA Board of Directors at their meeting prior to preparation of the General Meeting Agenda.
- Generally, proposed items of business for the Annual General Meeting (October/November) need to be with the LGA in August and proposed items of business for the Ordinary General Meeting (April/May) need to be with the LGA in February.
- The 'closing date' for each General Meeting is communicated to councils via LGA Latest News, typically five months in advance.

I have read the agenda for the next General Meeting and think an issue needs to be on there. Can I submit a late item of business?

- No. Once the Agenda has been finalised for a General Meeting, no further items of business will be accepted for that Meeting. The Agenda is provided to councils at least 30 days prior to a

General Meeting to enable each council to discuss and determine a position on the items of business.

- Any items that are received after the closing date will be held until the following General Meeting.
- The LGA Board of Directors, SAROC and GAROC may decide to progress an issue that is strategically important to local government if there is a level of urgency required to deal with the issue outside of the scheduling for the LGA General Meetings.

How do I submit a proposed item of business?

- To submit a proposal please complete the *LGA General Meeting - Proposed Item of Business* form. This form requires councils to identify:
 - Which body the proposed item of business is being referred to ie SAROC, GAROC or the LGA Board of Directors
 - The subject of the proposed item of business - a short title is preferred.
 - The proposed motion for the General Meeting – a succinct and clear motion ie that the Annual / Ordinary General Meeting requests the LGA to....
 - Supporting information - attachments are permitted to ensure adequate supporting information is provided
 - Alignment to the LGA Policy Manual - consider if this item requires a change to the LGA Policy Manual (new policy or amendment to existing policy)?
 - Alignment to LGA Strategic Plan reference - identify links to one key initiative and one strategy
 - A Council Contact Officer responsible for submitting form - the LGA may wish to liaise with the proposing council to request additional information or consult on potential amendments to the motion
 - Council Meeting minute reference and date of meeting - all proposed items of business must be appropriately considered by the submitting council or Regional LGA before being sent to the LGA.

Can I write a letter to the LGA President or CEO to submit a proposed item of business?

- No. To ensure that all the required information is provided and that proposed items of business are handled correctly by the LGA Secretariat, please use the LGA General Meeting - Proposed Item of Business form and submit it to lgasa@lga.sa.gov.au

Who makes the decision on my proposed item of business / where should I refer my item of business to?

- It is at the discretion of councils and Regional LGAs whether to refer an item to SAROC, GAROC or the LGA Board of Directors.
- The Guidelines on Considering Proposed Items of Business for LGA General Meetings, suggests that items should be referred to SAROC (from regional member councils) or GAROC (from metropolitan member councils) if they relate to the development of LGA policy and strategy, advocacy issues, the LGA Policy Manual, and operational matters related to SAROC or GAROC.

- Otherwise items should be referred to the LGA Board of Directors if related to:
 - the LGA Constitution or Ancillary Documents
 - a subsidiary of the LGA
 - a commercial service provided (or proposed to be provided) by the LGA
 - an activity requiring the allocation of significant resources by the LGA
 - any LGA operational matter

Regional councils may choose to refer their proposed items of business to their Regional LGA prior to submitting with the LGA. This is not required, but it often assists councils with refining the proposed actions and may help to inform and build support for the proposed item of business in their region.

My council is not a member of a Regional LGA. Can I still submit a proposed item of business?

- Yes. Any member council from regional South Australia may submit a proposed item of business to SAROC or to the LGA Board of Directors.

Why might the LGA decide not to allow my proposed item of business to go to a General Meeting?

An item may not be recommended for consideration at a General Meeting:

- If it is not considered to be 'strategically important' to local government; for example, it is not an issue that is within the scope of local government to address or influence.
- If progressing the item would impact negatively on the reputation of local government in South Australia.
- If an issue is only relevant to a particular group of councils it may be referred back to a council or Regional LGA, or resolved that the matter be dealt with by SAROC (for regional issues) or GAROC (for metropolitan issues) without progressing to a General Meeting.
- If there is insufficient supporting evidence provided in support of the policy position or course of action being sought. In some instances, an item may be referred back to the submitting council with a request for further information.
- In circumstances where the evidence needed to support a position might not be readily available, it would be appropriate for a proposed item of business to request that the LGA seeks further investigation and/or further consultation with councils, rather than seeking endorsement of a specific policy position or action.
- If the LGA already has a supportive policy position in relation to the proposed item, further consideration by members at a General Meeting may not be required.
- If there are a lack of resources available to the LGA to progress the proposed item of business. In some cases, the items of business put forward by members require significant resources to be allocated in order to achieve the desired outcome. Resources may not be available through the LGA to tackle every issue. The Board, SAROC and GAROC may determine not to proceed with (or defer) an item of business if the resourcing required would detract from the achievement of outcomes of greater priority for members.

Can I get help to prepare a proposed item of business?

- Yes. All member councils are encouraged to contact the LGA Secretariat early in the process to discuss the development of their proposed items of business.
- Please contact Allison Down, Executive Coordinator, GAROC and SAROC Committees via email: allison.down@lga.sa.gov.au or telephone: 08 8224 2054.

15.4 REQUEST FROM FORMER COUNCIL MEMBER TO RETAIN/PURCHASE IPAD**Record Number:** D22/55329**Author:** Manager Governance and Administration**Authoriser:** General Manager - Governance and Executive Office**Attachments:** Nil**EXECUTIVE SUMMARY**

- The purpose of this report is for Council to:
 - consider former Council Member Mr Joe Daniele's request to retain/purchase an Apple iPad, currently owned by Council and issued to him during the 2014-2018 term of Council in connection with his past tenure as a Council Member; and
 - to instruct the Chief Executive Officer accordingly.
- It is usual practice for outgoing council members to return their Council-issued electronic devices at the completion of their relevant term on Council. Mr Daniele has indicated a desire to retain/purchase the device for ongoing personal use. In addition to the physical device, Council would also need to deal with the current Telstra service associated with the iPad by transferring same to Mr Daniele.
- Council's *Disposal of Land and Other Assets Policy* (the Policy) sets out a framework of principles in relating to the disposal of identified Land and other Assets in order to ensure a consistent, fair and transparent approach is maintained when disposing of same.
- In particular, the Policy provides that "Council will not dispose of Assets to any Council Member or employee of the Council unless the purchase is via a public tender process or a public auction and the tender submitted or bid made is the highest."
- Although Mr Daniele is no longer a Council Member, and also noting that given the age of the iPad device it no longer holds any real value, it is appropriate in the circumstances for Council to transparently consider and determine whether to allow Mr Daniele to retain or purchase the iPad.
- In order to ensure that the transfer is not considered a gift or donation, it is recommended that Council nominate an amount that Mr Daniele can purchase the iPad. Examples of the value of equivalent iPads are provided within the body of this report to assist Members in determining an appropriate amount.

RECOMMENDATION

"that Council, having considered Item 15.4 – Request from Former Council Member to Retain/Purchase iPad, dated 19 December 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to facilitate the sale and transfer of ownership of the iPad currently issued to former council member Mr Joe Daniele (the iPad) for a total amount of \$____,

and the change of ownership in relation to the current Telstra service account connected to the iPad.”

BUDGET IMPACT

Estimated Cost:	Nil – the value of the iPad is minimal given its age
Future ongoing operating costs:	Nil
Is this Budgeted?	Not applicable

RISK ASSESSMENT

Due to the age of the iPad device it no longer holds any real value. The financial risk of this decision is therefore minimal.

Access to Council’s IT system and Mr Daniele’s Council email account has already been disabled. Prior to completing the handover of asset and transfer of Telstra service, the iPad will need to be cleared of any remaining data that related to Mr Daniele’s duties as a Council Member. This will minimise data security risk.

From a general risk perspective, however, it is noted that, to date, other outgoing council members have not been afforded an opportunity to purchase their respective Council-issued devices previously in their possession. This is not a practice that Management would recommend to regularly occur and devices would be considered for repurpose. However, due to the age and condition of the iPad, it is surplus to Council’s needs.

In the circumstances, it is appropriate for Council to transparently consider and determine how to respond to Mr Daniele’s request to retain/purchase the iPad.

DETAILED REPORT

Purpose

The purpose of this report is for Council to:

- consider former Council Member Mr Joe Daniele's request to retain/purchase an Apple iPad, currently owned by Council and issued to him in connection with his past tenure as a Council Member; and
- to instruct the Chief Executive Officer (CEO) accordingly.

Background

Council Members are provided with Council-issued electronic devices to facilitate the performance of official duties.

During the 2014-2018 term of Council, then-councillor Mr Daniele (along with his fellow Council Members) was issued with an iPad accordingly. Following the 2018 election, iPads were returned to Council and Members were upgraded to Microsoft Surface Pro tablet devices. Mr Daniele, however, requested to retain the iPad instead of upgrading to a Surface Pro as this was more user-friendly for him. Council's IT staff facilitated this request, issuing him an iPad which he has utilised since.

Discussion

It is, of course, usual practice for outgoing council members to return their Council-issued electronic devices at the completion of their relevant term on Council. Mr Daniele has indicated a desire to retain/purchase the iPad for his ongoing personal use. If the device is returned by Mr Daniele, it is likely that it will be sent to an external vendor to wipe all data before being disposed of. Given the age of the device it would likely be destroyed and the parts reused for other technology.

Policy Position

Council's *Disposal of Land and Other Assets Policy* (the Policy) sets out a framework of principles in relating to the disposal of identified Land and other Assets in order to ensure a consistent, fair and transparent approach is maintained when disposing of same.

Council is required to develop and maintain policies of this nature in accordance with Section 49 of the *Local Government Act 1999*.

An asset means "any physical item that the Council owns and that has at any time been treated pursuant to the Australian Accounting Standards as an 'asset'...". The iPad is, therefore, an asset and must be dealt with in accordance with the Policy.

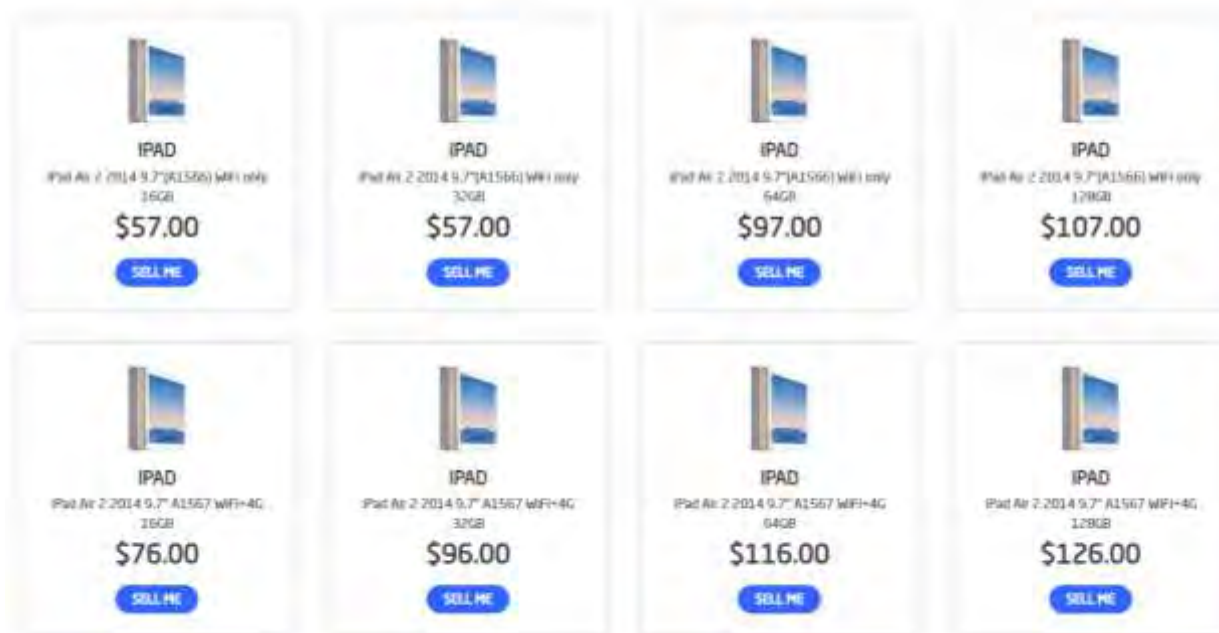
In particular, the Policy provides that "Council will not dispose of Assets to any Council Member or employee of the Council unless the purchase is via a public tender process or a public auction and the tender submitted or bid made is the highest". Although Mr Daniele is no longer a Council Member, given that the iPad was issued to him in connection with his duties as a Council Member, and to ensure transparency, it is appropriate in the circumstances for Council to consider and determine whether to allow Mr Daniele to purchase the iPad and to instruct the CEO accordingly.

Value of the iPad

Given the age and condition of the device and based on depreciation advice/calculations, the value of the iPad is minimal.

Nominating a monetary purchase amount is a standard, and recommended, element of a 'transfer of assets' in that it clearly defines the transfer as a sale. Without the exchange of some sort of 'consideration' (i.e. payment), the transfer is more likely to be looked upon as a gift or donation and this is not appropriate. Payment in exchange for the iPad means that the transaction becomes a sale and the transfer of ownership is clear and transparent.

To assist Council in determining an appropriate amount, staff have undertaken basic research and provide the following examples of the value of an equivalent iPad:



Model	Storage	Price
IPAD	16GB	\$57.00
IPAD	32GB	\$57.00
IPAD	64GB	\$97.00
IPAD	128GB	\$107.00
IPAD	16GB	\$76.00
IPAD	32GB	\$96.00
IPAD	64GB	\$116.00
IPAD	128GB	\$126.00

Transfer of Telstra Service

In addition to handover of the physical asset, Council would also need to deal with the current Telstra service associated with the iPad by transferring same to Mr Daniele. This service can simply be transferred to Mr Daniele via a Change of Ownership form.

Alternatively, if Mr Daniele does not wish to take over the Telstra service, Council will cancel it.

Clearing Data

Access to Council's IT system and Mr Daniele's Council email account has already been disabled. Prior to completing the sale/handover of asset and transfer of the Telstra service, the iPad will need to be cleared of any remaining data that related to Mr Daniele's duties as a Council Member. This is a straightforward exercise for staff to facilitate.

Advice

Although, given the age of the iPad device, the value of the iPad and associated financial risk to Council is minimal, it is noted that, to date, other outgoing council members have not been afforded an opportunity to purchase their respective Council-issued devices previously in their possession. This is not a practice that Management would recommend to regularly occur, however on this occasion the iPad is surplus to Council's needs.

Conclusion

In the circumstances, it is appropriate for Council to transparently consider and determine how to respond to Mr Daniele's request to retain/purchase the iPad and to instruct the CEO accordingly.

This approach, as opposed to a decision made under CEO/staff delegation, ensures transparency to Council Members and the public.

ReferencesLegislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024

Council Members Information Technology Policy

Disposal of Land and Other Assets Policy

15.5 UPDATE ON PARHAM CAMPGROUND AND ROAD CLOSURE**Record Number:** D22/55543**Author:** Property Officer**Authoriser:** General Manager - Governance and Executive Office**Attachments:** Nil**EXECUTIVE SUMMARY**

- The purpose of this report is:
 - To provide Council Members with an update on the Parham Campground and in particular, the ongoing discussions with the Department of Environment and Water now that it has been confirmed that the majority of the Parham Campground is located on Crown Land, being Section 631 in CR 6202/438, proclaimed Adelaide International Bird Sanctuary (AIBS) National Park; and
 - For Council to pass necessary resolutions to enable the Chief Executive Officer to proceed with ensuring Council's previous instructions are adhered to (namely, for upgrade works and the road closure process to continue and for the ongoing management of the Campground to be facilitated by a longer term lease agreement once land ownership issues have been ameliorated).
- A Memo was recently distributed to Council Members regarding an anomaly with the public mapping system, which has resulted in land ownership issues referred to above. A separate public notice was also issued (available to view [here](#)) and impacted stakeholders were notified direct, including the Mallala and Districts Lions Club and the Parham and District Action Group (PADAG).
- In light of the above and to ensure Council's earlier resolutions/instructions are followed, it is recommended that Council:
 - Enter into an interim Licence Agreement with the Minister for Climate, Environment and Water to continue upgrade works and operation of the Parham Campground on portion of Section 631 CR 6202/438, effective from 10 January 2023;
 - Enter into a long-term Lease Agreement with the Minister for Climate, Environment and Water to operate the Parham Campground on portion of Section 631 CR 6202/438, with provision for the site to be managed by a third party; Continue with the road closure process pursuant to Section 5 of the *Roads (Opening and Closing) Act 1991* to close portion of *The Esplanade* from North Parham Road to North Terrace, Parham; and Pass a resolution to exclude the portion of The Esplanade being closed, from classification of Community Land prior to the Final Plan being approved by the Surveyor-General and Certificate of Title issued.
- The Section 222 Permit executed between Council and the Mallala and Districts Lions Club on 4 July 2022 is no longer valid and so it will be necessary to advise the Club accordingly.

RECOMMENDATION 1 – MANAGEMENT OF CAMPGROUND

“that Council, having considered Item 15.5 – *Update on Parham Campground and Road Closure* , dated 19 December 2022, receives and notes the report and in doing so:

1. Acknowledges the Public Mapping System data anomaly and that the resultant issues are through no fault of Adelaide Plains Council;
2. Resolves to enter into an interim Licence Agreement with the Minister for Climate, Environment and Water to continue upgrade works and operation of the Parham Campground on portion of Section 631 CR 6202/438, effective from 10 January 2023;
3. Resolves to enter into a long-term Lease Agreement with the Minister for Climate, Environment and Water to operate the Parham Campground on portion of Section 631 CR 6202/438, with provision for the site to be managed by a third party; and Instructs the Chief Executive Officer to execute the documents specified above, on behalf of Council, in accordance with Section 44 of the *Local Government Act 1999*.”

RECOMMENDATION 2 – ROAD CLOSURE

“that Council, having considered Item 15.5 – *Update on Parham Campground and Road Closure* , dated 19 December 2022:

1. Endorses the action of the Chief Executive Officer to proceed with the closure of portion of *The Esplanade* from North Parade Road to North Terrace, Parham, comprising part of the Parham Campground, in accordance with Section 5 of the *Roads (Opening and Closing) Act 1991*; and
2. Resolves to exclude the portion of *The Esplanade* being closed, from North Parham Road to North Terrace, Parham, from classification of Community Land pursuant to Section 193(4a) of the *Local Government Act 1999* prior to the Final Plan being approved by the Surveyor-General under the *Roads (Opening and Closing) Act 1991* and Certificate of Title issued.”

RECOMMENDATION 3 – NOTIFICATION TO MALLALA AND DISTRICTS LIONS CLUB

“that Council, having considered Item 15.5 – *Update on Parham Campground and Road Closure* , dated 19 December 2022 instructs the Chief Executive Officer to formally advise the Mallala and Districts Lions Club (the Club) that:

1. The Section 222 Permit executed by Council and the Club on 4 July 2022 is no longer valid as the majority of the Parham Campground is located on the Adelaide International Bird Sanctuary National Park;
2. Negotiations for the management of the Parham Campground by the Club be deferred:
 - a. until Council has executed a long-term Lease Agreement with the Minister for Climate, Environment and Water; and
 - b. subject to the closure of portion of *The Esplanade* between North Parham Road and North Terrace, Parham being finalised under the *Roads (Opening and Closing) Act*.”

BUDGET IMPACT

Estimated Cost as follows:

Road Closure Process:	\$10,000
Application Fee:	\$1,000 Licence and Lease Agreement with the Minister
Is this Budgeted?	Yes – as per Council resolution 2022/124 for road closure. Application fee of \$1,00 not budgeted.

RISK ASSESSMENT

A robust Licence and future Lease Agreement with the Minister for Climate, Environment and Water is crucial in order to outline, in a manner transparent to Council and the community, regarding the operation of the Parham Campground.

In regard to the road closure, if Council does not resolve to exclude the portion of *The Esplanade* being closed, (from North Parham Road to North Terrace Parham) pursuant to Section 193(4a) of the *Local Government Act 1999*, from classification of Community land prior to the Final Plan being approved by the Surveyor-General under the *Roads (Opening and Closing) Act 1991*, the land will automatically be classified as Community land. Council would then be required to undertake a revocation of community land process pursuant to Section 194 of the *Local Government Act 1999*, a lengthy and protracted process, requiring Ministerial consent.

DETAILED REPORT

Purpose

The purpose of this report is:

- To provide Council Members with an update on the Parham Campground and in particular, the ongoing discussions with the Department of Environment and Water now that it has been confirmed that the majority of the Parham Campground is located on Crown Land, being Section 631 in CR 6202/438, proclaimed Adelaide International Bird Sanctuary (AIBS) National Park; and
- For Council to pass necessary resolutions to enable the Chief Executive Officer to proceed with ensuring Council's previous instructions are adhered to (namely, for upgrade works and the road closure process to continue and for the ongoing management of the Parham Campground to be facilitated by a longer term lease agreement once land ownership issues have been ameliorated).

Background

The Parham Campground is currently managed by Council, in accordance with Council's *Short Stay Accommodation Policy*, on the understanding that the whole of the Parham Campground was on Public Road.

The Mallala and Districts Lions Club expressed an interest in the management of the Parham Campground based on the same model for the management of the Mallala Campground (that it has managed since 2019), including contributing monies earned at the Campground back into community projects.

On 4 July 2022, Council executed a Section 222 Permit with the Mallala and Districts Lions Club on the understanding that the whole of the Parham Campground was on Public Road in accordance with Council resolution 2022/125. Council also resolved to undertake a Road Closure as per Council Resolution 2022/124.

The respective Council resolutions, passed at the 26 April 2022 Ordinary Council Meeting, are outlined below:-

21.2 Parham Camping Reserve – Management and Road Closure

Moved Councillor Lush Seconded Councillor Parker 2022/ 124

“that Council, having considered Item 21.2 – Parham Camping Reserve – Management and Road Closure, dated 26 April 2022, receives and notes the report and in doing so:

- 1. Instructs the Chief Executive Officer to undertake a road closure pursuant to Section 5 of the Roads (Opening and Closing) Act 1991 in relation to the relevant Portion of Esplanade, Parham; and***
- 2. Acknowledges that a budget variation of \$10,000 will be incorporated into the third quarter budget review 2021/2022.”***

CARRIED

21.2 Moved Councillor Keen Seconded Councillor Boon 2022/ 125
“that Council, having considered Item 21.2 – Parham Camping Reserve – Management and Road Closure, dated 26 April 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to:

- 1. Undertake public consultation, pursuant to Section 223 of the Local Government Act 1999 and Council’s Public Consultation Policy, in relation to the Draft Permit (presented at Attachment 1 to this Report) to the Mallala and Districts Lions Club to authorise the use of a public road for business purposes pursuant to Section 222 of the Local Government Act; and***
- 2. If:***
 - a. Any submissions are received, bring back a report for Council to consider same; or***
 - b. No submissions are received, finalise the Draft Permit and issue same to the Mallala and Districts Lions Club.”***

CARRIED

Discussion

In regard to Council Resolution 2022/124 above, Alexander Symonds Surveyors were engaged by Council and a Preliminary Plan was prepared and lodged with the Surveyor-General on the understanding that whole of the Parham Campground was located on Public Road.

Council staff, Council’s Surveyors, Alexander and Symonds, Department for Environment and Water staff and Department for Infrastructure and Transport staff utilised data shown on the Public Mapping System - e.g. South Australian Integrated Land Information System (SAILIS) and the South Australian Property and Planning Atlas (SAPPA).

Unfortunately, the public mapping data has recently been discovered to be incorrect and apparently has been for at least 10 years.

It was not until Council lodged the Preliminary Plan to close the Parham Campground under the *Roads (Opening and Closing) Act 1991*, that the Surveyor-General found that the public mapping data was incorrect in regard to the boundary of Section 631 in CR 6202/438, which is proclaimed Adelaide International Bird Sanctuary (AIBS) National Park.

The boundary of Section 631 in CR 6202/438 extends beyond the North Parham Road to North Terrace Parham which includes the Parham Campground, as per section of Map below, coloured Green. The section hatched in blue is the only portion of *The Esplanade* that can be closed under the *Roads (Opening and Closing) Act 1991*.

The Section outlined in Black marked ‘A’ is the Parham Campground Site, which encroaches on Section 631 in CR 6202/438, being the AIBS National Park.

- An interim licence to continue upgrade works and operation of the Parham Campground; and
- A longer-term lease to occupy and operate the Parham Campground. The lease is proposed to allow for a sublease agreement between Council and the Lions Club of Mallala & Districts Inc to manage the Parham Campground (as was originally contemplated).

Whilst the Department for Environment and Water has indicated that it is supportive of such a licence (and a longer-term lease) in-principle, there is a minimum 60-day notice period required for the proposed licence (and lease) to South Australian Native Title Services, meaning that a

construction licence will not be able to be granted until the 10 January 2023 to enable works to be completed.

Council has committed \$100,000 to the upgrade of the Parham Campground with a Federal Government grant of a further \$100,000 under the Building Better Regions Fund (BBRF).

Management of Parham Campground – Permit Issued to Mallala and Districts Lions Club

In regard to Council Resolution 2022/125 above, Council issued a Section 222 Permit to the Mallala and Districts Lions Club to authorise the use of a Public Road for business purposes on the understanding that the whole of the Parham Campground was on Public Road. The only portion of the Parham Campground designated Public Road is the section from North Parham Road to North Terrace Parham containing the toilet block and associated infrastructure, as hatched in blue on the Map above.

Accordingly, it should be noted that the Section 222 Permit executed between Council and the Mallala and Districts Lions Club on 4 July 2022 to manage the Parham Campground is no longer valid. The reason being that most of the Parham Campground is located on Crown Land dedicated as the AIBS National Park.

Council will need to renegotiate a future sub-lease agreement with the Mallala and Districts Lions Club when Council has tenure over the Parham Campground, which requires the consent of the Minister for Climate, Environment and Water. The sub-lease will also require the completion of the road closure of portion of The Esplanade and Certificate of Title issued to Council.

Government Funding – ‘Building Better Regions Fund’

Council management sought the consent of the Commonwealth Department of Industry, Science and Resources to continue the allocation of \$100,000 grant funding for the upgrade works under the ‘Building Better Regions Fund’ (BBRF).

On Monday, 12 December 2022, Council received advice from the Commonwealth Department of Industry, Science and Resources that an extension of the BBRF grant allocation of \$100,000 for the upgrade works has been granted until 28 April 2023.

Conclusion

Council has been approved for a \$100,000 grant under the BBRF and the funding was due to be paid to Council on 31 December 2022. Council has since sought, and been granted, an extension until 28 April 2023 to continue the upgrade of the Parham Campground (subject to a licence from the Minister for Climate, Environment and Water) and approval for the delayed completion of the works (and payment of funding).

Council has spent \$70,000 to date on the Parham Campground.

In regard to Council Resolution 2022/125, Council issued a Section 222 Permit to the Mallala and Districts Lions Club to authorise the use of a Public Road for business purposes on the understanding that the whole of the Parham Campground was on Public Road. The only portion of the Parham Campground designated Public Road is the section from North Parham Road to North Terrace Parham containing the toilet block and associated infrastructure.

Accordingly, it should be noted that the section 222 Permit executed between Council and the Mallala and Districts Lions Club to manage the Parham Campground is no longer valid. The reason being that most of the Reserve is located on Crown Land dedicated as the AIBS National Park.

Council will need to renegotiate a future sub-lease agreement with the Mallala and Districts Lions Club when Council has tenure over the Parham Campground which requires the consent of the Minister for Climate, Environment and Water.

The sub-lease will also require the completion of the road closure of portion of The Esplanade and Certificate of Title issued to Council.

The recommendations outlined above reflect the steps required to provide Council with a way forward in terms of progressing with the upgrade works and longer-term management of the Parham Campground.

References

Legislation

Local Government Act 1999

Roads (Opening and Closing) Act 1991

Crown Land Management Act 2009

Council Policies/Plans

Short Stay Accommodation Policy

Strategic Plan 2021-2024

15.6 REGIONAL PUBLIC HEALTH PLANNING AND REGIONAL PUBLIC HEALTH PLAN**Record Number:** D22/54007**Author:** General Manager - Development and Community**Authoriser:** Chief Executive Officer**Attachments:** 1. Barossa, Light and Lower Northern Region Public Health Plan 2022 [↓](#) **EXECUTIVE SUMMARY**

- The South Australian Public Health Act 2011 requires that Council develop a public health plan.
- The current Barossa, Light and Lower Northern Region Public Health Plan was developed as a regional collaboration between Barossa, Light, Adelaide Plains and Gawler and was adopted in 2022.
- As part of the implementation of the Plan it is necessary to form a Regional Public Health Advisory Group and associated Regional Projects Working Groups for each of the lighthouse projects to oversee implementation of the *Regional Public Health Plan 2022-2027*.

RECOMMENDATION

“that Council, having considered Item 15.6 – *Regional Public Health Planning and Regional Public Health Plan*, dated 19 December 2022, receives and notes the report and in doing so appoints Councillor [REDACTED] and Darren Starr, General Manager – Development and Community as Council’s representatives on the Regional Public Health Advisory Group for the term of this Council or until further reviewed and changed.”

BUDGET IMPACT

Estimated Cost: Nil

Future ongoing operating costs: Regional Public Health Advisory Group will potentially seek co-funding from each of the Member Councils following a review of the actions by the working groups to allocate towards implementation of the Regional Public Health Plan and the Plan Coordinator role as part of the 2023-24 budget deliberations.

Operational budget is allocated to undertaking statutory public health planning activities e.g. Environmental Health is provided in annual budget.

Is this Budgeted? Yes

While each of the four Councils did not allocate funds in 2022-23 in support of the Plan, it is proposed that each of the working groups and Advisory Group will initially commence to scope out the lighthouse projects to identify priority actions for forthcoming financial years, which are to be considered as part each individual council business planning and budget processes.

RISK ASSESSMENT

The Act sets a council as the local public health authority for its area, and is conferred several functions, which includes but not limited to actions to preserve, protect and promote public health within its area, and cooperate with other authorities involved in the administration of the Act.

The new plan seeks to address three priority lighthouse projects that had been identified through engagement and consultation with key stakeholders, community, and the councils, noting that each Council will continue to provide its own services that support community health and wellbeing on an ongoing basis.

Pursuant to section 52 of the Act the Councils must, on a 2-yearly basis, prepare a report that contains a comprehensive assessment of the extent to which, during the reporting period, the councils have succeeded in implementing the regional public health plan to the Chief Public Health Officer. The first of these reports on the new plan will cover the period 1 July 2022 to 30 June 2024.

DETAILED REPORT

Purpose

Formation and appointment of representatives on the Regional Public Health Advisory Group and associated Regional Projects Working Groups for each of the lighthouse projects to oversee implementation of the *Regional Public Health Plan 2022-2027* and noting that future co-funding may be sought from the Member Councils for the implementation of the plan.

Background/History

The *South Australian Public Health Act 2011* (the Act) aims to provide a modernized, flexible legislative framework, to ensure South Australia better responds to new public health challenges as well as traditional hazards. The Act and the *State Public Health Plan 2019-2024* acknowledge the important role of local governments in public health and require that each council develop a public health plan. The establishment of regional public health plans that cover multiple council areas are encouraged to support the collaboration of councils and stakeholders to improve regional outcomes.

The *State Public Health Plan* recognises Council as a primary health provider, with a role to lead and coordinate on behalf of our community, deliver services and initiatives and to advocate, regulate and partner with other agencies as appropriate. The State Plan does not imply that Council's area of responsibility should increase to encompass all aspects of public health. Rather, it is acknowledged that protecting, promoting and improving public health requires the effort and interventions of local, state and commonwealth governments, along with non-government and private providers.

Pursuant to Section 27 of the *South Australian Public Health Act 2011* (the Act), councils are responsible for leading public health planning in their community as the local public health authority.

Pursuant to Section 51 of the Act, the Adelaide Plains, Barossa, Light and Gawler councils have collaborated in the development of their second regional public health plan.

The Barossa, Light and Lower Northern Region Regional Public Health Plan 2022-2027 was endorsed by Council at the June 2022 Ordinary Meeting and was adopted by the Minister for Health in August 2022. The plan proposes a collaboration structure and delivery cycle to support implementation of the plan and achievement legislative requirements of the Act.

Regional collaboration is the cornerstone that will support the success of this plan. The intent is for the Councils to engage with Public Health Partner Authorities and other relevant groups and organisations to deliver the regional lighthouse projects and to add value to existing efforts. The Councils will engage to better understand community needs and partner activities so that actions delivered through this plan have the best impact and reach (within local government responsibilities).

The proposed collaborative governance framework is shown below.



- A new **Regional Public Health Advisory Group** is proposed to replace the current regional (staff representatives) working group to oversee the preparation, implementation, reporting and review of the Plan. The Advisory Group to include a senior manager and one Elected Member from each constituent council.
- A **Plan Coordinator** is proposed to project manage the development, review and reporting for the RPHP. This position can either be a rotating position between the councils or a new co-funded position (full or part time).
- **Regional Project Working Groups** to work collaboratively to plan and deliver regional 'lighthouse' projects with **Project Leads** to provide guidance and assist in any operational or political barriers

Lighthouse projects

The plan proposes three regional 'lighthouse' projects that the councils will collaborate to deliver. Lighthouse projects are considered those that focus council efforts by addressing multiple challenges through their response. Each project includes a series of actions that will be delivered collaboratively by the councils.

Project	Objective
Project 1 - Community transport	<ul style="list-style-type: none"> • To improve health and wellbeing and access to community destinations through targeted improvements to local walking and cycling routes • To improve transport to community centres and local services through exploring establishment of regional community passenger network and the shared purchase and operation of a community bus • To advocate from improved public transport
Project 2 - Mental health + suicide prevention	<ul style="list-style-type: none"> • To support positive mental health outcomes and help prevent suicide through providing information, connecting people with support and exploring the establishment of a mobile mental health check-in van to visit towns across the region.

Project 3 - Community participation	<ul style="list-style-type: none"> To improve the wellbeing and capacity of people of all ages and abilities through the delivery and promotion of regional community participation programs.
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The plan acknowledges that delivery of the actions will be dependent upon availability of funding in council budgets in any given year, as well as funding and delivery partnerships with other governments and organisations.

Discussion

Senior representatives of council held discussion as to which projects each of the Councils could lead. As there are three projects, it was agreed that the projects and overall governance for the plans would be allocated as follows:

Project	Lead Council
Regional Public Health Advisory Group	Adelaide Plains Council
Project 1 - Community transport	Light Regional Council
Project 2 - Mental health + suicide prevention	The Barossa Council
Project 3 - Community participation	Town of Gawler

Each Council is to nominate an Elected Member and a Senior Manager from the Community Services, Planning or Environmental Health portfolio to be a representative on the Regional Public Health Advisory Group. Adelaide Plains Council will provide administrative support to the group.

As project leads, Gawler, Barossa and Light Regional Councils are to nominate a Senior Manager to act as Project Sponsor for their lighthouse project. These Project Sponsors will subsequently solicit operational staff and external stakeholders to help plan and facilitate actions for the three projects.

Plan Coordinator

The new plan is predicated on the implementation of the three lighthouse projects and the desire to provide greater governance around the Regional Public Health Plan to ensure its effectiveness in addressing public health and wellbeing within our communities, and reporting is delivery to the Chief Public Health Officer pursuant to section 52 of the Act.

The Plan identifies the opportunity to have a Plan Coordinator role that:

- project manages the development, review and reporting for the plan.
- assist with the delivery of the regional projects, collaboration and advocacy.
- collocate and report on regional projects and associated data to the Advisory Group and SA Health.

As reported previously, the Plan provides two options to facilitate this role.

- A rotating position between the councils. Suggest annual rotation.

- New co-funded position (full or part time) to be explored. Councils to agree on level of funding to help support preparation, implementation, reporting and review of the Plan.

While a rotating position between the councils is achievable, the option for a new co-funded position (full or part time) is also proposed. Costing for a full-time mid-level (level 5) officer is approximately \$105,000, making a co-contribution for each council in the order of \$26,250 per year, should this option be pursued. It has yet to be determine if a full-time role would be required for the Plan Coordinator position, with Adelaide Plains management already expressing a view that it should not require a full-time resource. Noting that the Regional Public Health Advisory Group may seek co-funding from each of the Member Councils following a review of the actions by the working groups to allocate towards implementation of the Regional Public Health Plan and the Plan Coordinator role as part of the 2023-24 budget deliberations.

Conclusion

As part of the implementation of the Barossa, Light and Lower Northern Region Public Health Plan a Regional Public Health Advisory Group and associated Regional Projects Working Groups for each of the lighthouse projects will be established in order to oversee implementation of the *Regional Public Health Plan 2022-2027*.

References

Legislation

South Australian Public Health Act 2011

Council Policies/Plans

Strategic Plan 2021-2024 Proactive Leadership



Barossa, Light and Lower Northern Region Regional Public Health Plan 2022-2027

A regional plan for the councils of Adelaide Plains, Barossa,
Gawler and Light Regional





Prepared by URPS for the Councils of Adelaide Plains, Barossa, Gawler and Light Regional

Final – 12 August 2022

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The councils acknowledge the Ngadjuri, Peramangk and Kaurna people as the traditional custodians of the land for which this plan applies.

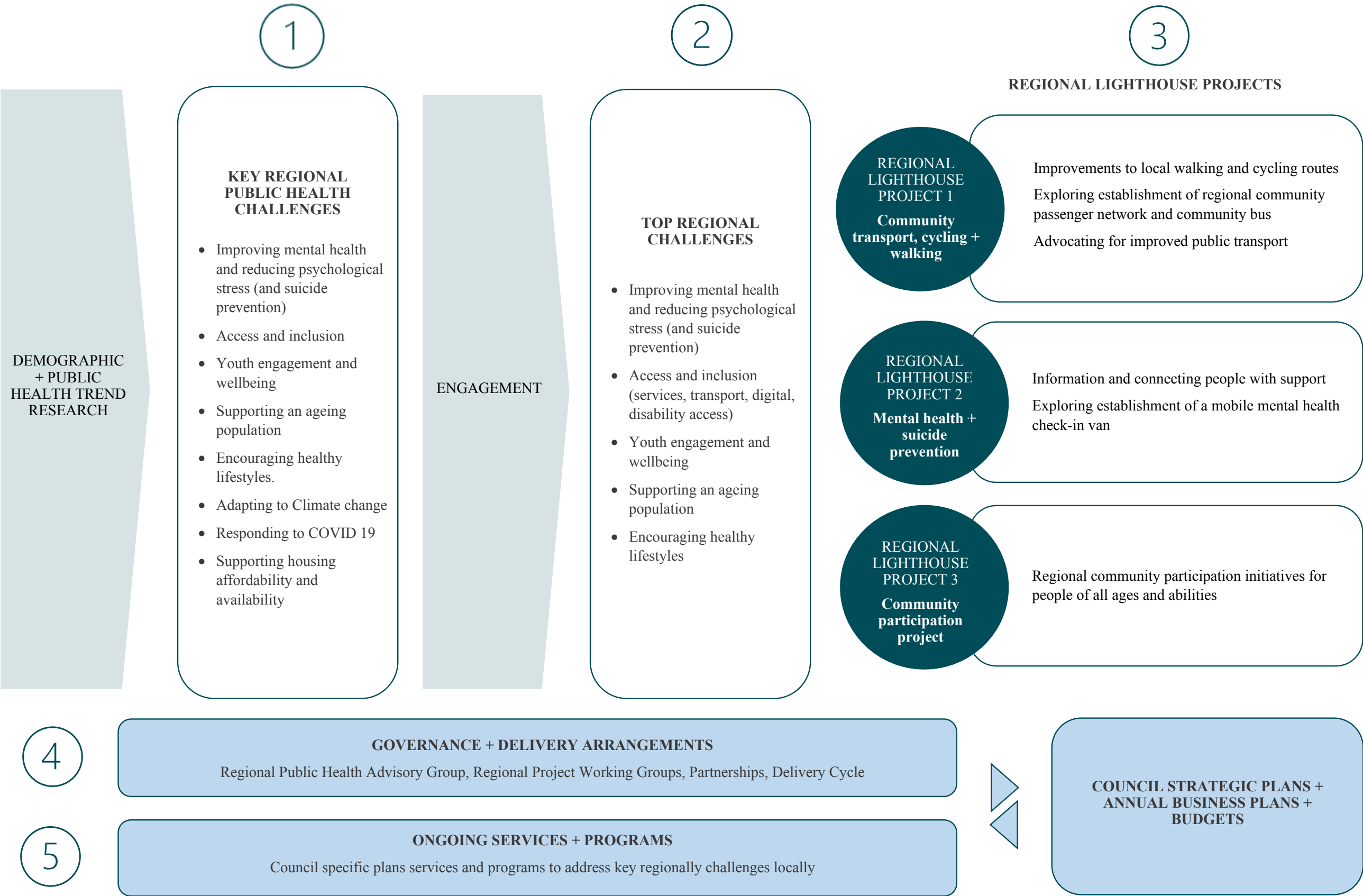
We acknowledge their ancestral connection to land and pay respect to Elders past, present and emerging.

Executive summary

This plan establishes three regional lighthouse projects and governance arrangements to address top regional challenges for public health in the Barossa, Light and Lower Northern Region.

The diagram on the next page provides an overview of the councils' approach to preparation and delivery of this plan as well as a summary of the plan itself.

- 1 Demographic and public health trends were researched to identify **key regional public health challenges** (i.e. those challenges that exist at a regional scale).
- 2 Engagement was undertaken with community, stakeholders, council employees and Elected Members to understand, of the key regional public health challenges, what they see as the **top regional challenges** and how could the councils address these.
- 3 Engagement feedback was used to identify **3 regional lighthouse projects** to address the top regional challenges. Lighthouse projects are considered those that focus council efforts by address multiple challenges through their response.
- 4 **New governance and project delivery arrangements** underpin the councils' approach to public health planning and will support ongoing collaboration and delivery of the regional lighthouse projects as well as addressing emerging public health issues and providing an avenue to share learnings and resources.
- 5 Although this plan focuses on public health challenges and projects that are significant at a regional level, it is noted that each council is unique and will have its own challenges and strengths. As such, this plan acknowledges that each council will provide its own **public health services, infrastructure and programs** that support community health and wellbeing on an ongoing basis



About this plan

This plan presents a collaborative regional public health response for councils in the Barossa, Light and Lower Northern Region (Figure 1).

The *South Australian Public Health Act 2011* (Public Health Act) and the *South Australian State Public Health Plan 2019-2024* acknowledge the important role of local governments in public health and require that each council develop a public health plan. The establishment of regional public health plans that cover multiple council areas are encouraged to support the collaboration of councils and stakeholders to improve regional outcomes.

This plan has been prepared by the councils of Adelaide Plains, Barossa, Gawler and Light Regional in consultation with community and stakeholders. It is the second regional plan that the councils have prepared together.

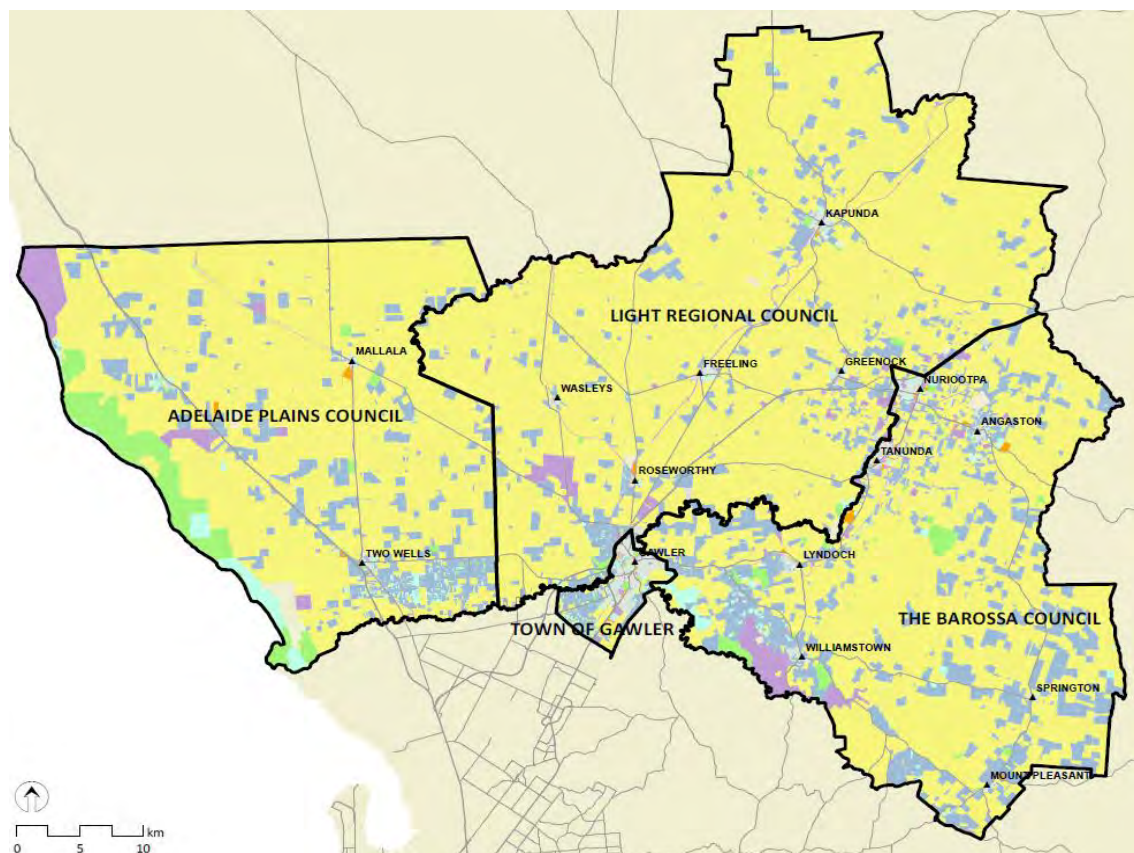


Figure 1 - Barossa, Light and Lower Northern Region

About public health

Public health protects and promotes the health and wellbeing of communities. It is influenced by many different aspects of our lifestyles and communities from what we put in our bodies and how much we exercise, to sanitation, community services, and how our communities are planned and built.

Public health is influenced by an individual's ability to make healthy choices and access services and infrastructure that support wellbeing. It is also influenced by the ability of our communities to plan for and respond to environmental influences such as climate change or disease outbreaks.

The factors that have an impact on the health and wellbeing of individuals and communities are many and varied and include where we are born, live and work, the state of the environment, genetic factors, our income and education level, and our relationships with other people.

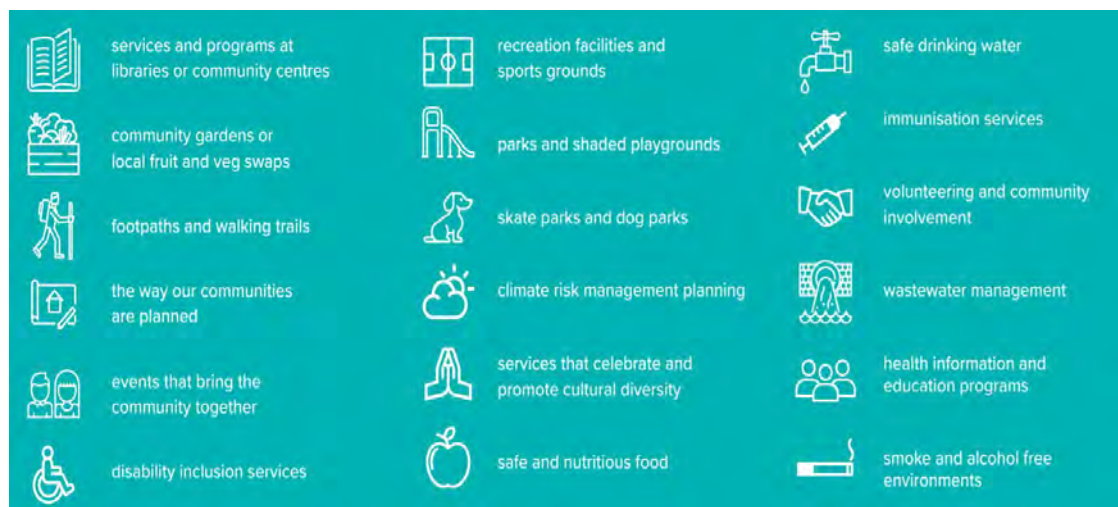


Figure 2 - Examples of the domains of public health (Source: State Public Health Plan 2019-2024)

A shared responsibility

Public health is a shared responsibility. Councils, community, public health services and agencies and governments all contribute to community wellbeing.

Councils support public health outcomes through the provision of open space and recreation infrastructure, immunisation programs, environmental health regulation, community programs, libraries and community centres, home aged care support, and planning services that enable inclusive buildings and environments.

Councils also work with public health service providers or agencies to share their education resources with communities and by referring community members to their services.

Councils in the region are of varying sizes and have differing capacities to deliver public health activities. Collaborating in regional public health provides the opportunity to share information, resources and programs to improve regional outcomes. The extent of what councils can achieve can be increased by partnership support from State and Federal Governments and through the efforts of local services and community groups.

Our region

Snapshot of our region

This section presents demographic characteristics for the region that have an influence on public health. Comparisons are made to the Greater Adelaide region where relevant.

Sources: PHIDU 2019 Population Health Profile and ABS Census 2006 and 2016.

Population



- 70,123 people
- Forecast to increase by 24.6% (23,359 people) by 2036
- Larger proportions of people aged 5 to 19 years and 45 to 74 years
- Smaller proportions of people aged 85 years and over and 20 to 45 years

Age



- The region's population is ageing
- Most growth in retirees, seniors and elderly
- Slowest growth in infants and children

Health and wellbeing



- **Lower % of adults (< half) meet daily fruit consumption guidelines**
- **Higher % of adults experiencing psychological distress**
- **Higher % of males, and lower % of females report mental health problems**
- **Markedly higher % of clients of community mental health service**
- **Slightly higher % of type 2 diabetes prevalence**
- **Higher % of smokers**
- **Markedly higher % of obese adults – highest in women**
- **Twice the premature death rate in people aged 15-24 years**
- **Markedly higher rate of suicides**
- **Higher % of people being physically inactive (but below the Regional SA rate)**
- Lower % of people self-assess their health as fair or poor
- Lower % of people having trouble accessing healthcare
- Lower % of Home and Community Care clients living alone or speaking a language other than English at home
- Marginally higher % of people feel they get support in times of crisis
- Markedly higher % of people feel safe walking alone after dark
- Local Drug Action Teams and Suicide Prevent Networks providing support

Disability and long-term illness



- **A larger % of people under 65 years needing assistance with core activities**
- A similar % of people needing assistance with core activities
- A similar % of people providing unpaid care
- A smaller % of people over 65 years needing assistance with core activities
- Slightly lower % of people receiving a Disability Support Pension

Early life and childhood



- **Higher % of women smoking during pregnancy**
- Lower % of children living in low-income welfare dependent households
- Higher % of children consuming an adequate fruit intake
- Lower % of children who are clients of the Adolescent Mental Health Service
- Lower % of children are obese
- A similar % of 5-year-olds are fully immunised

Housing



- **Lower supply of residential aged care places**
- **Lower supply of social housing**
- Similar % of low-income households under mortgage stress
- Similar % of low-income households under rental stress
- Lower % of households receiving rent relief

Cultural diversity and language proficiency



- **Markedly higher % of people are not accepting of other cultures**
- Lower % of people born in predominantly non-English speaking countries
- Significantly lower % of people not speaking English well or at all
- Slightly lower % of people who identify as Aboriginal or Torres Strait Islander descent

Employment, income and education



- **Markedly higher % of 16-year-olds not in full time secondary education**
- **Lower % of school leavers enrolled in a University**
- **Slightly lower % of young people earning or learning**
- **Slightly higher % receive an Age Pension or held a Pensioner Concession Card**
- **Lower % of households with access to a motor vehicle**
- A similar level of socio-economic disadvantage
- Significantly lower % of people receiving unemployment benefits
- Lower % of people holding Health Care Cards

Snapshot of the councils

The following health trends have been compiled from the PHIDU 2019 Population Health Profile for the Region and highlight key differences between the councils in the region.

Health and wellbeing	Smoking during pregnancy	<ul style="list-style-type: none"> Highest in Gawler and Adelaide Plains (19.7% and 19% respectively)
	Daily fruit intake	<ul style="list-style-type: none"> Highest in Barossa (48.6%). Lowest in Gawler (44.7%)
	Adults experiencing psychological distress	<ul style="list-style-type: none"> Highest in Gawler (15.7%) and Adelaide Plains (15.4%)
	Type 2 diabetes	<ul style="list-style-type: none"> Adelaide Plains (4.9%), Gawler (4.7%) and Light (4.5%) all above the metropolitan average, Barossa below (3.8%)
	Smoking	<ul style="list-style-type: none"> Adelaide Plains (17.0%), Light (16.3%) and Barossa (15.5% above the metropolitan average)
	Obesity in Adults	<ul style="list-style-type: none"> Highest for males and females respectively in Light (34.5%, 38.4%), Adelaide Plains (33.6%, 37.1%) and Gawler (32.5%, 37.0%)
	Physical inactivity	<ul style="list-style-type: none"> Adelaide Plains (73.7%), Light (72.4%) and Gawler (71.9%) and Barossa (69.7%) all above the metropolitan average of 67.0%
	Death in 15–24-year-olds	<ul style="list-style-type: none"> Highest in Barossa (2.57 x metropolitan rate) and Light (2.1 times the metropolitan rate)
	Suicide	<ul style="list-style-type: none"> Adelaide Plains and Light (55% and 20% above the metropolitan rate)
	Community mental health clients	<ul style="list-style-type: none"> Substantially higher in Gawler (72% higher than metropolitan average. Barossa and Adelaide Plains 4% above)
Disability and long-term illness	People living with profound or severe disability (largest proportions)	<ul style="list-style-type: none"> Largest proportions of 0–64-year old's – Gawler (4.5%) and Adelaide Plains (3.9%) 65-year-olds and over- Gawler (15.1%) and Adelaide Plains (314.8%)
	People receiving the Disability Support Pensions (16-65years)	<ul style="list-style-type: none"> Gawler (8.2%) and Adelaide Plains (6.6%) both had proportions of people (16-65yrs) receiving the Disability Support Pension above the Metropolitan rate (6.3%)
	Assistance with core activities	<ul style="list-style-type: none"> Highest in Gawler and Adelaide Plains for both children (4.6% and 3.9%) and adults (15.1% and 14.8%)
Early life and childhood	Clients of Child and Adolescent Mental Health Service	<ul style="list-style-type: none"> Gawler was the only Council area with a proportion of clients above the Metropolitan average
	Obesity in children (2-17 years)	<ul style="list-style-type: none"> Gawler and Adelaide Plains both above the Metropolitan rate for boys and girls
	Children (<16 years) in a low income, welfare-dependent family	<ul style="list-style-type: none"> Gawler (30%) is the only Council above the Metropolitan average

Cultural diversity and language proficiency	Aboriginal & Torres Strait Islander people	<ul style="list-style-type: none"> Highest in Adelaide Plains (3.2 %) and Gawler (1.1 %) however Barossa and Light had similar actual numbers of people of Aboriginal & Torres Strait Islander background
	People born in non-English speaking countries	<ul style="list-style-type: none"> Gawler (1,077 people), Barossa (720 people), Light (416 people) and Adelaide Plains (397 people)
	Most common non-English speaking Countries of birth	<ul style="list-style-type: none"> Germany – highest proportions in Barossa (0.7%) Italy - highest proportions in Adelaide Plains (0.7%) Philippines – highest proportions in Adelaide Plains (0.3%) and Gawler (0.4%)
Employment, income and education	Social disadvantage (IRSD score)	<ul style="list-style-type: none"> Gawler (955) has the greatest relative social disadvantage Light (1025) was relatively the most advantaged
	People receiving unemployment benefits (16-64 years)	<ul style="list-style-type: none"> Gawler was the only area with a larger proportion (8%) than the Metropolitan average receiving unemployment benefits
	16-year-olds not in full time secondary education	<ul style="list-style-type: none"> All above the Metropolitan rate- Adelaide Plains (16.9%), Light (16.1%), Barossa (15%) and Gawler (13.5%)
	School leavers enrolled in a University	<ul style="list-style-type: none"> Lowest in Adelaide Plains (14.5%) other LGAs between 21.5% and 23.3%
	Young people (15-24 years) earning or learning	<ul style="list-style-type: none"> Highest in Light (87.7%) and Barossa (86.4%). Lowest in Adelaide Plains (80.9%)
	Aged Pension recipients	<ul style="list-style-type: none"> Highest in Gawler (79.5%) 17% above the Metropolitan rate
	Concession Card Holders	<ul style="list-style-type: none"> Highest in Gawler (30.5% of people over 15 years)
	Access to a motor vehicle	<ul style="list-style-type: none"> All councils were below the metropolitan rate
Age	Age profile	<ul style="list-style-type: none"> Gawler has more children and young people (ages 5 to 19 years) and more at older ages (from 50 years for males and from 55 years for females) Barossa has more at the younger ages, and more at the older ages starting from 35 years; and there are fewer people over 75 years Light has more people at ages under 40 years and fewer at age 45 to 59 years for males and 40 to 59 years for females Adelaide Plains has an age profile similar to Metropolitan Adelaide
Housing	Low-income households under mortgage stress	<ul style="list-style-type: none"> Adelaide Plains (10.4%) and Gawler (9.5%) above the Metropolitan rate
	Low-income households under rental stress	<ul style="list-style-type: none"> 31.8% in Gawler, 29.8% in Adelaide Plains, 29.0% in Barossa and 28.8% in Light
	Households receiving rent relief	<ul style="list-style-type: none"> Gawler (23.6%) is the only Council above the Metropolitan rate

Key regional challenges for public health planning

The following key challenges for public health planning were identified through the review of the regional public health statistics. The focus of this plan is on identifying regional collaborative projects that address challenges that are significant across all councils.

1. Encouraging healthy lifestyles

Adult obesity, unhealthy diets, lack of exercise and smoking are an issue across the Region. Obesity is more prevalent in women and smoking during pregnancy is as high as 20%. Obesity in children in Gawler and Adelaide Plains was more prevalent than in Greater Adelaide. Substance misuse is also a concern.

2. Improving mental health and psychological stress

People in the community need support to manage their high levels of psychological stress and mental health. A high rate of people are clients of community mental health services and the rate of suicide is higher than Greater Adelaide. Adult men in particular are reporting mental health problems. Although stress and mental health is a greater issue for adults regionally, Gawler has a high rate of clients to the Child and Adolescent Mental Health Service.

3. Youth engagement and wellbeing

Fewer young people (>16 years) in the region are earning or learning. Compared to Greater Adelaide a markedly higher rate of 16-year-olds are not in full time secondary education and a lower % of school leavers enrol in a University degree. Sadly, death in young people is more common – two times the rate of Greater Adelaide – and the majority of deaths were from avoidable causes (predominantly suicide and road accidents).

4. Supporting an ageing population

The proportion of people over the age of 65 in the Region is increasing and there is a low supply of residential aged care places.

5. Adapting to Climate change

Climate change can impact a community's physical and mental health, lifestyle and budgets. It is also a Priority Area of the State Public Health Plan.

6. Responding to COVID 19

The COVID-19 pandemic has turned our lives upside down. The response of local governments has played a critical part in ensuring the early success of the response to the virus in South Australia. However, with the ongoing risk of outbreaks there will be challenges to maintain vigilance and avoid complacency across the community, particularly in the likely scenario of a protracted pandemic.

7. Supporting housing affordability and availability

In addition to having a low supply of residential aged care places, the Region has a lower rate of supply of social housing. Although the Region is relatively more advantaged than Greater Adelaide, it has a similar proportion of low-income households suffering mortgage or rent stress. The number of people experiencing homelessness is also a particular issue for people in the Town of Gawler.

8. Access and inclusion

The region has a higher proportion of young people living with disability and an ageing population. Also, more people do not have access to a motor vehicle. People are also concerned about the availability of health services, transport options and digital literacy.

Top regional challenges

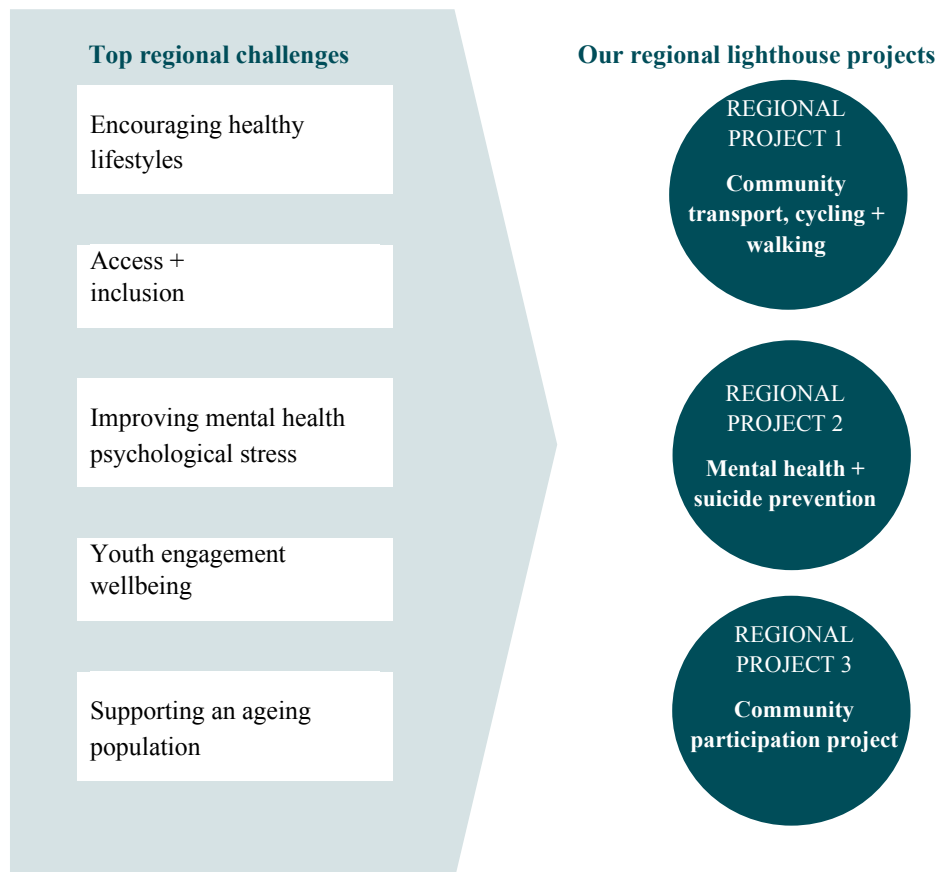
Engagement was undertaken with community, stakeholders, council employees and Elected Members to understand, of the above challenges, what they see as the most significant for the region. The following challenges were most consistently identified across community, stakeholders, council employees and Elected Members:

- Improving mental health and reducing psychological stress (and suicide prevention)
- Access and inclusion (services, transport, digital, disability access)
- Youth engagement and wellbeing
- Supporting an ageing population
- Encouraging healthy lifestyles.

Our response

This plan presents three regional 'lighthouse' projects) that will be the focus of action for this plan. Each project will address multiple of the top public health challenges for the region.

3 regional 'lighthouse' projects



The lighthouse projects will actively seek to engage with the State Public Health Plan priority populations:

- Aboriginal and Torres Strait Islander people (ATSI) ✓
- People living in rural and regional areas ✓
- People experiencing socioeconomic disadvantage ✓
- People from culturally and linguistically diverse backgrounds (CALD) ✓

Ongoing services, programs and plans

The focus of action for this plan is the three regional lighthouse projects. However, this plan acknowledges that each council will also continue to deliver its own ongoing services, programs and plans to address its unique situation because:

- The lighthouse projects intend to address the top regional challenges, not all the council's public health roles and responsibilities
- Each council is unique and will have its own challenges and strengths that require a local council response
- The key regional challenges not identified as a "top regional challenge" in this plan (adapting to Climate change, responding to COVID 19, and supporting housing affordability and availability), still require a response.

Ongoing services, programs and plans

Access and inclusion

- Disability Access and Inclusion Plans
- Reconciliation Action Plans
- Community transport services

Recreation and sport

- Walking and cycling plans
- Recreation and open space plans and facilities

Climate change and emergency management

- Climate Change Adaptation Plans
- Emergency Management Plans

Community participation

- Gawler Youth Space
- Community centres and libraries
- Community grants and programs
- Volunteer services

Public health prevention and regulation

- Public health inspections and regulation
- COVID-19 response
- Animal management/pest control
- Local nuisance
- Immunisation

Ageing well

- Commonwealth Home Support Program
- Seniors Collaborative Action Project

Mental health

- Barossa Cares
- Suicide prevention networks

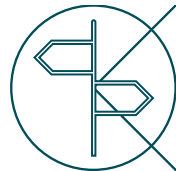
Drugs and Alcohol

- Local Drug Action Teams and Alcohol and Drug Foundation resources

Planning and advocacy

- Planning policy and assessments to encourage new development that supports public health outcomes (e.g. climate resilience and accessibility and affordability)
- Advocacy to State and Federal Governments for improved regional provision of health and transport services and social housing

Our regional 'lighthouse' projects



Regional 'lighthouse' project 1
Community transport



Regional 'lighthouse' project 2
Mental health + suicide prevention



Regional 'lighthouse' project 3
Community participation

This section presents each of the regional lighthouse projects. It provides preliminary lists of actions and partnerships that will be explored for each project. The actions and partnerships may evolve as the projects are explored and refined overtime in response to emerging needs and opportunities that arise.



Regional 'lighthouse' project 1 - Community transport

Objective	<p>To improve health and wellbeing and access to community destinations through targeted improvements to local walking and cycling routes</p> <p>To improve transport to community centres and local services through exploring establishment of regional community passenger network and shared purchase and operation of a community bus</p> <p>To advocate for improved public transport</p>
Actions may include	<p>Walking and cycling</p> <ul style="list-style-type: none"> • Map existing cycle and walking routes across the region and identify priority areas in each council to enhance connectivity, amenity, comfort and access for all ages and abilities • Design and implement improvements in each council including exploring government funding, regional signage and promotion, and community event partnerships • Encourage and promote local, community-led walking and running groups <p>Community transport</p> <ul style="list-style-type: none"> • Explore opportunities to broaden the shared use of existing community bus assets to maximise their effective engagement across the region • Undertake a feasibility study for the establishment of an east-west passenger service to complement existing Community Passenger Networks in the region • Undertake a review of the Barossa Region Community Transport Scheme to explore whether this may be expanded <p>Public transport</p> <ul style="list-style-type: none"> • Develop a shared approach to strategically advocate for improved, accessible public transport, including engaging with privately operated providers
Potential Partners	<ul style="list-style-type: none"> • Public Health Partner Authorities (see section 8.1) • Heart Foundation • Bike SA, Walking SA and local walking and cycling groups, Active Living Coalition • Disability advocacy or service providers • Community Passenger Networks in the region
State Plan Strategic Priorities	<p>PROMOTE: Build stronger communities and healthier environments</p> <p>PROTECT: Protect against public and environmental health risks and respond to climate change</p> <p>PREVENT: Prevent chronic disease, communicable disease and injury</p> <p>PROGRESS: Strengthen the systems that support public health and wellbeing</p>



Regional 'lighthouse' project 2 – Mental health + suicide prevention

Objective	To support positive mental health outcomes and help prevent suicide through providing information, connecting people with support and undertaking studies and further research to inform advocacy on related service needs in the region
Actions may include	<ul style="list-style-type: none"> • Deliver training to frontline council staff and volunteers to enable them to recognise people in mental or suicide distress and connect them with appropriate support • Engage with existing initiatives to explore the potential expansion of the current models (e.g. 'Community Connector,' 'Gawler Youth Space' and 'Enhancing Barossa Mental Health Project') tailored to the needs of particular age groups across the region • Explore opportunities to offer locations in public buildings for use by inclusive external mental health services • Undertake, access and/ or partner in further research into local stressors to inform decision making, including advocacy for additional outreach services to support residents, equivalent to those of comparable regions • Explore the creation of a 'Mental Health Alliance' with input from non-Government Organisations, SAPOL, SA Ambulance Service and service providers
Potential Partners	<ul style="list-style-type: none"> • Public Health Partner Authorities (see section 8.1) • Wellbeing SA • Premiers Council for Suicide Prevention • Suicide Prevention Networks in the region • Mental health support services
State Plan Strategic Priorities	<p>PROMOTE: Build stronger communities and healthier environments</p> <p>PREVENT: Prevent chronic disease, communicable disease, injury and suicide</p> <p>PROGRESS: Strengthen the systems that support public health and wellbeing</p>



Regional 'lighthouse' project 3 - Community participation

Objective	To improve the wellbeing and capacity of people of all ages and abilities through the delivery and promotion of regional community participation programs
Actions may include	<ul style="list-style-type: none"> Engage with service providers (e.g. Volunteering Barossa and Light) to explore ways to support a regional volunteering, mentoring and work experience program offering intergenerational learning and skills development Develop a model for the regional promotion of programs, facilities and services Establish a list of community resources (spaces, programs (e.g. 'Steps to Better Health – Barossa), people to assist, tools) available across the region Explore expansion of the Gawler Youth Space Model across the region to provide training and activities in satellite centres as well as sponsorship programs across the region Explore the feasibility of a new community "centre" being established based on need and partnership support (e.g. shared women's shed program or a new community centre as part of the Local Health Network) Engage with community groups, including sporting organisations, to explore opportunities to increase participation Identify programs that fit local needs (e.g. literacy/ digital literacy, early development, life-skills, healthy eating) and explore opportunities to deliver related programs broadly to maximise economies of scale
Potential Partners	<ul style="list-style-type: none"> Public Health Partner Authorities (see section 8.1) Community Centres SA Volunteering SA Aboriginal and multi-cultural groups and organisations Community groups Sporting clubs and organisation
State Plan Strategic Priorities	<p>PROMOTE: Build stronger communities and healthier environments</p> <p>PROTECT: Protect against public and environmental health risks and respond to climate change</p> <p>PREVENT: Prevent chronic disease, communicable disease and injury</p> <p>PROGRESS: Strengthen the systems that support public health and wellbeing</p>

Delivering the plan

This section outlines how the councils will organise and resource themselves to best deliver this plan whilst also meeting any legislative requirements of the Public Health Act.

Regional collaboration is the cornerstone that will support the success of this plan. A governance structure has been developed to support collaboration between the councils and partners to deliver the plan and its regional projects.

Delivery of the actions within the regional lighthouse projects will be dependent upon availability of funding in council budgets in any given year, as well as funding and delivery partnerships with other governments and organisations.

Partnerships

The councils will engage with Public Health Partner Authorities and other relevant groups and organisations to deliver the regional lighthouse projects and to add value to existing efforts. The councils will engage to better understand community needs and partner activities so that actions delivered through this plan have the best impact and reach (within local government responsibilities).

Potential partners could include:

- Public Health Partner Authorities
- Heart Foundation
- Bike SA, Walking SA and local walking and cycling groups Walking SA' or 'Active Living Coalition'
- Disability advocacy or service providers
- Cultural groups
- Aboriginal groups and service providers
- Premiers Council for Suicide Prevention
- Suicide Prevention Networks
- Mental health support services
- Community Centres SA
- Volunteering SA
- Community groups
- Regional Development Australia Barossa Gawler Light Adelaide Plains
- Northern and Yorke Landscape SA Board.

Public Health Partner Authorities

The State Public Health Plan and the Public Health Act introduced the establishment of Public Health Partner Authorities to improve population health and wellbeing through collaboration.

Public Health Partner Authorities are agencies which:

- Contribute to key priority areas within the State Public Health Plan, and those emerging through regional public health planning
- Operate or impact at a state-wide or regional population level
- Are a key stakeholder for addressing significant public policy issues that impact on population level health and wellbeing.

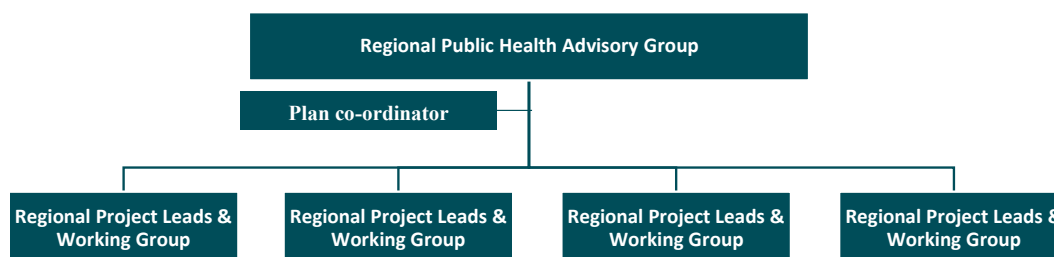
Current Public Health Partner Authorities are:

- Alcohol and Drug Foundation
- Biosecurity SA
- Council on the Ageing SA
- Department of Correctional Services
- Department of Education
- Department of Human Services (DHSSA)
- Department for Environment and Water
- Department for Transport
- Kidsafe SA
- Primary Health Networks (e.g. Country SA PHN)
- Renewal SA
- SafeWork SA and ReturnToWork SA
- South Australian Health and Medical Research Institute – Wellbeing and Resilience Centre
- SA Council of Social Services
- University of South Australia
- Wellbeing SA

The councils will engage with relevant Public Health Authorities as required to support understanding and a strengthened response of the Regional Lighthouse Projects as well as the individual services and programs of each council.

(Source: sahealth.sa.gov.au)

Collaboration structure

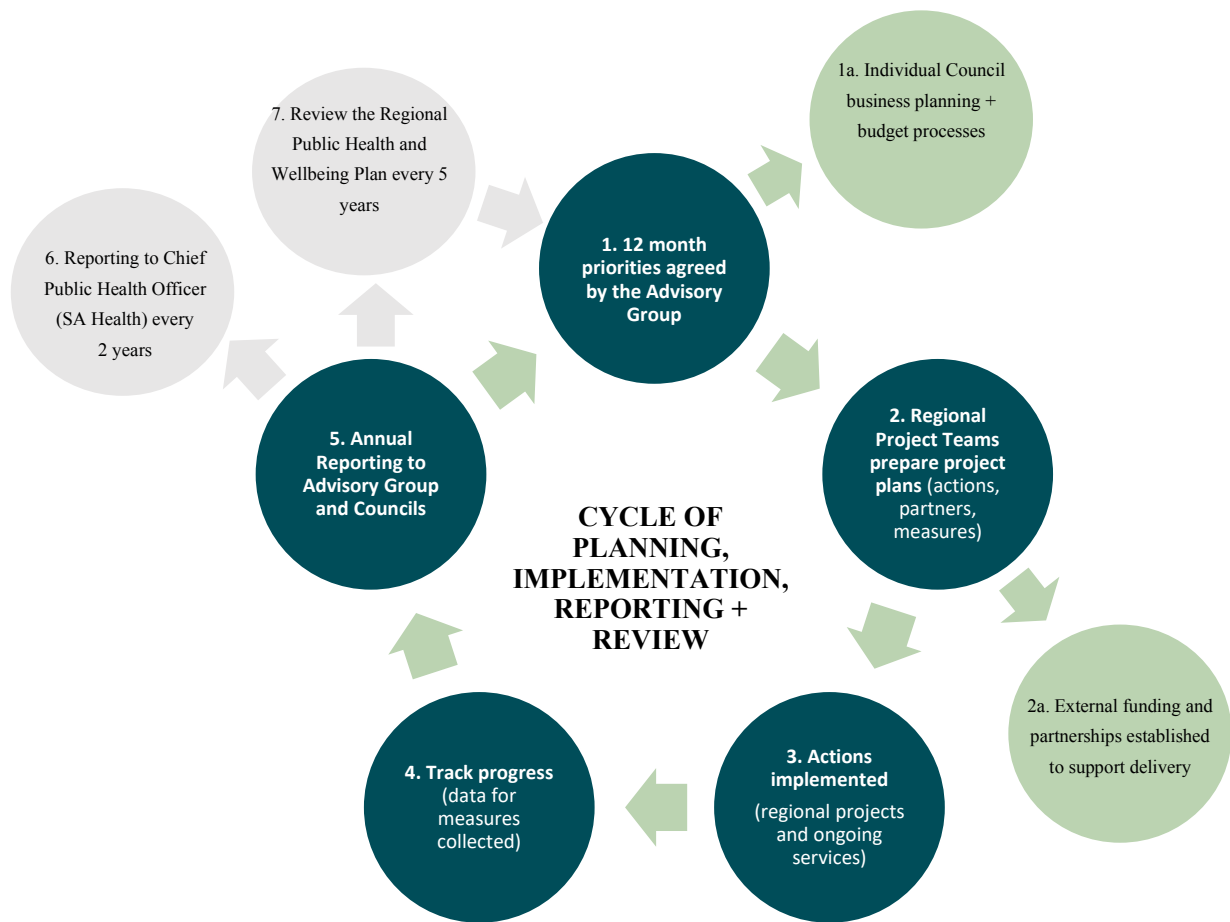


	Role	Membership
Regional Public Health Advisory Group	<p>To oversee the preparation, implementation, reporting and review of the Plan.</p> <p>Rotating chair by a CEO or senior staff member of one of the constituent councils (e.g. one per year) and supported by the Plan Coordinator.</p> <p>Meet quarterly.</p>	<p>A senior manager from the community services/planning or environmental health portfolios.</p> <p>One Elected Member from each constituent council- appointing one as the Chairperson for the Advisory Group or having an independent Chairperson.</p>
Plan Coordinator	<p>To project manage the development, review and reporting for the Plan.</p> <p>Assist with the delivery of regional projects, collaboration and advocacy.</p> <p>Collation and reporting of regional projects and associated data to the Advisory Group and SA Health.</p> <p>Responsible for calling Advisory Group meetings and managing their agendas and minutes.</p>	<p><u>Option A</u></p> <p>A rotating position between the councils. Suggest annual rotation.</p> <p><u>Option B</u></p> <p>New co-funded position (full or part time) to be explored. Councils to agree on level of funding to help support preparation, implementation, reporting and review of the Plan.</p>
Regional Project Leads	<p>To project manage delivery of a nominated regional project.</p> <p>To call, chair and minute actions from project working group meetings.</p> <p>To document project plans and ensure accountability of action delivery by project working group members.</p>	<p>A senior Council Manager to act as Project Sponsor to provide guidance and assist in any operational or political barriers.</p> <p>An operational staff member to act as the Regional Project Manager.</p>
Regional Project Working Groups	<p>To work collaboratively to plan and deliver regional “lighthouse” projects identified in this Plan.</p> <p>To gather and provide data relevant to the project to the Plan Coordinator for the purpose of regional reporting.</p>	<p>An operational staff member from each of the partnering constituent councils, and external regional stakeholders or service providers who provide services for people associated with a lighthouse project</p> <p>Led by the Regional Project Lead (see above).</p>

Delivery cycle: delivering the plan and tracking our progress

The plan will need to be delivered through a cycle of planning, implementation, reporting and review.

A description of each of the steps below is provided in the table on the following page.



Cycle step	Description	Who	How	When
12-month priorities agreed by the Advisory Group	Advisory Group meets to collaborate and prioritise on directions for the coming year. Most notably relating to the regional projects but other directions may be discussed relating to the Goals of this Plan or other emerging issues	Advisory Group	Workshop	Annually
1a. Individual Council business planning + budget processes	Each council secures council support for the activities for the year through its own business plan and budget processes	Each Council	As per council business plan and budget process	Annually
Regional Project Teams prepare project plans	Regional Project Teams convene to identify stakeholders, plan actions and measures of success (data collection requirements) Plan prepared by Project Lead	Regional Project Teams	Initiation meeting	Annually
2a. External funding and partnerships established to support delivery	Partnerships and external funding (where appropriate) established to support delivery of project actions	Regional Project Teams	Meetings with partners Funding applications	Annually
Actions implemented	Regional Project actions and other actions implemented across the year	Regional Project Teams Plan Coordinator Individual Councils	As per project plans	Throughout the year
Track progress	Data collected (based on measures agreed to at 2.) and regional project progress evaluated and reported to Advisory Group. Approaches adjusted as required to improve outcomes	Plan Coordinator (with Project Leads)	Collected as per project plans Project meetings to adjust approach Report tabled to Advisory Group meeting	Every 6 months
Annual reporting to Advisory Group and Councils	Prepare annual reports of progress for each regional project. Outcomes measured and considerations for following year identified.	Plan Coordinator (with Project Leads)	Report tabled to Advisory Group meetings and distributed to councils	Annually
Reporting to Chief Public Health Officer (SA Health)	Prepare a report to the Chief Public Health Officer (SA Health), as required by the Public Health Act, that collates the regional projects' evaluations from the annual reports	Plan Coordinator	Report emailed to SA Health	Every two years

Cycle step	Description	Who	How	When
Review the Regional Public Health and Wellbeing Plan	Review the Plan in light of what has gone well, gaps, emerging trends or new opportunities. Plan approved by constituent councils and the Chief Public Health Officer (SA Health)	Led by the Advisory Group and the Plan Coordinator	Research and engagement with Advisory Group, Project Teams, councils, stakeholders and community	Every five years

Further information and contacts

Further information on public health planning, regional trends and community and stakeholder engagement undertaken to prepare the plan can be found in the following documents:

- Review Report: Barossa, Light and Lower Northern Region Public Health and Wellbeing Plan (available from the constituent councils)
- Early Engagement Summary Report: Barossa, Light and Lower Northern Region Public Health and Wellbeing Plan (available from the constituent councils)
- Population Health Profile: Barossa, Light and Lower Northern Regions. Comprising of Adelaide Plains (DC), Barossa (DC), Gawler (T), and Light (RegC). (PHIDU, 2019)
- State Public Health Plan 2019-2024 (SA Health, 2019) sahealth.sa.gov.au/statepublichealthplan

Adelaide Plains Council

apc.sa.gov.au
info@apc.sa.gov.au
08 8527 0200

Town of Gawler

gawler@sa.gov.au
council@gawler.sa.gov.au
08 8522 9211

Barossa Council

barossa.sa.gov.au
barossa@barossa.sa.gov.au
08 8563 8444

Light Regional Council





light.sa.gov.au
light@light.sa.gov.au
08 8525 3200

The councils acknowledge that some statistics may raise concern for people in our community. If the information raises concern for you, please contact one of the services below:

- lifeline – 13 11 14 www.lifeline.org.au
- Kids Helpline (5-25 years) – 1800 55 1800 www.kidshelpline.com.au

15.7 REGIONAL PUBLIC HEALTH AND WELLBEING PLAN – SECTION 52 PROGRESS REPORT**Record Number:** D22/55407**Author:** Manager Regulatory**Authoriser:** General Manager - Development and Community

Attachments:

1. Barossa, Light and Lower Northern Region Public Health and Wellbeing Plan [↓](#) 
2. Regional Public Health and Wellbeing Plan Section 52 Report 
3. Section 52 Report - Appendix 1 [↓](#) 
4. Section 52 Report - Amendments [↓](#) 

EXECUTIVE SUMMARY

- Under Section 52 of the *South Australian Public Health Act 2011* councils are required to report every two years to the Chief Public Health Officer (CPHO) on the implementation of Regional Public Health Plans.
- Council has a new Regional Public Health Plan which it shares with The Barossa Council, Light Regional Council and Town of Gawler, which it adopted in 2022. It replaces the previous *Barossa, Light and Lower Northern Region Public Health and Wellbeing Plan* ('the Plan') (**Attachment 1**), against which the biennial report is now required.
- The shared progress report for the period 1 July 2020 to 30 June 2022 was submitted to the CPHO on 20 October 2022, noting that content still needed to be adopted/endorsed by the relevant regional councils but that this couldn't occur during the caretaker period of Council elections.
- The collaborative report and associated appendix (**Attachments 2 and 3**) were developed with the assistance of consultant Healthy Environs in conjunction with staff from the four councils, and outlines the achievements of the councils over the reporting period. In particular it details key findings for each Council, and includes emerging public health issues and opportunities.
- Council is now required to endorse the progress report, noting some minor amendments which are summarised in **Attachment 4**.

RECOMMENDATION

"that Council, having considered Item 15.7 – *Regional Public Health and Wellbeing Plan – Section 52 Progress Report*, dated 19 December 2022, receives and notes the report and in doing so adopts the Adelaide Plains Council component of the biennial Regional Public Health and Wellbeing Plan Section 52 Report contained in Attachments 2 and 3, noting the amendments outlined in Attachment 4."

BUDGET IMPACT

Estimated Cost:	\$ 1,500
Future ongoing operating costs:	Operational budget allocated to undertaking public health planning activity
Is this Budgeted?	Yes

RISK ASSESSMENT

By adopting the recommendation Council will meet the legislative reporting requirements of the *South Australian Public Health Act 2011*. If the recommendation were not to be adopted then Council would potentially delay the ability of the Chief Public Health Officer to provide a copy of the report to the Minister as required by legislation.

DETAILED REPORT

Purpose

To seek Council's endorsement of the *Barossa, Light and Lower Northern Region Public Health and Wellbeing Plan* biennial progress report submitted to the Chief Public Health Officer (CPHO), as required by the *South Australian Public Health Act 2011*.

Background

The *State Public Health Plan* recognises Council as a primary health provider, with a role to lead and coordinate on behalf of our community, deliver services and initiatives and to advocate, regulate and partner with other agencies as appropriate. The State Plan does not imply that Council's area of responsibility should increase to encompass all aspects of public health. Rather, it is acknowledged that protecting, promoting and improving public health requires the effort and interventions of local, state and commonwealth governments, along with non-government and private providers.

The *South Australian Public Health Act 2011* (the Act) aims to provide a modernized, flexible legislative framework, to ensure South Australia better responds to new public health challenges as well as traditional hazards. Under Section 51 of the Act Council is required to develop a Public Health Plan to protect, improve and promote community health and wellbeing.

The Minister for Health and Ageing formally approved regional collaboration to develop a Health and Wellbeing Plan on 18 December 2013. The Barossa, Light, Gawler and Mallala (Adelaide Plains) Councils subsequently worked together to develop and implement a Public Health and Wellbeing Plan for the region (**Attachment 1**). The Plan (which was replaced in July 2022 with a new plan) identified local actions, key partnerships and key issues for the regional councils.

Section 52 of the Act requires Councils to report to the CPHO on regional Public Health Plans every two years. The report must contain a comprehensive assessment of the extent to which, during the reporting period, the Council has progressed implementing its Plan. The reporting is intended to assist in building a shared understanding of Council achievements in implementing their plans, with a focus on local priorities, key strategies and actions.

Three previous regional progress reports have been provided to the CPHO, in 2016, 2018 and 2020.

Discussion

The shared progress report for the period 1 July 2020 - 30 June 2022 was submitted to the CPHO on 20 October 2022, noting that council-specific content still needed to be adopted/endorsed by the relevant regional councils. This process has been delayed due to the local government elections.

The Regional Public Health and Wellbeing Plan Working Group made up of representatives from the four Councils worked together to ensure that a comprehensive report was presented to the CPHO.

Consistent with the process used in 2020, the working group engaged a consultant, Healthy Environs, to assist with the preparation of the progress report. Healthy Environs assisted with the development of the original plan, so they were well placed to assist with the project.

The consultant met with a cross section of staff representatives from each of the four Councils in early September 2022 to work through the plan and identify Council specific actions and achievements. A draft report and associated appendix document was prepared by the consultant

and forwarded to the relevant councils, prior to a final version being prepared for submission to the CPHO (**Attachments 2 and 3**).

The report outlines the achievements of the four councils over the reporting period. In particular it provides key findings for each Council. Emerging public health issues and opportunities were also presented in the report.

It is recommended that the report be endorsed subject to some minor changes outlined in **Attachment 4**. These amendments will be forwarded to the CPHO.

Conclusion

The *South Australian Public Health Act 2011* requires Councils to report every two years to the CPHO on the implementation of Regional Public Health Plans. The attached regional progress report was submitted on 20 October 2022, however due to the local government elections caretaker period, still requires the endorsement of Council. Endorsement is recommended, subject to outlined amendments being provided to the CPHO.

References

Legislation

South Australian Public Health Act 2011

Council Policies/Plans

Strategic Plan 2021-2024 Proactive Leadership

A Sustainable Region for a Healthy Community

Barossa, Light and Lower Northern Region
Public Health and Wellbeing Plan

Part A – The Plan





Healthy Environs Pty Ltd has prepared this Plan for the Barossa, Light and Lower Northern Region Public Health Plan Project Team. The Project Team comprises staff representatives from the four regional Councils (The Barossa Council, Town of Gawler, Light Regional Council, District Council of Mallala) and Regional Development Australia Barossa.

Date of issue: 18/07/14

Status: Final

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Appendices

Appendix A – The Spectrum of Public Health Action

Appendix B – Organisations Represented at the Stakeholder Forums

Acknowledgements

We would like to thank representatives of the following organisations for their contribution towards the development of the Regional Public Health and Wellbeing Plan through our Regional Stakeholder Forums:

- *Country North Medicare Local*
- *Northern Adelaide Medicare Local*
- *Department for Health and Ageing (including regional Country Health SA representatives)*
- *Regional Health Advisory Councils*
- *Local Government Association of SA*
- *Department for Planning Transport and Infrastructure*
- *Department for Education and Child Development (Elsie Ey Children's Centre)*
- *Northern Adelaide Waste Management Authority*
- *Barossa Sustainable Environs Committee*

Executive Summary

Councils have a key role in providing supportive environments for their communities to lead healthy lifestyles. The Barossa Council, The Town of Gawler, Light Regional Council and the District Council of Mallala have worked in collaboration with Regional Development Australia (Barossa) to develop this Public Health and Wellbeing Plan for the 'Barossa, Light and Lower Northern Region'. The planning process has been an opportunity to collectively identify public health priorities for the region and to establish a coordinated approach to promoting community wellbeing.

The Regional Public Health and Wellbeing Plan has been developed in accordance with Local Government's responsibilities under the South Australian Public Health Act 2011. The Plan aims to promote better community health through harnessing regional strengths, such as:

- *A quality natural environment.*
- *Quality recreational facilities, open space and trails.*
- *Town character and amenity.*
- *A resilient and active community.*
- *Effective regional collaboration and action across a variety of areas (including open space planning, climate change, community services and emergency management).*

The Plan also considers the key health and wellbeing issues facing the community, including:

- *Areas of social disadvantage.*
- *High school attainment and employment opportunities for youth.*
- *The need to support community involvement and life-long learning for an ageing population.*
- *Chronic disease risk factors in the community including higher levels of obesity and smoking than the metropolitan average.*
- *Smoking levels amongst pregnant women.*
- *The need to address social isolation and promote overall community wellbeing (happiness) through connective communities.*
- *The need to maintain adequate standards of environmental health protection.*

*The Regional Public Health and Wellbeing Plan adopts a holistic approach to providing supportive social, natural, built and economic environments to support the community to live well. Commitments are outlined for achieving a regional vision of a **'healthy, happy and connected community'**, through:*

- *Promoting community and stakeholder ownership of public health priorities for the region through regional engagement and collaboration.*
- *Supporting the community's capacity to live a healthy lifestyle through community participation, knowledge and support.*

- *Providing a regional environment that protects and improves the community's health through planning, education and regulatory enforcement.*
- *Supporting the health of the community through a thriving economy.*

It is intended that the Plan be integrated with the Strategic Management Plans of each Council. Public health policy commitments will be reviewed every five years in accordance with the SA Public Health Act 2011. Cementing the recommended regional governance structure for the Plan's implementation is a key priority for this initial planning cycle.

1. Introduction

The Barossa Council, the Town of Gawler, Light Regional Council and the District Council of Mallala (which comprise the Barossa, Light and Lower Northern Region) have committed to a regional approach towards public health planning. The Councils have led the planning process, with the support of Regional Development Australia (RDA) Barossa and other stakeholders, to improve public health and community wellbeing in the region.

This Regional Public Health and Wellbeing Plan has been developed to address the requirements of the *South Australian Public Health Act 2011*, which establishes a State and Local Government framework for protecting and promoting public health.¹

This is the first Public Health and Wellbeing Plan to be developed at a regional level. The Plan recognises and builds upon regional initiatives already in place to support community health. It aims to set the foundation for ongoing regional collaboration to address local public health priorities and has regard to the priority areas of the State Public Health Plan: *South Australia a Better Place to Live*.² The Plan is presented in 3 Parts:

- **Part A The Plan** – sets the vision, strategic directions and actions for public health and wellbeing.
- **Part B The State of Health** – details the attributes of the region and the research findings for the regional state of health assessment.
- **Part C The Planning Process** – details the process undertaken to develop the Plan.

The four regional Councils have an important role in planning local environments to support a stronger healthier community. The Councils have embraced the planning process as an opportunity to:

- Improve regional collaboration for community health.
- Improve awareness of public health considerations across Council functions.
- Build on Council relationships with key community and government agencies.
- Strengthen Council health protection functions.



This Plan recognises that good health is not only about preventing illness, its about promoting the positive aspects of health and a person's overall state of wellbeing.

Health is 'an everyday resource – the capacity to adapt to, respond to, or control life's challenges and changes' ³

'Public health means the health of individuals in the context of the wider health of the Community'²

2. The Role of the Regional Councils in Public Health

This Plan addresses the role of the four Councils as a 'Public Health Authority' under the *SA Public Health Act 2011*. Being identified as a 'Public Health Authority' recognises the important role traditionally played by Local Government in public health and the wide range of Council functions which influence community health and wellbeing.

The scope of this first 'Regional Public Health and Wellbeing Plan' for the Barossa Light and Lower Northern Region addresses how the four Councils can influence the social, economic and environmental 'determinants of health' within their communities (refer to Appendix A – the spectrum of public health action). The development of the Plan has considered how public health and wellbeing can be integrated with the current roles of the Councils in the following areas:

- **Community development and services for health** – how wellbeing can be influenced through community development functions, community services, social infrastructure and community facilities (such as: libraries and community centres) and arts and cultural events.
- **Physical environments for health** – how the Councils can promote improved public health through: urban planning, asset and infrastructure planning, environmental management and regulatory functions (environmental health, animal management, planning and building).

Importantly, this Plan acknowledges that the Councils do not have sole responsibility for managing public health. A concerted effort across all levels of government is needed to address the health priorities for the region. This Plan provides a platform for recognising the roles of other agencies and for advocating for regional public health needs. The Plan also seeks to complement the responsibility of the health care system for primary prevention and recognises the important role of Local Health Networks (LHNs), Country Health Advisory Councils (HACs) and the Commonwealth funded Medicare Locals in primary prevention and population health.

‘Public health planning through the Plan and by Local Councils provides an opportunity for greater partnerships with LHNs and Medicare Locals in situations where there are joint concerns for population health. The Chief Public Health Officer will foster improved partnerships and coordinate opportunities for greater engagement between Councils, LHNs and Medicare Locals where relevant’.²

3. Building a Sustainable Region for a Healthy Community

The Barossa, Light and Lower Northern Region Public Health and Wellbeing Plan is presented based on the dimensions of supportive environments for health (community and cultural wellbeing, natural and built environment and economic wellbeing). It also sets strategies for governance and regional partnerships for public health.

Recognising the broader environmental factors which influence public health and wellbeing, the strategic plans of each Council already incorporate a range of objectives which contribute to promoting healthy communities. The key policy elements of the four Council Strategic Plans, relevant to promoting community wellbeing are summarised in Figure 1.^{4,5,6,7}

Figure 1 – Council Commitments for Wellbeing



RDA Barossa recognises 'health and wellbeing' as a key priority for economic growth in the region.⁸ The regional roadmap emphasises the importance of a preventative health approach and promoting the benefits of exercise, social interaction, arts and recreation, to support vibrant communities. The provision of health services to meet the demands of a growing population in the region is also a key priority.⁸

RDA Barossa's vision for the region 'is enhanced quality of life for all, derived through quality jobs in quality environments: cultural, social, ecological and economic'.⁸

This Plan recognises the following principles of the regional roadmap for enhancing community health and wellbeing:⁸

- Communities and townships are incubators for healthy populations.
- Connected communities thrive.
- Confident communities achieve.
- Innovative communities lead.
- Lives are enhanced by music and art and conviviality.



4. Why Plan for Public Health and Wellbeing?

Through public health planning the region can respond to current and emerging health challenges facing the community.

Councils have traditionally made a substantial contribution to the health of their communities. Immunisation, building and planning standards, food safety and environmental health regulation, have contributed towards protecting the community from disease and improving living conditions.² Public health interventions have contributed to managing the risk of infectious disease in our communities.

‘South Australia in the 21st century still faces significant public health challenges’.² The public health planning process (as required by the *SA Public Health Act 2011*) recognises that we need to maintain effective public health protection systems for the control of infectious diseases as well as address emerging public health issues, such as:

- Increasing chronic disease (those diseases that are related to preventable risk factors, such as diabetes and heart disease).
- New or re-emerging infectious diseases.
- Public health risk factors such as excessive use of tobacco and alcohol.
- The global challenge of climate change and the potential implications on public health.

The Barossa, Gawler, Light and Mallala Councils are committed to comprehensively assessing the ‘State of Health’ of the region and consulting with the community on an on-going basis, to determine the public health priorities to be addressed.⁹ This ‘State of Health’ research will be undertaken with each planning cycle (every five years) to monitor new or emerging issues for the region. The process will draw on supporting data and guidance provided by the South Australian Department for Health (SA Health) and the Local Government Association of South Australia (LGA of SA). The Councils will also keep up to date with public health issues for the State as whole, through the State of Public Health for South Australia Report.¹⁰

South Australia in the 21st century still faces significant public health challenges – making sure that infectious diseases are under control through effective immunisation and other prevention programs; remaining vigilant and prepared to respond to new or re-emerging infectious conditions, particularly those that threaten to become pandemics; and dealing with the growing wave of non-communicable conditions that arise out of a range of common risk factors (e.g. overweight and obesity, reduced opportunities for physical activity, overabundant availability of energy-dense, nutrition-poor foods in combination with poor access to nutritious food).²

5. Snapshot of the Region

To inform the development of the Regional Public Health and Wellbeing Plan, a State of Health review for the 'Barossa, Light and Lower Northern Region' was undertaken (research findings are detailed in the Part B State of Health Report).⁹ A snapshot description of the region and key characteristics to consider for community health and wellbeing is presented in the following sections.^{9,11}

5.1 Our Population

The Barossa, Light and Lower Northern region of Councils has a population of approximately 66,800 and is expected to grow to about 170,000 over the next 30 years.¹² The area has a relatively young population with above average school aged and younger children, above average numbers of people aged between 45 and 64 years and a high proportion of families with children.¹²

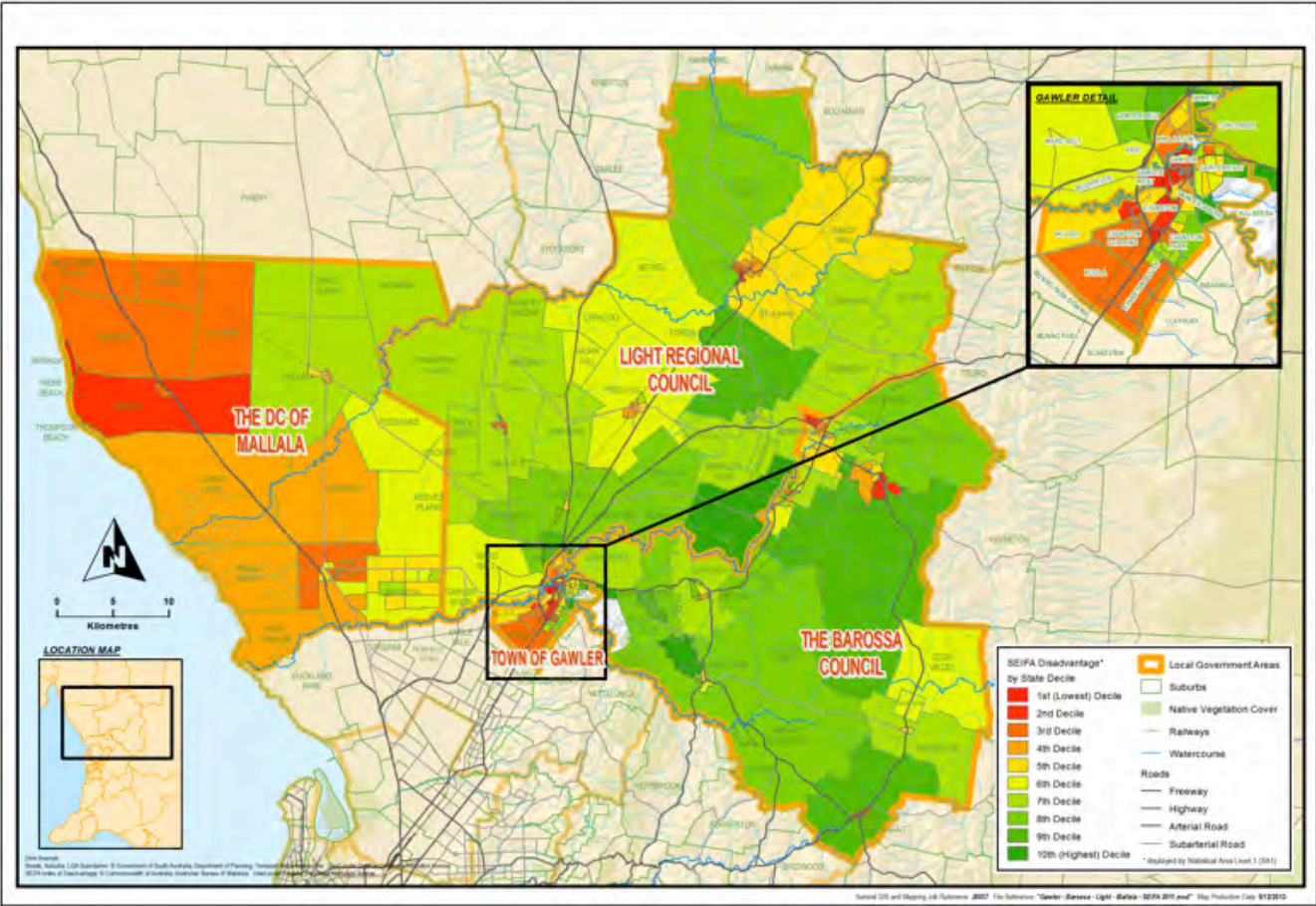
In comparison with the metropolitan area overall, the percentage of residents born overseas is small. The proportion of the population born in Italy is highest in the District Council of Mallala (0.8%).¹³ Other populations represented include India and China but in much lower numbers compared to the metropolitan area. A small proportion (0.3%) of the overseas-born population reported in 2011 that they had poor proficiency in English and there was little variation across the region.¹³

The proportion of Aboriginal people living in the region is smaller than the metropolitan area. Within the region, the highest proportion of Aboriginal people live in the District Council of Mallala.¹³

The Index of Relative Social Disadvantage (IRSD) measures the relative level of socio-economic disadvantage based on a range of Census characteristics. Overall, Mallala and Gawler Councils have greater areas of disadvantage. Small areas of disadvantage exist within the Light and Barossa Council areas (as shown in Figure 2).¹³



Figure 2 – Index of Social Disadvantage



5.2 Our Community and Culture

Our Community's Strengths and Challenges for Health and Wellbeing

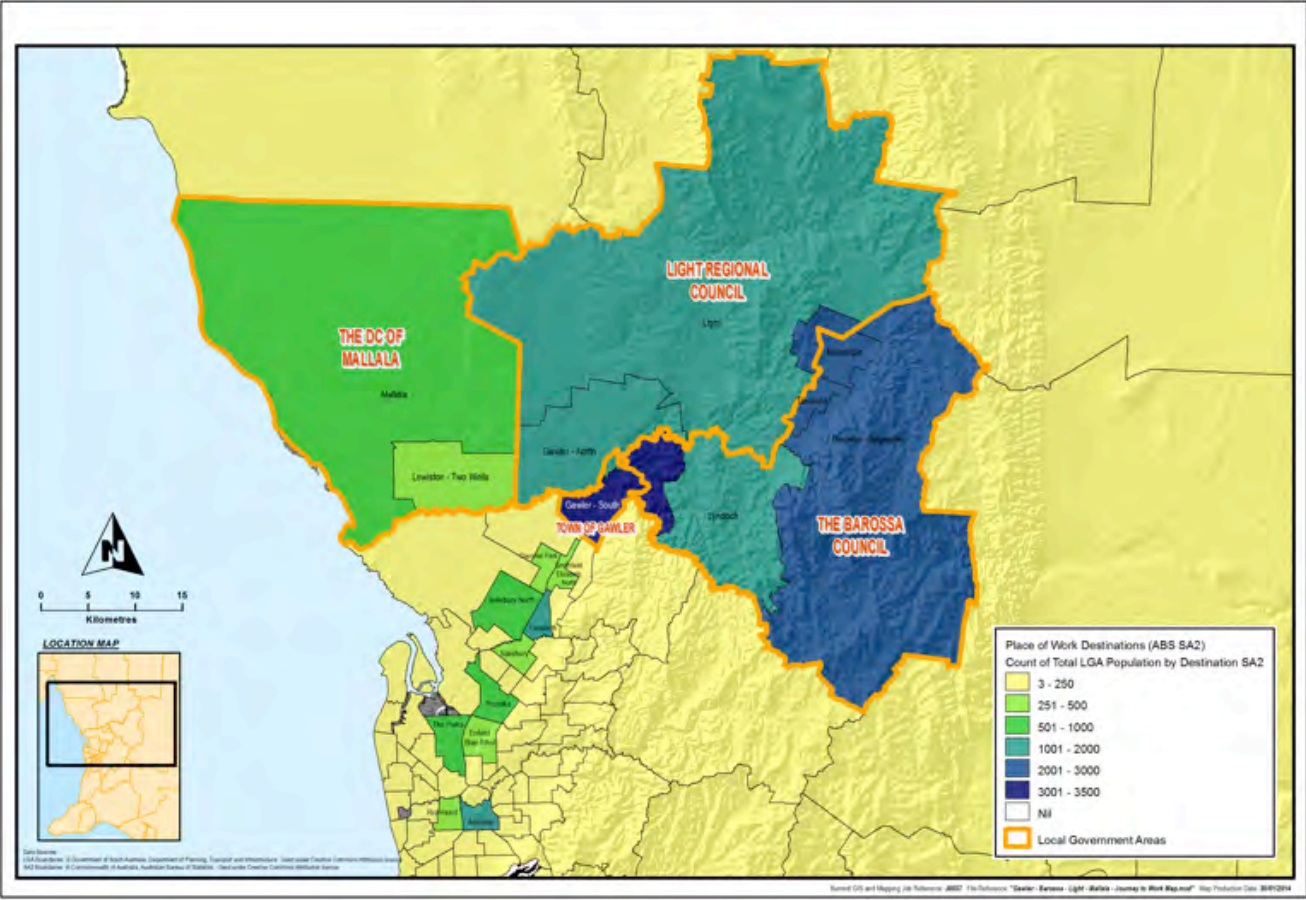
- Our community feels supported – the majority of people in the region consider that they are 'able to get support in times of crisis' (92.2%).¹³
- We have many active volunteers – 18% (Mallala), 19% (Gawler), 27% (Barossa).¹⁴
- A high number of residents access resources through regional libraries - 38,768 library memberships across the region.
- The region has a strong arts, culture and events focus.
- We have a lower percentage of young people in the region in full-time secondary education compared to metropolitan Adelaide - 13.9% compared to 16.2%.¹³
- A high percentage of our community care for others - 12.2% of the regional population provides unpaid assistance to persons with a disability.¹³
- There are chronic disease risk factors in the community¹³ –
 - The smoking rate (adults smoking on a daily basis) in the region was estimated at 21.1%, which was higher than the metropolitan average of 18.9%.
 - The estimated obesity rate for males in the region was 18.1%, which was above the metropolitan area overall (17.3%). The LGAs of Mallala and Gawler both had the highest estimated obesity rate in the region of 20.1%.
 - The extent of physical inactivity among the adult population in the region (35.4% of the adult population) was consistent with the estimated rate in the metropolitan area (35.1%). Mallala was the only area with a higher rate of 37.2%.
- There are childhood health risk factors in the community: ¹³
 - During 2008 to 2010, 15.7% of women in the region reported smoking during their pregnancy. This was above the metropolitan average rate of 13.0%.
 - The proportion of children in the region who were fully immunised at five years (2011 to 2012) of age was 90.9%. The lowest proportion was in Mallala Council (87.2%).
- Our region requires adequate access to health services ¹³
 - The rate of children aged 0-19 years who were clients of Child and Adolescent Mental Health Service (based on 2008 to 2010 data) was higher than the metropolitan area (particularly in Gawler and Mallala).
 - People in our region (aged 18 years and over) perceive they have difficulty accessing health services.
 - Health and community services in the region need to meet the demands of a growing and ageing population profile.

5.3 Our Economy

Our Economic Strengths and Challenges for Health and Wellbeing

- We have diverse industries within our region incorporating livestock and horticulture production, grain production and permaculture and world-renowned wine, food production and tourism.⁸
- We have various projects underway to revitalise our main streets and town centres including: the Nurioopta Place Making Project, the Greenock Main Street Project, Kapunda Event Space Infrastructure, Murray Street upgrade in Gawler and the Two Wells town centre re-development.
- Higher-speed fixed wireless internet services and satellite infrastructure is planned for most of the region.
- The top five employment sectors in the region in 2012 were manufacturing, retail trade, agriculture, forestry and fishing, health and community services and education and training.
- In 2011, the proportion of 15 to 19 year olds in the region engaged in full time work or study was 80.5%, comparable to that in the metropolitan area overall (80.9%).¹³
- Figure 3 illustrates the location of employment for all residents in the region who are above 15 years of age. The City of Adelaide and the suburb of Elizabeth are the most common employment destinations outside of the region.

Figure 3 – Place of Work Destinations (for people living in the region above 15)



5.4 Our Natural and Built Environment

Our Environmental Strengths and Challenges for Health and Wellbeing

- Significant urban development and population growth is proposed for the region. This needs to be planned in a manner, which protects the natural and built character of the region and premium farming land.
- Recent demand growth has reduced housing affordability in the region. In 2011 the level of rental stress was also above the metropolitan average with 27.2% of low income families in this category (30.9% in the LGA of Gawler).¹³
- Concern has been raised regarding isolation of residents and difficulty in accessing services caused by limited transport options, particularly for public transport. North-south transport links are considered reasonable but east-west linkages are poor.
- Population growth projected to 2036 indicates that open space at its current levels will fall below the benchmark for each Council apart from Mallala and reinforces the need for Councils to prepare and implement policy that will support the retention of 9 hectares as minimum provision.¹²
- The region offers a network of local cycling and walking trails, the majority of which are in the Barossa Council area.
- There are a range of priorities recognised for protecting and enhancing natural resources in the region, incorporating: biodiversity management, water resource management, protection of remnant vegetation, catchment management, climate change adaption and coastal protection.
- There are potential direct and indirect social and public health impacts on the region resulting from forecasted climate change (forecasted increase in temperature, reduced rainfall and sea level rise).¹⁵
- The region needs to be prepared for potential emergency events such as bushfires, flooding, extreme weather, fuel and electricity shortages, animal and plants diseases and public health risks (human epidemic/pandemic and food and drinking water contamination).
- Preserving clean and green food production in the region is important for sustaining the food production sector and associated tourism. In 2012/13 Councils regulated food safety standards across 732 food businesses in the region.
- Infrastructure for water distribution and re-use is critical to the development of the region. Major projects such as the Gawler River Water Project are of key importance. Safe wastewater management and re-use through Council wastewater management schemes needs to be managed. Council regulation of on-site wastewater systems is a significant activity for the rural Councils in the region, with 491 applications assessed in 2012/13.

- Councils support public health through the provision of regular waste management services. In 2012/13 the region disposed of 12,585 tonnes of waste to landfill and recycled 8,889 tonnes of recyclable and green organic material from kerbside collection services. The region is experiencing increasing incidents of illegal dumping.

6. Our Vision for a Healthy Community

6.1 Vision

The Barossa, Light, Gawler and Mallala Councils seek to build partnerships to achieve our vision of a:

‘A healthy, happy and connected community’.

6.2 Priority Areas and Mission

Our priority areas are:

1. A Regional Framework for Public Health

Our mission is to promote community and stakeholder ownership of public health priorities for the region through regional engagement and collaboration.

2. Community and Cultural Wellbeing

Our mission is to support our community’s capacity to live a healthy lifestyle through community participation, knowledge and support.

3. Natural and Built Environment

Our mission is to provide a regional environment that protects and improves the community’s health through planning, education and regulatory enforcement.

4. Economic Wellbeing

Our mission is to support the health of our community through a thriving economy.

6.3 Our Measures of Success

Our measures of success will be monitored through our State of Health research which is undertaken every five years as required by the *SA Public Health Act 2011*. These measures may be:

- directly **controlled** through Council functions;
- **influenced** through collaboration with other organisations; or
- addressed through **advocacy** for action by relevant organisations.

Our proposed measures of success for public health and wellbeing are outlined in Table 1.

Table 1 – Measures of Success

Priority Area	Measure of Success
1. A Regional Framework for Public Health	1.1 Stakeholder involvement in the implementation and reporting on the Regional Public Health and Wellbeing Plan beyond Councils
2. Community and Cultural Wellbeing (refer Section 5.2 of the State of Health Report)	2.1 Increased levels of community participation in: Council services (facilities, programs and projects), volunteering and Council engagement.
	2.2 An increased percentage of children are fully immunised at five years.
	2.3 Councils have implemented policies for smoke free community events.
	2.4 The community considers they have adequate access to community and health services.
3. Economic Wellbeing (refer to Section 5.3 of the State of Health Report)	3.1 There is increased diversity of economic sectors across the region.
	3.2 Levels of employment across age groups are maintained or improved.
4. Natural and Built Environment (refer to Section 5.4 of the State of Health Report)	4.1 There is increased housing choice and affordability.
	4.2 Implementation of priority recommendations in regional and local Open Space and Recreation Plans.
	4.3 Waste disposed to landfill is reduced.
	4.4 There are reduced incidents of illegal dumping.
	4.5 Measures are in place to protect the region's built heritage and natural environment.
	4.6 Councils are meeting internal performance measures for relevant safety and public health enforcement: complaint investigation, inspection frequencies and permitting activities

Note: Our measures of success will be monitored through our State of Health research assessments undertaken every five years. The first assessment was completed in 2014. The results are summarised in the Part B State of Health Report.

6.4 Key Principles

This Plan is underpinned by a number of principles and approaches (as referenced in the *SA Public Health Act 2011*):¹

Precautionary Principle	We will adopt a precautionary approach to managing public health risks.
Sustainability principle	Our focus is on the promotion of regional social, economic and environmental sustainability to support good health.
Prevention principle	We will support pro-active intervention to prevent health conditions in the community.
Population focus	The focus of this Plan is on the broader health of the population as a whole, with a consideration of vulnerable groups in the region.
Equity principle	We will consider the health disparities between groups within our community. Our focus will be to support equitable benefits and services across the regional population.
Partnership	We recognise that addressing health priorities for the region requires involvement across a range of sectors and stakeholders.

7. Strategic Directions for Health and Wellbeing

The Barossa, Light, Gawler and Mallala Councils are adopting an integrated approach to achieving our vision of a **'healthy, happy and connected community'**. Our strategic directions consider the aspects of our region's social, economic and natural and built environment which support the health of our community. Our commitments to promoting public health and wellbeing focus on the four priority areas:

1. A Regional Framework for Public Health
2. Community and Cultural Wellbeing
3. Natural and Built Environment
4. Economic Wellbeing

For each commitment area, references to Council strategic plan priorities and relevant regional and State strategies are highlighted.

References to the following Strategic Priority (SP) themes of the State Public Health Plan: A Better Place to Live' are also provided: ²

- Strategic Priority 1 – Stronger and Healthier Communities and Neighbourhoods for All Generations
- Strategic Priority 2 – Increasing Opportunities for Healthy Living, Healthy Eating and Being Active
- Strategic Priority 3 – Preparing for Climate Change
- Strategic Priority 4 – Sustaining and Improving Public and Environmental Health Protection

The following rating system has been used to guide the Public Health Project Team in implementing and managing each commitment:

Status Ratings for Implementation and Management Commitments

★	This commitment area is adequately addressed through other Council or regional projects and strategies. It is recommended that the Public Health Project Team monitor progress of these initiatives in consultation with the relevant Project Managers.
★★	Further development is needed to integrate public health considerations into existing processes, projects or strategies. This integration needs to be guided by the Public Health Project Team.
★★★	This is a new strategy or project to be implemented and coordinated through the Public Health Project Team.

7.1 The Role of Councils

Developing a Regional Public Health and Wellbeing Plan enables Council, stakeholder organisations and residents to develop a shared understanding of the health and wellbeing priorities for the region. Councils have a range of roles (highlighted below) and cannot act alone to address all of the commitments outlined in the Plan. Councils can recognise and support community driven action, work in partnership with other organisations as well as advocate for funding, policy and programs at the State and Federal level. The Barossa, Light, Gawler and Mallala Councils can also aim to ensure that their organisational processes, policies and programs consider public health and wellbeing.

The range of Council roles in achieving the commitments outlined in the Plan can be summarised as follows:¹⁶

- **Service Provider**
 - Direct – Responsible for funding and providing a service to the community.
 - Partner – Contributes funds and/or other resources towards a service or initiative that is delivered in partnership with other organisations.
 - Agent – Provides a service funded by or on behalf of others which involves hosting or other use of Council resources to fill particular needs in the community.
- **Regulator** – Required by legislation to fulfill a particular role or function in the interest of the public. This requires Council to perform/discharge statutory powers, functions and duties.
- **Owner custodian** – Council owns and/or manages public infrastructure, community facilities, reserves, parks and gardens.
- **Advocator** – Represents the interests of the local community, by lobbying other tiers of government and the private sector for improved services and amenities.
- **Facilitator** – brings together or connects people and groups to pursue issues, opportunities or shared interests.
- **Leader** – Provides leadership and guidance to the community in the pursuit of various goals and opportunities.

Note: Some commitments may require a combination of Council roles and approaches.

7.2 Regional Stakeholders for Health and Wellbeing

The Barossa, Light, Gawler and Mallala Councils recognise the important role of a range of government and community stakeholders in influencing public health in the region. As part of the planning process, Regional Stakeholder Consultation Forums were held to discuss key issues, current initiatives and opportunities for promoting health in the region. The organisations represented at the Regional Forums are listed in Appendix B (further detail of the planning process is provided in the Part C Planning Process Report).

This Plan identifies a range of stakeholders for the priority areas (Sections 7.3 to 7.6). Most of these organisations already work collaboratively with the Councils on current initiatives. For new projects and strategies, the Public Health Project Team will undertake further consultation with relevant stakeholders regarding opportunities and roles for the Plan's implementation.

7.3 A Regional Framework for Public Health

‘The protection and promotion of public health requires collaboration and in many cases, joint action across various sectors and levels of government and the community’.²

There is significant commitment and work already underway in the region for community health. However, there is opportunity to more effectively deliver initiatives through collaboration across agencies, information sharing and providing further support for community driven action.

Our mission is to promote community and stakeholder ownership of public health priorities for the region through community engagement and regional collaboration.

Our Stakeholders - RDA Barossa, LGA of SA, SA Health: Country Health SA (Barossa, Hills, Fleurieu Region), Country North SA Medicare Local and Northern Adelaide Medicare Local.

Commitment	Status	Actions	Strategic Linkages
1. Regional Partnerships for Public Health			
1.1 Maintain a partnership across the four regional Councils to oversee the Plan implementation	☺☺	<ul style="list-style-type: none"> Continue the Regional Public Health Planning Project Team (comprising representatives of the four Councils) Nominate a Public Health Planning representative 	Local Gawler Strategic Plan – Strategic Direction (SD) 5.
1.2 Build on regional stakeholder partnerships for public health	☺☺☺	<ul style="list-style-type: none"> Establish a Regional Public Health and Wellbeing Stakeholder Reference Group for: <ul style="list-style-type: none"> Providing advice to Councils (meetings quarterly) Consultation and involvement on the Regional Public Health Plan initiatives Development of an Implementation Plan outlining stakeholder roles Contribution towards biennial public health plan reporting On-line/electronic discussion forum Liaise with Medicare Local Health Clusters and HACs which apply to the region Liaise with SA Health regarding ‘public health partner authority’ 	Barossa Strategic Plan – Focus Area 4 Mallala Strategic Plan – Goal 5 Light Strategic Plan – Section 2 Regional RDA Roadmap Priorities: <i>Health and Wellbeing</i> State - SA: A Better Place to Live - <i>System Building Actions</i>

☺ = Adequately addressed ☺☺ = Further development required ☺☺☺ = New initiative

Commitment	Status	Actions	Strategic Linkages
1.3 Assess opportunities for regional Council service delivery and programs	✳✳	<p>opportunities of relevance to the region</p> <ul style="list-style-type: none"> Continue current regional Council programs across climate change, community services, youth development, home and community care. Establish a regional Environmental Health Officers network to review approaches towards: enforcement procedures, squalor committee, immunisation services 	

✳ = Adequately addressed ✳✳ = Further development required ✳✳✳ = New initiative

7.4 Community and Cultural Wellbeing

Levels of social support, social exclusion and poor social and economic circumstances are recognised as key factors, which can affect health.¹⁵ Local government can play a key role in providing the social infrastructure, opportunities for social interaction and cultural recognition, which contribute to community health and wellbeing.

Our mission is to support our community's capacity to live a healthy lifestyle through participation, knowledge and support.

Our Stakeholders – RDA Barossa, LGA of SA, SA Health: Country Health SA (Barossa, Hills, Fleurieu Region) and the Immunisation Section, Volunteers SA, Country North SA Medicare Local, Northern Adelaide Medicare Local, Libraries SA, Barossa Area Health Service Medical Staff Society.

Commitment	Status	Actions	Strategic Linkages
2. Supporting Capacity for Health			
2.1 Support current programs for youth education and employment in the region	✱	<ul style="list-style-type: none"> Advocate and raise awareness for youth education support programs in the region (such as Innovative Community Action Networks (ICAN Barossa)) Implement youth recognition/awards for educational achievements Implement early childhood literacy programs in libraries 	Local – Gawler Strategic Plan - SD 5 Barossa Strategic Plan – Focus Area 4
2.2 Promote life-long learning opportunities through Council libraries	✱	<ul style="list-style-type: none"> Promote library education resources to the community Advocate for educational facilities in the region (in collaboration with the RDA) Advocate for high-speed internet access in the region (in collaboration with the RDA) Continue to implement lifestyle programs at community centres 	Local – Mallala Strategic Plan – Goal 5 Light Strategic Plan – Section 2 Regional – RDA Roadmap Priorities: <i>Health and Wellbeing</i> State - SA: A Better Place to Live: <i>System Building Actions</i>
3. Promoting Community Strengths			
3.1 Encourage community participation across all ages and abilities	✱✱	<ul style="list-style-type: none"> Undertake community engagement on Council projects and policies Encourage community participation on committees Actively promote youth participation Develop Council policies to encourage accessible engagement and information (consider target groups: Aboriginal people, new arrivals and people from culturally and linguistically diverse (CALD) backgrounds) 	Local Gawler Strategic Plan – Strategic Directions 3 & 5. Barossa Strategic Plan– Focus Areas 1 and 4.

✱ = Adequately addressed ✱✱ = Further development required ✱✱✱ = New initiative

Commitment	Status	Actions	Strategic Linkages
		<ul style="list-style-type: none"> Encourage community participation in managing Council facilities where appropriate (such as via incorporated bodies). 	<p>Mallala Strategic Plan – Goal 1</p> <p>Light Strategic Plan – Focus Areas 2 and 3</p> <p>Regional RDA Roadmap Priorities: <i>Health and Wellbeing</i></p> <p>State SA: A Better Place to Live - SP 1. SA's Communities for All. Volunteering Strategy for SA</p>
3.2 Promote social interaction and wellbeing through activities, events and places	☆☆	<ul style="list-style-type: none"> Support community events Integrate cultural/arts planning in main street and precinct development Establish community focal points (e.g. Lewiston) Promote regional tourism Promote participation from people of all ages and abilities. 	
3.3 Support and recognise the contribution of community groups, volunteers and careers in our community	☆	<ul style="list-style-type: none"> Promote current volunteer programs (Council and external) Promote current volunteer resource centres Support volunteer events Provide carer support programs 	
4. Community Services and Support for Healthy Living			
4.1 Advocate for equitable access to health information and support programs for our community	☆☆	<ul style="list-style-type: none"> Facilitate access to information regarding available regional health services and community support programs (in partnership with Country Health SA and Medicare Locals) Promote awareness of Council community support programs through relevant stakeholders (Country Health SA, Medicare Locals) Support regional partnerships (with the Health Service Sector) to facilitate exchange of information regarding services and community development programs to address chronic disease risk factors (smoking, obesity, physical inactivity, smoking during pregnancy as well as mental health and family support programs). Advocate and support partnerships for adequate support for vulnerable children and their families and raise awareness of available support programs Explore funding opportunities for partnership programs to address risk areas: obesity (e.g. Obesity Prevention and Active Living (OPAL), physical inactivity, smoking, alcohol consumption. Continue support for the following current regional initiatives/networks, such as: <ul style="list-style-type: none"> Barossa, Gawler, Light Mental Health Group SPOKE Barossa (Network of Community Service Providers) Regional Home and Community Care (HACC) Program Medicare Local 'closing the gap' initiatives for Aboriginal residents 	<p>Local Gawler Strategic Plan - Strategic Directions 3 and 5. Barossa Strategic Plan – Focus Areas 1, 2 and 4. Mallala Strategic Plan– Goal 1 Light Strategic Plan – Section 3</p> <p>Regional RDA Roadmap 2013-2016. Priorities: <i>Health and Wellbeing</i></p> <p>State SA: A Better Place to Live - SP 2 and SP 3 South Australian Tobacco Control Strategy 2011-2016 South Australian Alcohol and Other Drug Strategy 2011-2016</p>

☆ = Adequately addressed ☆☆ = Further development required ☆☆☆ = New initiative

Commitment	Status	Actions	Strategic Linkages
4.2 Support corporate initiatives which encourage healthy choices for staff and the community	☆☆☆	<ul style="list-style-type: none"> Review Council workplace policies for healthy eating and encouraging physical activity Develop a healthy catering policy for Council functions and events Provide breastfeeding friendly facilities at key Council venues Develop and implement policies for smoke-free community events Provide a workplace immunisation program Promote food safety and hygiene at Council venues 	Aboriginal Health Care Plan 2010-2016 Eat Well be Active Strategy 2011-2016 Chronic Disease Action Plan for SA 2009-2018 LGA of SA & SA Health Immunisation Memorandum of Understanding (Draft)
4.3 Support the provision of accessible childhood, school and other community immunisation services across the region to achieve target vaccination rates	☆☆	<ul style="list-style-type: none"> Investigate a regional model to integrate Councils existing, independent immunisation services with consideration of: existing (and pending) service agreements; current accessibility; service and fiscal improvements Promote key SA Health immunisation awareness programs: Big Help for Little Adventurers 	
4.4 Advocate for health services to meet the needs of a growing and ageing population profile	☆☆	<ul style="list-style-type: none"> Advocate with RDA Barossa for adequate health facilities and services in the region Advocate for broadband roll-out and utilisation by the health sector Provide a Development Policy framework which enables consideration of social infrastructure requirements, accessible housing and aged accommodation 	
4.5 Liaise with the health service sector regarding planning for regional climate change vulnerability	☆☆	<ul style="list-style-type: none"> Raise awareness of the Central LGA vulnerability assessment findings with the health care sector Promote adaptation planning by the regional health care sector (through current regional adaptation planning) 	

☆ = Adequately addressed ☆☆ = Further development required ☆☆☆ = New initiative

7.5 Natural and Built Environment

Councils have the potential to plan urban environments and infrastructure to facilitate physical activity, access and community connectedness. The physical and mental health benefits of access to the natural environment and green spaces are well documented.¹⁵ The Barossa, Light and Lower Northern Councils can embrace the opportunity to integrate health considerations into the significant urban development projects planned for the region. The potential public health impacts of climate change on the region also need to be considered. Council functions across environmental health, waste management, food safety and emergency management, are critical to promoting safe, aesthetic environments in which communicable diseases are controlled.

Our mission is to provide a regional environment that protects and improves the community's health through planning, education and regulatory enforcement.

Our Stakeholders - Barossa RDA, LGA, Department for Planning, Transport and Infrastructure, Adelaide and Mount Lofty Ranges Natural Resources Management (AMLR NRM) Board, Conservation Volunteers Australia, Office for Recreation and Sport, Developers, Heart Foundation, SA Health: Country Health SA (Barossa, Hills, Fleurieu Region), Health Protection and the Immunisation Section, Volunteers SA, Country North SA Medicare Local, Northern Adelaide Medicare Local, Zero Waste SA, KESAB, Environment Protection Authority, Department for Premier and Cabinet, Environmental Health Australia.

Commitment	Status	Actions	Strategic Linkages
5. Planning Environments Supportive to Wellbeing			
5.1 Provide facilities and infrastructure to promote recreation and physical activity in priority locations	✱	<ul style="list-style-type: none"> Implement the 'Regional Open Space and Public Realm Strategy. Continue to maintain and upgrade local recreation and sporting facilities in line with Council strategies and plans. 	Local Gawler Strategic Plan – Strategic Directions 3 and 5. Barossa Strategic Plan – Focus Areas 1 and 2 Mallala Strategic Plan – Goal 1 Light Strategic Plan – Section 3
5.2 Consider public health and wellbeing through urban planning projects and policies	✱✱	<ul style="list-style-type: none"> Engage with developers to incorporate: 'Healthy by design', green infrastructure and water sensitive urban design guidelines into key regional urban development projects. Incorporate 'Healthy by design' arts and cultural planning into re-developments of key precincts. Advocate for incorporation of 'healthy by design' policies into State level planning reforms and modules. 	Regional RDA Roadmap Priorities: <i>Infrastructure for Sustainable Populations</i>

✱ = Adequately addressed ✱✱ = Further development required ✱✱✱ = New initiative

Commitment	Status	Actions	Strategic Linkages
		<ul style="list-style-type: none">Provide training for planning, engineering and asset management staff in health in planning principles, including¹⁸⁻²³:<ul style="list-style-type: none">'Healthy by design' guidelines - Healthy by Design SA (National Heart Foundation of Australia, 2012)CHESS (Connected, Healthy Eating, Supportive and Sustainable) development principlesAge and child friendly design – SA Health Age Friendly Guidelines	AMLR NRM Board Plan: Northern Coast and Plains Northern Hills State SA: A Better Place to Live - SP 1. 30 Year Plan For Greater Adelaide Green Infrastructure Strategy The People and Parks Strategy
5.3 Promote, protect and enhance the region's natural environment	✱	<ul style="list-style-type: none">Continue to partner with the NRM Board in regional natural resource management projects (all)Implement Council sustainability and environmental management plans (all)Promote co-planning of biodiversity protection and infrastructure for physical recreation in the region: trails, nature-based tourism (all)Continue partnership programs with the AMLR NRM Board for catchment management, vegetation management and coastal protection (Mallala Council)Ensure roadside vegetation protection through marking and Council works procedures (rural Councils)Undertake programs to protect coastal vegetation from recreational activities (motor-bike riding, vehicles) (Mallala Council)	
6. Accessibility for All			
6.1 Plan and advocate for accessible transport across the region	✱✱	<ul style="list-style-type: none">Provide community transport services in partnership with other community stakeholdersReview community transport services to cater for key needs: remote areas, needs groups, east-west linkagesInvestigate a regional youth transport/mobile health serviceAdvocate for transport services and infrastructure to meet population growth demand and East-West transport gaps	Local Gawler Strategic Plan - Strategic Directions 3 and 5. Barossa Strategic Plan – Focus Areas 2, 1 and 4 Mallala Strategic Plan – Goal 1 Light Strategic Plan – Sections 2 and 3 Regional RDA Roadmap Priorities: Health and Wellbeing
6.2 Support accessibility for all through Council services and facilities	✱	<ul style="list-style-type: none">Implement Council Disability Discrimination Act PlansInvestigate the opportunity for a regional Disability Discrimination Act PlanIntegrate access considerations into urban, asset and community planning	

✱ = Adequately addressed ✱✱ = Further development required ✱✱✱ = New initiative

Commitment	Status	Actions	Strategic Linkages
			State SA: A Better Place to Live - SP 1. SA's Communities for All.
7. Safe and Affordable Housing			
7.1 Promote affordable and diverse housing choices	✱	<ul style="list-style-type: none"> Commit to SA targets for affordable housing provision in new urban developments 	Local Gawler Strategic Plan - Strategic Directions 3 and 5. Barossa Strategic Plan – Focus Areas 1, 2 and 4 Mallala Strategic Plan – Goal 1 Light Strategic Plan – Sections 2 & 3 Regional - RDA Roadmap Priorities: <i>Health and Wellbeing</i> State SA: A Better Place to Live - SP 1 and SP 4. 30 Year Plan for Greater Adelaide
7.2 Enforce safe and healthy housing conditions	✱✱	<ul style="list-style-type: none"> Enforce housing safety and living standards through the: <ul style="list-style-type: none"> <i>Development Act 1993</i> - e.g. building standards, fire and swimming pool safety <i>SA Public Health Act 2011</i> – new domestic squalor policy <i>Local Government Act 1999</i>- fit for habitation <i>Fire and Emergency Services Act 2005</i> Establish a regional forum for the Public Health (Severe Domestic Squalor) Policy 	
8. A Sustainable Environment for Health			
8.1 Plan for regional water security	✱	<ul style="list-style-type: none"> Promote water recycling (Revision 2045 Project) and minimisation Promote regional water re-use projects e.g. the Greater Gawler Water Re-use Project 	Local Gawler – Strategic Plan Strategic Directions 3 and 5. Barossa Strategic Plan – Focus Areas 1.2 and 4 Mallala Strategic Plan – Goal 1 Light Strategic Plan – Sections 2 and 3 Regional RDA Barossa Roadmap Priorities: <i>Health and Wellbeing</i> Central LGA Waste Management Strategy
8.2 Minimise energy and resource use in the region	✱	<ul style="list-style-type: none"> Support ongoing research and partnerships with industry in the region (Sustainable Environs Committee) Implement energy use reduction for Council facilities and infrastructure 	
8.3 Reduce waste generation and illegal dumping	✱✱	<ul style="list-style-type: none"> Implement a regional strategy for waste management and recycling Implement specific waste management programs: Agricultural waste management, electronic waste Undertake illegal dumping surveillance and prevention trials 	

✱ = Adequately addressed ✱✱ = Further development required ✱✱✱ = New initiative

Commitment	Status	Actions	Strategic Linkages
			<p>State</p> <p>SA: A Better Place to Live - SP 1 and SP 4.</p> <p>South Australia's Waste Strategy</p> <p>Water for Good</p>
9. Environmental Health Protection			
9.1 Maintain effective public health enforcement standards for the management of communicable diseases	☆☆	<ul style="list-style-type: none"> Develop regional public and environmental health performance standards (in consultation with SA Health) Explore regional shared service approaches to: environmental health education for common issues (e.g. food safety, wastewater management) and certain services (e.g. immunisation) Adopt standardised enforcement policies and procedures Adopt Council based customer response targets Provide education and training on new legislative requirements 	<p>Local –</p> <p>Gawler Strategic Plan – Strategic Directions 3 and 5.</p> <p>Barossa Strategic Plan – Focus Areas 1, 2 and 4</p> <p>Mallala Strategic Plan – Goal 1</p> <p>Light Strategic Plan – Sections 2 and 3</p> <p>Regional - RDA Roadmap Priorities: <i>Health and Wellbeing</i></p> <p>State</p> <p>SA: A Better Place to Live - SP 4.</p>
9.2 Address environmental protection and nuisance such as odour, dust air quality and noise	☆☆	<ul style="list-style-type: none"> Enforce animal keeping policies (animal husbandry zone) Implement Council road maintenance programs (to address dust from unsealed roads) Undertake environmental education and enforcement for building and construction industry Consider urban planning measures to address interface issues between residential areas and regional industries (agriculture) 	
10. Preparing for the Public Health Impacts of Climate Change			
10.1 Plan for potential public health risks associated with climatic changes and extreme weather events in the region	☆☆	<ul style="list-style-type: none"> Integrate public health considerations in emergency management planning Tailor adaptation measures for vulnerable groups in the community (ageing, disabled, farming sector, coastal communities) Plan climate change adaptation with key sectors: agricultural, health, primary production, animal husbandry Undertake adaptation planning for coastal communities Undertake surveillance of potential changes to environmental health conditions in the region (mosquito breeding, food production and safety, on-site water reuse and evaporative cooling) Consider potential climate change impacts to regional public health infrastructure: stormwater and wastewater treatment schemes. 	<p>Local</p> <p>Gawler Strategic Plan – Strategic Directions 3 and 5.</p> <p>Barossa Strategic Plan – Focus Areas 1, 2 and 4</p> <p>Mallala Strategic Plan – Goal 1</p> <p>Light Strategic Plan – Sections 2 and 3</p>

☆ = Adequately addressed ☆☆ = Further development required ☆☆☆ = New initiative

Commitment	Status	Actions	Strategic Linkages
			<div>Regional</div> <div>RDA Barossa Climate Adaptation Strategy (in progress). RDA SA Barossa Region Sector Agreement 2001</div> <div>State</div> <div>SA: A Better Place to Live - SP 3.</div> <div>Climate Change Adaptation Framework for SA</div>

🌟 = Adequately addressed 🌟🌟 = Further development required 🌟🌟🌟 = New initiative

7.6 Economic Wellbeing

The World Health Organisation identifies the social gradient, stress, work conditions and employment as key social determinants where action can be taken to address health. Economic conditions are not only an important determinant of health, conversely there is evidence that investing in a healthy population brings benefits to the economy. This has been recognised by RDA Barossa who have identified 'health and wellbeing' as a key priority to support economic growth in the region.

Our mission is to support the health of our community through a thriving economy.

Our Stakeholders: RDA Barossa, Department for Planning, Transport & Infrastructure, Northern Connections, Northern Adelaide Regional Collaboration, Northern Adelaide Councils (Salisbury and Playford), Barossa Tourism, Yorke Tourism.

Commitment	Status	Actions	Strategic Linkages
11. Diverse Employment Opportunities			
11.1 Work with key stakeholders to diversify the regional economic base	★	<ul style="list-style-type: none"> Continue partnership with RDA Barossa to implement Regional Roadmap priorities for economic diversification 	Local Gawler Strategic Plan – Strategic Directions 3 and 5.
11.2 Support local employment opportunities	★★	<ul style="list-style-type: none"> Continue support for RDA youth and community employment programs. Review Council policies to support youth employment/work experience opportunities. Participate in the Northern Adelaide Regional Collaboration (NARC) to build workforce opportunities for northern Adelaide 	Barossa Strategic Plan– Focus Areas 1 and 2 Mallala Strategic Plan– Goal 1
11.3 Protect and enhance local agricultural industries	★	<ul style="list-style-type: none"> Implement RDA Roadmap initiatives (priority: premium food and wine production) Implement the Virginia and Northern Adelaide Plains Horticultural Study recommendations (<i>Mallala Council</i>) 	Light Strategic Plan – Section 3 Regional RDA Roadmap Priorities: <i>Infrastructure for Sustainable Populations</i> Virginia and Northern Adelaide Plains Horticultural Study State 30 Year Plan for Greater Adelaide

★ = Adequately addressed ★★ = Further development required ★★★ = New initiative

Commitment	Status	Actions	Strategic Linkages
12. Vibrant Places			
12.1 Re-vitalise main streets and town centres	☆☆	<ul style="list-style-type: none"> Promote connections between potential economic growth sectors and health and wellbeing: local fresh food production, recreation and ecological based tourism. Incorporate 'health in planning' principles in main street and town centre projects (recognising dual benefits to public health and local economy). 	<p>Local Gawler Strategic Plan – Strategic Directions 3 and 5.</p> <p>Barossa Strategic Plan– Focus Areas 1 and 2</p> <p>Mallala Strategic Plan– Goal 1</p> <p>Light Strategic Plan – Section 3</p> <p>Regional RDA Roadmap Priorities: <i>Infrastructure for Sustainable Populations</i></p> <p>State 30 Year Plan for Greater Adelaide</p>
13. Digital Economy			
13.1 Advocate for improved internet services	☆☆	<ul style="list-style-type: none"> Implement RDA Roadmap initiatives: <ul style="list-style-type: none"> Support for the NBN roll-out and utilisation by the health sector Advocacy for broadband access for economic development, community information, life-long learning 	<p>Local Gawler Strategic Plan – Strategic Directions 3 and 5.</p> <p>Barossa Strategic Plan– Focus Areas 1 and 2</p> <p>Mallala Strategic Plan– Goal 1</p> <p>Light Strategic Plan – Section 3</p> <p>Regional RDA Roadmap Priorities: <i>Infrastructure for Sustainable Populations</i></p>

☆ = Adequately addressed ☆☆ = Further development required ☆☆☆ = New initiative

8. A Regional Model for Plan Implementation

The Public Health Plan Project Team and Council reference groups will manage the implementation of the Regional Public Health and Wellbeing Plan.

Cementing an effective regional governance structure for the Plan implementation is a key priority for this initial planning cycle. The continued engagement of key stakeholders beyond the regional Councils is fundamental to the successful implementation of the Plan. The establishment of a regional 'Public Health and Wellbeing Stakeholder Reference Group' is recommended for maintaining external stakeholder communication and input.

The Public Health Project Team will initially focus on the development of an Implementation Plan in consultation with the key stakeholders. During this stage the roles and responsibilities of Council and other agencies, as well as support from SA Health and the LGA of SA, will be determined.

A proposed model for regional governance of the Public Health and Wellbeing Plan is provided in Figure 4.

Figure 4 – Regional Governance Model for Public Health



8.1 Plan Review and Reporting

Progress against the Plan will be reported on every two years in accordance with the *SA Public Health Act 2011*. A review of the Plan will be undertaken every five years in association with Council strategic planning requirements under *section 122 of the Local Government Act 1999*. Each regional Council should seek to align the public health commitment areas with their strategic plans, during the next strategic planning review cycle.

The Public Health and Wellbeing Plan Project Team will monitor the 'measures of success' and the implementation of each commitment, for biennial reporting on Plan progress to the Council and Chief Public Health Officer (CPHO). Plan progress will also be reported through Council annual reports.

9. References

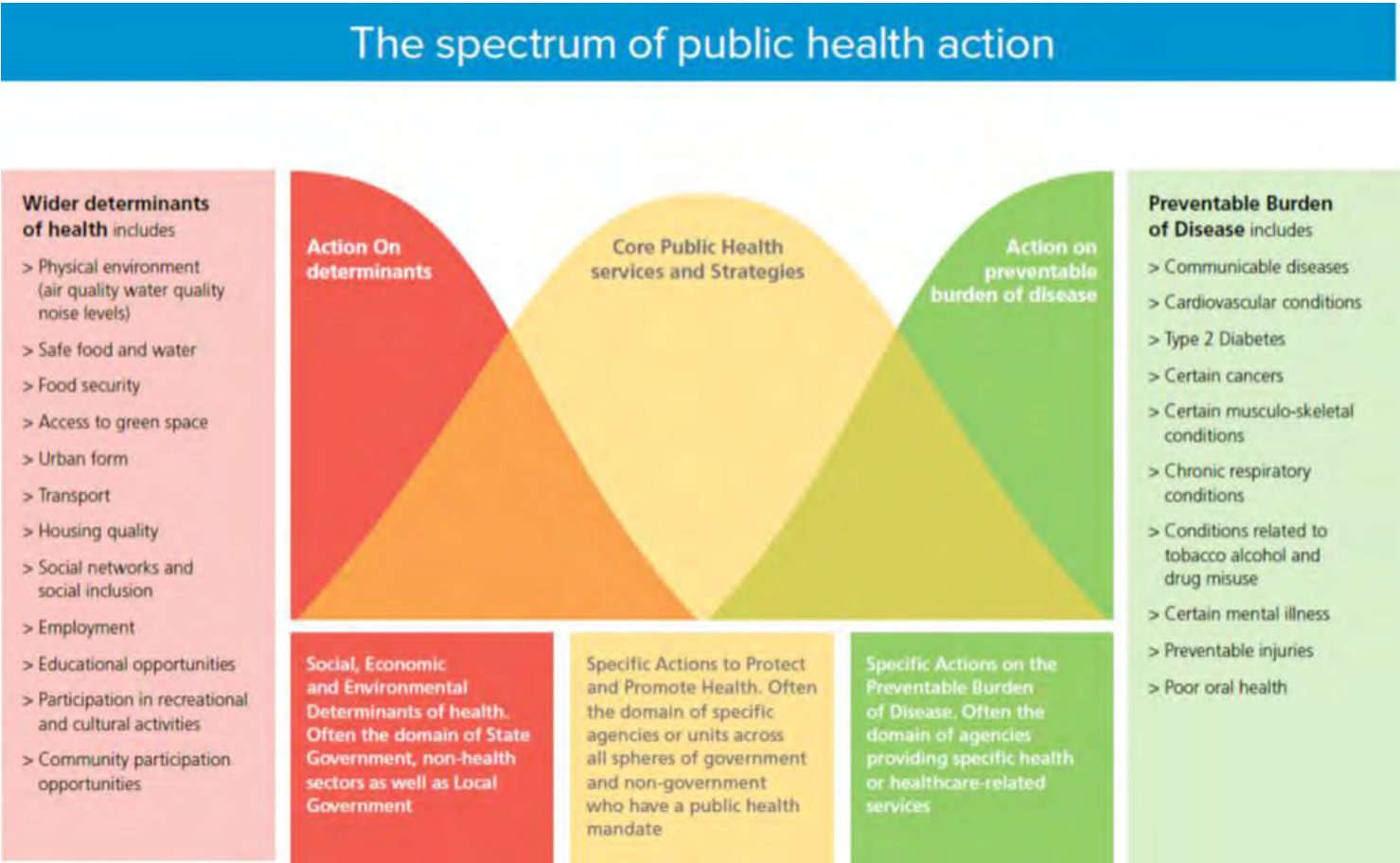
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10. Glossary

- **Chronic Disease** - The term “chronic disease” describes health problems that persist across time and require some degree of health care management.
- **Community Wellbeing** -Wellbeing refers to the condition or state of being well, contented and satisfied with life. Wellbeing has several components, including physical, mental, social and spiritual. Wellbeing can be used in a collective sense, to describe how well a society satisfies people's wants and needs.
- **Communicable Disease** - An infectious disease that can be transmitted from one infected individual to another.
- **Epidemic** – An epidemic occurs when new cases of a certain disease, in a given human population, and during a given period, substantially exceed what is expected based on recent experience.
- **Health** - Health is ‘an everyday resource – the capacity to adapt to, respond to, or control life's challenges and changes’.³
- **Infectious Disease** - A disease that is caused by the entrance of micro-organisms (bacteria, viruses, protozoa, fungi) to the body that grow and multiply there.
- **Pandemic** - An epidemic of infectious disease that has spread through human populations across a large region; for instance multiple continents, or even worldwide.
- **Public Health** - ‘Public health means the health of individuals in the context of the wider health of the Community’.¹
- **Strategic Management Plans** - The *Local Government Act 1999* (section 122) requires Councils to prepare Strategic Management Plans which set a clear vision and objectives for the management of their area for a minimum four year period.

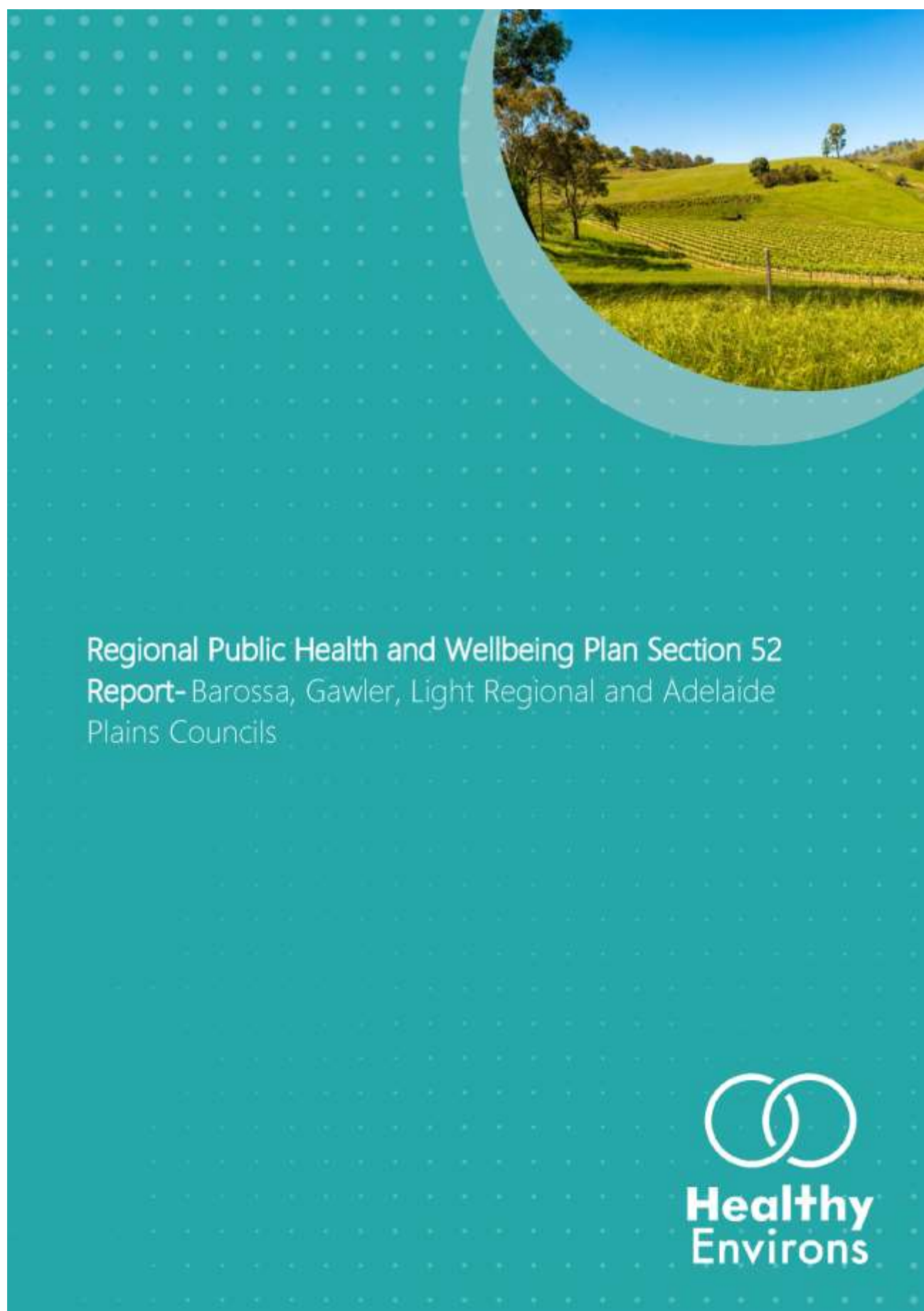
Appendix A – The Spectrum of Public Health Action



Source: South Australia: A Better Place to Live (Department for Health and Ageing, 2013)

Appendix B – Organisations Represented at the Stakeholder Forums

- *Country North Medicare Local*
- *Northern Adelaide Medicare Local*
- *Department for Health and Ageing (including regional Country Health SA representatives)*
- *Regional Health Advisory Councils*
- *Local Government Association of SA*
- *Department for Planning Transport and Infrastructure*
- *Department for Education and Child Development (Elsie Ey Children's Centre)*
- *Northern Adelaide Waste Management Authority*
- *Regional Development Australia (Barossa)*
- *Barossa Sustainable Environs Committee*
- *The Barossa Council*
- *Town of Gawler*
- *Light Regional Council*
- *District Council of Mallala*



**Regional Public Health and Wellbeing Plan Section 52
Report- Barossa, Gawler, Light Regional and Adelaide
Plains Councils**



Prepared By:

Healthy Environs Pty Ltd

Unit 4/153 Brebner Drive, West Lakes, SA, 5021

Date: September 2022

Contact:

Luke Ragless – Sustainability Consultant

luke@healthyenvirons.com



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INTRODUCTION

The Barossa, Light, Gawler and Adelaide Plains Councils sought to engage the services of Healthy Environments to develop the Section 52 Report on the Regional Public Health and Wellbeing Plan for the period 2020-2022. The aim of the Report was to complete a comprehensive assessment of the extent to which, during the reporting period, the Councils have succeeded in implementing its regional public health plan.

The Councils have a vital role in protecting and promoting the health and wellbeing of their local communities. By undertaking the assessment and developing the Report for the status of the Regional Public Health and Wellbeing Plan, it will ensure their continued strength in this role.

OUR METHODOLOGY

Healthy Environments was invited by the Barossa, Gawler, Light Regional and Adelaide Plains Councils to prepare a report on the status of the Regional Public Health and Wellbeing Plan as per Section 52 of the *South Australian Public Health Act 2011*.

While this report to the Chief Public Health Officer (CPHO) will be against the current Public Health and Wellbeing Plan, Healthy Environments notes the successful development of the region's second Public Health Plan.

Initial strategic discussions were held with members of the Regional Public Health Plan Working Group to discuss the approach and methods of review; the details; and timeframes of meeting with representatives of each Council. It was decided a single meeting at which Council representatives would attend to discuss notable Council level actions which should be included in the reporting template.

The review meeting took place on 5 September at The Barossa Council in Nuriootpa.

It was proposed that at this meeting, the review would focus on those actions which are either 'in progress' or 'ongoing' from the previous template completed in October 2020.

Using the outcomes from the review meeting, Healthy Environments updated the template and prepared an updated draft for the Working Group's review and subsequent submission to the Councils.

SIGNIFICANT FINDINGS

Healthy Environs notes the successful development of the region's second Public Health Plan within the last reporting period. Therefore, Healthy Environs acknowledges both the strategic public health actions achieved (against the current plan) as well as the significant stakeholder engagement and planning progress recently undertaken.

Other significant findings or issues arising affecting the region over the last two years is COVID-19 and the subsequent impacts from the pandemic. The impacts continued through the entire reporting period but were particularly evident within the first half. Many public events were cancelled or postponed. Additional challenges were faced by event organisers to meet COVID-Safe requirements for events during the reporting period. A successful pilot of accredited training options for Youth in the region that commenced in October 2018 and continued up until early 2020 was cancelled due to COVID-19 as were Public Engagement Forums. A Youth Incentive Scheme grant that was available but limited applicants were noted due to many interstate competitions being postponed due to COVID-19. There was also a hard waste trial that was postponed due to COVID-19. While Councils provided initiatives to reduce the impact of COVID-19 by shifting suitable services to an online format, developing new online services and providing economic relief to residents and businesses, this undoubtedly impacted the communities due to the long term nature of the pandemic. The recent pandemic may have contributed to a noticeable decrease in community volunteering within the region, such as Meals on Wheels.

The region has experienced an increase in homelessness. It was reported that there are services available for homeless youth but no local services for adults, indicating both a service gap and possible opportunity for service provider. Increases in living, rental costs and decrease in housing availability have contributed to homelessness. It was noted that regional homelessness did not just refer to those without conventional accommodation but includes people who frequently move from one temporary shelter to another or accommodation that falls below minimum community standards as indicated by increased inquiries about tents/caravan usage (caravan parks) as more people go without housing.

Housing shortage has also contributed to workforce shortage in certain sectors. While there were workers available, the lack of available housing made it difficult to retain workers. The disability and aged care workforce was most impacted. These industries rely on independent contractors but have been hard to find in addition to increase cost of living and issues with rental availability.

With town expansion occurring within the region, it was noted this may have led to an increase in vandalism throughout the region. Public transport an ongoing issue throughout the region - not accessible to all community/region. This may present an opportunity for future partnerships/providers.

The ongoing impact of climate change was noted. Though Councils have developed various Strategies, Management Plans and Action Plans to mitigate these impacts, extreme and changed weather patterns still pose concern for the region. Recent and continued La Nina event has unpredictable weather over reporting period including increase in mosquito issues (JEV was present within the region).

KEY FINDINGS FOR EACH COUNCIL

Light Regional Council

Council received a Local Government Early Childhood Community Innovation Grant (a partnership between the Department for Education and the Local Government Association) of \$7,500 as a result of the Australian Early Development Census. The funding will be used to develop and implement a pilot program to build local capacity

to develop long-term strategic partnerships with community stakeholders that prioritise a focus on early childhood development and learning.

Council received recognition for the Kapunda Town Square development, winning three awards:

- Mainstreet SA Award for Public Space and Streetscape Design
- Mainstreet SA award for Best Regional Mainstreet – equal winner with Uraidla
- Planning Institute of Australia SA award for Best Planning Idea (small project)

Council worked with Roseworthy Township Expansion developers and other partners on integrated and sustainable water management at the Roseworthy Township Expansion to realise local jobs in agriculture and greener, cooler, healthier neighbourhoods. The Social Infrastructure Deal for Roseworthy Township Expansion includes funding provisions for healthy infrastructure such as trails, an oval, cricket nets and multi-use courts.

Council supports the Kingfisher Inclusive Café in the Hewett Centre, which supports people with intellectual disabilities or mental health issues who are experiencing difficulties finding sustainable and meaningful employment.

Council, along with Town of Gawler, collaborated with local speech pathologist to develop and install Playground Communication Boards, which allow people with limited language skills express themselves.

Town of Gawler

Council completed a number of significant works – such as the Murray Street Stage 7 Upgrades, Lynch Road/High Street intersection crossing, Martin's Place and Apex Park toilets and footpath installation – along with progressing key strategic policies including the Stage 2 General Proposal for Boundary Change and its Climate Emergency Action Plan.

Through the development of its Climate Emergency Action Plan, Council identified that replacing Gawler's street lighting with more efficient LED technology will result in major cost and energy reduction. Two new and improved electric vehicle charging stations were established at the Gawler Visitor Information Centre and Gawler Administration Centre carpark.

The Apex Park and Martin's Place toilet upgrades included four cubicles, specifically one unisex ambulant toilet, one unisex toilet, and two accessible unisex toilets as well as a baby change table in each accessible cubicle. The Martin's Place facilities include three cubicles, specifically one accessible unisex toilet with a baby change table, one unisex ambulant toilet, and a Changing Places facility.

Council undertook community consultation regarding the design of the Greater Adelaide Cycle Way, which was part of the Strategic Bikeway Connections Project. This project is being delivered in partnership with The Barossa Council, providing a formalised link between the Stuart O'Grady Bikeway and The Barossa Trail.

Council launched their Community Connect program to provide information and connection to community, in particular for elderly and vulnerable people who may find themselves socially disconnected during these uncertain times.

Council reviewed their Gawler Community Plan 2030+ which was adopted by elected members in December 2020 after extensive workshoping and community consultation.

Adelaide Plains Council

Council has undertaken works in the last reporting period as part of the Drought Communities Program funding. These works include upgrades to the sports and recreational facilities:

- Mallala Netball/Tennis Club and Long Plains Netball/Tennis Club - Court resurfacing (APT Masters flat cushioned surface) and upgrade including new lighting.

- Two Wells Bowling Club - Installation of two synthetic greens, including removal of existing grass and site preparation.
- Two Wells Golf Club - Upgrade to Club infrastructure including new kitchen, flooring, air conditioning, toilet, septic and deck.
- Two Wells Tennis Club - New sports flood lights and associated Electrical work.
- Mallala Bowling Club - Replacement of one synthetic green and installation of moisture monitoring devices.
- Dublin Cricket Club - New clubhouse including clubhouse materials, framework, concrete flooring and plumbing.
- United Football Club, Long Plains - new irrigation pump installation resulting in increased water efficiencies.
- Parham Campground and Malala Campground received improvements, including site works, drainage, wastewater and ablation upgrade, dump point, lighting and BBQ area.
- Clara Hamman Reserve/Accade Plains Equestrian Club - Development of community equine facility for the animal husbandry area, including yards, fencing, surface materials, water tank, trough, storage container, carport, carpark and toilet.
- Two Wells, Wells Park Reserve upgrade, including removal of dead trees/vegetation, paving and construction of new pathways, relocation of memorial stone and seating, and general clean up.

Other works under the funding program include installation/implementation of energy and water efficient products on Council owned buildings, facilities and parks, improving and protecting the environment and visual amenity of the City through fencing off and protecting the native vegetation, tree planting, nature play area, paths, shelter, new public toilet, small events space, new lawn areas and street furniture; preparation of an Adverse Event Plan for times of drought; assist with service access by providing business support workshops with the local suicide prevention network and improved internet access throughout the city.

Construction of a flood protection levee at Two Wells took place and Webb beach levee reconstruction with minimal impact on environment.

The new Xavier College campus has been completed in Two Wells in 2021, which provides a pathway in Catholic education from Reception to Year 12 within the APC region. Stage One comprising seven classrooms, resource hub, breakout learning, administration, maker space and outside play areas is now filled with almost 400 students from Years R-Year 6.

The Barossa Council

Several projects have been completed as part of Council's "The Big Project" including:

- New clubrooms and changerooms at Angas Recreation Park. The new facility includes two new changerooms, each with four showers and toilets, with female-friendly amenities and dedicated treatment rooms. The existing changerooms have also been upgraded to unisex, each with four showers and three toilets.
- Barossa Adventure Station in Angaston featuring a one kilometer mountain bike trail, zip-line, accessible trampolines, bespoke tower and slide, skate ramps, bouldering wall, half-court basketball, sensory sound forest poles and veteran planting spaces.
- Council received State Government funding as part of the Round 1 Grassroots Football, Cricket and Netball Facility Program, to support an upgrade to changeroom - 4 brand new, gender neutral changerooms, with medical rooms, office space, storage and public amenities.

Council received Our Town Support Fund grants to introduce Community Connector pilot in 2020 to run until 30 September 2022. This pilot offered personal support to connect with local community services, supporting individuals to find solutions that are the right fit for them. Funding supported the employment of part time coordinator.

Council also received grant funding through Government of South Australia's Healthy Towns Challenge. The 'Steps to Better Health' Project involves conducting a statistically valid survey using a questionnaire which identifies 19 factors of an individual's wellbeing, highlighting areas where access to supports or services may improve a person's health and wellbeing through building social connections and enriching their capacity for resilience. 600 residents surveyed.

The Aboriginal Reconciliation Barossa were involved in the repatriation ceremony of Aboriginal ancestral remains. The Aboriginal ancestral remains discovered at Rowland Flat were interred at the Barossa Bushgardens in a public ceremony.

Other key findings and initiatives

Councils reviewing and updating or amending their Disability Access and Inclusion Action Plans. Councils have also reviewed, developed and implemented various other strategic plans including Water Security Strategy, Dog and Cat Management Plan, Community Wastewater Management System (CWMS) Infrastructure Asset Management Plan, Arts and Culture Strategy, Public Art Framework, Stormwater Management Plan, Cat By-law, Reconciliation Action Plan and Sustainability Action Plan.

All four councils are constituents members of the Gawler River Floodplain Management Authority. The Authority has been working with the Department for Environment and Water on four 'no regret' projects, three within the region including: Removal of trees and debris following the Hillier bushfire; Installation of new flood warning infrastructure and improvements of flood forecasting and warning service; and River survey, silt and weed removal, revegetation and levee repair.

There is continued support and facilitation of volunteer groups and opportunities by the Councils within the region including Barossa Cares, Men's Shed, Library Support roles and Community Bus drivers, Meals on Wheels, Suicide Prevention Networks, Community Garden, Youth Programs. For more detailed findings refer to the RPH Report Template (Appendix 1).



Thank you

PLEASE USE EXISTING FORMATTING. DO NOT MERGE CELLS									
Section 1: STATUS OF RPHP COMMITMENT IMPLEMENTATION [for the purpose of this Guidance, a 'commitment' can include a priority, strategy or action]									
1. PRIORITY/STRATEGY/ ACTION	Actions	2. STATE PUBLIC HEALTH PLAN STRATEGIC PRIORITY(S) ALIGNMENT				3. STATUS Please number according to the table	4. ACHIEVEMENTS (if deferred, or not commenced, please mark N/A)	5. PARTNERSHIP(S) ESTABLISHED OR SOUGHT TO ACHIEVE THIS COMMITMENT (if any) (if not applicable, please mark N/A)	6. ADDITIONAL COMMENTS ON STATUS (eg key enablers and challenges, unexpected benefits or impacts)
		TICK BOX - can be more than one				1. in progress			
		1	2	3	4	2. completed			
						3. ongoing			
						4. deferred			
						5. will not be progressed			
PROMOTE: build stronger communitie s and healthier environmen ts.	PROTECT: against public and environmen tal health risks and responds to climate change.	PREVENT: chronic disease, communica ble disease and injury.	PROGRESS: Strengthen the systems that support public health and community wellbeing						
A Regional Framework for Public									
1. Regional Partnerships for Public Health									
1.1 - Maintain a partnership across the four regional Councils to oversee the Plan implementation	Action 1 - Continue the Regional Public Health Planning Team -	X			X	2	Terms of Reference were finalised for a 'Working Group' comprised of staff from the partner Councils (Town of Gawler, The Barossa Council Adelaide Plains Council and Light Regional Council) on 15 February 2016. Regular meetings have continued on a quarterly basis on a rotating roster at each Council. Latest Regional Public Health Plan has been developed and endorsed.	Town of Gawler, The Barossa Council, Adelaide Plains Council, Light Regional Council (LRC).	Role of Working Group chairperson held for minimum term of twelve months. Stakeholder workshop held 26 May 2021 to inform new regional public health plan (final draft of new plan endorsed by all Councils in June 2022)
	Action 2 - Nominate a Public Health Planning Representative -	X			X	2	Regional Public Health Working Group (Regional Council Team) member, Mr. Gary Mavrinac, (The Barossa Council) has represented the Regional Council Team in external forums as needed. A LRC representative is the current Chair of the Working Group (WG).	Town of Gawler, The Barossa Council, Adelaide Plains Council, Light Regional Council (LRC)	
1.2 - Build on regional stakeholder partnerships for public health	Action 1 - Establish a Regional Public Health and Wellbeing Stakeholder Reference Group.	X			X	5	The Regional Council Team arranged a Stakeholder Survey followed by a Workshop held in May 2015. At that time interest from attendees in committing to a Stakeholder Reference Group was mild, with indications that participation in an annual half-day forum would be preferred. A Stakeholder Reference did not convene within the reporting period. This action will be reviewed in the next iteration of the Plan.	Partnerships have been established with Flinders University Rural Clinical School, with representatives from these organisations attending quarterly RPHP working group meetings. It is noted that the partnership with Junction Australia has been discontinued due to that organisation's withdrawal from operations in the region.	The annual half-day forum model has not been advanced since May 2015 due to conflicting officer priorities, prompting a need to consider an alternative broader Stakeholder engagement approach.
	Action 2 - Liaise with Medicare Local Health Clusters and Health Advisory Councils (HAC) which apply to the region	X			X	3	Country SA PHN representatives attend quarterly Working Group meetings. For LRC, the Kapunda Hospital is managed by the Eudunda & Kapunda District HAC Inc. (as Trustee) and a LRC Councillor is currently the Local Government representative on this HAC.	Barossa HAC Inc., Gawler District HAC Inc., Eudunda and Kapunda District HAC Inc. Partnerships have been established with Country SA PHN with two representatives from their organisation attending quarterly RPHP working group meetings.	Interactions occur on an As Needs Basis. Eventually to be phased out

	Action 3 - Liaise with SA Health regarding 'Public Health Partner Authority' (PHPA)	X			X	4	The WG has had ongoing discussions with SA Health regarding the difficulties of identifying and establishing partnerships in the region. SA Health representatives attended the Workshop Forum on 27 May 2015 where PHPA arrangements were discussed. Later discussions in February 2016 indicated that PHPA arrangements would be sought at a 'higher level' - with other State Departments and Non Government Authorities. This is no longer being pursued accordingly. However SA Health sought to re-connect with the Regional Council Team in late July 2017 and representatives attended the Team meetings held on 15 August 2017 and 15 May 2018. This arrangement is preferred for ongoing dialogue and interaction.	Town of Gawler, The Barossa Council, Adelaide Plains Council, Light Regional Council (LRC) and SA Health	
1.3 - Assess opportunities for regional Council service delivery and programs	Action 1 - Continue current regional Council programs across climate change, community services, youth development, home and community care.	X	X	X	X	3	There is continued provision of a wide range of programs and services across the region. Examples of recent regional developments include: consultation workshops and ongoing collaboration on climate change initiatives and projects through the Legatus group- LRC updated its Environmental Sustainability Strategy and Action Plan, guided by the Sustainability Working Party. TBC- Draft Barossa Water Security Strategy developed. Several projects undertaken as part of Drought Communities Program including upgrades to sporting and recreation facilities to make more sustainable, energy efficient and inclusive. Continued partnerships with Suicide Prevention Networks, FerosCare. ToG and LRC collaborated with local speech pathologist to develop and install Playground Communication Boards, which allow people with limited language skills express themselves. TOG - The Gawler Community Plan 2030+ document was implemented in 2021 which acknowledges Identity, Growth, Community, Environment and Leadership as key pillars of performance	Partnerships have developed for various programs such as: regional climate change workshops coordinated by the Legatus Group; the Local Area Coordinator (LAC) FerosCare; continuation of home and community care services	A successful pilot of accredited training options for Youth in the region commenced in October 2018 and continued up until early 2020- cancelled due to COVID-19 KeoRide pilot not going ahead
	Establish a regional Environmental Health Officers network to review approaches towards: enforcement procedures, squalor committee, immunisation services.	X	X	X		1	Environmental Health Officers in the region participate in a broader regional network. Officers from SA Health have been attending network to give updates in relation to policy and compliance matters.		
Community and Cultural Wellbeing									
2. Supporting Capacity for Health									
2.1 - Support current programs for youth education and employment in the region	Advocate and raise awareness for youth education support programs in the region (such as Innovative Community Action Networks (ICAN)	X			X	3	There is continued delivery of youth development programs and activities. Example of initiatives by one or more of the regional councils include: accredited training options (Barista, Prepare to Drive, Provide First Aid); direct support of Operation Flinders camp for Year 9 disengaged students; Barossa Youth Leadership Program; Year 11 & 12 Transition Workshops (How to Become a Successful Adult) and direct support of a wide range of social activities in conjunction with local youth groups. - LRC- Prepare to drive, Provide funding for Drive My Future (LRC & TBC). TOG- Youth Space Programs. Continued delivery of youth development programs and activities: annual Mayoral Youth Award; accredited training options; annual Halogen/GRIP youth leadership workshop; Year 10 Mock Interview program; Youth Parliament. Once upon a Story Trail initiative introduced to promote reading and literacy		
	Implement youth recognition/awards for educational achievements	X				3	Some of the regional councils support annual awards for youth. LRC support Annual Mayoral Awards issued to high-performing Year 12 students at Kapunda High School and Xavier College.	LRC has ongoing partnerships with secondary schools - Kapunda High School and Xavier College and six primary schools	Award first introduced in 2015, has been well received by local secondary schools in LRC

	Implement early childhood literacy programs in libraries	X			X	3	Councils in the region integrate Early Literacy Programs within their library services. TBC Rattle and Rhyme, Story Time. Sessions focussing on maternal health have also been supported. All Councils offer a range of programs during school terms in accordance with their Business Plans. For example, LRC promotes Toddler Tales, Wiggle & Giggle- transitioned into an online format during Library Closure for COVID-19, and the outreach 'Mums, Dads & Bubs' program at Wasleys Institute. APC- Read and Rhyme, School Holiday Programs. LRC received a Local Government Early Childhood Community Innovation Grant (a partnership between the Department for Education and the Local Government Association) of \$7,500 as a result of the Australian Early Development Census. The funding will be used to develop and implement a pilot program, 'It Takes A Village' in the Kapunda community. This pilot aims to build local capacity to develop long-term strategic partnerships with community stakeholders that prioritise a focus on early childhood development and learning.	Ongoing partnership with Wasleys Community Group to utilise Wasleys Institute for early literacy and school holiday activities	
2.2 - Promote life-long learning opportunities through Council libraries	Promote library education resources to the community	X			X	3	Council libraries offer a range of programs across all ages. Some key developments in the region to promote library education resources to the community include: development of a Regional Science Hub with activities across the ages; Adult Learners Week programs and activities; installation of NBN across several communities; the Gawler Connect Digital Hub facilities have completed construction in the old Town Hall as part of the innovation hub and library; Barossa and Gawler Council libraries offer digital literacy sessions and commencing Tech Savvy Seniors Training. Educational resources are also promoted through state wide initiatives and the Public Library Service. APC- Provided IT courses for seniors. TBC purchased resources for Reconciliation week. TBC provided Story Telling Online and provide help to elderly for online services. LRC-Intergenerational programs offered through library service (art and craft e.g. beeswax wraps) and programs moved to online during COVID-19. Regular library outreach services to Hewett, Wasleys and Roseworthy communities. Social connection programs increased with a focus on sustainability offered across the region.	The Regional Science Hub was implemented with funding support from 'Inspiring SA', a collaboration between State Government, SA Museum, Universities and TAFE. Digital training provided in partnership with Digital Springboard, Be Connected and Telstra	
	Advocate for educational facilities in the region (in collaboration with the RDA)	X			X	2	Education' is noted as a prospective/ emerging industry in the RDA Barossa Road Map. Main focus has been around ensuring policy settings encourage provision of education facilities at key growth areas such as Roseworthy. The new Xavier College campus has been completed in Two Wells in 2021, which provides a pathway in Catholic education from Reception to Year 12 within the APC region. Stage One comprising seven classrooms, resource hub, breakout learning, administration, maker space and outside play areas is now filled with almost 400 students from Years R-Year 8. TBC has completed a master plan for a Culture Hub to provide learning spaces for arts, heritage and music and applied for grant funding to deliver the project along with a tourism and hospitality training centre with Chateau Tanunda.	Main opportunities expected to be explored by private providers.	
	Advocate for high-speed internet access in the region (in collaboration with the RDA)				X	1	National Broadband Network (NBN) been rolled out in several communities including: across Gawler; Freeling and, Mallala and Two Wells, Middle Beach, Lewiston. TBC are accessing local technology through Swoop (formally Beam) Barossa to improve speeds and access. TBC and APC provide free wifi throughout town and selected centres e.g. library	RDA Barossa has advocated for improved internet services through its Regional Roadmap.	

	Continue to implement lifestyle programs at community centres	X		X	X	3	There are numerous lifestyle programs offered throughout the region. TBC Libraries offers Writers Group, Yarn Group, Card Mornig for aged, Exam supervision and STEAM Club, Gallery workshops. Gawler Community House has volunteers that assist with running the Gawler site which offers inclusive social and educational opportunities. Community education programs are offered at Hewett Centre and FARM Centre including disability-friendly support workshops. LRC-Seniors and technology spring board	There is an ongoing partnership with Hewett Centre management (initially Hewett Community Church of Christ, now Belgravia Leisure from December 2019).	
3. Promoting Community Strengths									
3.1 - Encouraging community participation across all ages and abilities	Undertake community engagement on Council projects and policies	X			X	3	A wide range of community engagement initiatives on projects and policies across the region. Examples include: TBC community engagement sessions on projects/masterplans as part of 'The Big Project' (a community infrastructure project) that has pulled together a current recreation, sports and culture plans and delivery for the next decade. TOG has undertaken community engagement as part of infrastructure and other projects and community initiatives through the "YOUR VOICE" online community engagement portal including the The Gawler Community Plan 2030+ took effect at the beginning of the year – having been adopted by elected members in December 2020 after extensive workshopping and community consultation. Community Garden. As a part of delivering its Accelerated Infrastructure Program (AIP), LRC sought community consultation on draft Sustainability Strategy and Action Plan. -Community engagement in the ongoing education of the community to reduce the amount of waste going to landfill, and to better recycle all types of waste. Engagement with community on 'communication boards' at local playgrounds to be rolled out to all playgrounds in the region. APC - Council undertook public consultation to revoke the community land classification of Section 180 and Section 716 (the investment site) as part of Two Wells development. Consultation on programs is undertaken in line with Council's public consultation policy. Council meetings moved to online in accordance with Local Government (Public Health Emergency) Amendment Act 2020 effective March 2020 to June 2022. Public Engagement Forums were cancelled due to COVID19.	Tourism Barossa, Feros Care, Barossa Health Advisory Council and RDA Barossa	
	Encourage community participation on committees	X			X	3	All of the regional Councils have a number of formal and informal committees that enable members of the community to participate. Examples include: TBC (Barossa Bushgardens; Disability Access and Inclusion Working Group), TOG (the Heritage Collection Committee, Youth Advisory Committee, Elderly Centre Committee, Reconciliation Action Plan Working Group, Climate Emergency Action Plan Working Group). The LRC provides ongoing support of an empowerment model with community groups and clubs. Some smaller committees have 'wound-up' as memberships have declined over time. TBC -Enhance Barossa Mental Health is a project advocating for sustainable service delivery for mental health. Project partners with local GPs.	Local Community Ongoing working partnerships with Tourism Barossa, Feros Care, Barossa Health Advisory Council and RDA Barossa Ongoing partnerships with a range of community groups and organisations currently managing community facilities on behalf of Council Numerous partnerships and support for community groups and organisations hosting local events	
	Actively promote youth participation	X				3	All Councils actively promote youth participation: TBC and TOG have Youth Advisory Committees involved in identifying issues for young people and organising events. TOG Youth Space, Youth Artist Sponsorship Program, Youth Development Plan Review, Gawler Youth Portal. LRC offers a yearly Youth Incentive Scheme providing funding for youth who display considerable talent in cultural, sport and recreation, science, technology, arts and/or community service activities. LRC Support of local students to attend annual Halogen or GRIP youth workshops. Youth Incentive Scheme grants available but limited applicants noted due to many interstate competitions being postponed due to COVID-19. Upgrade of Freeling Skate Park, funded movie nights at FARM centre. Employment of local youth for Kapunda Pool as Lifeguards with training.	Various partnerships with local community groups.	

	Develop Council policies to encourage accessible engagement and information (consider target groups: Aboriginal people, new arrivals and people from culturally and linguistically diverse (CALD) backgrounds)	X			X	3	Councils have reviewed and revised their Disability Access and Inclusion Action Plan (endorsed). TBC has not developed a RAP but continues to support the Barossa Reconciliation Group. TOG Reconciliation Action Plan to be endorsed for next reporting period. The LRC management finalised draft 'Reflect' RAP for further consideration. Event Management Policy (aims to promote safe events) and Grant Funding Policy (financial and/or in-kind support) offer support for not-for-profit community groups to host events in the region, with a focus on events being accessible and inclusive, a working group has developed the Barossa, Light & Lower Northern Accessible & Inclusive Events Checklist. APC provide interpretation services. TBC - Aboriginal Reconciliation Barossa were involved in the repatriation ceremony of Aboriginal ancestral remains. The Aboriginal ancestral remains discovered at Rowland Flat were interred at the Barossa Bushgardens in a public ceremony		
	Encourage community participation in managing Council facilities where appropriate (such as via incorporated bodies).	X			X	3	All Councils have relationships with a number of Volunteer Groups: TBC supports Advisory Groups and Incorporated Associations with varying levels of agreement formality for assisting the management and maintenance of council facilities; TOG supports Gawler Elderly Centre, managed by Council and Gawler Community House (managed by Incorporated body); LRC - Management Agreements in place with community groups for use and management of Council sites reviewed and renewed, Additional groups have entered into agreements for management of alternative sites such as conservation of native flora and fauna in APC Mallala and Dublin Institutes are leased to incorporated community organisations. The Mallala Camping Ground is managed and operated by The Mallala & Districts Lions Club. APC- Two Wells Community Nursery is community run.	Ongoing partnerships with a range of community groups and organisations currently managing community facilities on behalf of Council.	
3.2 - Promote social interaction and wellbeing through activities, events and places	Support community events	X				3	COVID-19 put many public events on hold during 2020-2021. Additional challenges were faced by event organisers to meet COVID-Safe requirements for events during the reporting period. There are numerous events supported at a Council or regional level. Examples include: Kapunda Mural Town community-led arts project, the Gawler Fringe, Healthy Ageing Expo, Gawler Show, NAIDOC week, Gawler Village Fair, Gawler Reconciliation Community Event, SALA, Barossa Fringe, Healthy Ageing Expo, Gallery Workshops, Music events, community bus services, LRC-Support of Greenock Artists Collective, History Fair, Volunteer Week, Youth Week, Multicultural Week, Public Health Week, National Volunteer Week, Reconciliation Week, Food Safety Week, Christmas Parades/Carols, Township Shows - ANZAC Day, Australia Day. Councils have Event Management Policies in place and grant funding schemes offering financial and/or in-kind support to not-for-profit community groups (on an application basis). Street Parties, ANZAC and Remembrance Day events). Community event information is displayed at local libraries, Council newsletter and Council websites. Council continues to hold Citizenship Ceremonies four times a year	Numerous partnerships and support for community groups and organisations hosting local events	COVID-19 has put most public events on hold 2020/21
	Integrate cultural/arts planning in main street and precinct development	X				1	There are various cultural and precinct developments and initiatives throughout the region. TBC, as part of 'The Big Project', identified the establishment of a Creative Industries Centre at Tanunda. Master planning and community engagement has been undertaken to date. TOG has progressed the Gawler Arts and Culture Strategy, Community Gallery, Arts Society, Gawler Public Art Framework, Youth Urban Art Program and Temporary Public Arts Grants. TOG Cultural Heritage Centre. LRC has developed a Public Art Strategy and Guidelines. LRC has supported the location of the Kapunda Community Gallery Inc. at a Main Street premises, LRC received recognition for the Kapunda Town Square development, winning three awards, Kapunda Mural Town community-led arts project and Greenock Heritage Trail Walk - a community-led heritage signage project, LRC-Support of Greenock Artists Collective	Kapunda Town Square - State Government funding assistance. Kapunda Community Gallery Inc.	

	Establish community focal points (e.g. Lewiston)	X				1	In TBC "The Big Project" will in effect create community focal points around key infrastructure in the council area including Recreation Park upgrades, Tanunda Show Hall upgrades, Barossa Adventure Station, Angaston Railway Precinct, Southern Barossa Dog Park. LRC has completed the Freeing Agricultural, Recreation and Multi-Use Centre and Kapunda Town Square, whilst the Light community groups have received awards for their Kapunda Mural Town project. LRC supported Dutton Park upgrades including female facilities. Bike link connecting Roseworthy through to Gawler in development. Lewiston Off Leash dog park was opened 2021 through Drought Communities funding. Development of Freedom Park playground in Liberty Estates as partnership between APC and Liberty Estates. Council consulted with the community to develop the skate park in Two Wells. Redevelopment of Walker Place TOG.	Freeing Agricultural Multi-Purpose Centre - Federal Government as well as community stakeholders. Kapunda Town Square - State Government funding assistance. Kapunda Mural Town Arts Project - Kapunda Community Gallery Inc. and community stakeholders. Various local community groups and clubs. State Government Funding- Dutton Park upgrade	
	Promote regional tourism	X				3	TOG, LRC and TBC each support a Visitor Information Centre (VIC). APC host a Visitor Information Outlet (VIO) located at Two Wells Service Centre. TBC - The Villages, Townships and Trails project is a \$20,000 initiative of Council and seeks to drive visitor dispersal through the development of enticing and engaging new digital and print marketing material including maps, inspirational videos, and suggested itineraries. Promotion of regional and local events. Key tourism projects and developments in the region include: Extend Barossa trails to TOG - link between the Stuart O'Grady Bikeway and The Barossa Trail, Adelaide Wine Capital Bike Trail. TOG's Civic Centre project: Connecting cycleways and walking trails throughout Gawler. TOG bike hub, Tourism Plan in development. LRC- Tourism Plan 2018/2023 implemented. APC - Developed Tourism and Economic Development Strategy 2022-2025	Tourism Barossa Inc. RDA Barossa	
	Promote participation from people of all ages and abilities.	X				1	All Councils collaborated to develop a Disability Access and Inclusion Plan (DAIP) which has been reviewed. The Councils support participation through events. Ageing and Disability EXPOs have been established through collaboration across all 4 Councils. TBC promotes participation through the Seniors Collaborative Action Project, the Youth Advisory Committee and the Disability Access & Inclusion Advisory Group, Bush Garden Disability Support Program. LRC supports the Kingfisher Inclusive Café in the Hewett Centre, which supports people with intellectual disabilities or mental health issues who are experiencing difficulties finding sustainable and meaningful employment.		
3.3 - Support and recognise the contribution of community groups, volunteers and carers in our community	Promote current volunteer programs (Council and external)	X				3	There is a Coordinator for volunteering at TBC who manages internal and external volunteers and services.; Bushgardens; Barossa Cares; Men's Shed. Ongoing promotion of the Volunteering Barossa and Light service to community groups & clubs and to individuals seeking volunteer opportunities.LRC offers volunteer roles including the Library Support roles and Community Bus drivers. Volunteer acknowledgements. Meals on Wheels. Kapunda Men's Shed. Recruitment for and promotion of volunteer opportunities at other organisations are promoted via the Volunteering Barossa & Light Resource Centre at Nuriootpa (under Shared Services Agreement with Barossa Council). APC Suicide Prevention Network. Two Wells Community Nursery, Community Garden. Programs include Friends of Gawler Library, VIC, Youth Programs. Volunteer opportunities being developed for residents living with disabilities. TOG - Cultural Heritage Centre, Friends of the Clock Tower, Gawler Visitor Centre, Home Assist Program, Library and Youth Services. Volunteer programs are regularly promoted through Council newsletters and social media	LRC & TBC have a shared service agreement.	Meals on Wheels program lost volunteers due to COVID-19
	Promote current volunteer resource centres	X				3	There is monthly promotion of the Barossa & Light Resource Centre activities. There is also promotion of Northern Volunteering resources and services for volunteer support (e.g.) grant funding workshops and other training options for volunteers. All Councils support Men's Sheds. LRC, TOG, APC- liaise with Volunteer SA&NT	LRC & TBC	
	Support volunteer events	X				3	Various volunteer events are supported at a Council or regional level, such as: National volunteer week and volunteer thank you events in May, Christmas volunteer functions. -Thank-you certificates in recognition of volunteer service sent annually to individual volunteers and groups for National Volunteers Week		

	Provide carer support programs	X		X	X	3	Carer support programs include: TBC Library - Nuriotpa works with Carers and Disability Link to provide fortnightly drop in support sessions for young carers, TOG Home assist program, Barossa) Carers Support Network (Carers SA), TOG promote opportunities for carer support i.e. linking carers to other services, work space support for SA Country Carers in Two Wells (APC). Councils promote and advocate for local carers networks.	Carers SA. SA Country Carers.	
4. Community Services and Support for Healthy Living									
4.1 - Advocate for equitable access to health information and support programs for our community	Facilitate access to information regarding available regional health services and community support programs (in partnership with Country Health SA and Medicare Locals)	X			X	1	Promotion of various health and wellbeing information or service providers via Council Facebook and website. Direct email to community group representatives of relevant services and programs.TBC secured grant funding to conduct a statistically valid survey using a questionnaire which identifies 19 factors of an individual's wellbeing as part of the Steps to Better Health program. There are links on council websites to relevant services e.g. Barossa Care. Services are also promoted through community services staff. APC- Online Food Safety training. ToG launched Community Connect program to provide information and connection to community, in particular to elderly and vulnerable people who may find themselves socially disconnected during these uncertain times. TBC's Barossa Cares website provides a one stop online community crisis support hub particularly in response to the COVID19 pandemic situation. TBC received Our Town Support Fund grant of \$50,000 plus Council and in kind contributions to introduce Community Connector pilot in 2020 to run until 30th Sept 2022. This pilot offered personal support to connect with local community services; supporting individuals to find solutions that are the right fit for them. Funding supported the employment of part time coordinator. TOG - inquiry to commence into Town of Gawler's proposal to change its boundaries to include the Concordia growth area, Hewett, a portion of Kalbeeba and Gawler Belt, Evanston Park, Reid and Hillier. ToG - Lift Installation at the Gawler Visitor Information Centre	Ongoing partnership with Country SA PHN TBC Community Connector - Department of Human Services Flinders University, Wellbeing Sa The South Australian Local Government Boundaries Commission	
	Promote awareness of Council community support programs through relevant stakeholders (Country Health SA, Medicare Locals - now Country SA PHN)	X			X	1	Various programs are supported, for example: Gawler Civic Centre, Homelessness Working group with support groups tackling homelessness; coordination of the Gawler and Districts Community Services Forum; support for the Gawler Suicide Prevention Community Group. There is opportunity to promote community transport services (community car, fortnightly shopping bus and community transport companion) and Home Assist services for residents via community health services and medical centres. There is provision of information for regional health services, Aged Care and Disability information at Council offices. TBC -the Aged Care Network, The Barossa Food Security Network established August 2020 which provides a coordinated response to emergency food relief across the Council area. ToG launched Community Connect program to provide information and connection to community, in particular to elderly and vulnerable people who may find themselves socially disconnected during these uncertain times. TBC's Barossa Cares website provides a one stop online community crisis support hub particularly in response to the COVID19 pandemic situation	Collaborative agreement with TBC Food Security Network - Southern Barossa Alliance, Williamstown Hotel, Impact Church, Lutheran Care, Lyndoch Hill, Kind Hearted Kitchen, and the Vine Inn	
	Support regional partnerships (with the Health Service Sector) to facilitate exchange of information regarding services and community development programs to address chronic disease risk factors (smoking, obesity, physical inactivity, smoking during pregnancy as well as mental health and family support programs).	X		X	X	1	Country SA PHN and their programs are invited to participate in community services network activities and events. Councils have supported the 'Steps to Better Health' program. Other examples where there are partnerships with the health service sector include the Gawler and Districts Community Services Forum and Domestic Violence Suicide Prevention Groups within the region. Aboriginal Health Team. TBC- Seniors Collaborative Action Project, Barossa Community Service Network, Barossa Cares website, Suicide Prevention Network		
	Advocate and support partnerships for adequate support for vulnerable children and their families and raise awareness of available support programs	X		X	X	3	TOG is recognised by UNICEF as a child friendly city. LRC website includes links to support services for domestic violence. There is advocacy for local schools to provide resources and/or direct support. There is opportunity to promote the services of Carers SA/Young Carers. LRC liaise with CADL. TOG and TBC- Dept. of Education. LRC received a Local Government Early Childhood Community Innovation Grant (a partnership between the Department for Education and the Local Government Association) of \$7,500 as a result of the Australian Early Development Census. The funding will be used to develop and implement a pilot program, "It Takes A Village" in the Kapunda community. This pilot aims to build local capacity to develop long-term strategic partnerships with community stakeholders that prioritise a focus on early childhood development and learning.		

	Explore funding opportunities for partnership programs to address risk areas: obesity (e.g. Obesity Prevention and Active Living (OPAL), physical inactivity, smoking, alcohol consumption.	X		X	X	1	TOG support Park Run and have introduced the Bike Hub. TBC- funding from Fay Fuller foundation to address high risk areas. TBC received \$50,000 in grant funding through Government of South Australia's Healthy Towns Challenge. Project involves conducting a statistically valid survey using a questionnaire which identifies 19 factors of an individual's wellbeing, highlighting areas where access to supports or services may improve a person's health and wellbeing through building social connections and enriching their capacity for resilience, 600 residents surveyed.	SA Healthy Town Challenge - State Government, Flinders University, Wellbeing SA, Barossa and Districts Health Advisory Council and the Seeds of Hope Suicide Prevention Network.	
	Continue support for the following current regional initiatives/networks, such as: Barossa, Gawler, Light Mental Health Group SPOKE Barossa, HACC Program, Medicare Local 'closing the gap' initiative for Aboriginal residents.	X			X	3	These regional networks and initiatives continue to be supported. Examples include: TOG support for CHSP (over 65's) Home Assist Program (under 65's with disabilities); LRC has a two-year Shared Service Agreement with the TBC to provide Community Transport and Home Assist services. The Councils are supporting Suicide Prevention Networks in the region. TBC continues to support the Seeds of Hope Suicide Prevention Program. TBC- Seniors Collaborative Action Project.	LRC membership of Barossa Community Services Forum (formerly Barossa SPOKE). Mallala Mens Shed partnered to form the SPN in APC.	
4.2 - Support corporate initiatives which encourage health choices for staff and the community	Review Council workplace policies for healthy eating and encouraging physical activity	X		X	X	1	All councils participate in the LGA Health Assessment, Skin Cancer assessments for staff and/or Elected Members. There is Council promotion of staff wellbeing programs (mental health & emotional wellbeing, physical activity, healthy nutrition and sleep habits, alcohol consumption, smoking). Formal healthy eating policies are not necessarily in place. APC- developing a Corporate Policy regarding COVID-19. -Health and Wellbeing Policy, Pandemic Policy. Promotion of Employee Access Program with Converge International and Corporate Health Group for all employees. Ongoing delivery of annual Health & Wellbeing Program for staff. Adopted Health & Wellbeing Policy with annual Health & Wellbeing Program		
	Develop a healthy catering policy for Council functions and events			X		4	TOG has adopted healthy alternatives for all meetings. -Provision of healthy options to address food sensitivities at Council-led events		
	Provide breastfeeding friendly facilities at key Council venues	X		X		1	TOG - New Civic Centre to incorporate a parents room. LRC staff requirements have been managed by office location according to need. However, identification of breastfeeding-friendly facilities across all key Council venues has not yet taken place.		
	Develop and implement policies for smoke-free community events			X		1	All Councils encourage events to be smoke free and identify dedicated smoking areas to be used away from other event attendees. All youth events are promoted as 'smoke-free' and 'drug & alcohol free'. LRC - Smoking and E-Cigarettes Policy adopted by Council		
	Provide a workplace immunisation program		X	X		3	TBC, TOG and LRC provide flu service through Health and Immunisation Management Services. WHS requirements. Council offers Flu Vaccinations annually to staff as part of the Corporate Health Program. Management permit paid time for staff to receive COVID vaccinations if required		
	Promote food safety and hygiene at Council venues	X	X	X		3	LRC supported community volunteers to undertake TAFE SA Food Safety Short Course training. LRC uses caterers with Food Business Notification (FBN) registration for all Council-managed events. LRC staff handling food as part of Council-managed events have undertaken training in food safety & hygiene. Promote food safety at all council events. Promote Food Safety Week	Partnership with TAFE SA to deliver short courses (partially subsidised by LRC)	
4.3 - Support the provision of accessible childhood, school and other community immunisation services across the region to achieve target vaccination rates	Investigate a regional model to integrate Councils' existing, independent immunisation services with consideration of: existing (and pending) service agreements; current accessibility; service and funding arrangements.			X	X	2	The councils provide varying services to the community. Health & Immunisation Management Services provide an immunisation service for TBC, TOG and LRC.	Health & Immunisation Management Services	
	Promote key SA Health immunisation awareness programs: Big Help for Little Adventurers			X		3	Regional Level - Implementation of proposed Immunisation Schedule changes towards 2023		
4.4 - Advocate for health services to meet the needs of a growing and ageing population profile	Advocate with RDA Barossa for adequate health facilities and services in the region.	X		X	X	4	State Government plans to explore options for a new Barossa-based health service.		
	Advocate for broadband roll-out and utilisation by the health sector					1	My Health Record is being promoted through local GPs.		

	Provide a Development Policy framework which enables consideration of social infrastructure requirements, accessible housing and aged accommodation.	X			X	4	Planning and Design Code fully replaced Development Plans from 19 March 2021. Proposed development of a new 100 bed SRF inline with Gawler Development Plan for inclusive housing. This is provided for in current Development Plan policy structure, with transition to Planning & Design Code pending. TOG - inquiry to commence into Town of Gawler's proposal to change its boundaries to include the Concordia growth area, Hewett, a portion of Kalbeeba and Gawler Belt, Evanston Park, Reid and Hillier.		
4.5 - Liaise with the health service sector regarding planning for regional climate change vulnerability	Raise awareness of the Central LGA vulnerability assessment findings with the health care sector	X				1	Legatus Group (Central LGA) has facilitated a number of climate change workshops in 2018. TOG - Environmental Management Plan that links back to RPHP to address public health and well-being around climate change and the impact associated with climate change. Collaboration with Legatus Group (former Central LGA) on public health and community wellbeing regional initiatives	LRC membership of Legatus Group (formerly Central Local Government Region - CLGR)	
	Promote adaptation planning by the regional health care sector (through current regional adaptation planning)	X				1	The Barossa Zone Emergency Management Committee (BZEMC) has completed a series of risk assessment and identified risk mitigation strategies that are being investigated for implementation. Regional liaison continuing with Legatus group on climate change adaptation initiatives. LRC - Council endorsed a, Emergency Management Plan in 2020 and Sustainability Action Plan in June 2022 to respond to Climate Emergency. ToG - development of Climate Emergency Action Plan		
Natural and Built Environment									
5. Planning Environments Supportive to Wellbeing									
5.1 - Provide facilities and infrastructure to promote recreation and physical activity in priority locations	Implement the 'Regional Open Space and Public Realm Strategy.	X		X	X	1	Examples include: the Regional Open Space and Public Realm Strategy has informed the development of precinct master plans as part of 'The Big Project'; the TOG Open Space and Recreation Plan (including the Dog Park and Fitness Trail Project delivery); the Gawler Aquatic Centre Upgrades; TOG Karbeethan Masterplan and the Essex Park and Gawler Showground Masterplan. The Open Space Plan included development of the Mallala, Two Wells and Dublin Oval sites and upgrade and expansion of walking and cycling paths. LRC Council is actively pursuing co-funding for a cycling trail between Tanunda and Kapunda, via Greenock, in addition to working in partnership with Roseworthy Township Expansion developers to realise a trail between Roseworthy and Gawler, via a disused rail corridor LRC has undertaken the following projects:- Kapunda Town Square (completed), Freeling Agricultural Multi-Purpose Centre (completed), revitalisation of the Kapunda Historic Mine Site (ongoing) and developed further play spaces at Hewett - near the North Para River. Other community initiatives that relate to this Strategy include the provision of toilets at the Pines Recreation Reserve and the Kapunda 'Mural Town' community arts project. Support the development of the dog park and fitness trail at Clonlea Reserve. New flooring installed at the Freeling Institute to support dance lessons. TBC - as part of the Big Project: Renewal and extension of Barossa Trail, upgrades to Angas Recreation Park, Stockwell Recreation Park, Nuriootpa Centennial Park		
	Continue to maintain and upgrade local recreation and sporting facilities in line with Council strategies and plans.	X		X		3	In the TBC the Big Project identifies a range of masterplans for recreational and sporting precincts across the council area, with the intent of developing an agreed schedule for improvements/upgrades in the coming years. TOG and TBC are implementing improved bike path connections within the region. Support of community groups managing community recreation facilities on behalf of Council (e.g.) assistance with letters of support, landowner consents, and preparing funding submissions to external bodies for facility upgrades. APC- upgrades to sporting facilities including netball, tennis, bowling club through Drought Communities Program. TBC - \$890,000 redevelopment of facilities at Nuriootpa's sports precinct including four new and upgraded change rooms for home and away teams that meet unisex standards. Also received \$881,000 to redevelop and upgrade existing change rooms to unisex, construct two new unisex change rooms, install a new junior oval, upgrade community spaces and install new cricket nets at the Angas Recreation Park, Angaston. Current improvements during the reporting period include upgraded play equipment at the Lions Playground Kapunda and Osprey Playground Hewett, and development of the Gundry's Hill Lookout in Kapunda.		

5.2 - Consider public health and wellbeing through urban planning projects and policies	Engage with developers to incorporate: 'Healthy by design', green infrastructure and water sensitive urban design guidelines into key regional urban development projects.	X	X	X		1	Potential for this to be addressed through State Planning Policies and the Planning and Design Code. TOG - Biodiversity Management Plan developed. During the reporting period, LRC working with Roseworthy Township Expansion developers and other partners on integrated and sustainable water management at the Roseworthy Township Expansion to realise local jobs in agriculture and greener, cooler, healthier neighbourhoods. The Social Infrastructure Deed for Roseworthy Township Expansion includes funding provisions for healthy infrastructure such as trails, an oval, cricket nets and multi-use courts. The first tranche of this infrastructure will be delivered via the St Yves development (underway). TBC- "The Big Project" takes all this into account. APC partnered with Liberty Estates to develop the Freedom Park playground		
	Advocate for incorporation of 'healthy by design' policies into State level planning reforms and modules.	X	X		X	1	Potential for this to be addressed through State Planning Policies and the Planning and Design Code. TOG - Biodiversity Management Plan developed. During the reporting period, LRC Working with Roseworthy Township Expansion developers and other partners on integrated and sustainable water management at the Roseworthy Township Expansion to realise local jobs in agriculture and greener, cooler, healthier neighbourhoods. The Social Infrastructure Deed for Roseworthy Township Expansion includes funding provisions for healthy infrastructure such as trails, an oval, cricket nets and multi-use courts. The first tranche of this infrastructure will be delivered via the St Yves development (underway). TBC- "The Big Project" takes all this into account. APC partnered with Liberty Estates to develop the Freedom Park playground		
	Incorporate 'Healthy by design' arts and cultural planning into re-developments of key precincts.	X			X	1	Healthy by design is an opportunity as part of: TBC Big Project; Kapunda 'Mural Town' arts project. Consideration of 'healthy by design' planning will be incorporated into the Two Wells Main Street redevelopment proposals at APC. TBC, as part of 'The Big Project', identified the establishment of a Creative Industries Centre at Tanunda. TOG has progressed the Gawler Arts and Culture Strategy, Community Gallery, Arts Society, Gawler Public Art Framework, Youth Urban Art Program and Temporary Public Arts Grants. TOG Cultural Heritage Centre. LRC has developed a Public Art Strategy and Guideline. LRC has supported the location of the Kapunda Community Gallery Inc. at a Main Street premises, LRC received recognition for the Kapunda Town Square development, winning three awards, Kapunda Mural Town community-led arts project and Greenock Heritage Trail Walk - a community-led heritage signage project, LRC-Support of Greenock Artists Collective		
	Provide training for planning, engineering and asset management staff in health in planning principles.	X			X	4	Partnership between LGA, Planning Institute Aust. and SA Health on training and development events i.e. High Density Living , Transit Oriented Design. Undertake training as opportunities are presented. There is EHO liaison with Infrastructure staff regarding infrastructure impacts on public health, e.g. CWMS development.		
5.3 - Promote, protect and enhance the region's natural environment	Continue to partner with the NRM Board in regional natural resource management projects	X	X			1	TBC continued to host a range of NRM programs (Education, Sustainable Landscapes, Natural Resource Centres) including working with Northern and Yorke Landscape Board's Aboriginal Engagement Committee (AEC) to recognise the 'Herbig Tree' cultural significance to the area's traditional custodians, the Peramangk people. LRC undertakes multiple revegetation projects in partnership with Northern and Yorke NRM Board. These include roadside revegetation projects, watercourse rehabilitation and maintenance of high biodiversity assets. APC continue to host the Coastal Conservation Officer Role to undertake coastal management and revegetation activities	northern yorke landscape board	
	Implement Council sustainability and environmental management plans		X			1	TOG is implementing its Environmental Management Plan. Developed Climate Emergency Action Plan. Climate Emergency Action Plan Working Group. TBC Barossa Bush Gardens, work collaboratively with Trees for Life as part of their Bush For Life Program. LRC recently endorsed a report on high biodiversity roadside vegetation areas which will be used to undertake targeted revegetation works. . Development of Gawler and Surrounds Stormwater Management Plan. LRC endorsed a Sustainability Action Plan in June 2022 to respond to Climate Emergency. APC Develop Community Wastewater Management System (CWMS) Infrastructure Asset Management Plan	TBC - commenced developing a Sustainability Strategy RoadMap	

	Promote co-planning of biodiversity protection and infrastructure for physical recreation in the region: trails, nature-based tourism	X	X	X	X	1	LRC endorsed a Sustainability Action Plan in June 2022 to respond to Climate Emergency. Continuation of annual free tree giveaway to residents. Ongoing liaison with NRM and DEW to manage the Adelaide International Bird Sanctuary National Park. APC - Infrastructure and Environment Committee. TOG - Secured \$150,000 funding from the DEW to increase tree canopy coverage and create conditions of continuous shade on walking and cycling routes leading to five Gawler rail stations	NRM Board & DEW	TBC - investigations into establishing SEB site to provide off set for vegetation clearance in the council area.
	Continue partnership programs with the AMLR NRM Board for catchment management, vegetation management and coastal protection (Adelaide Plains Council)	X	X		X	3	Continued partnership with Landscapes SA Board. Support of LRC programs (e.g.) annual free tree giveaway to residents, post-Pinery fire regeneration activities and management of key sites. APC hosts a Coastal Conservation Officer that ensures Council's coastal areas are protected and revegetated. TBC continued to host a range of NRM programs (Education, Sustainable Landscapes, Natural Resource Centres). APC Develop Community Wastewater Management System (CWMS) Infrastructure Asset Management Plan. Council will be undertaking a significant coastal protection project to replace 2.7km of rusted out dune fencing at North Thompson Beach.	Partnership with NRM Board, Barossa Bushgardens Partner with Police regarding beach access	
	Ensure roadside vegetation protection through marking and Council works procedures (rural Councils)	X	X		X	1	Roadside vegetation and marker system is managed by Council horticulture staff. Establishment of specific conditions for events and activities in rural areas impacting on roads and roadside vegetation (e.g. prohibition of camping in roadside areas during annual 24-hour motorbike trials). APC - verge management policy developed		TBC - review of its Roadside Vegetation Management Plan continued. Roadside Marker sign replaced.
	Undertake programs to protect coastal vegetation from recreational activities (motor-bike riding, vehicles) (Adelaide Plains Council)	X	X		X	1	APC continue to host the Coastal Conservation Officer Role to undertake coastal management and revegetation activities. Council will be undertaking a significant coastal protection project to replace 2.7km of rusted out dune fencing at North Thompson Beach. Fencing off and protecting the native vegetation surrounding the township, pedestrian gates, motorbike signage, ripping of paths, new plantings throughout.	Green Adelaide Landscape Board. Northern and Yorke Landscape Board	
6. Accessibility for All									
6.1 - Plan and advocate for accessible transport across the region	Provide community transport services in partnership with other community stakeholders	X			X	3	Under a Shared Services Agreement, LRC allocates funding to TBC to provide community transport across the region, with vehicles available for hire by service providers (community car, fortnightly shopping bus, and community transport companion). Council has a 12-seater community bus (with wheelchair lifter and space to transport up to two wheelchairs) by community groups and aged care facilities. APC provide a Community Passenger Network in collaboration with Wakefield Regional Council, Clare and Gilbert Valleys Council and Regional Council of Goyder. APC provides a monthly bus to the Elizabeth City Centre on the third Friday of each month.	Collaborative agreement with TBC, with State and Federal funding sources. APC partner with Wakefield Regional Council, Clare and Gilbert Valleys Council and Regional Council of Goyder.	Patronage of the community car and shopping bus services declined during the reporting period due to COVID-19 restrictions
	Review community transport services to cater for key needs: remote areas, needs groups, east-west linkages	X			X	3	Continued use of LRC 12-seater community bus (with wheelchair lifter and space to transport up to two wheelchairs) by community groups and aged care facilities. APC resolution to review existing agreements and align with the four participating regional councils.	Seek opportunities to develop new east west alignment with Barossa and Light Community Passenger Network and include Town of Gawler. Collaborate with these 3 councils to provide better access to community transport for volunteers and user	Use of community bus was limited during the reporting period due to Covid-19 restrictions
	Investigate a regional youth transport/mobile health service	X			X	2	Pilot project undertaken between five partner Councils (Light, Barossa, Adelaide Plains, plus Wakefield and Goyder) and Barossa Lower North Futures/Shaping Futures from 2015 for a 'Regional Youth Bus' - mobile youth space and information centre. Funding for pilot project ceased June 2017, unable to achieve projected youth engagement targets.		
	Advocate for transport services and infrastructure to meet population growth demand and East-West transport gaps	X			X	1	LRC acted in an advocacy role, contributing feedback to SAPTA's regional bus service review. LRC has initiated dialogue with the State Government Department of Infrastructure and Transport regarding future public transport needs at the Roseworthy Township Expansion, taking a precinct-wide perspective to this discussion.	Continued collaboration with Light Regional Council, The Barossa Council and Town of Gawler.	
6.2 - Support accessibility for all through Council services and facilities	Implement Council Disability Discrimination Act Plans	X			X	3	Councils have revised and implementing Regional Council Disability Action and Inclusion Action Plans.	Seeking to develop partnerships with relevant bodies including NDIS LAC - FerosCare	
	Investigate the opportunity for a regional Disability Discrimination Act Plan	X			X	1	As above. Endorsement of the Barossa Light and Lower Northern Regional Disability Action and Inclusion Plan (BLN R-DAIP) by all four partner Councils in June 2018. Endorsement of Council-specific Disability Action and Inclusion Action Plans by each of the four partner Councils	Town of Gawler, The Barossa Council, Adelaide Plains Council, Light Regional Council (LRC)	

	Integrate access considerations into urban, asset and community planning	X			X	1	As above. Implementation of DAIPs as required and integrated into annual works programs. In APC accessible public toilets within the sporting oval precinct at Two Wells under development LRC- increase Pram/Wheelchair access.TBC- purpose built Changing Places bathroom at The Rex in Tanunda is now open for use and is in line with Changing Places design specifications. It includes an adult size change table, ceiling hoist, peninsula toilet, privacy screen and additional circulation space to suitably meet the needs of people living with high support needs or complex disabilities, their families and carers.LRC received a Local Government Early Childhood Community Innovation Grant (a partnership between the Department for Education and the Local Government Association) of \$7,500 as a result of the Australian Early Development Census. The funding will be used to develop and implement a pilot program, "It Takes A Village" in the Kapunda community. This pilot aims to build local capacity to develop long-term strategic partnerships with community stakeholders that prioritise a focus on early childhood development and learning. ToG - Lift Installation at the Gawler Visitor Information Centre. New toilets at Apex Park and Martin's Place, include four cubicles, specifically one unisex ambulant toilet, one unisex toilet, and two accessible unisex toilets as well as a baby change table in each accessible cubicle. The Martin's Place facilities include three cubicles, specifically one accessible unisex toilet with a baby change table, one unisex ambulant toilet, and a Changing Places facility.	Changing Places Toilet - Grant funding of \$100,000 through the South Australian Department of Human Services	
7. Safe and Affordable Housing									
7.1 - Promote affordable and diverse housing choices	Commit to SA targets for affordable housing provision in new urban developments	X			X	1	The conversion of most Development Plans into the Better Development Plan format has incorporated housing affordability policies. Application of relevant policy as per planning requirements. Roseworthy Development- Affordable housing commitment. LRC continued to assist in the Roseworthy Town Expansion. Support available for youth homelessness but not for adult		State Government's new Planning and Design Code incorporates affordable housing provisions.
7.2 - Enforce safe and healthy housing conditions	Enforce housing safety and living standards through the: - Development Act 1993 (building standards, fire & swimming pool safety) -SA Public Health Act 2011 (new domestic squalor policy) -Local Government Act 1999 (fit for habitation) -Fire and Emergency Services Act	X		X	X	1	Compliance with health living conditions under the SA Public health Act, e.g. Cats, home care, etc. Planning/building assessments take into account human safety and public health considerations, e.g. Noise, odour, etc. Regional approach to squalor. Planning reform outcomes (PDIA)		
	Establish a regional forum for the Public Health (Severe Domestic Squalor) Policy	X		X	X	4	Reinstatement of the regional forum hosted by Playford Council and EHA Special Interest Group. Attended by externally agencies (i.e. Red Cross, Anglicare). Domestic squalor matters are investigated and responded to by each Council on a case-by-case basis.		
8. A Sustainable Environment for									
8.1 - Plan for regional water security	Promote water recycling (Revision 2045 Project) and minimisation	X	X			1	More recycled water will support significant economic and jobs growth in the region. The expansion of recycled water will help grow South Australia's premium food and wine industry. TOG: Stormwater Management Plan being drafted (Completed - ToG, LRC, TBC); Flood Mitigation through BZEMC. APC Develop Community Wastewater Management action plan. LRC is working with Roseworthy Township Expansion developers and other partners to realise integrated and sustainable water management at the Roseworthy Township Expansion to realise local jobs in agriculture and greener, cooler, healthier neighbourhoods. LRC is involved in Gawler Water Re-use Scheme, recycling stormwater for use in agricultural irrigation. TBC - Draft 30 Year Water Security Strategy developed (Currently out for consultation). The strategy will support the region's current demand and incremental future growth and help industries and communities adapt to a changing climate. The New Water Infrastructure to the Barossa project (Barossa New Water - PIRSA) aims to deliver new, secure, climate-independent and affordable water, leveraging the NAIS to underpin productivity growth in the region and economic benefits to the state.	TBC Water Security Strategy - Department for Environment and Water in partnership with PIRSA, SA Water, the Environment Protection Authority, Northern & Yorke Landscape Board, Barossa Australia, Barossa Infrastructure Limited (BIL), Light Regional Council, RDA Barossa Gawler Light and Adelaide Plains.	

	Promote regional water re-use projects e.g. the Greater Gawler Water Re-use Project	X	X			APC have supported the Northern Adelaide Irrigation Scheme (NAIS) through collaboration with SA Water representatives regarding pipe network and construction. Extension to NAIS. LRC is working with Roseworthy Township Expansion developers and other partners to realise integrated and sustainable water management at the Roseworthy Township Expansion to realise local jobs in agriculture and greener, cooler, healthier neighbourhoods. LRC is involved in Gawler Water Re-use Scheme, recycling stormwater for use in agricultural irrigation. TBC - Draft 30 Year Water Security Strategy developed (Currently out for consultation). The strategy will support the region's current demand and incremental future growth and help industries and communities adapt to a changing climate. The New Water Infrastructure to the Barossa project (Barossa New Water - PIRSA) aims to deliver new, secure, climate-independent and affordable water, leveraging the NAIS to underpin productivity growth in the region and economic benefits to the state.	Partnership with Bunyip Water	
8.2 - Minimise energy and resource use in the region	Support ongoing research and partnerships with industry in the region (Sustainable Environs Committee)	X	X		X	4	The Sustainable Environs Committee has not meet in the last 5 years. However, there is regional collaboration on solar initiatives, energy conservation, LED lighting strategies and Building Upgrade Finance Schemes. Continued work with neighbouring Councils and with contractors to better utilise existing services, under a regional procurement approach.	Following a Sustainability Forum in May 2022, Barossa Australia are facilitating discussion for the development of a regional sustainability plan
	Implement energy use reduction for Council facilities and infrastructure	X	x			1	TOG - Completion of Solar PV Installation project to admin centre. Council identified that replacing Gawler's street lighting with more efficient LED technology will result in major cost and energy reductions, saving Council up to \$200,000 a year in operational costs. Net 0 emission, which is under consideration as part of the work being progressed by the Town of Gawler Climate Emergency Action Plan Working Group. Energy efficiency and solar feasibility investigations carried out at multiple Council sites. Two new and improved electric vehicle charging stations were established at the Gawler Visitor Information Centre and Gawler Administration Centre carparks. LRC has advanced solar installations at key sites and also completed conversions to LED street lighting luminaires. LRC - Usage of EV Charger installed in Kapunda is noted. Council's operational buildings have had 95% of all lighting converted to LED. Community building lighting is upgraded as opportunities arise with minor works or upgrades. LRC Sustainability Working Party. TBC installed Solar on main council building and rec centre- total 350kW. APC- solar installed on CWMS. Change over to LED lighting	TBC - commenced developing a Sustainability Strategy RoadMap
8.3 - Reduce waste generation and illegal dumping	Implement a regional strategy for waste management and recycling.	X		X		1	TOG - has implemented a new Service level agreements with NAWMA and BRPG - Regional waste strategy partners. Adoption and implementation of a trial hard waste service for valid concession card holders. Continued regional waste management contract with Solo (with three types of bins for different waste) from July 2018 until 2025. LRC - Audit on bins across Council township. SOLO Bin APP, education. TBC- Regional Working Group Waste Strategy due for review. Extended trial of soft plastic and E-waste recycling. Hard waste trial postponed due to COVID-19. Received grant funding to conduct survey of rate payers if they would be willing to pay extra for green organic bin service. Continuation of the existing hard waste programs, issue of compostable bin liners, and working with community groups in the collection and reuse of recyclable products within the region during the reporting period	Partnership with Solo Waste Management. NAWMA Partnership with KESAB The Legatus Group have prepared and approved a Waste and Resource Recovery Strategy 2021-2026. A Waste Advisory Committee has also been established to oversee implementation of the plan.

	Implement specific waste management programs: Agricultural waste management, electronic waste.	X			X	1	The Legatus Group has identified a series of targeted projects that leverage advocacy and collaboration activities to deliver targeted outcomes for the region and as such commissioned the Legatus Group Waste and Resource Recovery Strategy 2021-2026 and its Action Plan. . Extended trial of soft plastic and E-waste recycling. Following the positive response to our hard waste voucher initiative earlier this year, January 2022 will see the introduction of a free 'on-demand' hard waste kerbside collection service pilot available to both residents and ratepayers in selected townships. From 1 July 2021, fortnightly green organic services became mandatory. TBC partnering with Father's Farm in light industrial soft plastics and household e-waste recycling and is look at expanding into other waste streams. ToG to continue routine kerbside hard waste removal 1/year. Received grant funding to conduct survey of rate payers if they would be willing to pay extra for green organic bin service. Ongoing liaison with NAWMA on "Food Organics Green Organics (FOGO) bin rollout as well as the ongoing provision of benchtop FOGO bins for residents. Promotion of and education in waste diversion from landfill. Several key items of single use plastic identified to be phased-out effective from the commencement of the new legislation. Council staff have been supplying compostable plates, bowls, cups, and cutlery to be used for catering. LRC continues to operate a resource-recovery centre at Kapunda -APC continue to support the Drum Muster program. Free e-waste disposal is supported at the Two Wells and Mallala waste transfer stations.	Partnership with Solo Waste Management Legatus	TBC - Introduced mandatory green organic (FOGO) service for township from July 2021
	Undertake illegal dumping surveillance and prevention trials.	X		X		3	Illegal dumping is investigated and responded to by each Council on a case-by-case basis. Illegal dumping continues to be an issue of concern. Where possible waste is checked for identifying documents. Limited staff capacity to conduct regular patrols across region		
9. Environmental Health Protection									
9.1 - Maintain effective public health enforcement standards for the management of communicable diseases	Develop regional public and environmental health performance standards (in consultation with SA Health).	X		X	X	1	Standardisation is promoted through the Local Government Public Health Evaluation Group and Environmental Health Managers Forum through the LGA. These groups contribute advice to the Chief Public Health Officer on issues impacting upon the evaluation, research and monitoring of Public Health across SA as it relates to local councils. The group contributes to the development of the SA Public Health Evaluation System, Research Agenda and Indicator Set. Our councils have been actively involved at the group and attended the various workshops. TBC- COVIDSafe plan monitored and enforced. All Councils operated according to SA Health Covid-19 directives including compulsory vaccinations for staff, split working conditions, TOG- MOU Public Health Act. Monitoring of various public and environmental health matters undertaken within the requirements of SA Health		
	Explore regional shared service approaches to: environmental health education for common issues (e.g. food safety, wastewater management) and certain services (e.g. immunisation).	X		X	X	1	Regional opportunities being investigated. Promotion of online EHA Food Safety training on Gawler & Barossa Council websites. Councils are exploring options for external immunisation providers for the school immunisation program. TOG, APC & LRC share resources for public health education. APC with TAFE to provide accredited food handling safety training.		
	Adopt standardised enforcement policies and procedures.	X			X	1	Councils adopt enforcement policies. TBC and TOG reviewing Order-Making Policy (completed).		
	Adopt Council based customer response targets.	X			X	1	TBC and TOG have monthly reports prepared on Customer Request Management for Executive/ Administration consideration. LRC has a practice of responding to customer requests within 24 hours. APC- has Customer Service Charter		
	Provide education and training on new legislative requirements.				X	1	Community education and training on new legislation and associated matters is undertaken using a variety of methods including information on Council's website and Facebook page, direct mail or email to affected persons and businesses (eg cessation of single-use plastic items)		
9.2 - Address environmental protection and nuisance such as odour, dust, air quality and noise	Enforce animal keeping policies (animal husbandry zone)	X	X	X	X	1	Corella population in region has reduced, monitored and use of external provider to cull if required. Use of contractor also for pigeon eradication from Council buildings / sites. TOG developed a Cat By-law in 2020/21 and conducts extensive Corella and Pigeons management programs annually. Separately, LRC has operated a Little Corella Management Program during the reporting period. In APC, Council Development Plan policies relating to the Animal Husbandry Zone are enforced and considered in development assessment. Adopted Dog and Cat Management Plan. Investigate Little Corella Management. TBC- Developed new Dog and Cat Management Plan and continued Corella management. Noise or nuisance animal complaints are investigated and responded to on a case-by-case basis		

	Implement Council road maintenance programs (to address dust from unsealed roads)	X	X		X	3	Annual program undertaken by each council. TOG continues to undertake an Unsealed Road program of utilising road recycled material to reduce dust generation and create a semi-sealed road in the rural areas. Upgrades to roads and footpaths in townships, stormwater improvements.	State Government funding support via the State Local Government Infrastructure Partnership.	
	Undertake environmental education and enforcement for building and construction industry	X	X		X	1	Councils police through planning with conditions on approvals on Land Divisions / Building development. The TOG enforce EPA water quality policy and ensure construction site reduce external impacts (i.e. drag out, stormwater) TBC administer a By-law to address rubbish from construction sites. Hosts NRM education programs.		
	Consider urban planning measures to address interface issues between residential areas and regional industries (agriculture)	X	X		X	3	Generally Councils address this through the application of their Development Plan policies.		
10. Preparing for the Public Health Impacts of Climate Change									
10.1 - Plan for potential public health risks associated with climatic changes and extreme weather events in the region	Integrate public health considerations in emergency management planning	X	X	X	X	1	The councils are proactive through the Barossa Zone Emergency Management Committee in understanding the risks associated with extreme weather and participate in regional emergency management planning. There is a proactive approach to regional emergency management through the Barossa Zone Emergency Management Committee. A Recovery Exercise Toolkit developed by the Australian Institute for Disaster Resilience was pilot tested in Recovery Exercise pilot workshops held in the Barossa Emergency Management Zone. LRC - adopted an Emergency Management Framework, Council Emergency Management Policy, Council Emergency Management Plan and Incident Operations and Recovery Procedure. APC- Community Resilience Emergency Management Plan.LRC continue free tree giveaway. Endorsement of Sustainability Action Plan by the Elected Body on 28 June 2022	This regional plan develops stronger partnerships with local Emergency Service Organisations (CFS, MFS, SES, SAAS and SA Police)	
	Tailor adaptation measures for vulnerable groups in the community (ageing, disabled, farming sector, coastal communities)	X	X	X	X	1	Partnership with State Emergency Service - dissemination of resources and information to community (hard copy and via Council website and Facebook, attend annual Ageing in Style seniors event) on preparation for and management strategies during extreme weather events (heat, storm, and flood). . Adaptation measures for vulnerable members of the community are implemented through APC's coastal Community Emergency Management Plans for Middle Beach and Webb Beach. TBC- Barossa Care website provides urgent information to vulnerable community members. Also addressed in DAIP action plan. LRC - adopted an Emergency Management Framework, Council Emergency Management Policy, Council Emergency Management Plan and Incident Operations and Recovery Procedure. APC- Community Resilience Emergency Management Plan.L	Stronger partnerships established with local Emergency Service Organisations (CFS, MFS, SES, SAAS and SA Police) through the Barossa Zone Emergency Management Committee	
	Plan climate change adaptation with key sectors: agricultural, health, primary production, animal husbandry	X	X	X	X	1	This has been case-by-case and generally issue-specific to date, such as assessing flood risk of proposed development in at-risk areas. There is ongoing liaison with Legatus group on climate change adaptation initiatives. All four councils are constituents of the Gawler River Floodplain Management Authority with four key projects budgeted including: Removal of trees and debris following the Hillier bushfire; Construction of a drainage system on Carmelo and Park Road, Virginia; Installation of new flood warning infrastructure and improvement of flood forecasting and warning service; and River survey, silt and weed removal, revegetation and levee repair. APC construction of flood protection levee at Two Wells with \$1.66m Federal funding. Webb beach levee reconstruction with minimal impact on environment. Council has adopted an Emergency Management Framework, Council Emergency Management Policy, Council Emergency Management Plan and Incident Operations and Recovery Procedure	Legatus Group	
	Undertake adaptation planning for coastal communities	X	X	X	X	1	Adaptation measures for vulnerable members of the community are implemented through APC's coastal Community Emergency Management Plans. APC continue to host the Coastal Conservation Officer Role to undertake coastal management and revegetation activities. Council will be undertaking a significant coastal protection project to replace 2.7km of rusted out dune fencing at North Thompson Beach.	Coast Protection Board, State Emergency Service	

	Undertake surveillance of potential changes to environmental health conditions in the region (mosquito breeding, food production and safety, on-site water reuse and evaporative cooling)	X	X	X	X	3	Regular monitoring of known mosquito and midge breeding areas, particularly after heavy rainfall or flooding event. Mosquito monitoring continuing with funding support from SA Health. Monitoring of known mosquito and midge breeding areas is ongoing with LRC successful in significantly reducing midge outbreaks at the Dutton Park Lake, Kapunda LRC/APC worked with SA Health regarding occurrence of JEV within the council areas. Council aims to utilise all available resources and water harvesting for the greening of the community Upgrades to existing infrastructure to produce a more sustainable water resource, fit for purpose.	Collaborative works between LRC, TOG, TBC & APC. SA Health	
	Consider potential climate change impacts to regional public health infrastructure: stormwater and wastewater treatment schemes.	X	X	X	X	1	Infrastructure schemes in the region are monitored and planned for factoring risk criterion, such as annual return interval flood risk and capacity requirements. Design and planning takes into account latest flood modelling, etc, in the assessment of Council infrastructure projects and development applications. TBC- Gawler River Floodplain Management Authority support council manage flood risk	Gawler River Flood Management Authority	
Economic Wellbeing									
11. Diverse Employment									
11.1 - Work with key stakeholders to diversify the economic base	Continue partnership with RDA Barossa to implement Regional Roadmap priorities for economic diversification	X			X	3	Key initiatives include: community hubs with mentors/volunteers; digital hubs to support new business eg Gawler Digital Hub and Gawler Business Development Group. Each Council is represented on the RDA Barossa Board (through Chief Executive Officers or Economic Development Officers as members) providing opportunity for input into RDA Roadmap targets and awareness of local, related objectives.	RDA Barossa	
11.2 - Support local employment opportunities	Continue support for RDA youth and community employment programs.	X			X	3	Direct support of Barossa Career Service (an RDA-managed service) via weekly consultations at Kapunda Library). Alternative community workshops in resume preparation and job application to be offered through Kapunda Library. Refer to other youth-support initiatives outlined in this report. TBC- Barossa Campus, B2B (Business to Business), Flinders University Small Business Support Program. Community workshops in resume preparation and job application offered through Council's libraries. Accredited youth training has continued at Gawler during school holidays. Light established a partnership with Kapunda High School to support the development of 'work ready' skills through construction projects (Gundry's Hill redevelopment). Continued support of Kapunda High School annual PLP mock interview program	RDA Barossa	
	Review Council policies to support youth employment/work experience opportunities.	X			X	3	Work-experience opportunities and trainee employment schemes are offered where possible. Examples of youth opportunities include: LRC support for the Year 10 Personal Learning Program the Australian Business Week Program, and Year 11/12 transition workshops; All 4 Councils support work-experience opportunities and trainee employment schemes where possible		
	Participate in the Northern Adelaide Regional Collaboration (NARC) to build workforce opportunities for northern Adelaide	X			X	3	There is ongoing communication with RDA Barossa regarding this initiative.	RDA Barossa Workforce Australia – Local Jobs Program	
11.3 - Protect and enhance local agricultural industries	Implement RDA Roadmap initiatives (priority: premium food and wine production)	X			X	3	Environmental and Food Protection Area as part of the PDIA . Continued support of local businesses (the Barossa Partnerships initiative). Established marketing collateral - Economic Profile. Implemented a communication program with business contacts.	Continuing partnership with Barossa Partnerships members	
	Implement the Virginia and Northern Adelaide Plains Horticultural Study recommendations (Mallala Council)	X			X	2	The Northern Food Bowl Protection Areas DPA implemented a number of the study's recommendations, particularly in relation to the expansion of the horticulture zone and the creation of horticulture precincts with smaller allotment sizes. Participated in the development of a grower's cluster group. Continual liaison with NAIS. COMPLETED	SA Water regarding NAIS	
12. Vibrant Places									

12.1 - Re-vitalise main streets and town centres	Promote connections between potential economic growth sectors and health and wellbeing: local fresh food production, recreation and ecological based tourism.	X			X	3	Various projects have taken place or are in progress to support this strategy, such as: TBC Cycle path networks, Cycle hub and bike hire from the Barossa Visitor Centre, Tour Down Under promotion and increase tourism, LRC completion of Greenock Town Square revitalisation project (public space utilised by Greenock Village Community Association to host seasonal 'festivals'), development of Kapunda Town Square. TOG- Gawler Visitor Information Centre responsible for the development and distribution of walking and driving tours of the town. APC completed Two Wells Village Green, a passive open space, complete with new toilet facility, will transform what is not an overly well-utilised, tired public space into a visually attractive, vibrant, green precinct. Development of the Kapunda Cornish Pisky Trail Endorsement of a Public Art Strategy, and collaboration with community groups to undertake local arts or cultural projects. Release of a new destination brand (Light Country) to market the region.	Village Green - Fed Government Drought Communities Program funding	
	Incorporate 'health in planning' principles in main street and town centre projects (recognising dual benefits to public health and local economy).	X		X	X	1	Nature Play concepts incorporated into design of Kapunda Town Square. Consideration of 'health in planning' principles will be incorporated into the design of the Two Wells Main Street redevelopment proposals. TBC- Bushgardens, Barossa Adventure Station.		
13. Digital Economy									
13.1 - Advocate for improved internet services	Implement RDA Roadmap initiatives: Support for the NBN roll-out and utilisation by the health sector; Advocacy for broadband access	X			X	1	Rollout of NBN service has taken place across various communities including: Gawler, Freeling, Kapunda, Mallala and Two Wells, Wasleys. Provision of public Wi-Fi in Kapunda main street and through public libraries. Continued promotion of RDA BGLAP's Barossa Hub as a local venue for students of all ages to access high-speed internet. TBC are accessing local technology through Swoop (formally Beam) Barossa to improve speeds and access. TBC and APC provide free wifi throughout town and selected centres e.g. library		

Section 52 Report - Amendments


Section 52 Report	Amendment
p4	<p>Add the following bullet point:</p> <p>Two Wells Main Street – transformation of existing under-utilised public space into a revitalised and award-winning Village Green, creating a safe, well-lit, and inviting place, strongly supported by the community and visitors. Officially opened in October 2021.</p>
p4	Replace two references to 'city' with 'district'
p4 - at reference to Two Wells flood protection levee	Replace 'Construction' with 'Design' and replace 'took place' with 'commenced'
Appendix 1	Amendment
At 10.1 "Plan climate change adaptation with key sectors: agricultural, health, primary production, animal husbandry"	Replace 'APC construction of' with 'APC plans to construct a'

15.8 MID NORTH COMMUNITY PASSENGER NETWORK ADVISORY COMMITTEE – APPOINTMENT OF MEMBER

Record Number: D22/55199

Author: Manager Library and Community

Authoriser: General Manager - Development and Community

Attachments: 1. Terms of Reference - Mid North Community Passenger Network Advisory Committee [↓](#) 

EXECUTIVE SUMMARY

- The purpose of this report is to provide Elected Members with an overview of the *Mid North Community Passenger Network Advisory Committee* and to appoint an Elected Member to the Committee, as per the attached Terms of Reference – **Attachment 1**.
- The *Mid North Community Passenger Network (MNCNP) Advisory Committee* is established under Section 41 of the Local Government Act 1999 and has been set up and administered by the Clare & Gilbert Valleys Council.
- The *MNCNP* provides a transport service to community members living within the Mid North Region including the council areas of the Clare & Gilbert Valleys Council, Regional Council of Goyder, Wakefield Regional Council and Adelaide Plains Council.
- Clause 3.1 of its Terms of Reference stipulates the membership of the Committee, which includes one Elected Member from the Adelaide Plains Council. Councillor Boon was previously appointed to the Committee by Council at its 25 February 2019 Ordinary Council meeting.

RECOMMENDATION

“that Council, having considered Item 15.8 – *Mid North Community Passenger Network Advisory Committee – Appointment of Member*, dated 19 December 2022, receives and notes the report and in doing so appoints Councillor [REDACTED] as an Elected Member representative on the Mid North Community Passenger Network Advisory Committee until the end of the current term of Council.”

BUDGET IMPACT

Estimated Cost:	Council’s contribution to this service is based on the previous year’s usage \$7,500 – 2021-2022 financial year.
Future ongoing operating costs:	Approximately \$5,500 – 2022-2023 financial year.
Is this Budgeted?	Yes

RISK ASSESSMENT

The *Mid North Community Passenger Network Advisory Committee’s Terms of Reference* requires the appointment of a Member from the Adelaide Plains Council. It is important that Council has a ‘voice’ on this Committee to ensure that our residents’ and ratepayers’ needs are considered in both the operational and strategic direction of this service.

DETAILED REPORT

Purpose

The purpose of this report is:

- To provide Council with a general overview of the Mid North Community Passenger Network Advisory Committee (MNCPN), which is run as a Section 41 Committee 'owned' and managed by the Clare & Gilbert Valleys Council, including a copy of its Terms of Reference (**Attachment 1** to this Report); and
- For Council to, in accordance with Clause 3.1 of the Terms of Reference, consider and determine an Elected Member to be appointed to this Committee until the end of the current Council term.

Background

Council at its meeting held on 25 February 2019, appointed Councillor Boon as the Member representative to serve on the Mid North Community Passenger Network Advisory Committee:

The Committee is responsible (as per its Terms of Reference):

- manages and operates the community passenger transport service in a sustainable manner
- ensures community participation in the delivery of the community passenger transport service
- undertakes functions on behalf of the Council, relative to the Committee.

Discussion

The MNCPN provides a transport service to the residents and communities encompassing the local government areas of Clare & Gilbert Valleys, Adelaide Plains Council, Regional Council of Goyder and Wakefield Regional Council. Community cars are located in each council region and are available to transport 'disadvantaged' residents so they can attend medical and health appointments locally, or in metropolitan areas. The cars are driven by accredited licensed volunteer drivers. Transport may also be arranged for shopping, banking, chemist and other appointments; however conditions apply for these services. In addition to community cars, the *Network* has a wheelchair access vehicle and a medical bus service.

The Service is funded by the four participating councils, as well as operating grants received from the State Government. There is a client fee for service which is determined and based on the distance travelled – maximum fee is \$70 (251 – 450kms), concessions may apply. Approximately 145 Adelaide Plains Council residents utilised this service in the 2021 calendar year (compared to 176 APC residents in 2020). In order to book the service, residents need to contact the Transport Coordinator, who is based at the Clare & Gilbert Valleys Council Office.

The Committee meetings are held on a quarterly basis, generally on a Tuesday morning, at the Clare & Gilbert Valleys Council Board Room.

Conclusion

Council to consider the appointment of an Elected Member to be its representative on the Mid North Community Passenger Network Advisory Committee, as per its Terms of Reference.

References

Legislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024 Proactive Leadership

Mid North Community Passenger Network Terms of Reference



1. Establishment

Pursuant to Section 41 of the Local Government Act, 1999 the Clare & Gilbert Valleys Council (Council) establishes a Committee to be known as the Mid North Community Passenger Network Advisory Committee. (Committee).

2. Objectives

The Mid North Community Passenger Network (CPN) provides a transport service to community members living within the Mid North Region encompassing the Council areas of the Clare & Gilbert Valleys Council, Regional Council of Goyder, Wakefield Regional Council and the Adelaide Plains Council, in partnership with the Community, State and Local Government and Private Enterprise.

The Committee:

- a) Manages and operates the community passenger transport service in a sustainable manner.
- c) Ensures community participation in the delivery of the community passenger transport service.
- d) Undertakes functions on behalf of the Council, relative to the Committee.

3. Membership

3.1 Membership of the Committee shall consist of:

- 3.1.1 One Council Member from the Clare & Gilbert Valleys Council
- 3.1.2 One Council Member from the Regional Council of Goyder
- 3.1.3 One Council Member from the Wakefield Regional Council
- 3.1.4 One Council Member from the Adelaide Plains Council
- 3.1.5 One nominee from Careers & Disability Link
- 3.1.6 One nominee from Consumer Representative
- 3.1.7 Two nominees from Volunteer Drivers

3.2 The CPN Coordinator will attend all Committee meetings in a reporting capacity without voting rights.

- 3.3 Only members of the Committee are entitled to vote in Committee meetings. Other individuals such as the Chief Executive Officer or delegate may attend any meeting as an observer or present information to the Committee in accordance with the principles of open, transparent and informed decision making.
- 3.4 Committee meetings must be conducted in a place open to the public.
- 3.5 Subject to any items that are discussed in confidence under the relevant legislative provisions, the agenda and minutes of the Committee meetings are also required to be made available to the public.
- 3.6 Appointments to the Committee shall be for a period of four years, or until the end of the term of the Council. Appointees may be reappointed by the Council.
- 3.7 The Council authorises the Committee to elect from its members a Presiding Member.
- 3.8 All members hold office at the pleasure of the Clare & Gilbert Valleys Council.
- 3.9 As the employer of CPN staff, Council will have responsibility for line management: performance review etc and will provide reports to the committee regarding the outcomes of these issues.

4 Secretarial Resources

- 4.1 The Chief Executive Officer shall provide sufficient secretarial resources to the Committee to adequately carry out its functions.

5 Quorum

- 5.1 The quorum necessary for the transaction of business shall be 50% of the number of members of the Committee plus one. A duly convened meeting of the Committee at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Committee.

6 Frequency of Meetings

- 6.1 The Committee shall meet quarterly.

7 Notice of Meetings

- 7.1 Ordinary meetings of the Committee will be held at times and places appointed by the Council or, subject to a decision of the Council, or the Committee. A special meeting of the Committee shall be summoned by the Chief Executive Officer at the request of its Presiding Member or any two members of the Committee.

- 7.2 No later than three days before the date of the meeting the Coordinator shall provide notice to the Committee members, confirming an agenda of items to be discussed detailing date, time and venue.

8 Minutes of Meetings

- 8.1 The Chief Executive Officer or delegate shall ensure that the proceedings and resolutions of all meetings of the Committee are minuted, including recording the names of those present and in attendance.
- 8.2 The Chief Executive Officer shall include on the agenda the declaration by any Committee member, the existence of any conflicts of interest and minute them accordingly.
- 8.3 Minutes of Committee meetings shall be circulated within five days after a meeting to all members of the Committee and members of the Council.

9 Financial Reporting

- 9.1 The Committee shall monitor the integrity of the financial statements provided by the Council in relation to the Mid North Community Passenger Network.

10 Reporting Responsibilities

- 10.1 If requested by Council, the Committee Chairperson shall report to the Council either in writing as a Presiding Member's report or verbally.
- 10.2 Minutes will be prepared and distributed in accordance with Local Government Proceedings at Meetings Regulations.
- 10.4 The Committee shall make whatever recommendations to the Member Councils it deems appropriate on any area within its charter where in its view action or improvement is required.
- 10.5 The Council will support the Committee as the management structure to perform the following function as outlined in the Deed from the Department of Human Services:
- *Reviewing annually and preparing an annual report on project outcomes achieved during each financial year of the term and forwarding that report to the Department of Human Services representative, and*
 - *Prior to the Expiry Date, the conduct of a review of the operations of the Mid North Community Passenger Network to determine its future role and the preparation of and furnishing to the Department of Human Services on a report of the finding of that review.*

11. Other Matters

The Committee shall:

11.1 Have access to reasonable resources in order to carry out its duties;

11.2 Oversee any investigation of activities which are within its terms of reference;

11.3 At least once a year, review its own performance and terms of reference to ensure it is operating at maximum effectiveness and recommend changes it considers necessary to the member Councils for approval.

12. Winding up of the Committee

The Committee may be wound up at any time by resolution of the Council, at its absolute discretion.

16 REPORTS FOR INFORMATION

16.1 COUNCIL RESOLUTIONS - STATUS REPORT

Record Number: D22/55126

Author: Manager Governance and Administration

Authoriser: General Manager - Governance and Executive Office

Attachments: 1. Resolution Register [↓](#) 

RECOMMENDATION

“that Council, having considered Item 16.1 – *Council Resolutions - Status Report*, dated 19 December 2022, receives and notes the report.”

Purpose

The purpose of this report is to provide Council with an update in relation to the status of ongoing Council Resolutions.

Discussion

The Council Resolutions Status Report is presented as a standing monthly Agenda Item and provided for Members' information and monitoring.

Provided for as **Attachment 1** to this Report is a 'Resolution Register' showing all ongoing (yet to be completed) resolutions of Council with up to date commentary regarding progress and status. Any items that have been completed since the last Council Resolutions Status Report are also included, and marked as 'Completed'.

Conclusion

The Council Resolutions Status Report is a transparent and efficient reporting tool, ensuring that Council Members and the community are regularly updated in relation to the implementation of Council decisions.

References

Legislation

Local Government Act 1999

Local Government (Procedures at Meetings) Regulations 2013

Council Policies/Plans

Strategic Plan 2021-2024 Proactive Leadership

Resolution Register - March 2019 - October 2022 - Ongoing						
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Forward Agenda, Agenda, Completed')	Responsible Department
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	I&E Committee Forward Agenda - 2023	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	Ongoing. Preliminary service review incorporated into Review of Office Accommodation and Services. Substantial review will form part of 2022 Organisation Review	Governance and Executive Office
24-Feb-20	14.7	Two Wells District Tennis Club Lease Request	"that Council, having considered Item 14.7 – Two Wells District Tennis Club Lease Request, dated 24 February 2020, receives and notes the report and in doing so: 1. Authorises the Chief Executive to seek the assistance of Norman Waterhouse Lawyers and to negotiate and finalise the Lease Agreement between Council and the Two Wells District Tennis Club Inc for the lease of a portion of land within Crown Reserve 5753, Folios 647, adjacent to the Two Wells Netball Club on Old Port Wakefield Road, Two Wells 2. Authorises, pursuant to section 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the lease agreement between the Adelaide Plains Council and the Two Wells District Tennis Club and 3. In accordance with section 166(1)(j) of the Local Government Act 1999, Council, being satisfied that the whole of a portion of land within Crown Reserve 5753, Folios 647, adjacent to the Two Wells Netball Club on Old Port Wakefield Road, Two Wells, is being used by an organisation which, in the opinion of Council, provides a benefit or service to the local community, grants a discretionary rebate of 100% of the rates imposed, effective from the 2020/21 rating year."	2020/055	Ongoing. Tennis Club has executed the lease. APC Mayor and CEO to execute upon receipt of Ministerial consent. Most recent follow up with DEW on 15 November 2022 and 24 November 2022. Development approval was granted on 19 August 2022. The matter is progressing.	Governance and Executive Office
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	I&E Committee Forward Agenda - 2023	Infrastructure and Environment

14-Dec-20	14.7	Third Creek 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> <ol style="list-style-type: none"> 1. Acknowledges that public consultation was undertaken in relation to the proposed closure of Third Creek Road and that no submissions were received; and 2. Instructs the Chief Executive Officer to finalise Third Creek Road closure in accordance with the Roads (Opening and Closing) Act 1991.” 	2020/448	Awaiting LTO to deposit the plan and issue new title to Council	Governance and Executive Office
22-Feb-21	14.1	Light & Adelaide Plains Region Economic Development Authority - Regional Subsidiary Charter	<p>“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:</p> <ol style="list-style-type: none"> 1. Confirms its intention to establish a regional subsidiary under section 43 of the Local Government Act 1999, to be known as the Light & Adelaide Plains Region Economic Development Authority (the Regional Subsidiary) and 2. Instructs the Chief Executive Officer to, on the Council’s behalf, and following a further joint Informal Gathering between Adelaide Plains Council and Light Regional Council, apply to the relevant Minister, under Schedule 2 Part 2 of the Local Government Act 1999, in relation to the proposed establishment of the Regional Subsidiary.” 	2021/062	Completed. Agenda - 19 December 2022	Governance and Executive Office
26-Jul-21	18.1	Motion on Notice – Sealing Coastal Roads	<p>“that Council:</p> <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to undertake detailed design in relation to the construction and sealing of Parham Esplanade (north Parham Road to end of road south of Wilson Street – 1.32km) 2. Acknowledges that an allocation of \$20,000 will be incorporated into the first quarter 2021/2022 budget revision.” 	2021/175	Ongoing. Budget allocation completed, detailed design ongoing	Infrastructure and Environment
27-Sep-21	14.6	Outcome of Public Consultation - Draft Lease Portion of Mallala Oval to Mallala and Districts Lions Club	<p>“that Council, having considered 14.6 – Outcome of Public Consultation – Draft Lease Portion of Mallala Oval to Mallala and Districts Lions Club, dated 27 September 2021, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Authorises the Chief Executive to negotiate and finalise the Lease Agreement between Council and the Mallala and District Lions Club for the lease of a portion of land Allotment 20 DP 95617, Mallala (known as the Mallala Oval) and comprised in Certificate of Title Volume 6163 Folio 218, to the Mallala and District Lions Club. and 2. Authorises, pursuant to section 44 of the Local Government Act 1999, the Mayor and Chief Executive Officer to execute the lease agreement between the Adelaide Plains Council and the Mallala and District Lions Club upon the necessary approvals being granted.” 	2021/352	Ongoing. Development Application has been lodged. Awaiting additional documentation to be provided by the applicant	Governance and Executive Office

27-Sep-21	21.1	Sale of Land for Non-Payment of Rates	<p>“that Council, having considered Item 21.2 – Sale of Land for Non -Payment of Rates, dated 27 September 2021, receives and notes the report and in doing so:</p> <p>1. Authorises the Chief Executive Officer to take action pursuant to Section 184 of the Local Government Act 1999 to recover outstanding rates in accordance with Rates Arrears and Debtor Management Policy from properties listed in Attachment 1 to this Report</p> <p>2. Pursuant to Section 38 and 44 of the Local Government Act 1999 authorises the Chief Executive Officer and the Mayor to execute the necessary documents in relation to the sale of the respective properties (if any) under common seal and</p> <p>3. Authorises the Chief Executive Officer or his delegate to call for Expressions of Interest from Licensed Real Estate Agents/Auctioneers to undertake the Auction of those properties that proceed to Public Auction (if any) to recover outstanding rates pursuant to Section 184 of the Local Government Act 1999.”</p>	2021/364	Ongoing. Update report presented to Ordinary Meeting on 28 March 2022	Finance and Business
8-Nov-21	4.1	Outcome of Public Consultation - Wasleys Bridge Closure or Load Limit Reduction	<p>“that Council, having considered Item 14.9 – Outcome of Public Consultation – Wasleys Bridge Closure or Load Limit Reduction, dated 25 October 2021, and in doing so, instructs the Chief Executive Officer to:</p> <p>1. In accordance with the provisions of Section 32 of the Road Traffic Act 1961, apply a load limit of 6.5 tonnes, emergency vehicles, Council vehicles and service vehicles exempted, to Wasleys Road Bridge (Light River), Barabba</p> <p>2. Relinquish the Bridge Renewal Program – Round 5 funding of \$107,500 and</p> <p>3. Apply for Bridge Renewal Program – Round 6, with Council’s contribution to be confirmed upon determination of the application.”</p>	2021/387	Ongoing. Load limit applied, funding application ongoing	Infrastructure and Environment
28-Mar-22	15.3	Light and Adelaide Plains Region Economic Development Authority - Status Update	<p>“that Council, having considered Item 15.3 – Light Adelaide Plains Region Economic Development Authority – Status Update, dated 28 March 2022 receives and notes the report and in doing so instructs the Chief Executive Officer to arrange a meeting with Minister Geoff Brock in order to progress the LAPREDA application, cordially inviting the Adelaide Plains Council Mayor, Light Regional Council Mayor and Chief Executive Officer to attend.”</p>	2022/077	Completed. Agenda - 19 December 2022	Governance and Executive Office
26-Apr-22	14.5	Parham Float Parking	<p>“that Council, having considered Item 14.5 – Parham Float Parking, dated 26 April 2022, receives and notes the report and in doing so:</p> <p>1. Affirms the strategic value of horses for recreation and visitors on a day by day basis and for events and that a preferred option for float parking is needed;</p> <p>2. Notes the Background and Options – Parham Float Parking Paper in Attachment 1 to this Report includes:</p> <p>a. Two float/car park options on Council land for further engagement to inform a preferred option:</p> <p>i. Main Street western portion;</p> <p>ii. West of Social Club;</p> <p>b. A proposed upgrade to create a Levee Trail including for use by horses;</p> <p>c. A draft Rider Information Sheet;</p> <p>d. Information about Council’s approach to horse events;</p> <p>e. An intent to install ‘Beware Horses’ signs;</p> <p>3. Authorises the Chief Executive Officer to undertake editorial to the draft Background and Options Parham Float Parking Paper in Attachment 1 to this Report to make it suitable to inform consultation; and</p> <p>4. Instructs the Chief Executive Officer to undertake public consultation in accordance with Council’s Public Consultation Policy and to bring back a subsequent report to Council.”</p>	2022/111	Forward Agenda - early 2023. Public consultation concluded on 30 August 2022	Development and Community

26-Apr-22	21.2	Parham Camping Reserve Management and Road Closure	<p>“that Council, having considered Item 21.2 – Parham Camping Reserve – Management and Road Closure, dated 26 April 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to undertake a road closure pursuant to Section 5 of the Roads (Opening and Closing) Act 1991 in relation to the relevant Portion of Esplanade, Parham; and 2. Acknowledges that a budget variation of \$10,000 will be incorporated into the third quarter budget review 2021/2022.” 	2022/124	Agenda - 19 December 2022	Governance and Executive Office
23-May-22	14.4	Draft Hart Reserve Master Plan - Feedback and Endorsement	<p>“that Council, having considered Item 14.4 – Draft Hart Reserve Master Plan – Feedback and Endorsement, dated 23 May 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Adopts ‘Option 1’ as the Hart Reserve Master Plan as presented at Attachment 1 to this Report; and 2. Instructs the Chief Executive Officer to undertake detailed investigation into the cost of a skate park (‘Option 2’) within Hart Reserve and bring back a report in relation to those investigations.” 	2022/133	Ongoing. Detailed investigations underway.	Development and Community
23-May-22	21.4	Heritage Survey Review	<p>“that Council, having considered Item 21.4 – Heritage Survey Review, dated 23 May 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Notes the Heritage Review Report in Attachment 1 to this Report includes: <ol style="list-style-type: none"> a. The Local Heritage Assessment Sheets identifying 34 properties as being of local heritage value; b. The Buckland Park State Heritage Assessment identifying the property as being of State heritage value; 2. Endorses in principle commencing an Amendment to the Planning and Design Code: <ol style="list-style-type: none"> a. To formally designate as local heritage places the 34 properties identified in Attachment 1 to this report; b. With early commencement of the Amendment to enable the buildings being listed on an interim basis to prevent risk of demolition during consultation. 3. Endorses in principle nominating the Buckland Park Station complex of buildings to the SA Heritage Council for consideration as a potential State heritage place; 4. Authorises the Chief Executive Officer to commence the statutory processes: <ol style="list-style-type: none"> a. To initiate an amendment to the Planning and Design Code including engagement with property owners under the Planning, Development and Infrastructure Act 2016; b. To nominate the Buckland Park Station complex of buildings to the SA Heritage Council for consideration as a potential State heritage place, noting the Department of Environment and Water are the lead agency for engagement with property owners, under the Heritage Places Act 1993; 5. Notes administration intent to include an allocation of up to \$10,000 in the draft budget for 2023/24 for the purpose of a local heritage incentives and advisory service.” 	2022/151	Ongoing.	Development and Community
27-Jun-22	14.1	Council Accommodation and Services Review - Preliminary Report	<p>“that Council, having considered Item 14.1 – Council Accommodation and Services Review – Preliminary Report, dated 27 June 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Adopts the Discussion Paper prepared by Holmes Dyer (Attachment 1); and 2. Instructs the Chief Executive Officer to prioritise community and stakeholder engagement in relation to the review of Council Accommodation and Services, including holding targeted workshops, following the Council Elections in November 2022.” 	2022/163	Agenda - 19 December 2022	Governance and Executive Office

27-Jun-22	12.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/011 of the Infrastructure and Environment Committee and in doing so:</p> <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to engage a suitably qualified consultant in accordance with Council’s Procurement Policy to undertake stage 2 requirements of the PLEC application and 2. Acknowledges that an allocation of \$30,000 will be incorporated into the appropriate quarterly budget revision in the 2022/2023 Financial Year.” 	2022/174	Ongoing	Infrastructure and Environment
27-Jun-22	12.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/012 of the Infrastructure and Environment Committee and in doing so:</p> <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to engage a suitably qualified consultant in accordance with Council’s Procurement Policy to deliver a community waste education program; and 2. Acknowledges that an allocation of \$15,000 will be incorporated into the appropriate quarterly budget revision in the 2022/2023 Financial Year.” 	2022/175	Ongoing	Infrastructure and Environment
27-Jun-22	14.4	Adelaide Plains Growth Strategy	<p>“that Council, having considered Item 14.4 – Adelaide Plains Growth Strategy, dated 27 June 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to:</p> <ol style="list-style-type: none"> 1. Commence consultation on the draft Growth Strategy and Background Paper presented as Attachments 1 and 2 to this report, in accordance with Council’s Public Consultation Policy; 2. Refine the draft Growth Strategy and Background Paper presented as Attachments 1 and 2 to this report based on 2021 Census data when available, with changes to comprise editorial matters but not changes to policy; and 3. Report back to Council following completion of the consultation process.” 	2022/185	Forward Agenda - early 2023. Public consultation concluded on 23 August 2022	Development and Community
27-Jun-22	14.6	Request to Paint Two Wells Oval Water Tank	<p>“that Council, having considered Item 14.6 – Request to Paint Two Wells Oval Water Tank, dated 27 June 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Approves the Two Wells Football and Netball Sporting Club to undertake painting of a mural on the water tank at the Two Wells Oval, subject to the artwork proof being reviewed and approval prior to painting commencement; and 2. Notes, and instructs the Chief Executive Officer to advise the Two Wells Football and Netball Club, that the tank will be decommissioned in the short to medium term. Recycled water options are being perused, once recycled is established the existing water tank will no longer be required and decommissioned.” 	2022/187	Ongoing. CEO has notified the Club, awaiting artwork proofs prior to painting commencing	Infrastructure and Environment
25-Jul-22	13.1	Two Wells Scout Facility Relocation - Lease - Outcome of Public Consultation	<p>“that Council, having considered Item 13.1 – Two Wells Scout Facility Relocation – Lease – Outcome of Public Consultation, dated 25 July 2022, instructs the Chief Executive Officer to seek the consent of the Minister for Climate, Water and Environment to:</p> <ol style="list-style-type: none"> 1. Change the current dedication of Allotment 103 comprised in Crown Record Volume 5753 Folio 647 from ‘Recreation Purposes’ to a dual dedication of ‘Recreation and Community Purposes’ to accommodate the proposed Two Wells Scout Hall relocation; and 2. Enter into a Lease Agreement with The Scouts Association of Australia SA Branch prior to any development occurring on the proposed lease area, being portion of Allotment 103 comprised in Crown Record Volume 5753 Folio 647, as per map outlined in blue within Attachment 5 to this report.” 	2022/237	Consent being sought from Minister for EW to lease portion of CR 5753/647, including change of dedication. Pending Approval for the ‘Development on Crown land’ 21/10/22 DEW advise dedication can remain as “Recreation” only.	Governance and Executive Office
25-Jul-22	13.7	Draft Equine Strategy	<p>“that Council, having considered Item 13.7 – Draft Equine Strategy, dated 25 July 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Endorses the Draft Equine Strategy and Background Paper as presented in Attachments 1 and 2 to this Report to be released for the purposes of undertaking consultation as envisaged in the Council’s Public Consultation Policy; and 2. Delegates authority to the Chief Executive Officer to undertake editorial but not policy changes as necessary.” 	2022/245	Forward Agenda - early 2023. Public consultation concluded on 1 November 2022	Development and Community

22-Aug-22	20.1	Crown Land, Two Wells - August 2022	<p>“that Council, having considered Item 20.1 – Crown Land, Two Wells – August 2022, dated 22 August 2022:</p> <ol style="list-style-type: none"> 1. Resolves that, having due regard to the relevant principles underpinning Council’s approach to procurement set out in Council’s Procurement Policy, it is appropriate to engage Alinea Group to undertake the next tranche of the market engagement exercise on the basis of the matters set out within the Report to Council 2. Appoints Alinea Group to undertake Stages 1 -4 of the transaction strategy as set out within the Letter of Offer to Council dated 10 June 2022 and presented as Attachment 2 to this Report, being a detailed market engagement and expression of interest campaign, including preparation of a land development concept plan which will largely reflect Council’s previously adopted guiding principles for the subject land 3. Acknowledges that the necessary budget revisions will occur at the 2022/2023 first quarter budget review (with a forecast budget variation of \$180,000) and 4. Acknowledges that appointment of an appropriate consultant for Stages 5 -8 (being request for detailed plans and transaction management to contractual close) will be determined by resolution at an appropriate time in the future and in accordance with Council’s Procurement Policy.” 	2022/267	Agenda - 19 December 2022	Governance and Executive Office
22-Aug-22	20.1	Crown Land, Two Wells - August 2022	<p>“that Council, having considered Item 20.1 – Crown Land, Two Wells – August 2022, dated 22 August 2022:</p> <ol style="list-style-type: none"> 1. Acknowledges that it is not sustainable or realistic for the Chief Executive Officer (nor his Executive) to drive delivery of this project in the absence of commensurate resourcing being made available, while simultaneously managing primary workload duties and 2. Authorises the Chief Executive Officer to adequately resource the significant workload associated with catalysing and activating town centre investment and expansion in Two Wells, consistent with Council’s responsibilities pursuant to Section 6 and 7 of the Local Government Act 1999, with the necessary budget revisions to occur at the 2022/2023 first quarter budget review (with a forecast budget variation of \$180,000).” 	2022/268	Ongoing. New positions will be reflected in the CEO’s Organisation Review. Update - Agenda 19 December 2022	Governance and Executive Office
22-Aug-22	11.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/024 of the Infrastructure and Environment Committee and in doing so:</p> <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to progress with centre median lighting for stage 2 design, noting that community consultation will be a necessary first step in the process prior to arriving at a final determination and 2. Acknowledges that further reports will be presented to Council on the progress of the Undergrounding of Power – Two Wells Main Street.” 	2022/276	Ongoing	Infrastructure and Environment
22-Aug-22	11.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/025 of the Infrastructure and Environment Committee and in doing so instructs the Chief Executive Officer to undertake the necessary process to enable the development of CR6249/280 (Attachment 3) for stormwater and passive recreation uses.”</p>	2022/277	Ongoing	Infrastructure and Environment
22-Aug-22	11.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/026 of the Infrastructure and Environment Committee and in doing so recommends to Council that it assign the road name Wake Road to the road reserve marked Lot 103 – Blue line (St Andrews Road to Western boundary of Land division) in Attachment 4.”</p>	2022/278	Ongoing	Infrastructure and Environment
22-Aug-22	11.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/027 of the Infrastructure and Environment Committee and in doing so recommends to Council that it assign the road name Gazzola Court to the road reserve marked Lot 104 – Red line (Lot 103 to Western boundary of Land division) in Attachment 4.”</p>	2022/279	Ongoing	Infrastructure and Environment
22-Aug-22	11.3	Infrastructure and Environment Committee Meeting	<p>“that Council endorses resolution 2022/028 of the Infrastructure and Environment Committee and in doing so recommends to Council that it assign the road name Fielke Road to the road reserve marked Lot 105 – Green Line (St Andrews Road to Lot 103) in Attachment 4.”</p>	2022/280	Ongoing	Infrastructure and Environment
22-Aug-22	13.3	Policy Review - Code of Practice - Access to Council Meetings and Documents	<p>“that Council, having considered Item 13.3 – Policy Review – Code of Practice – Access to Council Meetings and Documents, dated 22 August 2022, receives and notes the report and in doing so instructs the Chief Executive Officer to undertake public consultation, in accordance with Council’s Public Consultation Policy, on the draft Code of Practice – Access to Council Meetings and Documents as presented at Attachment 1 to this Report.”</p>	2022/285	Agenda - 19 December 2022	Governance and Executive Office
22-Aug-22	13.5	Motion Without Notice	<p>“that Council instructs the Chief Executive Officer to commence discussions with the appropriate authorities in respect of leasable opportunities in and around Parham for the prospective development of a dedicated horse float parking area and to bring a report back at the appropriate juncture.”</p>	2022/288	Forward Agenda - early 2023	Development and Community

22-Aug-22	13.6	Short Term Staff Accommodation - 65 Old Port Wakefield Road Two Wells	<p>“that Council, having considered Item 13.6 – Short Term Staff Accommodation – 65 Old Port Wakefield Road Two Wells, dated 22 August 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Reallocates \$94,000 from the ‘Council Chamber and Meeting Rooms Audio/Video Upgrade’ Project to the Short Term Staff Accommodation Project 2. Instructs the Chief Executive Officer to progress the Short Term Staff Accommodation Project, including: <ol style="list-style-type: none"> a. Preparation of building plans and lodgement of a development application for a change of land use and b. Obtaining quotes for the proposed and necessary building work and 3. Acknowledges that further reports may be presented to Council in due course regarding additional budget allocations (if necessary) and/or progress of the Short Term Staff Accommodation Project.” 	2022/289	Ongoing	Development and Community
22-Aug-22	13.7	Draft Two Wells Walking Cycling Plan	<p>“that Council, having considered Item 13.7 – Draft Two Wells Walking Cycling Plan, dated 22 August 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Endorses the Draft Two Wells Walking Cycling Plan as presented in Attachment 1 to this report to be released for the purposes of undertaking consultation as envisaged in the Public Consultation Policy and 2. Delegates authority to the Chief Executive Officer to undertake editorial but not policy changes necessary.” 	2022/290	Ongoing	Development and Community
22-Aug-22	14.3	Tourism and Economic Development Opportunity	<p>“that Council, having considered Item 14.3 – Tourism and Economic Development Opportunity, dated 22 August 2022, receives and notes the report and in doing so acknowledges the opportunity to pursue tourism and economic development-related investment along the coastal foreshores for campground activity to occur and instructs the Chief Executive Officer to bring back a further report on the matter following the expiration of caretaker period and post the November 2022 Local Government Elections.”</p>	2022/294	Forward Agenda - early 2023	Governance and Executive Office
26-Sep-22	18.1	Motion Without Notice	<p>“that the Chief Executive Officer bring back a report to the first meeting of the new elected body setting out all relevant background and information regarding the Gawler River Floodplain Management Authority, including risks posed (financial, legal, reputation, operational) in either remaining or withdrawing from the subsidiary.”</p>	2022/326	Agenda - 19 December 2022	Governance and Executive Office
24-Oct-22	17.2	Motion on Notice	<p>“that Council instructs the Chief Executive Officer to bring back a report to a subsequent meeting of Council regarding the concept of developing a new civic/community centre which includes the following:</p> <ul style="list-style-type: none"> • An overview of the Holmes Dyer Review of Council Accommodation; • Opportunities to leverage off the soon to be acquired Crown Land at Two Wells to fund the centre; and • Timing and next steps to achieve the outcome.” 	2022/340	Agenda - 19 December 2022	Governance and Executive Office

Resolution Register - November 2022 - All						
Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Agenda, Completed')	Responsible Department
09-Nov-22	4.1	Adoption of Draft Audited Financial Statements 2021/2022	"that Council receives and notes the minutes of the Audit Committee Meeting held on 7 November 2022 as presented at Attachment 1 to this Report."	2022/341	Completed	Finance and Business
09-Nov-22	4.1	Adoption of Draft Audited Financial Statements 2021/2022	"that Council, having considered Item 4.1 – Adoption of Draft Audited Financial Statements 2021/2022, dated 9 November 2022, receives and notes the report and in doing so: 1. Endorses Audit Committee Resolution 2022/059 and adopts the 2021/2022 Audited Financial Statements and notes forming part of the statements, and authorises the Mayor and Chief Executive Officer to certify same on behalf of Council; and 2. Notes that the Audit Committee has, through its Resolution 2022/060, authorised the Audit Committee Chairman to sign the Certification of Auditor Independence."	2022/342	Completed	Finance and Business
28-Nov-22	2.1	Declaration of Office	"that Council, having considered Item 2.1 – Declaration of Office, dated 28 November 2022, receives and notes the report."	2022/343	Completed	Governance and Executive Office
28-Nov-22	2.2	General Election Results 2022	"that Council, having considered Item 2.2 – General Election Results 2022, dated 28 November 2022, receives and notes the report."	2022/344	Completed	Governance and Executive Office
28-Nov-22	2.3	Acknowledgement of Elected Members' Service	"that Council, having considered Item 2.3 – Acknowledgement of Elected Members' Service, dated 28 November 2022, receives and notes the report and in doing so acknowledges the contributions of Mr Peppino (Joe) Daniele, Mr Carmine Di Troia, Mr Frank Maiolo and Mr Brian Parker in the service of Council and Community during their respective tenures as elected members of Adelaide Plains Council."	2022/345	Completed	Governance and Executive Office
28-Nov-22	3.1	Confirmation of Minutes	"that the minutes of the Ordinary Council Meeting held on 24 October 2022 (MB Folios 17673 to 17680 be accepted as read and confirmed."	2022/346	Completed	Governance and Executive Office
28-Nov-22	3.2	Confirmation of Minutes	"that the minutes of the Special Council Meeting held on 9 November 2022 (MB Folios 17681 to 17683 be accepted as read and confirmed."	2022/347	Completed	Governance and Executive Office
28-Nov-22	7.1	Mayor's Report	"that Council, having considered Item 7.1 – Mayor's Report, dated 28 November 2022, receives and notes the report."	2022/348	Completed	Governance and Executive Office
28-Nov-22	14.1	Code of Practice - Meeting Procedures	"that Council, having considered Item 14.1 – Code of Practice – Meeting Procedures, dated 28 November 2022, receives and notes the report and in doing so: 1. Resolves to continue operating under the current Code of Practice – Meeting Procedures until such time that Council Members are in a better position to review same following completion of meeting procedures induction and training activities; and 2. Acknowledges that, in accordance with Regulation 6 of the of the Local Government (Procedures at Meetings) Regulations 2013, Council must review the Code of Practice – Meeting Procedures by no later than the June 2023 Ordinary Council Meeting."	2022/349	Completed	Governance and Executive Office
28-Nov-22	14.2	Appointment of Deputy Mayor	"that Council, having considered Item 14.2 – Appointment of Deputy Mayor, dated 28 November 2022, receives and notes the report and in doing so resolves that: 1. The term of office for the position of Deputy Mayor for the Adelaide Plains Council be from 28 November 2022 until 28 November 2023 (a period of 12 months); 2. The method of choosing a Deputy Mayor be indicative vote to determine the preferred person; and 3. Upon completion of the vote Council will, by subsequent resolution, appoint the successful Council Member as its Deputy Mayor."	2022/350	Completed	Governance and Executive Office
28-Nov-22	14.2	Appointment of Deputy Mayor	"that Council, having considered Item 14.2 – Appointment of Deputy Mayor, dated 28 November 2022, appoints Councillor Marcus Strudwicke as Deputy Mayor for the Adelaide Plains Council from 28 November 2022 until 28 November 2023."	2022/351	Completed	Governance and Executive Office
28-Nov-22	14.2	Amendment	"change the words 'Wednesday 26 April' to 'Monday 24 April'."	2022/352	Completed	Governance and Executive Office


28-Nov-22	14.3	Ordinary Council Meeting Schedule 2021	<p>that Council, having considered Item 14.3 – Ordinary Council Meeting Schedule 2023, dated 28 November 2022, receives and notes the report and in doing so and in doing so resolves that Ordinary Council Meetings for December 2022 to December 2023 (inclusive) be held in the Mallala Council Chamber commencing at 4.30pm on the following dates:</p> <ul style="list-style-type: none"> Monday 19 December 2022 Monday 30 January 2023 Monday 27 February 2023 Monday 27 March 2023 Monday 24 April 2023 Monday 22 May 2023 Monday 26 June 2023 Monday 24 July 2023 Monday 28 August 2023 Monday 25 September 2023 Monday 23 October 2023 Monday 27 November 2023 Monday 18 December 2023." 	2022/353	Completed	Governance and Executive Office
28-Nov-22	14.4	Ordinary Council Meeting Schedule 2021	<p>that Council, having considered Item 14.4 – Ordinary Council Meeting Agenda Template (Order of Business), dated 28 November 2022, receives and notes the report and in doing so, pursuant to Section 86 of the Local Government Act 1999, adopts for use the agenda order of business for its Ordinary Council Meetings as provided for in Attachment 1 to this report and outlined below:</p> <ol style="list-style-type: none"> 1. Acknowledgment of Country 2. Attendance Record 3. Confirmation of Council Meeting Minutes 4. Business Arising 5. Declaration of Members' Interest 6. Adjourned Business 7. Mayor's Report 8. Requested Documents/Correspondence to be Tabled 9. Deputations 10. Presentations/Briefings 11. Petitions 12. Committee Meetings 13. Subsidiary Meetings 14. Reports for Decision 15. Reports for Information 15. Questions on Notice 17. Questions Without Notice 18. Motions on Notice 19. Motions Without Notice 20. Urgent Business 21. Confidential Items 22. Closure " 	2022/354	Completed	Governance and Executive Office
28-Nov-22	14.5	Council Meetings - Provision of Notice and Agendas	<p>that Council, having considered Item 14.5 – Council Meetings – Provision of Notice and Agendas, dated 28 November 2022, receives and notes the report and in doing so, in accordance with section 83(6)(d) of the Local Government Act 1999, authorises the Chief Executive Officer to give Notice of a council meeting accompanied by the Agenda for the meeting, by way of email transmission to each Council Member's Council-issued email account."</p>	2022/355	Completed	Governance and Executive Office

28-Nov-22	14.5	Council Meetings - Provision of Notice and Agendas	"that Council, having considered Item 14.5 – Council Meetings – Provision of Notice and Agendas, dated 28 November 2022, instructs the Chief Executive Officer to cause three (3) hard copies of the Agenda for every meeting to be made available for collection, as soon as practicable following email transmission, for the following Council Members: 1. Councillor Keen and Councillor Stubing from the Two Wells Service Centre; and 2. Mayor Wasley from the Mallala Principal Office."	2022/356	Completed	Governance and Executive Office
28-Nov-22	14.6	Overview of Council Committees	"that Council, having considered Item 14.6 – Overview of Council Committees, dated 28 November 2022, receives and notes the report and in doing so acknowledges Council's current Committee Structure as set out within this Report."	2022/357	Completed	Governance and Executive Office
28-Nov-22	14.7	Audit Committee - Terms of Reference and Membership	"that Council, having considered Item 14.7 – Audit Committee – Terms of Reference and Membership, dated 28 November 2022, receives and notes the report and in doing so acknowledges: 1. That, pursuant to section 126(1) of the Local Government Act 1999, Council must have an audit committee; and 2. The Audit Committee Terms of Reference as presented at Attachment 1 to this Report."	2022/358	Completed	Finance and Business
28-Nov-22	14.7	Audit Committee - Terms of Reference and Membership	"that Council, having considered Item 14.7 – Audit Committee – Terms of Reference and Membership, dated 28 November 2022, acknowledges the following two (2) Independent Members, who are appointed to Council's Audit Committee until 30 November 2024: 1. Mr Alan Rushbrook (Chairperson); and 2. Mr Peter-Fairlie Jones."	2022/359	Completed	Finance and Business
28-Nov-22	14.7	Audit Committee - Terms of Reference and Membership	"that Council, having considered Item 14.7 – Audit Committee – Terms of Reference and Membership, dated 28 November 2022, appoints the following three (3) Council Members as Members of the Audit Committee until 30 November 2023 to coincide with the transition from 'Audit Committee' to 'Audit and Risk Committee' under the Local Government Act 1999: 1. Mayor Wasley 2. Deputy Mayor Strudwicke and 3. Councillor Panella."	2022/360	Completed	Finance and Business
28-Nov-22	14.8	Building Fire Safety Committee - Terms of Reference and Membership	"that Council, having considered Item 14.8 – Building Fire Safety Committee – Terms of Reference and Membership, dated 28 November 2022, receives and notes the report and in doing so acknowledges: 1. That Council has established the Adelaide Plains Building Fire Safety Committee pursuant to Section 157(17) of the Planning, Development and Infrastructure Act 2016 (the PDI Act) and has designated the Committee as an appropriate authority pursuant to Section 157(16) of the PDI Act; and 2. The Building Fire Safety Committee Terms of Reference as presented at Attachment 1 to this Report."	2022/361	Completed	Development and Community
28-Nov-22	14.8	Building Fire Safety Committee - Terms of Reference and Membership	"that Council, having considered Item 14.8 – Building Fire Safety Committee – Terms of Reference and Membership, dated 28 November 2022, acknowledges the following three (3) Committee Members, who are appointed until 28 June 2024: 1. Mr Peter Harmer, as a person who holds prescribed qualifications in building surveying pursuant to regulation 113 of the Planning, Development and Infrastructure (General) Regulation 2017 and subject to the condition that they retain such prescribed qualifications for the term of their appointment; 2. Mr Julian Aggiss (and Messrs Colin Paton and Darren Chapman as deputy members) Country Fire Service as a person nominated by the Chief Officer of the SA Country Fire Service and as a person with expertise in the area of fire safety; and 3. Mr Michael Essex, as a person selected by Council."	2022/362	Completed	Development and Community
28-Nov-22	14.8	Building Fire Safety Committee - Terms of Reference and Membership	"that Council, having considered Item 14.8 – Building Fire Safety Committee – Terms of Reference and Membership, dated 28 November 2022, acknowledges the appointment of Mr Peter Harmer as the Presiding Member of the Adelaide Plains Building Fire Safety Committee, pursuant to section 157(17) of the Planning, Development and Infrastructure Act 2016 until 28 June 2024 subject to the condition that Mr Harmer remains a member of the Adelaide Plains Building Fire Safety Committee for the term of his appointment."	2022/363	Completed	Development and Community

28-Nov-22	14.9	Council Assessment Panel - Terms of Reference and Membership	<p>"that Council, having considered Item 14.9 – Council Assessment Panel – Terms of Reference and Membership, dated 28 November 2022, receives and notes the report and in doing so acknowledges:</p> <ol style="list-style-type: none"> 1. That, pursuant to Section 83 of the Planning, Development and Infrastructure Act 2016, Council must have a Council Assessment Panel (CAP); 2. The CAP Terms of Reference as presented at Attachment 1 to this Report; and 3. The existing appointment of the following members to the CAP, to 30 June 2024, as follows: <ol style="list-style-type: none"> a. Nathan Cunningham (Presiding Independent Member) b. Aaron Curtis (Independent Member) c. Paul Mickan (Independent Member) d. Susan Giles (Independent Member) e. Ian O'Loan (Deputy Independent Member)." 	2022/364	Completed	Development and Community
28-Nov-22	14.9	Council Assessment Panel - Terms of Reference and Membership	<p>"that Council, having considered Item 14.9 – Council Assessment Panel – Terms of Reference and Membership, dated 28 November 2022:</p> <ol style="list-style-type: none"> 1. Appoints Councillor Panella as a Member of the Council Assessment Panel (CAP) pursuant to Section 83(1)(b)(i) of the Planning, Development and Infrastructure Act 2016 (PDI Act) for a term commencing 28 November 2022 and ending 30 June 2024; and 2. Determines, in accordance with Section 83(1)(b) of the PDI Act, that this appointment is subject to the Member's compliance with, and acceptance of, the Terms of Reference for the CAP adopted on 3 March 2021." 	2022/365	Completed	Development and Community
28-Nov-22	14.10	Adelaide Plains Council Historical Committee - Terms of Reference and Membership	<p>"that Council, having considered Item 14.10 – Adelaide Plains Council Historical Committee – Terms of Reference and Membership, dated 28 November 2022, receives and notes the report and in doing so acknowledges the Adelaide Plains Council Historical Committee's Terms of Reference as presented at Attachment 1 to this Report." </p>	2022/366	Completed	Development and Community
28-Nov-22	14.10	Adelaide Plains Council Historical Committee - Terms of Reference and Membership	<p>"that Council, having considered Item 14.10 – Adelaide Plains Council Historical Committee – Terms of Reference and Membership, dated 28 November 2022, in accordance with Clause 3.1:</p> <ol style="list-style-type: none"> 1. Extends the appointment of the following 'Community Members': Paul Angus, Robert Bevan, Vaughn Chenoweth, Jim Franks, Laura Parsons, Greg Tucker and Christine Young until 28 January 2026; and 2. Appoints Councillor Strudwicke as 'Council Member' until the end of the current Council term; and 3. Acknowledges that the Historical Committee will make recommendations to Council regarding the appointment of a Presiding Member and Deputy Presiding Member in accordance with the Terms of Reference." 	2022/367	Completed. Agenda - 19 December 2022	Development and Community
28-Nov-22	14.11	Governance Advisory Panel - Terms of Reference and Membership	<p>"that Council, having considered Item 14.11 – Governance Advisory Panel – Terms of Reference and Membership, dated 28 November 2022, receives and notes the report and in doing so:</p> <ol style="list-style-type: none"> 1. Acknowledges the Governance Advisory Panel's Terms of Reference as presented at Attachment 1 to this Report; and 2. In light of the recent commencement of the 'Behavioural Management Framework' for Council Members, resolves to amend Clause 2.2 of the Governance Advisory Panel's Terms of Reference as follows: <ul style="list-style-type: none"> • Replace reference to 'Code of Conduct for Council Members' with 'Behavioural Standards for Council Members'; and • Replace reference to 'Procedure established by Council' with 'Behavioural Management Policy'." 	2022/368	Completed	Governance and Executive Office
28-Nov-22	14.11	Governance Advisory Panel - Terms of Reference and Membership	<p>"that Council, having considered Item 14.11 – Governance Advisory Panel – Terms of Reference and Membership, dated 28 November 2022, acknowledges the following membership appointments:</p> <ol style="list-style-type: none"> 1. Isobel Redmond, Lachlan Miller and Cimon Burke, who are appointed by Council as Independent Members in accordance with Clause 3.2.1 of the Panel's Terms of Reference until 25 July 2026; and 2. Isobel Redmond, who is appointed by the Chief Executive Officer as Chairperson to preside meetings of the Panel in accordance with Clause 4.1 of the Terms of Reference; and 3. Council's Mayor and Deputy Mayor who are appointed in accordance with Clause 3.2.2 and 3.3.3 of the Panel's Terms of Reference respectively." 	2022/369	Completed	Governance and Executive Office

28-Nov-22	14.12	Infrastructure and Environment Committee - Terms of Reference and Membership	"that Council, having considered Item 14.12 – Infrastructure and Environment Committee - Terms of Reference and Membership, dated 28 November 2022, receives and notes the report and in doing so adopts the Infrastructure and Environment Committee's Terms of Reference as presented at Attachment 1 to this Report."	2022/370	Completed	Infrastructure and Environment
28-Nov-22	14.12	Infrastructure and Environment Committee - Terms of Reference and Membership	"that Council, having considered Item 14.12 – Infrastructure and Environment Committee – Terms of Reference and Membership, dated 28 November 2022: 1. Extends the appointment of current Independent Members of Council's Infrastructure and Environment Committee, Mr Richard Dodson and Mr Howard Lacy, until 28 January 2025, in accordance with Clause 3.1.1 of the Committee's Terms of Reference; and 2. Acknowledges that, in accordance with Clause 4.1 of the Committee's Terms of Reference, the Chief Executive Officer will appoint from amongst the Independent Members a Chairperson to preside at meetings of the Committee."	2022/371	Completed	Infrastructure and Environment
28-Nov-22	14.12	Infrastructure and Environment Committee - Terms of Reference and Membership	"that Council, having considered Item 14.12 – Infrastructure and Environment Committee – Terms of Reference and Membership, dated 28 November 2022: 1. Appoints the following six (6) Council Members to Council's Infrastructure and Environment Committee until end of current Council term in accordance with Clause 3.1.2 of the Terms of Reference: • Councillor Stubing; • Councillor Boon; • Councillor Bombardieri; • Councillor Mazzeo; • Councillor Keen; and • Councillor Lush; and 2. Acknowledges that the Mayor of the Council is an ex-officio Member of the Infrastructure and Environment Committee."	2022/372	Completed	Infrastructure and Environment
28-Nov-22	14.13	Section 43 Subsidiaries - GRFMA and Legatus	"that Council, having considered Item 14.13 – Section 43 Subsidiaries – Gawler River Floodplain Management Authority and Legatus Group, dated 28 November 2022, receives and notes the report."	2022/373	Completed	Governance and Executive Office
28-Nov-22	14.13	Section 43 Subsidiaries - GRFMA and Legatus	"that Council, having considered Item 14.13 – Section 43 Subsidiaries – Gawler River Floodplain Management Authority and Legatus Group, dated 28 November 2022, and in keeping with the Charter of the Gawler River Floodplain Management Authority: 1. Acknowledges that the Council's Chief Executive Officer is a GRFMA Board Member in accordance with clause 4.2.1.1 of the Charter; and 2. Appoints Councillor Keen as the GRFMA Board Member representing the elected body of Adelaide Plains Council in accordance with clause 4.2.1.2 of the Charter."	2022/374	Completed	Governance and Executive Office
28-Nov-22	14.13	Section 43 Subsidiaries - GRFMA and Legatus	"that Council, having considered Item 14.13 – Section 43 Subsidiaries – Gawler River Floodplain Management Authority and Legatus Group, dated 28 November 2022, and in keeping with the Charter of the Gawler River Floodplain Management Authority: 1. Acknowledges the existing appointment of Ms Sheree Schenk (Council's General Manager, Governance and Executive Office) as the GRFMA Deputy Board Member for the Chief Executive Officer in accordance with clause 4.3.1.1 of the Charter; and 2. Appoints Councillor Lush as the GRFMA Deputy Board Member representing the elected body of Adelaide Plains Council in accordance with clause 4.3.1.2 of the Charter."	2022/375	Completed	Governance and Executive Office
28-Nov-22	14.13	Section 43 Subsidiaries - GRFMA and Legatus	"that Council, having considered Item 14.13 – Section 43 Subsidiaries – Gawler River Floodplain Management Authority and Legatus Group, dated 28 November 2022, acknowledges that, in accordance with clause 3.2 of the Legatus Group Charter, Mayor Mark Wasley (being the principal member of Adelaide Plains Council) is the Legatus Group Board Member for Adelaide Plains Council."	2022/376	Completed	Governance and Executive Office
28-Nov-22	15.1	Council Resolutions - Status Report	"that Council, having considered Item 15.1 – Council Resolutions – Status Report, dated 28 November 2022, receives and notes the report."	2022/377	Completed	Governance and Executive Office

28-Nov-22	15.2	Questions Lapsed	"that Council, having considered Item 15.2 – Questions Lapsed, dated 28 November 2022, receives and notes the report."	2022/378	Completed	Governance and Executive Office
28-Nov-22	15.3	Council Members Allowances and Benefits	"that Council, having considered Item 15.3 – Council Members Allowances and Benefits, dated 28 November 2022, receives and notes the report and acknowledges that a further report and a draft Council Members Allowances and Benefits Policy will be presented to Council for consideration."	2022/379	Forward Agenda - January 2023	Governance and Executive Office
28-Nov-22	15.4	Overview of Recent Changes to Local Government Legislation	"that Council, having considered Item 15.4 – Overview of Recent Changes to Local Government Legislation, dated Monday 28 November 2022, receives and notes the report."	2022/380	Completed	Governance and Executive Office
28-Nov-22	15.5	Council Members Behavioural Management Framework	"that Council, having considered Item 15.5 – Council Members Behavioural Management Framework, dated 28 November 2022, receives and notes the report and in doing so acknowledges the Behavioural Management Framework, in particular the Behavioural Standards for Council Members and the Behavioural Management Policy."	2022/381	Completed	Governance and Executive Office
28-Nov-22	15.6	Council Members Induction Program and LGA Training Standards	"that Council, having considered Item 15.6 – Council Members Induction Program and LGA Training Standards, dated 28 November 2022, receives and notes the report and in doing so acknowledges the LGA Training Standards for Council Members as presented at Attachment 1 to this Report and in particular, the mandatory training that must be completed within 12 months of the general election."	2022/382	Completed	Governance and Executive Office
28-Nov-22	15.7	Overview of Council's Policy Framework	"that Council, having considered Item 15.7 – Overview of Council's Policy Framework, dated 28 November 2022, receives and notes the report."	2022/383	Completed	Governance and Executive Office
28-Nov-22	15.8	Capital Works and Operating Program Monthly Update	"that Council, having considered Item 15.8 – Capital Works and Operating Program Monthly Update – November 2022, dated 22 November 2022, receives and notes the report."	2022/384	Completed	Infrastructure and Environment
28-Nov-22	15.9	Library and Community Quarterly Report - July to September 2022	"that Council, having considered Item 15.9 – Library and Community Quarterly Report – July to September 2022, dated 28 November 2022, receives and notes the report."	2022/385	Completed	Development and Community

16.2 CIVIC AND COMMUNITY CENTRE**Record Number:** D22/53217**Author:** General Manager - Governance and Executive Office**Authoriser:** Chief Executive Officer**Attachments:** 1. Holmes Dyer - Review of Council Accommodation and Services - Final Discussion Paper - 21 June 2022 [↓](#) **RECOMMENDATION**

“that Council, having considered Item 16.2 – *Civic and Community Centre*, dated 19 December 2022, receives and notes the report.”

Purpose

The purpose of this report is to provide Council with relevant background, context and direction regarding the concept of developing a new civic/community centre, in accordance with Council resolution 2022/340.

Background

Council’s adopted 2021-2024 Strategic Plan sets out repeatedly the importance of advancing a dialogue into the development of a new civic/community centre within the Council area. Numerous examples are provided within Council’s blueprint and include:-

“Progress negotiations for Crown Land to unlock opportunities for retail, supermarket and community facility expansion.”

“Investigate the creation of community hubs, including an expanded library service, as part of improved main streets and townships.”

“Undertake due diligence investigations and prudential reporting on the potential to consolidate Council facilities and undertake ongoing service reviews for best value community outcomes.”

“Actively seek funding and partnerships to deliver Council initiatives.”

In addition to the above references in the Strategic Plan, there are also various references comprised within the Tourism and Economic Development Strategy with relevant excerpts provided below:-

“Non-commercial township activation is an important element of building community identity and connection. The location and integration of Council and community facilities for a broad range of users can create a draw card that stimulates private investment in township activation.”

“There is major redevelopment potential within Two Wells where Council property and Crown land could be amalgamated for significant activation outcomes.”

The CEO can also confirm that reference is also made within Council's Infrastructure and Asset Management Plan which talks to provisions being set aside over two (2) financial years commencing in 2024/2025 for a new civic/community centre development.

The above references are provided herein as a means of highlighting that the civic/community centre initiative has been on foot for a period of time and is duly acknowledged in various Council blueprints.

As background, in mid-to-late 2015, the CEO at the time presented a report to Council which effectively sought to advance forthwith the notion of consolidating the administration staff of the Council to Two Wells. This proposal was ultimately quashed by the Elected Body of the day following significant unrest from the community.

Since the CEO's arrival to Council in late 2015, he has deliberately 'parked' all and any dialogue into office accommodation, community hubs and civic centres to enable a concerted focus on the Council rebuild, getting 'growth-ready' and delivering infrastructure to our community with \$22 million funded through external grants. This focus has seen record levels of investment, Council's balance sheet increase substantially and debt levels plummet.

Of course, being one of the fastest growing councils in South Australia comes with its challenges and resourcing is just one of many that the CEO must plan for and strategise accordingly. With a staffing base consisting of approximately 65 full time equivalents, and with seating capacity now at a premium at all three sites, the dialogue surrounding a new civic/community centre is one that is now gathering momentum.

Indeed in 2021, the Elected Body of the day confirmed its intention to prioritise a focus into civic/community centre investigations and numerous references are now embodied in Council's Strategic Plan as documented earlier in this report. It is against this backdrop that the conversation into civic/community centre development will continue to occupy the agendas of this Council for the forthcoming term. Giving greater credence to the importance of advancing discussions on this matter is the conclusions drawn in Council's recently adopted Adelaide Plains Council Accommodation and Service Review Discussion Paper, commissioned by Holmes Dyer and endorsed by Council on 27 June 2022. A copy of the report can be viewed [here](#).

A copy of the Discussion Paper is appended to this report as **Attachment 1** and outlines the following key elements:

- Why does something have to be done?
- Strengths and Challenges
- Trends in Council Facility Design
- Case Study – Salisbury Community Hub
- What are we doing now?
- Next Steps

In terms of the 'next steps', Holmes Dyer have recommended (on page 8 of the Discussion Paper) that a series of vision workshops, targeted to individual stakeholders be held to explore the important consideration in future facility planning and develop a prioritised scope and facility

inclusion list that can be used to assess future site location and budget considerations, including options for staging and partnership. It is envisaged that these workshops would include facilitated sessions to explore the following questions:

- What does the future of customer service look like for the organisation, is this from a central point or a part of a distributed network?
- How do I want to work? Individually, with my colleagues and with my community?
- What is important to the community? What do they love about what they already have and what do they want/need into the future?
- How can we share spaces, so everyone benefits from any investment?
- How can a future Council investment, contributes to the broader placemaking and township activation improvements more broadly across Mallala and Two Wells?

In considering the Discussion Paper at its 27 June 2022 ordinary meeting, Council resolved as follows:

Moved Councillor Keen Seconded Councillor Di Troia 2022/ 163

“that Council, having considered Item 14.1 – Council Accommodation and Services Review – Preliminary Report, dated 27 June 2022, receives and notes the report and in doing so:

- 1. Adopts the Discussion Paper prepared by Holmes Dyer (Attachment 1); and***
- 2. Instructs the Chief Executive Officer to prioritise community and stakeholder engagement in relation to the review of Council Accommodation and Services, including holding targeted workshops, following the Council Elections in November 2022.”***

CARRIED UNANIMOUSLY

Discussion

The next phase of work that will therefore be undertaken by Holmes Dyer, on Council’s behalf, will be the ‘Community and Civic Hub Investigation’. This investigation will be largely focused on the needs of our community and will involve the development of a vision and guiding principles, a series of case study site visits and the holding of visions workshops. It is anticipated that this phase will be completed in early-mid 2023 and Council will be presented with a summary report to consider.

It is important to note that since Council adopted the Holmes Dyer Discussion Paper, the Elected Body, at the meeting of Council held on 27 June 2022, resolved to set a Key Performance Indicator for the CEO to deliver which called for the following to occur:-

“Advance the findings stemming from the Adelaide Plains Council Accommodation and Service Review including engagement with key stakeholders to understand vision and aspirations for future facility development, including service delivery and facility model.”

A further resolution was then adopted by the Elected Body at its meeting held on 24 October 2022, namely:-

Moved Councillor Maiolo

Seconded Councillor Parker

2022/ 340

“that Council instructs the Chief Executive Officer to bring back a report to a subsequent meeting of Council regarding the concept of developing a new civic/community centre which includes the following:

- An overview of the Holmes Dyer Review of Council Accommodation;***
- Opportunities to leverage off the soon to be acquired Crown Land at Two Wells to fund the centre; and***
- Timing and next steps to achieve the outcome.”***

CARRIED UNANIMOUSLY

In consideration of the above two resolutions, this report is now provided for Council Members' interest, awareness and understanding.

Opportunities to leverage off Two Wells Town Centre private sector engagement

Council has had considerable success since the CEO's arrival in 2015 in securing investment and delivering infrastructure for our community with the assistance of state and federal government grants and private sector contributions. This same delivery model philosophy will continue to be at the forefront of reports that come back to the Chamber, underpinned through the opportunity that now presents with Council controlling strategic land holdings within the Two Wells Main Street.

The CEO does not intend to jeopardise Council's commercial position at this juncture by divulging information that may derogate or be detrimental to future negotiations. Rather, this dialogue can be and will be picked up in the further item on the 19 December 2022 agenda that deals with Two Wells Town Centre - Market Engagement.

Timing and next steps – The further Holmes Dyer engagement process

The next phase of work that will therefore be undertaken by Holmes Dyer, on Council's behalf, will be the 'Community and Civic Hub Investigation'. This investigation will be largely focused on the needs of our community and will involve the development of a vision and guiding principles, a series of case study site visits and the holding of visions workshops. It is anticipated that this phase will be completed in early-mid 2023 and Council will be presented with a summary report to consider.

Council Members are advised that Mr Stephen Holmes of Holmes Dyer will be in attendance at the meeting to talk to the body of work recently concluded, together with the next tranche of the Community and Civic Centre Investigation.

Conclusion

This report is provided for Council Members interest and seeks to provide a 'one stop shop' overview of the history to this matter, the current state of play and the where to from here.'

References

Legislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024

Long Term Financial Plan 2023-2032

Infrastructure and Asset Management Plans



Adelaide Plains Council Accommodation & Service Review

Discussion Paper

June 2022



Introduction

Adelaide Plains Council is the second fastest growing Local Government Area in South Australia, with a significant scale of new housing estates bringing a new population into the area. While the Council area is rapidly growing, the current administration and community building assets are aging.

While Council's buildings assets have historically met the community needs in the distributed facilities located at Two Wells and Mallala, this collection of building assets are no longer fit for current purpose, do not support best practice service delivery for the community and have limited capacity for expansion to provide for future community demand.

In preference to continuing delivery of temporary or short-term solutions to accommodate this growth pressures into the outdated buildings, Adelaide Plains Council consider it timely to work with the community to define a strategic direction for future facilities that can meet the future needs and aspirations of the growing Adelaide Plains community for both community accessible and administration buildings.

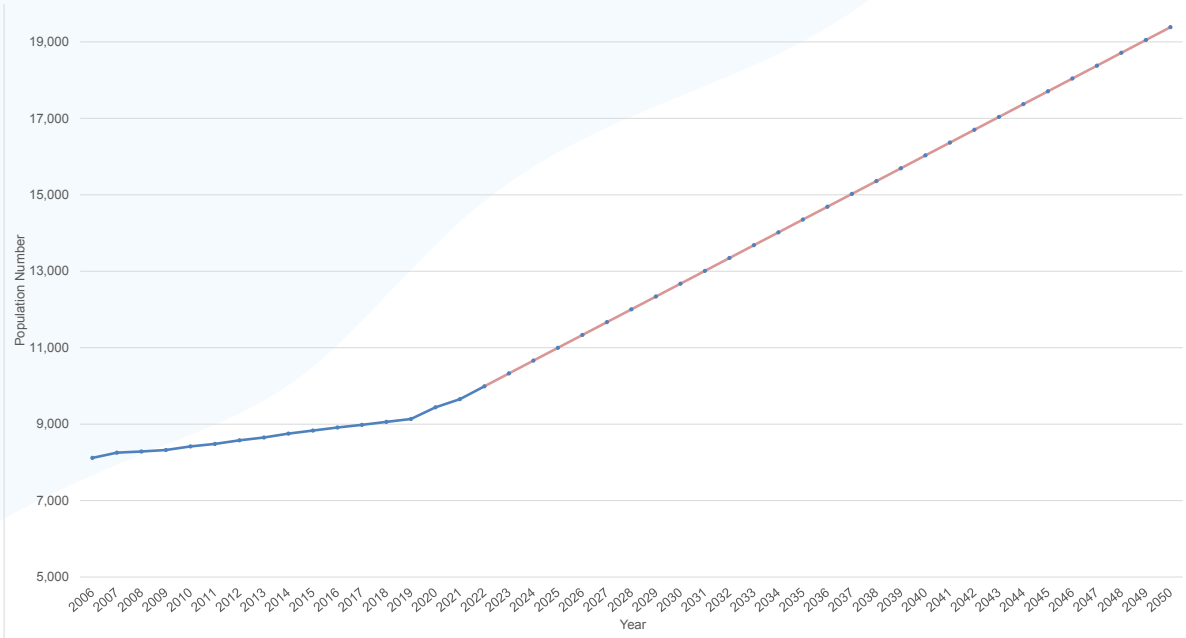
Why does something have to be done?

With a fast-growing population, floor space shortfalls relating to staff accommodation and community facilities will occur in the short to medium term (1-5 years). This level and speed of population growth will have far-reaching implications for the Adelaide Plains community, economy and changing expectations on Local Government service provision.

Adelaide Plains Council has a large volume of residential land developments currently under delivery, with between 3500 and 4000 new dwellings likely to be delivered by 2040, effectively doubling the number of dwellings within Adelaide Plains Council.

The rate of sale of new residential land offerings has increased as a result of Covid-19 and the associated housing stimulus grants, with building approvals increasing from approximately 70 dwellings per annum spiking to 314 in 2020/21, and forecast to drop to 180 in 21/22 still significantly higher than previous averages. This exponential growth will see the population projections peak earlier, as people move into the new homes, which needs to be considered as part of future Council facility planning.

Figure 1: Population Growth in Adelaide Plains 2006-2050



Source: ABS 2021

Note: Population forecasts (red) are based on figures outlined in the Strategic Plan. Population numbers per year are likely to vary due to actual growth curve.

Table 1: Council Comparisons Staff by Population

Council Comparisons Staff by Population	FTE Numbers	Population	Population served by FTE
Barossa	91.45	15,626	171
Light Regional Council	130	24,416	188
Gawler	133	25,425	191
Mt Barker	173	38,523	223
Adelaide Plains Council (Current 2022)	62.43	9,991*	153
Adelaide Plains Forecast 2041	108	19,358	180

*2022 population estimates reflective of the growth assumptions in table 1

It will be necessary for Council to commit to additional staff resources to manage this growth, with over \$5m of donated assets coming into Council ownership in each of the last three years, forecast to escalate further in future years. As Council's grow efficiency of service increases as demonstrated by the service comparisons in the above table with less staff per resident population. Based on Adelaide Plains forecast growth staffing increases and associated future expansion scope up to 108 through to 2050 will need to be considered in future planning.

In 2022, Council are operating with staff spread across seven different sites across Adelaide Plains. This geographic dislocation, creates challenges with cross organisation collaboration and accessibility of staff to the leadership team. Lost productivity as a result of staff movement between the dislocated facilities is a challenge that will need to be considered as part of future accommodation planning.

Importantly, Adelaide Plains Council have proactively identified this future growth pressure, before significant floorspace shortfalls area realised. This timing allows for medium to long term budgeting for the future expenditure as part of the Council's Long Term Financial Plan with upfront planning to inform future investment decisions aligned with the growth of population and the resultant increase in community demand over the next 30 years.



Strengths

Both Mallala and Two Wells townships have a proud history and strong local community, with historical building assets owned by Council located in the centre of each town.

The administration and community facilities, while in small separate buildings, are clustered together on strategic community land holdings in the town centres which provide opportunities to use the existing building assets and connecting spaces as part of a reconfiguration of core services working with government or private investors to activate any spaces with alternate uses where the building may be identified as surplus.

A new build or significant renovation project provides an opportunity to realise significant efficiencies and will allow Adelaide Plains to consider the potential benefit that could be realised bringing together contemporary community and administration facilities.

New construction will deliver an opportunity for Council to invest in technology that will provide environmental sustainability, improved energy & water usage reductions and operational cost savings compared to maintaining and operating old building stock.

Challenges

Council has a historical legacy of operating dual service centres, which creates duplication and inefficiencies with staff currently spread across seven different facilities.

Existing services are run out of a collection of smaller facilities, which do not provide the same opportunities as a larger shared facility. Many of the existing facilities which were originally built for alternate purposes, including a house, school, institute and bank provide a poor environment, customer and staff experience and limited opportunities for reconfiguration or expansion.

The existing building assets are not only outdated but also require significant investment simply to achieve minimum compliance and building code upgrades. This form of investment to a compliant asset condition will not overcome the fundamental limitations of the existing footprint, and limited opportunities to provide direct community benefit and improved community facilities and service offering through this investment.



Photo 1: Mallala Depot Facade View

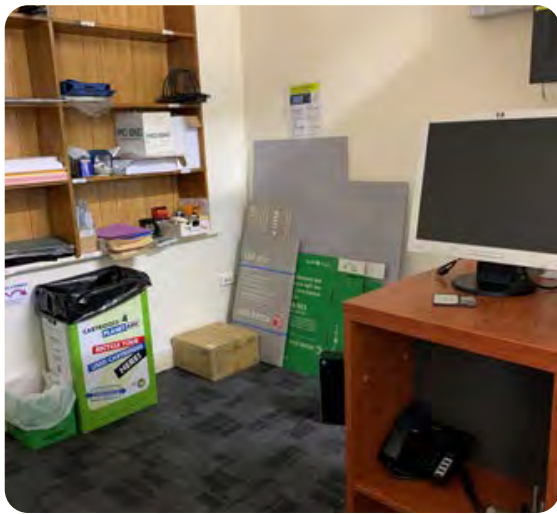


Photo 2: Mallala Office

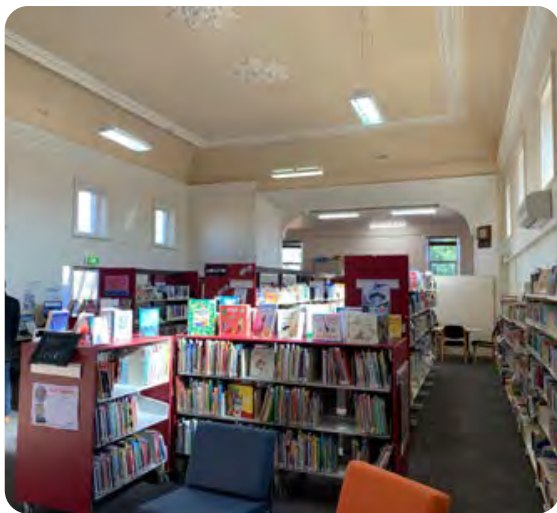


Photo 3: Two Wells Library

Trends in Council Facility Designs

The Hub Model

Increasingly new or major redevelopments involving Council administration have adopted the community hub model bringing the community and staff together into a shared environment. The hub model delivers a contemporary service delivery model, higher utilisation and efficiencies and demonstrates that a single project investment can provide improved facilities for the community and staff.

Hub and Spoke Model

There are numerous examples of a 'Hub and Spoke Model' for administration service delivery, where the local community no longer needs to visit a central administration centre for all Council services. A broader network of community facilities are provided with the resourcing, design and technology to respond to basic enquiries, payments and provide community information and support available across a broader network of community facilities.

Hybrid Working

Covid-19 has seen the widespread acceptance of hybrid working. The transition towards a hybrid model has seen the physical configuration and staff experience within the office changing, with a movement away from individual desks to an increasing focus on connection and collaboration spaces.



Photo 4: Hub and Spoke Model

Contemporary Libraries

Libraries are no longer book storage and transactional-focused locations; they focus on community experience and lifelong learning with a much wider variety of uses now found within contemporary libraries. With the rise of hybrid working, people are looking for "third places" that are not home or work. As a result, libraries and community buildings are experiencing an increased demand for remote working spaces and small group collaboration/video conference meeting areas, which mimic many of the spaces that are designed into contemporary office environments.

Activity-Based Working

Local Government has a high proportion of part-time workers and hybrid site/office-based roles that translates to a real occupancy rate for local government office environments typically between 0.6 and 0.7. This low occupancy ratio has seen some Local Government organisations transitioning to a version of Activity-Based Working, providing a new way to work where the employee is given a choice to select a work environment that aligns with the activities, they need to complete on any given day without assigned seating with less than 1 traditional desk per employee, creating floor space savings or future growth capacity.

Three large scale Activity Based Working examples have been operational for several years at Cardenia Shire (Vic), City of Casey (Vic) and City of Salisbury (SA). Local Governments in Growth Areas have shown specific interest in this model. The design provides efficiency in floor space, a impetus for cultural change to breakdown silos of operation and flexibility to accommodate staffing variances and community demand changes without major refurbishments.

Quality of Workplace Environments

The quality of a workplace environment in the highly competitive labour market post-Covid-19 is a significant contribution to the attraction and retention of quality staff and the positioning of an organisation as an employer of choice.



Photo 5: Cardenia Shire Open Plan Office

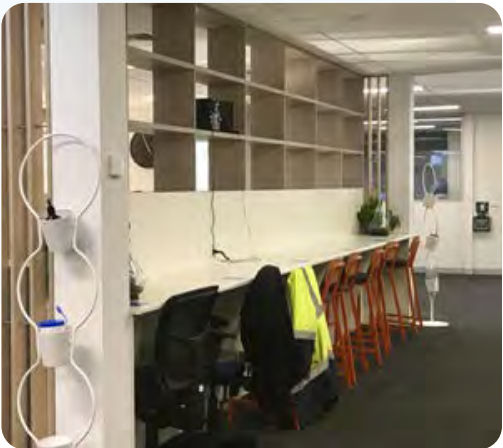


Photo 6: Cardenia Shire Hot Desk

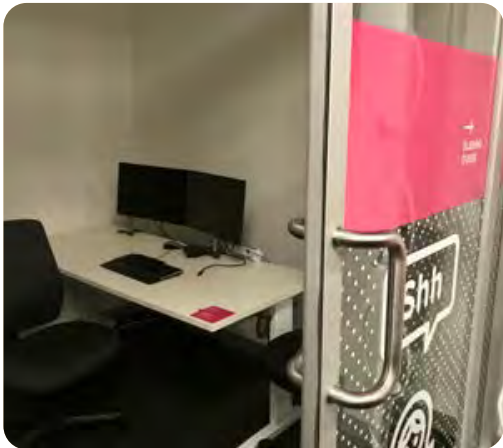


Photo 7: Cardenia Shire Quiet Rooms

Case Study - Salisbury Community Hub

An example of Council investment in accommodation that sort to bring equal benefit to both community and staff with flexible spaces able to be used for a wide range of community needs and functions. Approximately 55% of the building was designed to be accessible to community members. All furniture and meeting rooms designed for staff, had identical provision provided to community members in the community space (for example sit stand desks, outdoor terrace, video conference meeting rooms)

A move to a version of Activity Based Working, with limited set desks and no offices to realise space efficiencies of over 1000m2 from a traditional office design, with an 0.8 occupancy adopted.

The decision on location, was chosen to ensure Council investment would be a major activity driver in the City Centre, involved an upgrade to the Civic Square, and freed up land for redevelopment, to return funds to Council to offset the delivery cost for the project.



Photo 8: Salisbury Community Hub Ground Floor Event Space for 500 people



Photo 9: Library Operation Mode with Concierge Customer Service

What are we doing now?

Adelaide Plains Council is undertaking a Council Accommodation & Service Review of all existing assets to understand the current state of the existing network of facilities and future demand triggers.

The current study does not make any decisions on a preferred location, service model or design.

It does, however, identify the inadequacies of the 'current' buildings, the need to accommodate increasing staff numbers, the opportunities for improved efficiencies in operation and management and the desirability of improved and expanded service delivery to the community.

What are the next steps?

Council has identified the importance of engaging early with the community, business owners, key stakeholders, Elected Members, and staff to understand each group's vision and aspirations for future facilities and explore a preferred service delivery and facility model for Adelaide Plains Council into the future.

It is recommended that a series of vision workshops, targeted to individual stakeholders be held to explore the important considerations in future facility planning and develop a prioritised scope and facility inclusion list that can be used to assess future site location and budget considerations, including options for staging and partnership. It is envisaged that these workshops would include facilitated sessions to explore the following questions:

- What does the future of customer service look like for the organisation, is this from a central point or a part of a distributed network?
- How do I want to work? Individually, with my colleagues and with my community?
- What is important to the community? What do they love about what they already have and what do they want/need into the future?
- How can we share spaces, so everyone benefits from any investment?
- How can a future Council investment, contribute to the broader placemaking and township activation improvements more broadly across Mallala and Two Wells?

Investigate community facility floor area and facility distribution needs, against standard benchmarks required to meet the needs of the future population out to 2040, with this floor area demand incorporated into the future facility planning and shared use opportunities.

This future planning and engagement will be an exciting opportunity to explore modern contemporary community spaces and service delivery, efficiency opportunities, find solutions to locational distribution challenges and seek to maximise the community benefit and value for money from any future Council investment,







These conversations must occur before identifying any individual site or preferred development model, staging or investment timing. Future decisions should be based on sound planning, robust business cases, and assessment of project risk, financial capacity to fund, value for money, and extent of community returns prior to any decision on a preferred solution or delivery timelines.



16.3 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY - OVERVIEW AND RISK ASSESSMENT - REPORT 1

Record Number: D22/55856

Author: Chief Executive Officer

- Attachments:
1. Gawler River Floodplain Management Authority - GRFMA Current Charter [↓](#) 
 2. Gawler River Floodplain Management Authority - GRFMA - Strategic Plan - 2021-2026 
 3. Gawler River Floodplain Management Authority - GRFMA Annual Report 2021-22 [↓](#) 
 4. Gawler River Floodplain Management Authority - GRFMA - Business Plan 2022-2023 [↓](#) 
 5. Water Technology - Gawler River Mitigation Cost Sharing - Northern Floodway v2 [↓](#) 
 6. Gawler River Flood Management - Presentation to Council - July 2022 [↓](#) 

RECOMMENDATION

“that Council, having considered Item 16.3 – *Gawler River Floodplain Management Authority - Overview and Risk Assessment - Report 1* , dated 19 December 2022, receives and notes the report and in doing so acknowledges that the Chief Executive Officer intends to bring back a further report to the 30 January 2023 Meeting of Council which provides for the second element of resolution 2022/326 to be addressed, namely a report identifying risks to Council in either remaining or withdrawing from the subsidiary.”

Purpose

The purpose of this report is to provide Council Members with an overview of the Gawler River Floodplain Management Authority (GRFMA) and establish a platform of understanding and awareness amongst Members regarding all aspects of the subsidiary ahead of a further report being tabled at the January 2023 meeting that addresses resolution 2022/326 in full.

Background

At the meeting of Council held on 26 September 2022, a notice of motion was presented to the Chamber and ultimately adopted:-

18.1 Moved Councillor Lush Seconded Councillor Keen **2022/ 326**

“that the Chief Executive Officer bring back a report to the first meeting of the new elected body setting out all relevant background and information regarding the Gawler River Floodplain Management Authority, including risks posed (financial, legal, reputation, operational) in either remaining or withdrawing from the subsidiary.”

CARRIED

This report, therefore, seeks to provide an update to Members on relevant matters pertaining to the GRFMA and, in doing so, recommends that the above resolution be separated into two parts and over two meetings to enable a full and thorough comprehension of the issues at play prior to considering “...risks posed in either remaining of withdrawing from the subsidiary.”

Discussion

1. Charter

The Gawler River and the Gawler River Floodplain Management Authority Constituent Councils

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is located in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River floodplain horticultural areas is estimated to be at least \$355 million.

The river is subject to periodic flood events. The catchment is identified in the state’s flood hazard plan as a significant flood risk. The River has been flooded on average every 10 years over the past 160 years (known records). Most recently, large floods have occurred in 1992 (September, October, December), November 2005 and October 2016.

The GRFMA is a regional subsidiary established pursuant to Section 43 of the Local Government Act whose member councils comprise:-

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

Role and Function

The GRFMA was established for the purposes of coordinating the planning, construction, operation and maintenance of flood mitigation infrastructure for the Gawler River, and for the following functions:-

- to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;
- to provide a forum for the discussion and consideration of topics relating to the Constituent Council’s obligations and responsibilities in relation to management of flooding of the Gawler River;
- to advocate on behalf of the Constituent Councils and their communities where required to State and Federal Governments for legislative policy changes on matters related to flood mitigation and management and associated land use planning with Gawler River flood mitigation;
- to facilitate sustainable outcomes to ensure a proper balance between economic, social, environmental and cultural consideration; and

- to provide advice as appropriate to the Constituent Councils in relation to development applications relevant to the Authority's roles and functions.

Financial Contributions

Constituent council contributions are set out in schedule 1 of the Charter and provided below:-

SCHEDULE 1 – FINANCIAL CONTRIBUTIONS

Constituent Council	Capital Works Percentage Share %	Maintenance of Assets Percentage Share %	Operational Costs Percentage Share %
Adelaide Hills Council	1.73	1.73	16.66
Adelaide Plains Council	28.91	28.91	16.66
The Barossa Council	8.67	8.67	16.66
Town of Gawler	17.34	17.34	16.66
Light Regional Council	8.67	8.67	16.66
City of Playford	34.68	34.68	16.66
Total	100%	100%	100%

A copy of the GRFMA Charter is provided for as **Attachment 1** to this report.

2. Strategic Plan

The GRFMA has a Strategic Plan which sets out the subsidiary's strategic vision for the period 2021-2026. A copy of the Strategic Plan is provided for as **Attachment 2** to this report.

Within the Strategic Plan, a number of previous achievements of the Board are noted, namely:-

- construction of the flood control dam on the North Para River in 2007 (Bruce Eastick Dam)
- facilitated Gawler River Open Space Strategy in 2008
- modification of the South Para Reservoir Dam and spillway in 2012
- extensive flood mapping and hydrology reports facilitated
- completed the Gawler River 2016 Flood Review

The Strategic Plan provides three key themes as priorities for the period 2021-2026, namely:-

1. Design, build and maintain physical flood mitigation infrastructure
2. Develop and evolve key relationships
3. Ensure good governance and ongoing financial sustainability

So as to better understand the direction of the Board and its priority projects, Council Members are encouraged to read in detail the Strategic Plan and the suite of priority actions comprised within.

Council, at its meeting held on 24 May 2021, considered a report by the CEO in relation to the future direction of the subsidiary. Council's adopted resolution, which has since been furnished to the Board, is provided for below:-

21.1 Moved Councillor Lush Seconded Councillor Strudwicke 2021/ 207

“that Council, having considered Item 21.1 – Gawler River Floodplain Management Authority – Issues Overview and State of Play, dated 24 May 2021:

- 1. Expresses disappointment in decisions/inaction of the GRFMA Board since 2017 relative to:***
 - a. failure to act strategically since the October 2016 floods in the preparation of a Strategic Plan, Infrastructure and Asset Management Plan and Long Term Financial Plan, all of which would inform constituent councils' strategic planning documentation;***
 - b. failure to accede to APC's proposed motion to pursue an all of catchment Stormwater Management Plan which, if agreed to at the time, would now have resulted in delivery of same and a suite of priority projects to pursue; and***
 - c. failure to accede to APC's proposed motion to pursue a Charter Review which, if agreed to at the time, would now have resulted in constituent councils fully understanding their respective contributions to new flood mitigation infrastructure;***
- 2. Expresses concerns regarding the development of an abridged Stormwater Management Plan (not all of catchment) as well as the ongoing delivery of the State Government's four 'No Regrets' projects and what these initiatives, opposed by APC, will mean from a financial contribution perspective;***
- 3. Reinforces its position that the GRFMA ought to return to a singular focus, that being the management and maintenance of the Bruce Eastick Dam; and***
- 4. In consideration of 1 to 3 above, instructs the Chief Executive Officer to formally write to the Chair and Executive Officer of the GRFMA requesting that the focus of the Authority be restricted to the management and maintenance of the Bruce Eastick Dam.”***

CARRIED UNANIMOUSLY

3. 2021/2022 Annual Report and 2022/2023 Business Plan

While the Strategic Plan sets out the subsidiary's direction for the period 2021-2026, it is prudent for Members to be familiar with the Board's achievements for the 2021/2022 financial year and its forward direction for 2022/2023. To that end, the CEO has appended to this report as **Attachment 3** and **Attachment 4** a copy of the 2021/2022 Annual Report and the 2022/2023 Business Plan respectively for Council Members' interest.

Key areas of focus for the current financial year include:-

- finalise preparation of the Stormwater Management Plan
- review, with constituent councils and stakeholders, design standards for infrastructure works including costs and benefits

- in conjunction with constituent councils, develop and implement a schedule of flood mitigation infrastructure works for the Gawler River referencing the Stormwater Management Plan
- working with constituent councils, develop a framework to clearly articulate the respective roles and responsibilities of the Authority and the councils and suitable partnering arrangements to maintain a low-cost base for the Authority
- continue to advocate for improved governance and funding arrangements for food avoidance, resilience and mitigation
- assist constituent councils in communicating with general communities and specific interest groups in relation to flood mitigation for the Gawler River
- progress the agreed outcomes from the Charter Review 2 exercise
- develop fit for purpose risk management, asset management and long-term financial plans
- Suffice to say, the Board has a hefty programme with much activity on foot.

4. Charter Review - Cost Contributions Model

Adelaide Plains Council (APC) has long held the view that the current cost sharing model is outdated, unfair and needs refining. Indeed, the model itself was developed some 20 years ago when the subsidiary was formed and led to a cost sharing arrangement being implemented across the six constituent councils that saw APC's percentage for new capital projects sitting at a lofty 28.91 percent.

Council, in recent years, has lobbied and advocated for a review of the percentage split which has now seen a body of work evolve, led by the GRFMA, into a review of how percentages are calculated.

Provided for Members interest as **Attachment 5** is a copy of the Water Technology report dated July 2021 and is considered a crucial body of work as constituent councils now start to formulate a sense of where contributions may land for new infrastructure projects. The unknown, of course, is upon what ratio the federal and state government contributions ought to be calculated at because, at present, there is no formula that dictates the three-tiered government percentage split. The recently established Expert Panel on Stormwater will hopefully provide direction to government on this very issue.

Council, at its meeting held on 25 July 2022, formally adopted a position in relation to the cost contributions model which is provided for below:-

20.1 Moved Councillor Boon Seconded Councillor Parker 2022/ 255

“that Council, having considered Item 20.1 – Gawler River Floodplain Management Authority – Charter Review 2, dated 25 July 2022, receives and notes the report and in doing so notes the thrust and direction of the Gawler River Flood Mitigation Cost Contribution Sharing Model - Northern Floodway Application, and, while generally supportive of the principles and weightings applied, reserves its position until further outcomes are known in respect of:

- ***Stormwater Management Plan findings and recommendations;***
- ***Gawler River Flood Management Business Case findings and recommendations;***
and
- ***State and Federal Government funding support for new infrastructure.”***

CARRIED

5. Department of Environment and Water - Business Case

The Department of Environment and Water (DEW) has been steadfastly working up a Gawler River Flood Mitigation Business Case which has already seen the injection of \$9 million into four 'no regrets' projects across the catchment. Further exploratory work is being done in this space by the Department which is best articulated in a recent presentation delivered by DEW to Council Members earlier this year (see **Attachment 6**).

Conclusion

The Chief Executive Officer has determined it appropriate that in order to best address the intent of resolution 2022/326, that the Elected Body be furnished with a full and thorough report setting out relevant background, context and activity prior to embarking on a discussion regarding risks associated with either remaining or withdrawing from the subsidiary. A further and more comprehensive report will follow at the 30 January 2023 meeting in this regard with key stakeholders to attend and to provide input into discussions, namely:-

- Mr Michael Kelledy, Kelledy Jones Lawyers
- Mr Alan Rushbrook, Adelaide Plains Council Audit Committee Chair
- Mr Drew Jacobi, Southfront Engineers

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**CHARTER****28/1/2020****1. INTRODUCTION****1.1 Name**

The name of the subsidiary is the Gawler River Floodplain Management Authority (referred to as 'the Authority' in this Charter).

1.2 Definitions

'AASB124' means Australian Accounting Standards Board's Accounting Standard AASB124 Related Party Disclosure;

'Act' means the Local Government Act 1999 and includes all regulations made thereunder;

'Annual Business Plan' means the business plan adopted by the Authority pursuant to Clause 12.2;

'Asset Management Plan' means the asset management plan adopted by the Authority and approved by the Constituent Councils in accordance with Clause 13.3;

'Board' means the Board of the Authority set out at Clause 4;

'Board Member' means a member of the Board appointed pursuant to Clause 4.2;

'Budget' means the annual budget adopted by the Authority pursuant to Clause 12.1;

'Chairperson' means the member of the Board appointed pursuant to Clause 4.4;

'Constituent Councils' means those councils identified at Clause 2.2.

'Council' means a council constituted under the Act;

'Council Member' means a member of a Council;

'Deputy Board Member' means a deputy member of the Board appointed pursuant to Clause 4.3;

'Dispute' means a difference between one or more Constituent Councils and the Authority concerning the operations or affairs of the Authority and includes where a Constituent Council fails or refuses to approve the draft asset management plan, budget, long term financial plan, or charter amendment as advised by the Authority;

'Financial Statements' has the same meaning as in the Act;

'Financial Year' means 1 July each year to 30 June in the subsequent year;

'Long Term Financial Plan' means the long term financial plan adopted by the Authority and approved by the Constituent Councils pursuant to Clause 13.1;

'Executive Officer' means the person appointed pursuant to Clause 10.1 as the Executive Officer of the Authority;

'Region' means the collective geographical areas of the Constituent Councils;

'Strategic Plan' means the strategic plan adopted by the Authority pursuant to Clause 13.2.

1.2.1 In the calculation of 'days':

1.2.1.1 the day on which the notice, document, report, etc is given will not be taken into account; and

1.2.1.2 Saturdays, Sundays and public holidays will be taken into account.

1.3 Interpretation

In this Charter, unless the context otherwise requires:

1.3.1 the singular includes the plural and vice versa;

1.3.2 words importing a gender include other genders;

1.3.3 words importing natural persons include corporates;

1.3.4 reference to a section is to a section of the Act and includes any section that substantially replaces that section and deals with the same matter;

1.3.5 headings are for ease of reference only and do not affect the construction of this clause;

1.3.6 an unenforceable provision or part of a provision of this Charter may be severed and the remainder of this Charter continues in force, unless this would materially change the intended effect of this Charter.

1.4 Local Government Act

- 1.4.1 This Charter must be read in conjunction with Parts 2 and 3 of Schedule 2 to the Act.
- 1.4.2 The Authority shall conduct its affairs in accordance with and comply with Schedule 2 to the Act except as modified by this Charter in a manner permitted by Schedule 2.

2. ESTABLISHMENT

- 2.1 The Gawler River Floodplain Management Authority is established by the Constituent Councils as a regional subsidiary pursuant to Section 43 and Schedule 2 of the *Local Government Act 1999*.
- 2.2 The Authority is established by the Adelaide Hills Council, Adelaide Plains Council, The Barossa Council, Town of Gawler, the Light Regional Council and the City of Playford.
- 2.3 The Authority is subject to the joint direction of the Constituent Councils.

3. PURPOSE AND FUNCTIONS

- 3.1 The Authority has been established for the purpose of coordinating the planning, construction, operation and maintenance of flood mitigation infrastructure for the Gawler River, and for the following functions:
 - 3.1.1 to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;
 - 3.1.2 to provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flooding of the Gawler River;
 - 3.1.3 to advocate on behalf of the Constituent Councils and their communities where required to State and Federal Governments for legislative policy changes on matters related to flood mitigation and management and associated land use planning with Gawler River flood mitigation;
 - 3.1.4 to facilitate sustainable outcomes to ensure a proper balance between economic, social, environmental and cultural consideration; and
 - 3.1.5 to provide advice as appropriate to the Constituent Councils in relation to development applications relevant to the Authority's roles and functions.
- 3.2 One or more of the Constituent Councils may request the Authority to undertake a function set out in Clause 3.1 of this Charter for the Constituent Council(s), which function will be additional and separate to those undertaken by the Authority for all of the Constituent Councils.

- 3.3 Where one or more Constituent Councils makes a request provided for under Clause 3.2, the Constituent Council(s) and the Authority must enter into a written agreement which amongst other things provides for the Constituent Council(s) to pay to the Authority annual subscription amounts and/or equal percentages of classes of subscription to meet the costs of the Authority in undertaking the additional function(s) and which also provides, with the ownership and maintenance of any resultant infrastructure.
- 3.4 The Authority is not involved in a significant business activity as defined in the Clause 7 Statement prepared under the Competition Principles Agreement of the National Competition Policy.

4. THE BOARD OF MANAGEMENT

4.1 The Board

- 4.1.1 The Authority will be governed by a Board and all decisions of the Board constitute decisions of the Authority.
- 4.1.2 The Board is responsible for the administration of the affairs of the Authority. The Board must ensure insofar as it is practicable, that the Authority complies with all legislative obligations including this Charter, that information provided to the Constituent Councils is accurate and that the Constituent Councils are kept informed of the solvency of the Authority as well as any material developments which may affect the operating capacity and financial affairs of the Authority.

4.2 Board Members

- 4.2.1 The Board will consist of 13 Board Members comprising:
- 4.2.1.1 the Chief Executive Officers of each of the Constituent Councils (including any persons acting in those offices from time to time) or his or her nominee who shall be an employee of the same Constituent Council as the Chief Executive Officer nominating the employee; and
 - 4.2.1.2 one member of each Constituent Council appointed by each Constituent Council;
 - 4.2.1.3 a Chairperson appointed pursuant to Clause 4.4.
- 4.2.2 A Board Member is at the expiry of his or her term of office eligible for reappointment.
- 4.2.3 Board Members (with the exception of the Chairperson) shall not be entitled to receive a sitting fee or other fee or remuneration for undertaking their role as a Board Member.
- 4.2.4 Written confirmation from the Chief Executive Officer of a Constituent Council will be sufficient evidence of that Constituent Council's appointment or revocation of the appointment of a Board Member.

- 4.2.5 In the event the office of a Board Member becomes vacant, the Constituent Council who appointed that Board Member will appoint another elected member to fill that vacancy:
- 4.2.5.1 if the Board Member whose office has become vacant was an elected member of a Constituent Council;
- 4.2.5.2 if the Board Member whose office has become vacant was a person nominated by the Chief Executive Officer of a Constituent Council, the Chief Executive Officer of that Constituent Council will act as a Board Member or nominate a person to be a Board Member.
- 4.2.6 The Constituent Councils will endeavour as far as practicable to ensure the Board comprises a gender balance and Board Members with a range of expertise including:
- environmental management;
 - corporate financial management;
 - general management;
 - public sector governance;
 - public works engineering management.

4.3 Deputy Board Member

- 4.3.1 Each Constituent Council must appoint:
- 4.3.1.1 an employee of that Constituent Council as a deputy Board Member who may act in the place of the Board Member being the Chief Executive Officer (or his or her nominee) of that Constituent Council as provided for in Clause 4.2.1.1 if that Board Member is unable for whatever reason to attend a meeting of the Board or otherwise able to act as a Board Member whilst the Board Member is unable to attend a meeting of the Board or to act as a Board Member; and
- 4.3.1.2 a member of that Constituent Council as a deputy Board Member who may act in the place of the Board Member appointed by that Constituent Council pursuant to Clause 4.2.1.2 if that Board Member is unable for whatever reason to attend a meeting of the Board or otherwise unable to act as a Board Member whilst the Board Member is unable to attend a meeting of the Board or act as a Board Member.
- 4.3.2 A deputy Board Member in attendance at a meeting of the Board may speak but is only entitled to vote on a matter to be decided by the Board if acting and in attendance at the meeting in accordance with Clauses 4.3.1.

4.4 Chairperson

4.4.1 A person who is neither an officer, employee or member of a Constituent Council will be appointed by the Constituent Councils as a Board Member and the Chairperson for a term of up to three years and on such other terms and conditions as determined by the Constituent Councils and who the Constituent Councils consider has expertise in one or more of the following areas:

- (a) environmental management;
- (b) corporate financial management;
- (c) general management;
- (d) public sector governance.

4.4.2 In the event the Chairperson is absent or unable for whatever reason to act as Chairperson, the Board will elect a Board Member as the Acting Chairperson for the period the Chairperson is absent or unable to act as Chairperson.

4.4.3 The Chairperson is, at the expiry of his or her term of office, eligible for reappointment.

4.4.4 The Authority may at the expiry of the Chairperson's term of office as Chairperson appoint the Chairperson for a further term of up to three years and otherwise on the same terms and conditions as the Chairperson's original appointment.

4.4.5 The Authority may pay a sitting fee to the Chairperson in such amount as determined by the Authority.

4.4.6 The Chairperson will preside at all meetings of the Board and in the event the Chairperson is absent from a meeting, the Board must select a Board Member present to preside at that meeting only.

4.4.7 In the event there is a vacancy in the office of Chairperson, the Board will elect a Board Member to act as Chairperson for the balance of the original term or the appointment of a Chairperson, whichever occurs first.

5. TERM OF OFFICE

5.1 Subject to Clause 5.2, the term and other conditions of office of a Board Member, will be as determined by the Constituent Council appointing that Board Member.

5.2 The Constituent Councils will as far as practicable appoint Board Members, other than those Board Members who are the Chief Executive Officers of the Constituent Councils, following each periodic election of the Constituent Council until the next periodic election of the Constituent Council.

- 5.3 The Board may by a two-thirds majority vote of the Board Members present (excluding the member subject to this clause) make a recommendation to the Constituent Council that appointed the relevant Board Member, that the Constituent Council terminate the appointment of that Board Member in the event of:
- 5.3.1 any behaviour of the Board Member which in the opinion of the Authority amounts to impropriety;
 - 5.3.2 serious neglect of duty in attending to the responsibilities of a Board Member and/or Chairperson of the Board;
 - 5.3.3 breach of fiduciary duty to the Authority;
 - 5.3.4 breach of the duty of confidentiality to the Authority or the Constituent Councils;
 - 5.3.5 breach of the conflict of interest requirements applying to the Board Member; or
 - 5.3.6 any other behaviour which may discredit the Authority or a Constituent Council.
- 5.4 The Authority may by a two-thirds majority vote of the Board Members present at a Board meeting (excluding the Chairperson) make a recommendation to the Constituent Councils that the appointment of the Chairperson be terminated in the event of:
- 5.4.1 any behaviour of the Chairperson which in the opinion of the Authority amounts to impropriety;
 - 5.4.2 serious neglect of duty in attending to the responsibilities of a Board Member and/or Chairperson of the Board;
 - 5.4.3 breach of fiduciary duty to the Authority;
 - 5.4.4 breach of the duty of confidentiality to the Authority or the Constituent Councils;
 - 5.4.5 breach of the conflict of interest requirements applying to a Board Member; or
 - 5.4.6 any other behaviour which may discredit the Authority or a Constituent Council.
- 5.5 The Constituent Council which appointed the member whose term of office has become vacant will be responsible to appoint a Board Member to fill the vacancy.
- 5.6 A Board Member will cease to hold office and his or her office will become vacant:

- 5.6.1 if any of the grounds or circumstances in the Act as to when a Board Member's office becomes vacant arises;
- 5.6.2 if he or she is convicted of an indictable offence punishable by imprisonment;
- 5.6.3 if the Constituent Council which appointed the Board Member ceases to be a Constituent Council;
- 5.6.4 in relation to a Board Member who is the Chief Executive Officer (or his or her nominee) of a Constituent Council, if the Board Member ceases to be an employee of the Constituent Council that he or she was an employee of at the time he or she was appointed or the Constituent Council by which the Chief Executive Officer or his or her nominee is employed ceases to be a Constituent Council;
- 5.6.5 upon the happening of any other event through which the Board Member would be ineligible to remain as a Board Member; or
- 5.6.6 if a Constituent Council revokes the appointment of a Board Member appointed by that Constituent Council.

6. ROLE, FUNCTIONS AND PROCEEDINGS OF THE BOARD

6.1 Role of the Board

The Board is the Authority's governing body and has the responsibility for the administration of the affairs of the Authority ensuring that the Authority acts in accordance with this Charter and all relevant legislation including the Act.

6.2 Functions of the Board

In addition to the functions of the Board set out in the Act, the functions of the Board include:

- 6.2.1 the formulation of Strategic and Business Plans in accordance with Clause 13;
- 6.2.2 providing professional input and policy direction to the Authority;
- 6.2.3 ensuring strong accountability and stewardship of the Authority;
- 6.2.4 monitoring, overseeing and measuring the performance of the Executive Officer of the Authority;
- 6.2.5 ensuring that ethical behaviour and integrity is established and maintained by the Authority, the Board and Board Members in all activities undertaken by the Authority;
- 6.2.6 developing and adopting such policies and procedures as give effect to good governance and administrative practices;

6.2.7 exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons; and

6.2.8 avoiding investments that are speculative or hazardous by nature.

6.3 Proceedings of the Board

6.3.1 All meetings of the Authority shall be meetings of the Board.

6.3.2 Ordinary meetings of the Board will be held at such times and places as determined by the Board except that there must be at least one ordinary meeting of the Board every two months.

6.3.3 An ordinary meeting of the Board will constitute an ordinary meeting of the Authority. The Board shall administer the business of the Authority at the ordinary meeting.

6.3.4 For the purpose of this Clause 6.3, the contemporary linking together by telephone, audio-visual or other instantaneous means (telecommunications meeting) of the Board Members provided that at least a quorum is present, is deemed to constitute a meeting of the Board. Each of the Board Members taking part in the telecommunications meeting must at all times during the telecommunications meeting be able to hear and be heard by each of the other Board Members present. At the commencement of the meeting, each Board Member must announce his/her presence to all other Board Members taking part in the meeting. A Board Member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Board Member has previously notified the Chairperson of the meeting.

6.3.5 A proposed resolution in writing and given to all Board Members in accordance with procedures determined by the Board will be a valid decision of the Board and will constitute a valid decision of the Authority where a majority of Board Members vote in favour of the resolution by signing and returning the resolution to the Executive Officer or otherwise giving written notice of their consent and setting out the terms of the resolution to the Executive Officer. The resolution will be deemed a resolution of the Board and will be as valid and effective as if it had been passed at a meeting of the Board duly convened and held.

6.3.6 Subject to Clause 6.3.7, meetings of the Board will be open to the public and Chapter 6 Part 3 extends to the Authority as if it were a Council and the Board Members were members of the Council.

6.3.7 Any Constituent Council, the Chairperson or three Board Members may by delivering a written request to the Executive Officer require a special meeting of the Board to be held and any such special meeting shall constitute a special meeting of the Authority. The written request must be accompanied by the agenda for the special meeting and if an agenda is not provided the request has no effect.

- 6.3.8 On receipt of a written request pursuant to Clause 6.3.7, the Executive Officer must give notice to all Board Members at least four hours prior to the commencement of the special meeting.
- 6.3.9 A meeting of the Board must not commence until a quorum of Board Members is present and a meeting must not continue if there is not a quorum of Board Members present. A quorum of Board Members will comprise one half of the Board Members in office, ignoring any fraction, plus one.
- 6.3.10 The Board must adopt a Code of Practice for Meeting Procedures to apply to the proceedings at and conduct of meetings of the Board. The Code of Practice for Meeting Procedures must not be inconsistent with the Act or this Charter.
- 6.3.11 The Code of Practice for Meeting Procedures may be reviewed by the Board at any time and must be reviewed at least once every three years.
- 6.3.12 In the event of any inconsistency between this Charter and the Code of Practice for Meeting Procedures, this Charter shall prevail.

7. PROPRIETY OF MEMBERS OF THE BOARD

- 7.1 Subject to Clauses 20(6) and 20(7) of Schedule 2 to the Act, the provisions regarding conflict of interest prescribed in the Act apply to all Board Members as if they were elected members of a Council and the Authority was a Council.
- 7.2 Board Members must comply with Division 2, Chapter 5 (Register of Interests) of the Act and to use all reasonable efforts to assist the Authority to comply with any obligations including regarding related party disclosures as set out in AASB124.
- 7.3 Board Members must act in accordance with their duties of confidence and other legal and fiduciary duties including honesty and the exercise of reasonable care and diligence to the Authority as required by Part 4, Division 1, Chapter 5 of the Act and Clause 23 of Schedule 2, Part 2 of the Act.
- 7.4 Subject to the express provisions of Schedule 2 to the Act and this Charter, all provisions governing the propriety and duties of members of a Council and public officers under the Act and other South Australian legislation apply to Board Members.

8. POWERS

- 8.1 The Authority is constituted as a body corporate under the Act and in all things acts through the Board.
- 8.2 The Authority has subject, where relevant to Clauses 8.3, 8.4 and 8.5:
 - 8.2.1 the power to acquire, deal with and dispose of real and personal property and rights in relation to real and personal property;

- 8.2.2 the power to compulsorily acquire land in accordance with the Land Acquisition Act 1969, provided that such acquisition is for the purposes of flood mitigation;
 - 8.2.3 the power to sue and be sued in its corporate name;
 - 8.2.4 the power to enter into any kind of contract or arrangement;
 - 8.2.5 the power to return surplus revenue to Constituent Councils in such proportions as the Board considers appropriate at the end of any financial year either by way of cash payment or reduction of annual contribution;
 - 8.2.6 the power to set aside surplus revenue for future capital expenditure;
 - 8.2.7 the power to invest funds and in doing so to take into account Part 4 of Chapter 9 of the Act;
 - 8.2.8 the power to establish committees, in accordance with Clause 9;
 - 8.2.9 the power to delegate any function or duty except for the power to compulsorily acquire land as set out in Clause 8.2.2 and any of the powers set out in section 44 of the Act, (where such powers are applicable to the Authority); and
 - 8.2.10 the power to do anything else necessary or convenient for, or incidental to, the exercise, performance or discharge of its powers, functions or duties.
- 8.3 The Authority has the power to incur expenditure as follows:
- 8.3.1 in accordance with a budget adopted by the Authority under Clause 12.1; or
 - 8.3.2 with the prior approval of the Constituent Councils; or
 - 8.3.3 in accordance with the Act, in respect of expenditure not contained in a budget adopted by the Authority for a purpose of genuine emergency or hardship.
- 8.4 Subject to Clause 8.5, the Authority has the power to borrow money as follows:
- 8.4.1 in accordance with a budget adopted by the Authority under Clause 12; or
 - 8.4.2 with the prior approval of the Constituent Councils.
- 8.5 Unless otherwise approved by the Constituent Councils, any and all borrowings (except overdraft facilities) taken out by the Authority:
- 8.5.1 must be from the Local Government Financial Authority or a registered bank or financial institution within Australia; and

8.5.2 the Authority shall not act outside of the areas of the Constituent Councils without their prior approval and that approval shall only be granted upon the basis that the Constituent Councils consider it necessary or expedient for the performance of their or the Authority's functions.

8.6 The Authority will have a common seal which may be affixed to documents requiring execution under common seal and must be witnessed by the Chairperson and one other Board Member.

8.7 The common seal must not be affixed to a document except to give effect to a resolution of the Board. The Executive Officer will maintain a register which records the resolutions of the Board giving authority to affix the common seal and details of the documents to which the common seal has been affixed with particulars of the persons who witnessed the fixing of the seal and the date.

8.8 The Board may by instrument under the seal authorise a person to execute documents on behalf of the Authority. The Executive Officer will maintain a register of such resolutions and details of any documents executed in this way, together with particulars of the person executing the document.

9. ESTABLISHMENT OF COMMITTEES

9.1 The Authority may establish committees.

9.2 A member of a committee holds office at the pleasure of the Board.

9.3 Without limiting the Board's power to establish additional committees, the following committee is established:

9.3.1 Audit Committee.

9.4 Audit Committee

9.4.1 The Audit Committee shall be composed of no more than three members of whom at least one shall be a person who is not a member of the Board ('Independent Member').

9.4.2 Members of the Audit Committee will be appointed by the Board biennially and at the expiry of a term of appointment are eligible for reappointment.

9.4.3 The Independent Member (or one of the Independent Members if there is more than one) shall be appointed by the Authority as the Chair of the Audit Committee. The Chair of the Audit Committee shall be paid such honorarium as the Authority determines.

9.4.4 Members of the Audit Committee must as far as practicable have recent and relevant financial, risk management or internal audit experience relevant to the functions of the Audit Committee as determined by the Authority.

- 9.4.5 The functions of the Audit Committee include:
- 9.4.5.1 reviewing annual Financial Statements of the Authority to ensure they provide a timely and fair view of the state of affairs of the Board; and
 - 9.4.5.2 liaising with the external auditors of the Authority; and
 - 9.4.5.3 reviewing the adequacy of the accounting, internal auditing, reporting, internal control and other financial management systems and practices of the Authority on a regular basis;
 - 9.4.5.4 Considering and advising the Authority on risk management.

10. ADMINISTRATIVE MATTERS

- 10.1 There will be an Executive Officer of the Authority appointed by the Authority on terms and conditions to be determined by the Authority.
- 10.2 The Executive Officer will be responsible to the Board:
- 10.2.1 to ensure that the policies and lawful decisions of the Authority are implemented in a timely manner;
 - 10.2.2 for the efficient and effective management of the operations and affairs of the Authority;
 - 10.2.3 to provide advice and reports to the Board on the exercise and performance of the Authority's powers and functions; and
 - 10.2.4 to give effect to the principles of human resource management generally applicable within the local government industry.
- 10.3 The Executive Officer has such powers, functions and duties prescribed by this clause and as determined necessary by the Authority from time to time to ensure the efficient and effective management of the operations and affairs of the Authority.
- 10.4 The Authority may employ other officers and it may authorise the Executive Officer to employ such other officers on its behalf as are required for the efficient and effective management of the operations and affairs of the Authority.
- 10.5 The Authority may engage professional consultants and it may authorise the Executive Officer to engage professional consultants to provide services to the Authority to ensure the proper execution of its decisions, the efficient and effective management of the operations and affairs of the Authority and for giving effect to the general management objectives and principles of personal management prescribed by this Charter.

11. FINANCIAL CONTRIBUTIONS TO THE AUTHORITY

- 11.1 The contributions of the Constituent Councils shall be based on the percentage shares for capital works, maintenance of assets of the Authority and operational costs of the Authority in accordance with Schedule 1.

Where the capital and/or maintenance cost exceeds \$1 Million in any given year, Clause 11.7 shall apply.

- 11.2 The Authority will be responsible to provide the Constituent Councils with sufficient information for each of them to ascertain the level of and understand the reasons behind the funding required each financial year. This will be achieved via the business plan and the annual budget.
- 11.3 The Authority will determine annually the funds required by the Authority to enable it to function. The Constituent Councils shall contribute the funds requested by the Authority, in the annual budget and approved by the Constituent Councils, and any additional funds that are required for the continuing function of the Authority and approved by the Constituent Council. The Authority must provide full details regarding the need for additional funds to the Constituent Councils.
- 11.4 The annual contribution will be paid by each Constituent Council in advance by six monthly instalments.
- 11.5 Additional contributions (of any) will be paid by each Constituent Council in the manner and at the time determined by the Authority.
- 11.6 The Authority is accountable to each Constituent Council to ensure that the Authority functions in accordance with its business plan and approved budgets.
- 11.7 The Authority may enter into separate funding arrangements with Constituent Councils and with any State or Federal Government or their agencies in respect of any project undertaken or to be undertaken by or on behalf of the Authority.
- 11.8 Where a Constituent Council or Constituent Councils enter into an agreement with the Authority under Clauses 3.2 and 3.3 of this Charter the subscriptions payable under that agreement shall be additional to the subscriptions payable under this Clause.

12. BUDGET AND ANNUAL BUSINESS PLAN**12.1 Budget**

- 12.1.1 The Authority must prepare a budget for each financial year.

- 12.1.2 The Budget must:

- 12.1.2.1 deal with each principal activity of the Authority on a separate basis;

- 12.1.2.2 be consistent with and account for activities and circumstances referred to in the Authority's Annual Business Plan;
 - 12.1.2.3 be submitted in draft form to each Constituent Council before 31 March for approval;
 - 12.1.2.4 not be adopted by the Authority until after 31 May but before 30 September;
 - 12.1.2.5 identify the amount of and the reasons for the financial contributions to be made by each Constituent Council to the Authority.
- 12.1.3 The Budget may only be adopted where two thirds of the Board Members present vote in favour of the Budget.
 - 12.1.4 The Authority must provide a copy of the adopted Budget to each Constituent Council within five clear days after adoption.
 - 12.1.5 The Authority must reconsider its Budget in accordance with Regulation 9 of the Local Government (Financial Management) Regulations 2011.
 - 12.1.6 The Authority must submit to each Constituent Council for approval, any proposed amendment to the Budget.
 - 12.1.7 Where a Constituent Council has failed to approve a draft budget, or an amended budget, and has not served a notice on the Authority in accordance with Clause 21 within two months of the receipt of the draft budget, or amended budget by the Constituent Council, then the approval of the Constituent Council to the draft budget, or amended budget, will be deemed to have been given.

12.2 Annual Business Plan

- 12.2.1 The Authority shall have an Annual Business Plan in respect of the ensuing 12 months.
- 12.2.2 The Annual Business Plan must:
 - 12.2.2.1 state the services to be provided by the Authority;
 - 12.2.2.2 identify how the Authority intends to manage service delivery;
 - 12.2.2.3 identify the performance targets which the Authority is to pursue;
 - 12.2.2.4 provide a statement of financial and other resources and internal processes that will be required to achieve the performance targets and objectives of the Authority; and

- 12.2.2.5 specify the performance measures that are to be used to monitor and assess performance against targets.

13. MANAGEMENT FRAMEWORK

13.1 Long Term Financial Plan

- 13.1.1 The Authority must develop and adopt in consultation with the Constituent Councils a Long Term Financial Plan covering a period of at least ten (10) years in a form and including such matters which, as relevant, is consistent with Section 122 of the Act and the Local Government (Financial Management) Regulations 2011 as if the Authority were a council.
- 13.1.2 The Authority must review its Long Term Financial Plan in consultation with the Constituent Councils.
- 13.1.3 The Authority may at any time review the Long Term Financial Plan but must undertake a review of the Long Term Financial Plan as soon as practicable after the annual review of its Business Plan and concurrently with any review of its Strategic Plan.
- 13.1.4 In any event, the Authority must undertake a comprehensive review of its Long Term Financial Plan every four years.

13.2 Strategic Plan

- 13.2.1 The Authority must prepare and adopt in consultation with the Constituent Councils a Strategic Plan for the conduct of its business which will identify the Authority's objectives over the period of the Strategic Plan and the principal activities that the Authority intends to undertake to achieve its objectives.
- 13.2.2 The Authority must review its Strategic Plan in consultation with the Constituent Councils.
- 13.2.3 The Authority must undertake a comprehensive review of its Strategic Plan every four years.

13.3 Asset Management Plan

- 13.3.1 The Authority must prepare and adopt in consultation with the Constituent Councils an Asset Management Plan in a form and including such matters which, as relevant, is consistent with Section 122 of the Act as if the Authority were a council.
- 13.3.2 The Authority must review its Asset Management Plan in consultation with the Constituent Councils.
- 13.3.3 The Authority may at any time review its Asset Management Plan but must undertake a review of the Asset Management Plan as soon as

practicable after the annual review of its Business Plan and concurrently with any review of its Strategic Plan.

- 13.3.4 In any event, the Authority must undertake a comprehensive review of its Asset Management Plan every four years.

14. ACCOUNTING

- 14.1 The Authority must ensure that its accounting records, accounts and financial statements are prepared and maintained in accordance with all relevant Australian Accounting Standards and legislation including the Local Government (Financial Management) Regulations 2011.

15. AUDIT

- 15.1 The Authority must appoint an auditor.
- 15.2 The Audit Committee must approve the audit strategy submitted by the external auditor before submission to the Board.
- 15.3 The Authority must provide its audited financial statements to the Chief Executive Officer of each Constituent Council by 30 September.

16. FINANCE

- 16.1 The Authority may establish and maintain a bank account with such banking facilities and at a bank to be determined by the Authority.
- 16.2 All cheques to be authorised must be signed by two Board Members or one Board Member and the Executive Officer.
- 16.3 Any payments made by Electronic Funds Transfer must be made in accordance with procedures which have received the prior approval of the auditor and been adopted by the Authority.
- 16.4 The Executive Officer must act prudently in the handling of all financial transactions for the Authority and must provide quarterly financial and corporate reports to the Authority and if requested, the Constituent Councils.
- 16.5 The Authority will, at the end of each financial year prepare a schedule of assets and liabilities. In addition, the Authority must maintain a record to be known as the 'Schedule of Constituent Councils' Interests in Net Assets'.
- 16.6 The Schedule of Constituent Councils Interests in Net Assets will reflect the proportionate contribution each Constituent Council has made to capital, operations and maintenance costs incurred by the Authority having regard to the proportionate contribution by way of subscriptions for each function undertaken by the Authority. The Schedule when updated by the Authority at the end of each financial year will reflect the proportionate contribution of each Constituent Council since the establishment of the Authority and once accepted by each Constituent Council will be evidence of the agreed proportion of a Constituent Council's interests in the net assets as at 30 June in that year.

16.7 Where there is any dispute as to the Schedule, Clause 21 shall apply.

17. REPORTS AND INFORMATION

17.1 The Authority must submit an annual report on its work and operations including its audited financial statements, to each Constituent Council before 30 September.

17.2 The Authority shall report at any other time at the written request of a Constituent Council on matters being undertaken by the Authority. Any such report shall be provided to all Constituent Councils.

18. ALTERATION TO THE CHARTER

18.1 This charter may be amended by unanimous resolution of the Constituent Councils.

18.2 Before the Constituent Councils vote on a proposal to alter this Charter they must take into account any recommendations of the Authority.

19. WITHDRAWAL OF A CONSTITUENT COUNCIL

19.1 Subject to the approval of the Minister, a Constituent Council may withdraw from the Authority by giving not less than six months notice of its intention to do so to all other Constituent Councils and the Executive Officer.

19.2 In any event a withdrawal will not become effective until 30 June following the expiry of the six months notice as required by Clause 19.1 in the preceding sub-clause. Until a withdrawal becomes effective, the Constituent Council proposing withdrawal from the Authority will remain liable for all financial contributions whilst still a Constituent Council and will continue to be responsible for ensuring the proper conduct of the affairs of the Authority.

19.3 A withdrawing Constituent Council is not entitled to any refunds of any contributions made.

20. ADDITION OF NEW MEMBER

20.1 The Authority may consider the addition of a Council as a Constituent Council.

20.2 The Constituent Councils must resolve unanimously to approve the addition of a Council as a Constituent Council.

20.3 The Charter shall be amended in accordance with the provisions of this Charter to provide for a Council becoming a Constituent Council.

21. DISPUTES

21.1 In the event of any dispute or difference between the Constituent Councils or between one or more Constituent Councils and the Authority concerning this Charter or the Authority (**the Dispute**), a party may initiate the dispute process set out in this clause by serving a notice of dispute on all other Constituent

Councils with a contemporaneous copy being served on the Authority. The parties:

- 21.1.1 will attempt to settle the dispute or difference by negotiating in good faith;
- 21.1.2 if good faith negotiations do not settle the dispute within one month of the Dispute arising or such longer time as the parties to the Dispute may agree, then the Dispute shall be referred to an expert for determination. The expert shall be a person with the skills and expertise necessary to resolve the dispute and shall be nominated by the President of the Local Government Association of South Australia. The expert's determination shall be final and binding on the Constituent Councils. The costs of the expert will be apportioned and payable in accordance with the expert's determination;
- 21.1.3 if the Dispute is unable to be resolved by the expert within six months then any Constituent Council may request the Minister wind up the Authority; and
- 21.1.4 notwithstanding the existence of a Dispute, the Constituent Councils will continue to meet their obligations to the Authority.

22. LIMIT OF LIABILITY

- 22.1 Except insofar as Clause 3.2 applies the liability of a Constituent Council to the Authority is limited to those functions undertaken by the Authority and to which the Constituent Council has made a financial contribution. The liability of a Constituent Council is proportional to the interest of that Council in the net assets of the Authority as determined under Clause 16 of this Charter.
- 22.2 The liability of a Constituent Council to the Authority for any function undertaken by the Authority under Clause 3.2 is limited to the requesting Constituent Council or Constituent Councils and as reflected in the agreement entered into with the Authority for those purposes.

23. DISSOLUTION OF THE AUTHORITY

- 23.1 The Authority may be dissolved by the Minister in the circumstances envisaged by Clause 33, Part 2 of Schedule 2 of the Act.
- 23.2 In the event of there being net assets upon the dissolution and after realisation of all assets and meeting all liabilities, the net assets will be distributed to the then Constituent Councils on the basis of their current interest in the net assets of the Authority as determined by Clause 16.
- 23.3 In the event of there being an insolvency of the Authority at the time of dissolution, the then Constituent Councils will be responsible jointly and severally to pay the liabilities of the Authority and between themselves in the proportion of their interest in the net assets last determined under Clause 16.

24. NON-DEROGATION AND DIRECTION BY CONSTITUENT COUNCILS

- 24.1 The establishment of the Authority does not derogate from the power of any of the Constituent Councils to act independently in relation to a matter within the jurisdiction of the Authority.
- 24.2 Provided that the Constituent Councils have all first agreed as to the action to be taken, the Constituent Councils may jointly direct and control the Authority.
- 24.3 Where the Authority is required pursuant to the Act or this Charter to obtain the approval of one or more of the Constituent Councils, that approval must only be granted and must be evidenced by a resolution passed by either or each of the Constituent Councils granting such approval.
- 24.4 Unless otherwise stated in this Charter, where the Authority is required to obtain the consent or approval of the Constituent Councils this means the consent or approval of both the Constituent Councils expressed in the same or similar terms.
- 24.5 For the purpose of this Clause 24, any direction given by the Constituent Councils must be communicated by notice in writing provided to the Executive Officer of the Authority together with a copy of the relevant resolutions of the Constituent Councils.

SCHEDULE 1 – FINANCIAL CONTRIBUTIONS

Constituent Council	Capital Works Percentage Share %	Maintenance of Assets Percentage Share %	Operational Costs Percentage Share %
Adelaide Hills Council	1.73	1.73	16.66
Adelaide Plains Council	28.91	28.91	16.66
The Barossa Council	8.67	8.67	16.66
Town of Gawler	17.34	17.34	16.66
Light Regional Council	8.67	8.67	16.66
City of Playford	34.68	34.68	16.66
Total	100%	100%	100%

Capital Works are defined as building and engineering works that create an asset and the renewal of existing assets that has reached the end of its useful life.

Maintenance is defined as recurrent expenditure to ensure that existing assets function as designed and are kept in good condition.

Operational Costs are defined as recurrent expenditure incurred to ensure that the Authority can conduct day to day functions. Depreciation falls within the scope of the Authority's operational costs.

2021-26

GRFMA Strategic Plan



Gawler River Floodplain
Management Authority

W: www.gawler.sa.gov.au/grfma



The Barossa Council

Gawler



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Version control:

20 May 2021 GRFMA SP Workshop Attendees' Draft

30 May 2021 GRFMA SP Board Draft 1 for targeted Board Member consideration

7 June 2021 GRFMA SP Board Meeting Draft

15 December 2021 GRFMA SP Council Consultation Draft

20 April 2022 GRFMA Strategic Plan Final (this version) – adopted by the GRFMA Board on 16 June 2022

First Nations Acknowledgement

The Gawler River Floodplain Management Authority acknowledges that our Constituent Councils and its current and future infrastructure are located on the traditional country of the Kurna, Ngadjuri, and Peramangk people and pays respect to Elders past and present.

We recognise and respect their cultural heritage, beliefs, and relationship with the land. We acknowledge that they are of continuing importance to the Kurna, Ngadjuri, and Peramangk people living today. We also extend that respect to other First Nations people.

About the Gawler River Floodplain Management Authority

The Gawler River Floodplain Management Authority (GRFMA) is a single purpose regional subsidiary formed under s43 of the *Local Government Act 1999* in 2002. Constituent Councils are Adelaide Hills Council, Adelaide Plains Council, The Barossa Council, Town of Gawler, Light Regional Council, and the City of Playford. The primary focus of the Authority is on flood mitigation for the Gawler River which has a long history of flooding, causing damage to private and publicly owned properties.

A Board comprising an independent chair and two members (one being an Elected Member and one being a staff member, with deputy members also appointed when the member is unable to attend meetings) from each Constituent Council is the governing body for the Authority. There is also a Technical Advisory Panel and an Audit and Risk Committee.

Budget revenue is sourced from predetermined 'formulae based' financial contributions by the six Constituent Councils, and external funding opportunities.

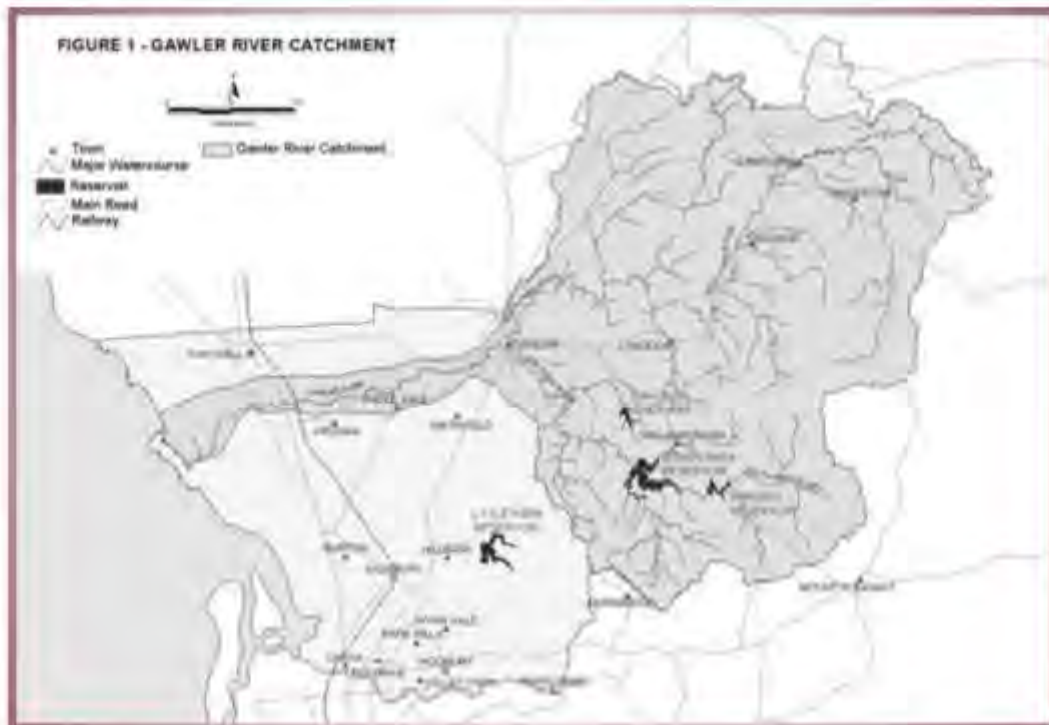
A part-time contract Executive Officer and an additional part-time contract administrative person are the only ongoing personnel resources, assisted from time to time by staff from the Constituent Councils.



The Gawler River

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is located in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River floodplain horticultural areas is estimated to be at least \$355 million.

The river is subject to periodic flood events. The catchment is identified in the state's flood hazard plan as a significant flood risk. The River has been flooded on average every 10 years over the past 160 years (known records). Most recently, large floods have occurred in 1992 (September, October, December), November 2005 and October 2016.



Previous Achievements

- Construction of the flood control Dam on the North Para (Bruce Eastick North Para Flood Mitigation Dam) in 2007.
- Facilitated Gawler River Open Space Strategy 2008.
- Modification of the South Para Reservoir Dam and spillway in 2012.
- Extensive flood mapping and hydrology reports facilitated.
- Completed the Gawler River 2016 Flood Review.

Strategic Projects

Management and maintenance of the Bruce Eastick North Para Flood Mitigation Dam.

Partnering with the SA Government to deliver the Gawler River Flood Mitigation initiatives (SA Government funding allocation of \$9m over three years).

Commenced the Gawler River Stormwater Management Plan.

Finalising Gawler River Flood Mitigation Planning (GRUMP).

About this Strategic Plan



This Strategic Plan has been developed by the GRFMA Board to guide its activities and also communicate its strategic directions and priority actions for the period 2021 to 2026, as well as matters for consideration beyond 2026 (nominally 2036). It follows a flow from **PURPOSE** to consideration of **KEY INFLUENCES** on the Authority's activities, to **STRATEGIC DIRECTIONS** to be followed, to **PRIORITY ACTIONS** aimed at achieving **OBJECTIVES** that support the strategic directions, grouped under three **THEMES**. The flow is described in the following diagram.



Roles

Councils and subsidiary bodies can have different roles depending on legislative requirements and other considerations. The following table provides a broad outline of potential roles.

Role	Description
No role	There is no identified role for the organisation.
Information channel	Information about a service or activity of other bodies is channelled by the organisation through, for example, links to the websites of those bodies.
Advocate	The organisation may advocate to another government (or other organisation) for certain things to happen.
Facilitator	A step further from advocacy where the organisation may join with other parties to work out a solution to an issue affecting the area.
Agent	Typically, this would involve the organisation delivering a service, funded by a government agency, that is, or likely to be regarded as, the responsibility of another government.
Part funder	The organisation either provides funding to another body to meet part of the cost of that body providing a function/service activity or receives funding from another body (usually a government agency) to meet part of the cost of the organisation delivering the function/service activity.
Asset owner	As the owner (or custodian) of an asset, the organisation has responsibility for capital, operating and maintenance costs.
Regulator	The organisation has a legislated regulatory role for which it is required to fund from its own resources.
Service provider	The full cost (apart from fees for cost recovery, government grants etc) of a service or activity is met by the organisation.

Most relevant to the Authority are the bolded roles of **Advocate**, **Facilitator**, and **Asset Owner** given the (poorly defined) shared responsibility between Local and State Government for flood mitigation. The priority actions in the Strategic Plan each include a role for the Authority which should be read in conjunction with the above table. Also included for each priority action is a description of Why the action is to be taken, How and When it will be undertaken, and by Whom.

Measuring and Monitoring Performance Against the Plan

Performance measures, set out under each theme in the Strategic Plan, will assist in monitoring achievement of the stated objectives. Progress against the Plan will be reported annually in the Board's annual report.



Reviewing the Plan



Although the Plan has been developed for a five year horizon, things can change quickly. The Strategic Plan will be reviewed after the Gawler River Stormwater Management Plan is completed to make any adjustments required as a result of that plan and annually thereafter at a Board workshop to refresh it as required.

The Plan

Our Purpose



The Authority is a separate legal entity that operates in accordance with a Charter agreed by all six Constituent Councils. Our purpose is set out in clause 3 of the Charter:

*The Authority has been established for the purpose of coordinating the planning, construction, operation and maintenance of **flood mitigation infrastructure for the Gawler River**, and for the following functions:*

- 3.1.1 *to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;*
- 3.1.2 *to provide a forum for the discussion and consideration of topics relating to the Constituent Councils' obligations and responsibilities in relation to management of flooding of the Gawler River;*
- 3.1.3 *to advocate on behalf of the Constituent Councils and their communities where required to State and Federal Governments for legislative policy changes on matters related to flood mitigation and management and associated land use planning with Gawler River flood mitigation;*
- 3.1.4 *to facilitate sustainable outcomes to ensure a proper balance between economic, social, environmental, and cultural considerations; and*
- 3.1.5 *to provide advice as appropriate to the Constituent Councils in relation to development applications relevant to the Authority's roles and functions.*

As can be seen from the wording in the Charter, the Authority's primary focus is on flood mitigation infrastructure for the Gawler River, and all other functions listed in clause 3 are subsidiary to that purpose. The plan only relates to matters directly within the remit of the GRFMA and does not recognise matters and events external to its responsibilities.

Key Influences

Numerous factors have a significant influence on the operations of the Authority. These include:

- Arrangements for managing stormwater in South Australia are very complicated, reflecting incremental changes over time in legislation, guidelines, structures, and funding arrangements. For the Authority, specific concerns are:
 - ❑ There is no clear definition of the responsibilities of levels of government for managing stormwater.
 - ❑ Floodplain management is not well recognised in the current framework for stormwater management.
 - ❑ Responsibilities for different aspects of managing the Gawler River sit with various (mostly SA Government) agencies, yet there is no overarching structure, body, or plan to ensure an integrated approach to managing it.
 - ❑ Most of the Gawler River is located on private land (a common situation in South Australia) which restricts the ability of the Authority (and other bodies) to carry out its functions.
 - ❑ Most flood management initiatives within the Gawler River catchment and floodplain are beyond the capacity of Constituent Councils to fund and State and Federal Government engagement and funding support will be required before any such initiatives are to be realised.
- The effects of flooding on intensive food production and residential properties on the Northern Adelaide Plains.
- Impacts of climate change on the timing, frequency, and volumes of flows into the River.
- Changes in stormwater flows and the risks of flooding associated with new residential development in the Gawler River catchment.
- The level of community understanding of the risks of flooding and how individuals can reduce the risks.
- Signs of growing interest in the concept of water cycle management with greater integration of different aspects of water management, including stormwater and floodwater.
- Differences in perspectives and priorities between upstream and downstream Constituent Councils in relation to beneficiaries, funding arrangements, and priorities.
- The limited resource base of the Authority, which is supplemented on an ad-hoc basis through partnering with Constituent Councils.



Our Strategic Direction

Consistent with our purpose, we will focus on planning for, building, and maintaining physical infrastructure that helps to mitigate the impacts of flooding in the Gawler River. Completion of the Stormwater Management Plan for the Gawler River early in the life of this Strategic Plan is an important step in that regard. To assist with achieving that purpose, we will also:

- Monitor and respond to new information about climate change and hydrological influences.
- Seek improved funding arrangements for stormwater and floodplain management for the Gawler River and in South Australia generally.
- Contribute to strategic public agency discussions that may lead to better arrangements for an integrated approach to water management in the Gawler River and wider catchment.
- Annually consider our performance to ensure we are operating at a high level.
- Ensure there is clarity about the respective roles and responsibilities of the Authority and Constituent Councils in relation to mitigating flooding in the Gawler River, and there are suitable partnering arrangements in place to keep administrative costs low.
- Assist with information and advice for stakeholders along the Gawler River impacted by flooding.
- Develop other strategic documents to ensure the path to maintaining financial sustainability is clear.
- Consider the lifespan of the Authority beyond the creation of physical infrastructure.



Themes & Objectives

The Plan is arranged under three themes, each with its own objective, related to the outcomes to be pursued.

Theme 1: Design, build, and maintain physical flood mitigation infrastructure

Objective: To have in place an agreed extent of physical flood mitigation infrastructure that is fit for purpose and achieves the targeted levels of performance.

Theme 2: Develop and evolve key relationships

Objective: To maintain key relationships that are most important to the Authority achieving its purpose.

Theme 3: Ensure good governance and ongoing financial sustainability

Objective: To ensure that the Authority meets legislative requirements and contemporary standards of governance and is financially sustainable for the long term.

Our Priority Actions

Theme 1: Plan, design, build, and maintain physical flood mitigation infrastructure

Objective: To have in place an agreed extent of physical flood mitigation infrastructure that is fit for purpose and achieves the targeted levels of performance.

Performance measures

- 1) Agreed infrastructure projects are delivered on time and on budget.
- 2) Infrastructure is fit for purpose and delivers the benefits for which it was designed.
- 3) Infrastructure is maintained efficiently and to an agreed level of condition.



Priority Action 1.1 – Finalise preparation of the Gawler River Stormwater Management Plan.

- **Role:** Asset owner
- **Why:** The Gawler River Stormwater Management Plan will be the key document to assist in determining physical and other works required to reduce the risks and impacts of flooding.
- **How:** Through the appointed consultant and supporting project governance arrangements.
- **When:** Year 1 of implementation of the Strategic Plan.
- **Who:** SMP Project Manager and oversight by the SMP Project Steering Committee.

Priority Action 1.2 – Review, with Constituent Councils and stakeholders, design standards for infrastructure works including costs and benefits.



- **Role:** Asset owner
- **Why:** The default policy position of the Authority has been for a 1 in 100 year design standard. Reviewing that policy position through consideration of the costs and benefits of various design standard scenarios will assist in identifying appropriate standards.
- **How:** As part of developing the Gawler River Stormwater Management Plan.
- **When:** In conjunction with developing the Gawler River Stormwater Management Plan.
- **Who:** SMP Project Manager and oversight by the SMP Project Steering Committee.

Priority Action 1.3 – Consider the requirement to review hydrological models on the release of new industry accepted climate and rainfall models.

- **Role:** Asset owner
- **Why:** The Gawler River Stormwater Management Plan will be based on the latest industry accepted climate and rainfall models. As new data becomes available the models may change.
- **How:** Partner with one or more Constituent Councils, the Northern and Yorke Landscape Board, and Green Adelaide.
- **When:** Undertake as new climate and rainfall models are released.
- **Who:** Board to initiate partnering program with other organisations to access information and advice.



Priority Action 1.4 – In conjunction with the Constituent Councils, develop and implement a schedule of flood mitigation infrastructure works for the Gawler River referencing the Gawler River Stormwater Management Plan.

- **Role:** Asset owner
- **Why:** A schedule of works will enable the Authority and Constituent Councils to plan for implementation of the projects and seek funding from the State and Federal Governments.
- **How:** Through discussions and agreement with Constituent Councils and engagement with the State and Federal Governments.
- **When:** Develop the schedule of works in Year 1 of implementation of the Strategic Plan and implement projects as suitable funding arrangements are in place.
- **Who:** Executive Officer to initiate.

Priority Action 1.5 – Report annually on progress with implementation of the Gawler River Stormwater Management Plan, including the planning and delivery of associated works and actions by Constituent Councils and other bodies.



- **Role:** Asset owner and potentially advocate
- **Why:** Formal annual reporting on progress will ensure implementation of the SMP receives the attention it deserves and help to identify any gaps or barriers to delivery.
- **How:** Include in the Annual Report.
- **When:** Commence in year 2 of implementation of the Strategic Plan.
- **Who:** Executive Officer to initiate.
- **Theme 2: Develop and evolve key relationships**

- **Objective:** To maintain key relationships that are most important to the Authority achieving its purpose.
- **Performance measures**
 - 1) Key relationships are in place and are assisting the Authority to undertake its functions.
 - 2) Opportunities to bring together government agencies to improve governance arrangements for managing the Gawler River are adequately pursued.
 - 3) Opportunities to advocate for and/or respond to potential improvements to arrangements for stormwater and floodplain management are adequately pursued.
 - 4) The Board is satisfied that it has an adequate understanding of community views about flooding.

Priority Action 2.1 – Working with the Constituent Councils, develop a framework to clearly articulate the respective roles and responsibilities of the Authority and the Councils and suitable partnering arrangements to maintain a low cost base for the Authority.

- **Role:** Asset owner
- **Why:** There is a symbiotic relationship between the Authority and the Constituent Councils under which each has their own roles and responsibilities. Documenting the respective roles and responsibilities would provide clarity for all parties. Identification of partnering opportunities within the capacities of the Councils (e.g., in relation to monitoring information about climate change and climate change policy, and water policy) in delivering the functions, operations and project management required of the Authority would help to keep the Authority's administrative costs low.
- **How:** Working group of Council staff on the Board and the Executive Officer.
- **When:** Year 1 of implementation of the Strategic Plan.
- **Who:** Executive Officer to initiate.



Priority Action 2.2 – Develop and implement an annual (or other agreed frequency) assessment by seeking and evaluating Constituent Councils' views about the Authority's performance and actions under the roles and responsibilities framework in Priority Action 2.1, as well as their own performance under the framework.

- **Role:** Asset owner
- **Why:** The Constituent Councils all have their own interests and a formal process for obtaining and assessing their feedback would allow the Authority to identify any areas requiring attention. It would also allow the Councils to assess their own performance under the roles and responsibilities framework.
- **How:** A framework for the assessment process could initially be discussed by the Board and with the Constituent Councils, and then be the subject of reports to future Board meetings until an agreed process is determined.
- **When:** Year 2 of implementation of the Strategic Plan.
- **Who:** Executive Officer to initiate, possibly with assistance of staff of the Constituent Councils.

Priority Action 2.3 – Continue to advocate for improved governance and funding arrangements for flood avoidance, resilience, and mitigation in South Australia.



- **Role:** Advocate/facilitator
- **Why:** With frontline experience the Authority is well positioned to develop a narrative about changes that are required to improve governance and funding arrangements for flood avoidance and mitigation.
- **How:** Develop the narrative and identify opportunities to share it with key bodies and individuals.
- **When:** Develop the narrative in Year 1 of implementation of the Strategic Plan.
- **Who:** Executive Officer to initiate, possibly with assistance of staff of the Constituent Councils.

Priority Action 2.4 – Proactively pursue governance structures and/or management approaches that bring together the various government agencies involved in water management related to the Gawler River to ensure coordinated action is taken to reduce flood risk, while contributing to greater integration of water management.

- **Role:** Advocate/facilitator
- **Why:** No single body has responsibility, authority, or funding to holistically manage all water aspects for the Gawler River or other watercourses in South Australia. Working together between agencies can help to achieve an integrated approach and deliver better economic, environmental, and social outcomes.
- **How:** Either initiate or respond to discussions about improved integration.
- **When:** Year 2 of implementation of the Strategic Plan.
- **Who:** Executive Officer and Chair to initiate.

Priority Action 2.5 – With Constituent Councils, monitor community views about flood control and management and factor into communication about the Authority's functions.

- **Role:** Asset owner
- **Why:** Understanding community views about flood control and management is an important element of planning for both the Authority and Constituent Councils.
- **How:** Develop and implement a program across multiple Constituent Councils to build understanding.
- **When:** Year 2 of implementation of the Strategic Plan, taking account of material in the Gawler River Stormwater Management Plan.
- **Who:** Executive Officer to initiate, possibly with assistance of staff of the Constituent Councils.

Priority Action 2.6 – Assist the Constituent Councils in communicating with general communities and specific interest groups in relation to flood mitigation for the Gawler River.

- **Role:** Asset owner
- **Why:** Communication with communities is likely to be a joint activity between the Constituent Councils and the Authority.
- **How:** Work with key staff of the Constituent Councils on a program of communication activities based on timing and/or specific trigger events.
- **When:** Year 1 of implementation of the Strategic Plan.
- **Who:** Executive Officer to initiate.
- **Theme 3: Ensure good governance and ongoing financial sustainability**
- **Objective:** To ensure that the Authority meets legislative requirements and contemporary standards of governance and is financially sustainable for the long term.
- **Performance measures**
 - 1) The Board has a clear understanding of the Authority's performance and addresses any areas identified as requiring attention.
 - 2) A full suite of strategic documents as required in the GRFMA Charter is developed in the agreed timeframe, kept up to date, and used to assist in decision making.
 - 3) Financial sustainability targets are met.



Priority Action 3.1 – Implement the agreed outcomes from Charter Review 2 which was finalised in 2020.

- **Role:** Advocate, facilitator, asset owner
- **Why:** The second stage of reviewing the Authority's Charter was completed late in 2020. Implementation of agreed outcomes from the review will finalise that process.
- **How:** Once agreement is reached with all Constituent Councils, determine a timeline for processing the changes required to the Charter.
- **When:** Year 1 of implementation of the Strategic Plan.
- **Who:** Executive Officer to initiate.

Priority Action 3.2 – Consider annually the Authority's performance and identify any changes that may be required to the Charter, the Strategic Plan, policy settings, relationships, and communication and engagement.

- **Role:** Asset owner
- **Why:** A formal requirement for the Board to consider performance can be used as a means of identifying and addressing gaps or problems in the Authority's operations.
- **How:** Initial discussion at a Board meeting, followed by a report by the Chair and Executive Officer.
- **When:** Year 1 of implementation of the Strategic Plan.
- **Who:** Executive Officer and Chair to initiate.

Priority Action 3.3 – Develop fit for purpose risk management, asset management, and long term financial plans.



- **Role:** Asset owner
- **Why:** The Charter requires these plans to be prepared and adopted. All three Plans will assist the Board in decision making and show that risk, asset management, and long term financial planning are being addressed.
- **How:** Working groups of the Executive Officer and relevant staff from the Constituent Councils could advise on and oversee project arrangements to develop the Plans.
- **When:** Complete over a period agreed by the Board.
- **Who:** Executive Officer to initiate.

Priority Action 3.4 – Determine the future lifespan of the Authority and scenarios for ownership, management, maintenance, and replacement of its assets.

- **Role:** Asset owner
- **Why:** The question of the lifespan of the Authority is important for clarity about future arrangements for managing its assets and the steps required to successfully implement those arrangements.
- **How:** Board workshops, supplemented by specialist advice as required, informed by the Gawler River Stormwater Management Plan.
- **When:** Year 5 of implementation of the Strategic Plan.
- **Who:** Executive Officer to initiate.

Priority Action 3.5 – Continue to work with Constituent Councils and their external auditors and the Authority's audit committee and external auditor to reach an acceptable position in relation to the funding of depreciation.

- **Role:** Asset owner
- **Why:** Depreciation of the Authority's assets is currently not funded through annual budgets and there are differing opinions about whether that should remain the case.
- **How:** Through a working group of the Executive Officer and Constituent Council finance staff, consulting with the Authority's audit committee and external auditor, and the external auditors of the Constituent Councils.
- **When:** After completion and adoption of the Asset Management Plan and Long Term Financial Plan and with reference to the Gawler River Stormwater Management Plan.
- **Who:** Initiated by the Executive Officer and undertaken by the Working group shown under "How" above.



The Barossa Council

ANNUAL REPORT 2021-22

Gawler River Floodplain Management Authority

Constituent Councils:

Adelaide Hills Council

Adelaide Plains Council

The Barossa Council

Town of Gawler

Light Regional Council

City of Playford

Gawler



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Acting Chairperson Foreword

The Gawler River Floodplain Management Authority (GRFMA) has heavily advanced a suite of projects and programs throughout the reporting period and, as Acting Chairperson, it is my pleasure to acknowledge the outputs and achievements of the Board through this year's foreword.

Recent flooding events on our nation's eastern seaboard serve to reinforce the importance of investing time, money and resources into flood preparedness and flood mitigation. While the Gawler River has not experienced a flood event since October 2016, we are only too aware that our next flood event may be just a winter away and planning for the inevitable rains that will fall within the catchment has been high on the Board's agenda yet again in 2021/2022.

The GRFMA subsidiary has yet again provided the vehicle for collaborative engagement amongst the six constituent councils over the reporting period and enabled productive engagement with state and federal government agencies and other key stakeholders on a raft of platforms.

Of the significant achievements, I glean upon and report the following:

- Adoption of the inaugural GRFMA Strategic Plan for 2021-2026
- Progression of the Stormwater Management Plan
- Major maintenance of the Bruce Eastick North Para Flood Mitigation Dam
- Advancement of GRFMA Charter Review II (cost contributions model)
- Engagement with State Government on the Gawler River Flood Mitigation Business Case

Suffice to say, it has been a busy yet rewarding period for the Board.

As Acting Chairperson, I take this opportunity to acknowledge the work of our Chairperson, Ian Baldwin (who at the time of preparing the Annual Report was on some well-deserved leave) and our Executive Officer, David Hitchcock. Both Ian and David have served the subsidiary extremely well yet again and I thank them for their contributions to the activities of the Board.

I also wish to acknowledge the valuable contributions of all Board Members and Committee Members throughout the period, including those who have recently retired from the Board in Sam Dilena and Gary Mavrinac; all our members' contributions have again been highly valued and greatly appreciated.

I commend the 2021/2022 Annual Report to you.

Mr James Miller, Acting Chair, Gawler River Floodplain Management Authority

Gawler River Floodplain Management Authority (GRFMA)

The Gawler River

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is located in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River Floodplain horticultural areas is estimated to be at least \$225 million.

Purpose of the GRFMA

The GRFMA was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 on 22 August 2002. The Constituent Councils are the Adelaide Hills Council, The Adelaide Plains Council, The Barossa Council, The Town of Gawler, Light Regional Council, and the City of Playford.



The Charter sets down the powers, functions, safeguards, accountabilities, and an operational framework.

The Authority has been established for the purpose of coordinating the planning, construction, operation, and maintenance of flood mitigation infrastructure for the Gawler River, and for the following functions:

- to raise finance for the purpose of developing, managing, and operating and maintaining works approved by the Board;
- to provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flooding of the Gawler River;
- to advocate on behalf of the Constituent Councils and their communities where required to State and Federal Governments for legislative policy changes on matters related to flood mitigation and management and associated land use planning with Gawler River flood mitigation;
- to facilitate sustainable outcomes to ensure a proper balance between economic, social, environmental, and cultural consideration; and
- to provide advice as appropriate to the Constituent Councils in relation to development applications relevant to the Authority's roles and functions.



Governance

The Board

The Authority is governed by the Board of management. The Board comprises of

- one independent person, who is not an officer, employee, or elected member of a constituent council, to be appointed as the Chairperson of the Board of Management of the GRFMA for a term of three years.
- Two persons appointed from each of the six constituent councils (12 members in total). Council appointees comprise of the Council CEO, or delegate and one Elected Member.
- Deputy Board members as appointed by each constituent council

The Members of the Board are:

Council	Board Members	Deputy Board Members
Chairperson & Independent Member	Mr Ian Baldwin	
Adelaide Hills Council	Cr Malcolm Herrmann Mr Ashley Curtis	Cr Pauline Gill
Adelaide Plains Council	Cr Terry-Anne Keen Mr James Miller	Cr John Lush Ms Sheree Schenk
The Barossa Council	Mayor Bim Lange Mr Gary Mavrinac (resigned 30/6/22)	Cr Russell Johnstone
Town of Gawler	Cr Paul Koch Mr Sam Dilena (resigned 16/6/22)	Cr Nathan Shanks Vacant
Light Regional Council	Cr William Close Mr Brian Carr	Mr Andrew Philpott
City of Playford	Cr Agapios (Peter) Rentoulis Mr Greg Pattinson	Cr Clinton Marsh

Meetings of the Board are held at such time and such place as the Board decides subject only to the requirement that there will be at least one meeting in every two calendar months. A special meeting of the Board may be held at any time and may be called at the request of the Chairperson or at the written request of six members of the Board representing all the Constituent Councils.

Ordinary meetings of the Board are generally held bi-monthly on the third Thursday of the even months commencing at 9.45am: excepting December which is held on the second Thursday. Meetings are hosted by the Constituent Councils on a rotational roster with six Board meetings and two Special Board Meetings held during the year as follows:

Ordinary Board Meetings:

- Thursday 19 August 2021 – Town of Gawler
- Thursday 21 October 2021 – Adelaide Plains Council
- Thursday 9 December 2021 – City of Playford
- Thursday 17 February 2022 – Light Regional Council
- Thursday 14 April 2022 – Adelaide Hills Council
- Thursday 16 June 2022 – The Barossa Council

One Special Board Meeting:

- Monday 27 September 2021 – City of Playford

Technical Assessment Panel

A Technical Assessment Panel has been appointed to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment, and construction of the various parts of the Scheme.

The Members of the Panel are:

- Mr Ian Baldwin, Independent Chair
- Ms Ingrid Franssen, Manager Flood Management, DEWNR
- Vacant, Principal Engineer Dams, SA Water
- Council representative – Vacant following resignation of Matt Elding, The Barossa Council
- Mr Braden Austin, Playford Council
- Mr David Hitchcock, Executive Officer

Three meetings of the Panel were held during the year

- Monday 5 July 2021
- Wednesday 11 August 2021
- Wednesday 1 September 2021

Email out of session consideration was also undertaken to consider proposed repairs to the Lower Level Outlet Pipe and Baffle Block replacement at the Bruce Eastick North Para Flood Mitigation Dam.

Audit Committee

An Audit Committee has been appointed to review:

- the annual financial statements to ensure that they present fairly the situation of the Board, and
- the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Board on a regular basis.

The Committee held four (4) meetings during the year:

- Thursday 12 August 2021
- Tuesday 23 November 2021
- Monday 7 February 2022
- Wednesday 1 June 2022

The members of the Committee are:

- Mr Peter Brass, Independent Member
- Mr Greg Pattinson, City of Playford
- Cr Malcolm Herrmann, Adelaide Hills Council

Membership of the GRFMA Audit Committee is for two years (1 July 2020 until 30 June 2022).

Executive Officer

Mr David Hitchcock has been appointed Executive Officer on a contract basis (part time) to 31 December 2023.

External Auditor

Dean Newbery and Partners have been appointed as the external auditor for 2020-2024.

GRFMA Policies

The following Policies have been adopted to provide management guidelines for the day-to-day business of the GRFMA:

- Procurement and Operations Policy
- Grant Policy
- Internal Review of Decisions Policy
- Public Consultation Policy
- Access to Meetings and Documents Policy
- Dam Valuation Policy
- Treasury Management Policy

The purpose of the policies is to provide prudent management guidelines for the day-to-day management of the affairs of the Authority.

Meetings

All meetings of the GRFMA and its committees are open to the public, except for those matters to be considered under Section 90 of the Local Government Act 1999.

No Freedom of Information requests were received during the year.

Forum	Total Resolutions for the year	Resolutions to exclude the Public – S90(3)	Purpose	Order for docs to remain confidential - S91(7)	%
Board	89	7		7	8
Technical Assessment Panel	17	3		0	100
Audit Committee	10	0		0	0

Key Strategic Initiatives 2022

Progressing the Gawler River Stormwater Management Plan

In 2021 the GRFMA (including its Constituent Councils), in partnership with the Stormwater Management Authority of South Australia, the Green Adelaide Board and the Northern and Yorke Landscape Boards and the Department for Environment and Water initiated a project to develop a stormwater management plan (SMP) for the Gawler River.

Stormwater management plans are strategic plans which should provide for the management of stormwater in an integrated and holistic way. They:

- Identify issues, risks and opportunities relating to stormwater management in a catchment.
- Outline the functions and responsibilities of all stakeholders involved in stormwater management, including Local Government authorities and State Government agencies.
- Set objectives for the protection and enhancement of the economic, environmental, social and cultural values in a catchment (as they relate to stormwater quality, water security and flood hazard).

- Identify and prioritise investments and initiatives that contribute to achievement of these objectives and address stormwater issues in a considered and coordinated manner.
- Outline a plan for implementation of the prioritised investments and initiatives.

Development of the plan has progressed throughout 2021-2022 with anticipated completion by the end of September 2022.

Strategic Plan

As a requirement of the Charter Review the GRFMA has now established the inaugural Strategic Plan 2021-2026. The plan consists of a 5-year Strategic Plan (2026) and identifies relevant longer term strategic issues to 2036.

The plan has established 3 key themes.

Theme 1: Design, build, and maintain physical flood mitigation infrastructure

Objective: To have in place an agreed extent of physical flood mitigation infrastructure that is fit for purpose and achieves the targeted levels of performance.

Theme 2: Develop and evolve key relationships

Objective: To maintain key relationships that are most important to the Authority achieving its purpose.

Theme 3: Ensure good governance and ongoing financial sustainability

Objective: To ensure that the Authority meets legislative requirements and contemporary standards of governance and is financially sustainable for the long term.

Bruce Eastick North Para Flood Mitigation Dam (BENPFM) Maintenance

The BENPFM dam was designed as a dry detention basin to provide attenuation during flooding events. The dam attenuates high rainfall flows from the North Para by temporarily storing floodwater and then managing flow volume (downstream) through the dam.

A significant body of maintenance work was undertaken on the dam in early 2022.

This included draining and desludging the stilling basin, new internal coating of the Lower-level outlet pipe, which manages water through the dam, and replacement of four baffle blocks that had been previously dislodged from the basin floor.

Works undertaken ensures the dam is maintained in good condition and continues to operate at required services standards.

Evaluation of Performance Against the Business Plan

Part A: Funding

Performance Targets:	Timings:	To be measured by:	Actual Achievements:
Grant Claims	At all times	Lodge claims monthly for the payment of Commonwealth and State Government Grants.	<input checked="" type="checkbox"/> Claims lodged according to grant conditions
Maintain positive Cash Flow	At all times	Positive bank account balances at all times.	<input checked="" type="checkbox"/> Positive cash flow maintained

Part B: Proposed Flood Mitigation Scheme Works

Gawler River Flood Mitigation Scheme	
One	What will the Mark Two Scheme Include? (Note these steps may occur concurrently and not necessarily in the following order)
Two	Reconfirm with the Constituent Councils that a 1 in 100-year level of protection is the protection standard that is to be pursued in the development of the Gawler River Flood Mitigation Scheme - Mark Two Strategy. N.B. The protection standard does not guarantee full protection for all flood events. <i>The Findings Report 2016 advised the 1 in 100 ARI event is considered to be the minimum desirable level of flood protection for new development as well as for much of the existing floodplain development. GRFMA Strategic Plan Priority action 1.2 - Review, with Constituent Councils and stakeholders, design standards for infrastructure works including costs and benefits. The Findings Report 2016 advised enlarging the existing Bruce Eastick North Para Flood Mitigation Dam on the North Para offers the greatest level of protection with least impacts and is rated as the most favoured structural mitigation option. This option deferred pending completion of the Gawler River Storm Water Management Plan. Noting feasibility of raising the height of the Bruce Eastick Dam is still a strategic consideration. GRFMA Strategic Plan Priority action 1.4 – In conjunction with the Constituent Councils, develop and implement a schedule of flood mitigation infrastructure works for the Gawler River referencing the Gawler River Stormwater Management Plan.</i>

Gawler River Flood Mitigation Scheme	
Three	The Gawler River Floodplain Mapping Model should be maintained as the reference tool to demonstrate the level of flood protection and validity of design of land proposed for development as part of the approval process. To achieve this, the model should be upgraded to include recent works such as the Northern Expressway works and the additional floodplain mapping completed as part of the Light River Templers Creek Salt Creek Mapping Study by the Adelaide Plains Council. Completed.
Four	To further develop the preliminary assessment of possible local area levees prepared in the 2008 Gawler River Floodplain Mapping Study at Gawler, Angle Vale and Two Wells and develop a levee strategy for Virginia to a robust design standard with a staging plan. Undertake a cost benefit study for each stage of the plan. Will be a consideration of the Gawler River Stormwater Management Plan 2022.
Five	Establish a protocol with the Floodplain Councils that where development of land in areas identified as 'at risk of flooding' is planned to proceed by the implementation of a local area levee that mapping of the proposed levees on the Gawler River Floodplain Mapping Study Model will be required. <i>GRFMA Strategic Plan Priority action 1.4 – In conjunction with the Constituent Councils, develop and implement a schedule of flood mitigation infrastructure works for the Gawler River referencing the Gawler River Stormwater Management Plan.</i>
Six	Maintain a working relationship with the Australian Rail Track Corporation to ensure that any changes to Railtrack infrastructure of culverts and rail heights are mapped on the Gawler River Floodplain Mapping Study Model to identify any changes to flooding impacts. Ongoing – new replacement of the rail bridge completed April 2021.
Seven	Develop a funding strategy for flood protection that is delivered by local area levees on the questions of who should own and maintain the levees and whether local area levees are regional works that the GRFMA should fund or are they local works that are the responsibility of the local Council. Will be a consideration of the Gawler River Stormwater Management Plan 2022.
Eight	Investigate opportunities for funding partners and grants to undertake the necessary assessments and designs. Ongoing. GRFMA currently working with Department of Environment and Water on the \$9 Mil Gawler River Flood Mitigation projects. <i>GRFMA Strategic Plan Priority action 2.4 – Proactively pursue governance structures and/or management approaches that bring together the various government agencies involved in water management related to the Gawler River to ensure coordinated action is taken to reduce flood risk, while contributing to greater integration of water management.</i>
Nine	The Scheme will also seek to clarify, through the Local Government Association, the policy and legal framework around maintenance of rivers and creeks where those rivers and creeks are part of the regional flood management plan. Under current legislation a landowner is responsible for the condition of a creek or waterway on private land. Pending finalisation of the review by Department Environment and Water. GRFMA submission provided.

Part B: Maintenance of the Scheme

Performance Targets:	Timings:	To be measured By:	Actual Achievements
Six monthly inspection	June and December	Completion of Inspection Report	<input checked="" type="checkbox"/> Routine inspections completed

Part C: Operation of the Regional Subsidiary

Performance Targets:	Timings:	To be measured By:	Actual Achievements
Reports to Stakeholders	Bi-Monthly	Key Outcomes Summary to be published following each Board Meeting	<input checked="" type="checkbox"/> Key Outcomes Summary prepared following GRFMA meetings.
Maintain effective Regional Subsidiary	December	The performance of the Executive Officer be reviewed annually Charter Review	<input checked="" type="checkbox"/> Review conducted in December 2021. <input checked="" type="checkbox"/> GRFMA Charter Review(2nd stage) commenced April 2020 - Materially completed pending finalisation of cost share funding model.
	August	The appointment of Auditor, Bank Operators, levels of insurance, appropriate registrations, delegations and policies be reviewed annually.	<input checked="" type="checkbox"/> New External Auditor appointed 2020 to 2024. <input checked="" type="checkbox"/> Appropriate levels of insurance reviewed in July 2021.
Review of the Business Plan	By 31 st March	Review the Business Plan prior to preparing the Budget Forward to the Councils	<input checked="" type="checkbox"/> June 2021 - Business Plan 2021- 2022 adopted. <input checked="" type="checkbox"/> June 2021 - Achievements against the Business Plan 2021 - 2022 presented.

Performance Targets:	Timings:	To be measured By:	Actual Achievements
Annual Budget	By 31 st March, June, October, December	Adopt for consultation forward to Councils- Adopt Budget – copy to Councils in 5 days- Conduct Budget Reviews	<input checked="" type="checkbox"/> 2022 - 2023 Draft Budget forwarded in March 2022 to consistent councils for consultation. <input checked="" type="checkbox"/> Budget Reviews 1, 2 and 3 reviewed by GRFMA Audit Committee.
Subscriptions	June December	Send half year subscriptions to Council	<input checked="" type="checkbox"/> All first half subscriptions paid. <input checked="" type="checkbox"/> All Second half subscriptions paid.
Report to Constituent Councils	Following each Board meeting By 30 th September	The receipt of the following reports by Councils, Board Meeting Key Outcome Summary Annual Report including Annual Financial Statements	<input checked="" type="checkbox"/> Key Outcomes Summary prepared following meetings. <input checked="" type="checkbox"/> Annual Report forwarded electronically to Councils.
Governance	Ongoing	Policies and new management framework documents developed and reviewed	<input checked="" type="checkbox"/> Independent review of all GRFMA policies initiated December 2021. <input checked="" type="checkbox"/> GRFMA Strategic Plan facilitated and considered at the June 2022 GRFMA Meeting. <input checked="" type="checkbox"/> Draft Asset Management Plan and Long Term Financial Plans facilitated for adoption June 2022. X Charter Review 2 Funding Model not finalised.

Performance Targets:	Timings:	To be measured By:	Actual Achievements
Annual Operations		<p>Advocacy for construction of Northern Floodway project</p> <p>Dewatering and repair of the low-level inlet pipe and stilling basin</p> <p>Implementation of the Gawler River Stormwater Management Plan</p> <p>Scheduled inspection</p> <p>Environmental management of land associated with the Dams location.</p> <p>GRUMP decision support tool to manage flood risk</p> <p>Revegetate land zone around the Bruce Eastick North Para Flood Mitigation Dam.</p>	<p>Hiatus. Pending completion of the Gawler River Stormwater Management Plan</p> <p>☑ GRFMA currently working with Department of Environment and Water on the \$9 Mil Gawler River Flood Mitigation projects.</p> <p>☑ Major repair works facilitated and completed 30 April 2022.</p> <p>☑ Removal of Graffiti and security chains attached to HLOP screens completed November 2021.</p> <p>X Delayed from May 2022. Anticipated completion now September 2022.</p> <p>☑ Completed April 2022.</p> <p>☑ Annual land management lease in place.</p> <p>☑ Completion March 2022.</p> <p>☑ Ongoing.</p>

Financial Statements 2021-22

1. Certification of Financial Statements
2. Financial Statements and Notes
3. Related Parties Disclosures
4. Statement of Auditors Independence
5. Certification of Auditor Independence

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2022
CERTIFICATION OF FINANCIAL STATEMENTS

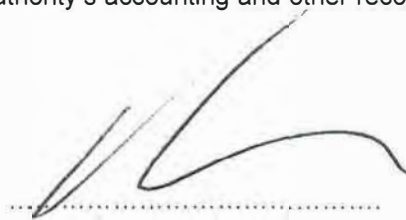
We have been authorised by the Gawler River Floodplain Management Authority Council to certify the financial statements in their final form.

In our opinion:

- the accompanying financial statements comply with the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and Australian Accounting Standards.
- the financial statements present a true and fair view of the Authority's financial position at 30 June 2022 and the results of its operations and cash flows for the financial year.
- internal controls implemented by the Authority provide a reasonable assurance that the Authority's financial records are complete, accurate and reliable and were effective throughout the financial year.
- the financial statements accurately reflect the Authority's accounting and other records.



David Hitchcock
EXECUTIVE OFFICER



James Miller
ACTING CHAIR

18/8/2022

Date

18 August 2022

Date

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**STATEMENT OF COMPREHENSIVE INCOME**
for the year ended 30 June 2022

	Notes	2022 \$	2021 \$
INCOME			
Subscriptions	4	261,256	196,235
Investment income		1,132	1,009
State Government Grants	3	70,518	20,000
Other Income		100	100
Total Income		<u>333,006</u>	<u>217,344</u>
EXPENSES			
Contractual Services	5	236,420	156,177
Finance Charges		3,275	-
Depreciation	1(h), 10	322,298	321,163
Other		21,831	21,359
Total Expenses		<u>583,824</u>	<u>498,698</u>
OPERATING SURPLUS / (DEFICIT)		<u>(250,818)</u>	<u>(281,354)</u>
NET SURPLUS / (DEFICIT)			
transferred to Equity Statement		(250,818)	(281,354)
Other Comprehensive Income			
Total Other Comprehensive Income		<u>-</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME		<u>(250,818)</u>	<u>(281,354)</u>

This Statement is to be read in conjunction with the attached Notes.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF FINANCIAL POSITION

as at 30 June 2022

	Notes	2022 \$	2021 \$
ASSETS			
Current Assets			
Cash and cash equivalents	1(d)	126,130	169,344
Trade and Other Receivables		<u>98,664</u>	<u>49,278</u>
Total Current Assets		<u>224,794</u>	<u>218,622</u>
Non-current Assets			
Infrastructure	10	25,920,879	25,329,000
Accumulated Depreciation Infrastructure	1(h), 10	<u>(4,438,623)</u>	<u>(4,116,325)</u>
Land	10	<u>477,000</u>	<u>477,000</u>
Total Non-current Assets		<u>21,959,256</u>	<u>21,689,675</u>
Total Assets		<u>22,184,050</u>	<u>21,908,297</u>
LIABILITIES			
Current Liabilities			
Trade & other payables		61,003	36,567
Borrowings		<u>502,136</u>	<u>-</u>
Total Liabilities		<u>563,138</u>	<u>36,567</u>
NET ASSETS		<u>21,620,912</u>	<u>21,871,730</u>
EQUITY			
Accumulated Surplus		12,938,939	13,189,757
Asset Revaluation Reserves	1(g)	<u>8,681,973</u>	<u>8,681,973</u>
TOTAL EQUITY		<u>21,620,912</u>	<u>21,871,730</u>

This Statement is to be read in conjunction with the attached Notes.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF CHANGES IN EQUITY for the year ended 30 June 2022

	Notes	Accumulated Surplus \$	Asset Revaluation Reserve \$	TOTAL EQUITY \$
2022				
Balance at end of previous reporting period		13,189,757	8,681,973	21,871,730
Net Surplus / (Deficit) for Year		(250,818)	-	(250,818)
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment		-	-	-
Balance at end of period		12,938,939	8,681,973	21,620,912
2021				
Balance at end of previous reporting period		13,471,111	8,681,973	22,153,084
Net Surplus / (Deficit) for Year		(281,354)	-	(281,354)
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment		-	-	-
Balance at end of period		13,189,757	8,681,973	21,871,730

This Statement is to be read in conjunction with the attached Notes

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**STATEMENT OF CASHFLOWS**
for the year ended 30 June 2022

		2022	2021
	Notes	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		282,547	199,195
Interest Receipts		1,073	1,023
Payments		(237,090)	(182,638)
Net Cash provided by (or used in) Operating Activities	8	46,530	17,580
CASH FLOWS FROM INVESTING ACTIVITIES			
<u>Payments</u>			
Expenditure on renewal/replacement of assets	10	(591,879)	-
Net Cash provided by (or used in) Investing Activities		(591,879)	-
CASH FLOWS FROM FINANCING ACTIVITIES			
<u>Receipts</u>			
Proceeds from borrowings		502,136	-
Net Cash provided by (or used in) Financing Activities		502,136	-
Net Increase (Decrease) in cash held		(43,214)	17,580
Cash & cash equivalents at beginning of period		169,344	151,764
Cash & cash equivalents at end of period	8	126,130	169,344

This Statement is to be read in conjunction with the attached Notes

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

Note 1 - Statement of Significant Accounting Policies

a) The Local Government Reporting Entity

This general purpose financial report has been prepared in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

The Gawler River Floodplain Management Authority is a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999. The Constituent Councils are the Adelaide Hills Council, The Barossa Council, Town of Gawler, Light Regional Council, Adelaide Plains Council and The City of Playford.

All funds received and expended by the Authority have been included in the financial statements forming part of this financial report.

b) Basis of Accounting

This financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values, or except where specifically stated, current valuation of non-current assets.

c) Employees

The Authority has no employees.

d) Cash

For purposes of the statement of cash flows, cash includes cash deposits which are readily convertible to cash on hand and which are used in the cash management function on a day to day basis, net of outstanding bank overdraft.

e) Infrastructure

The Bruce Eastick North Para Flood Mitigation Dam was constructed in 2007. The valuation includes all materials, contractor's costs plus costs incidental to the acquisition, including engineering design and supervision fees and all other costs incurred.

f) Land

Land includes the land on which the dam is constructed, rights of way access to the land and 'right to flood' easements over the land upstream from the dam that will be inundated by dam waters for short periods of time during a flood event. The Board valuation was undertaken at 30th June 2011. Additional Land surrounding the dam was purchased in 2017/18 and was revalued by Asset Valuation and Consulting Pty Ltd in May 2017 for part lot 750 Kemp Road Kingsford. The next valuation is scheduled to be undertaken in 2022/2023.

g) Revaluation

The Board sought an independent valuation to be applied as at 30th June 2019, of the Bruce Eastick North Para Flood Mitigation Dam. The Board recognises that the dam is a unique infrastructure. The Board sought the advice of Entura (Hydro Tasmania), who provided a replacement cost valuation based on the actual construction contract costs, including some 'owner's costs' which would be incurred in the event of a replacement being necessary. In accordance with Accounting Standard (AASB)13 Fair Value Measurement, the valuation was undertaken as at 30 June 2019 and recorded as a level 3 restricted asset valuation. The next Valuation is scheduled to be undertaken in 2023/2024.

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

Fair value level 3 valuations of buildings, infrastructure and other assets – There is no known market for these assets and they are valued at depreciated current replacement cost. The method involves:

The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.

The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by the Authority.

The method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques.

h) Depreciation

The depreciation period for the Bruce Eastick North Para Flood Mitigation Dam is based on a straight line depreciation method with an expected useful life of 80 years.

The depreciation period for the Access Road is based on a straight line depreciation method with an expected useful life of 15 years.

i) Revenue

The Authority recognises revenue under AASB 1058 Income of Not-for-Profit Entities (AASB 1058) or AASB 15 Revenue from Contracts with Customers (AASB 15) when appropriate.

In cases where there is an 'enforceable' contract with a customer with 'sufficiently specific' performance obligations, the transaction is accounted for under AASB 15 where income is recognised when (or as) the performance obligations are satisfied (i.e. when it transfers control of a product or service to a customer). Revenue is measured based on the consideration to which the Authority expects to be entitled in a contract with a customer.

In other cases, AASB 1058 applies when a not-for-profit (NFP) entity enters into transactions where the consideration to acquire an asset is significantly less than the fair value of the asset principally to enable the entity to further its objectives. The excess of the asset recognised (at fair value) over any 'related amounts' is recognised as income immediately, except in the case where a financial asset has been received to enable the authority to acquire or construct a recognisable non-financial asset that is to be controlled by the authority. In this case, the authority recognises the excess as a liability that is recognised over time in profit and loss when (or as) the entity satisfies its obligations under the transfer.

Revenue from the Subscriptions is recognised upon the delivery of the service to customers.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue is stated net of the amount of goods and services tax (GST).

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

j) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest rate method.

Borrowings are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period to which it relates, and is recorded as part of "Payables"

Note 2 - Schedule of Constituent Council's Interest in Net Assets as at 30th June 2022

Prepared to meet the requirements of Clause 15.5 of the Charter

"The 'Schedule of Constituent Councils' Interests in Net Assets' will reflect the proportionate contribution each Constituent Council has made to the growth of the net assets of the Authority having regard to the proportionate contribution to subscriptions. The Schedule when updated by the Board at the end of each financial year will reflect the proportionate contribution of each Constituent Council since the commencement of the Authority and once accepted by each Constituent Council will be evidence of the agreed proportion of a Constituent Council's interests in the net assets as at 30 June in that year."

For the purposes of this Clause all subscriptions by Constituent Councils have been included.

Calculation of Net Equity

Assets

Investments / Debtors	\$ 224,794
Infrastructure	\$ 21,482,256
Land	<u>\$ 477,000</u>
	\$ 22,184,050

Less Liabilities

Accounts Payable / Creditors	\$ 61,003
Borrowings	<u>\$ 502,136</u>
NET EQUITY	\$ 21,620,912

Allocation of Councils Interest in Net Assets

Constituent Councils	Accumulated Subscriptions for Operations to 30 June 2022	Accumulated Subscriptions for Maintenance to 30 June 2022	Accumulated Subscriptions for Scheme Works to 30 June 2022	All Subscriptions to 30 June 2022	Percentage of Contributions to the Total	Council's Interests in Net Assets
Adelaide Hills Council	\$201,424	\$6,352	\$72,462	\$280,238	4.87%	\$1,052,939
The Barossa Council	\$201,424	\$31,813	\$362,879	\$596,116	10.36%	\$2,239,926
Town of Gawler	\$201,424	\$63,586	\$724,666	\$989,676	17.19%	\$3,716,635
Light Regional Council	\$201,424	\$31,813	\$362,879	\$596,116	10.36%	\$2,239,926
Adelaide Plains Council	\$201,424	\$106,079	\$1,207,770	\$1,515,273	26.33%	\$5,692,786
City of Playford	\$201,424	\$127,254	\$1,449,319	\$1,777,997	30.89%	\$6,678,700
	\$1,208,544	\$366,897	\$4,179,975	\$5,755,416	100%	\$21,620,912

Schedule of Constituent Councils' Interests in Net Assets' as at the 30th June 2022 adopted by the Board in accordance with Clause 15.5 of the Charter on 18 August 2022.

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

Note 3 - Functions / Activities of the Authority

- a) Revenues and expenses have been attributed to the following functions / activities, descriptions of which are set out in Note b.
- b) The activities of the Authority are categorised into the following function / activities:

Administration: The operations of the Authority and its Board

Other Environment: Flood Mitigation

- c) Functions of the Gawler River Floodplain Management Authority
(excluding depreciation)

	Year	Revenue		Expenses		Surplus (deficit)
		Grants	Other	Total Revenue	Expenses Total	
Administration	2022	-	\$177,284	\$177,284	\$88,260	\$89,024
	2021	-	\$147,044	\$147,044	\$85,115	\$61,929
Other	2022	\$70,518	\$ 85,204	\$155,722	\$173,267	(\$17,545)
Environment:						
Flood Mitigation	2021	\$20,000	\$ 50,300	\$ 70,300	\$92,421	(\$22,121)
	2022	\$70,518	\$262,488	\$333,006	\$261,527	\$71,479
Total	2021	\$20,000	\$197,344	\$217,344	\$177,536	\$39,808

Note 4 - Subscriptions

The following subscriptions were levied on the Constituent Councils in accordance with Clause 10.2 of the Charter for the year:

Constituent Council	Maintenance		Operations		TOTALS	
	2022	2021	2022	2021	2022	2021
Adelaide Hills Council	\$ 1,474	\$ 871	\$29,342	\$24,322	\$30,816	\$25,193
The Barossa Council	\$ 7,388	\$ 4,361	\$29,342	\$24,322	\$36,730	\$28,683
Town of Gawler	\$14,774	\$ 8,722	\$29,342	\$24,322	\$44,116	\$33,044
Light Regional Council	\$ 7,388	\$ 4,361	\$29,342	\$24,322	\$36,730	\$28,683
Adelaide Plains Council	\$24,624	\$14,541	\$29,342	\$24,322	\$53,966	\$38,863
City of Playford	\$29,556	\$17,444	\$29,342	\$24,325	\$58,898	\$41,769
TOTAL	\$85,204	\$50,300	\$176,052	\$145,935	\$261,256	\$196,235

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

Note 5- Contractual Services

	2022	2021
Executive Officer	\$56,826	\$56,280
Audit Committee	\$2,600	\$2,600
Audit Fees	\$5,188	\$5,000
Legal Fees	\$2,000	\$0
Gawler River Scheme Consultancies	\$159,957	\$84,737
Maintenance Contractors	\$9,849	\$7,560
TOTALS	\$236,420	\$156,177

Note 6 - Comparison of Budget and Actual Results (excluding depreciation)

	2022		2021	
	Budget	Actual	Budget	Actual
Revenue				
Administration	\$176,652	\$177,284	\$147,050	\$147,044
Other Environment: Flood Mitigation	\$85,200	\$85,204	\$0	\$0
State Grant	\$70,518	\$70,518	\$20,000	\$20,000
Maintenance	\$0	\$0	\$50,300	\$50,300
Other Environment: Flood Mitigation Capital	\$0	\$0	\$0	\$0
Total Revenue	\$332,370	\$333,006	\$217,350	\$217,344
Expenditure				
Administration	\$94,152	\$88,260	\$88,050	\$85,115
Other Environment: Flood Mitigation	\$15,200	\$10,035	\$97,950	\$7,684
Maintenance	\$168,995	\$163,232	\$100,736	\$84,736
Other Environment: Flood Mitigation Capital	\$635,000	\$591,879	\$0	\$0
Total Expenditure	\$913,347	\$853,406	\$286,736	\$177,535
Surplus (deficit)	(\$580,977)	(\$520,400)	(\$69,386)	\$39,809

Note 7 - Expenditure Commitment

- i. An agreement has been entered into with David Hitchcock to provide Executive Officer and Supervision of Consultants services to 31 December 2023.

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

Note 8 - Reconciliation Statement of Cash Flows

(a) Reconciliation of Cash

Cash Assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Cash Flow Statement is reconciled to the related items in the Balance Sheet as follows:

	2022	2021
	\$	\$
Total cash & equivalent assets	<u>126,130</u>	196,235
Balances per Cash Flow Statement	<u>126,130</u>	196,235

(b) Reconciliation of Change in Net Assets to Cash from Operating Activities

Net Surplus (Deficit)	(250,818)	(281,354)
Non-cash items in Income Statement		
Depreciation, amortisation & impairment	<u>322,298</u>	321,163
	<u>71,480</u>	39,809
Add (Less): Changes in Net Current Assets		
Net (increase) decrease in receivables	(49,386)	(17,127)
Net increase (decrease) in trade & other payables	<u>24,436</u>	(5,102)
Net Cash provided by (or used in) operations	<u>46,530</u>	<u>17,580</u>

Note 9 -Economic Dependence

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 in August 2002, by a Charter that was amended and published in The South Australian Government Gazette on 27th February 2020 at page 474.

The Gawler River Floodplain Management Authority (GRFMA) is dependent upon subscriptions levied on the Constituent Councils in accordance with Clause 10.2 of the Charter to fund the construction, operation and maintenance of flood mitigation infrastructure of the Authority which it owns and manages.

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

Note 10 - Non-Current Assets Summary

	Fair Value Level	2022				2021			
		At Fair Value	At Cost	Accum Dep'n	Carrying Amount	At Fair Value	At Cost	Accum Dep'n	Carrying Amount
Land and easements	-	\$477,000	-	-	\$477,000	\$477,000	-	-	\$477,000
North Para Dam Access Roads	3	\$84,000	-	(\$19,800)	\$64,200	\$84,000	-	(\$14,200)	\$69,800
North Para Dam	3	\$25,245,000	\$591,879	(\$4,418,823)	\$21,418,056	\$25,245,000	-	(\$4,102,125)	\$21,142,875
Total Infrastructure and Land		\$25,806,000	\$591,879	(\$4,438,623)	\$21,959,256	\$25,806,000	-	(\$4,116,325)	\$21,689,675
Comparatives		\$25,806,000	-	(\$4,116,325)	\$21,169,675	\$25,806,000	-	(\$3,795,163)	\$22,010,937

	2021	Carrying Amount Movements During the Year							2022
	Carrying Amount	Additions		Disposals	Depreciation	Impairment	Transfers	Net Valuation	Carrying Amount
		New Upgrade	Renewals						
Land and easements	\$477,000	-	-	-	-	-	-	-	\$477,000
Access Roads	\$69,800	-	-	-	(\$5,600)	-	-	-	\$64,200
Infrastructure - North Para Dam	\$21,142,875	-	\$591,879	-	(\$316,698)	-	-	-	\$21,418,056
Total Infrastructure, Property, Plant & Equipment	\$21,689,675	-	\$591,879	-	(\$322,298)	-	-	-	\$21,959,256
Comparatives	\$22,010,837	-	-	-	(\$321,163)	-	-	-	\$21,169,675

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022

Note 11 - Financial Instruments

All financial instruments are categorised as *loans and receivables*.

Accounting Policies - Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits	<p>Accounting Policy: initially recognised at fair value and subsequently measured at amortised cost, interest is recognised when earned</p> <p>Terms & conditions: Deposits are returning fixed interest rates between 0.10% and 0.25% (2021: 0.25% and 0.30%).</p> <p>Carrying amount: approximates fair value due to the short term to maturity.</p>
Bank, Deposits at Call, Short Term Deposits	<p>Accounting Policy: initially recognised at fair value and subsequently measured at amortised cost, interest is recognised when earned</p> <p>Terms & conditions: Deposits are returning fixed interest rates between 0.25% and 1.05% (2021: 0.25% and 0.30%).</p> <p>Carrying amount: approximates fair value due to the short term to maturity.</p>
Receivables - Fees & other charges	<p>Accounting Policy: initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method</p> <p>Terms & conditions: Unsecured, and do not bear interest. Although the authority is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Authorities boundaries.</p> <p>Carrying amount: approximates fair value (after deduction of any allowance).</p>
Liabilities - Creditors and Accruals	<p>Accounting Policy: Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Authority.</p> <p>Terms & conditions: Liabilities are normally settled on 30 day terms.</p> <p>Carrying amount: approximates fair value.</p>
Liabilities – Interest Bearing Borrowings	<p>Accounting Policy: initially recognised at fair value and subsequently amortised cost, interest is charged as an expense using the effective interest rate.</p> <p>Terms & conditions: secured over future revenues, borrowings are repayable; interest is charged at fixed or variable rates 2.80%.</p> <p>Carrying amount: approximates fair value.</p>

Liquidity Analysis

2022	Due < 1 year	Due > 1 year ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets	\$	\$	\$	\$	\$
Cash & Equivalents	126,130	-	-	126,130	126,130
Receivables	98,664	-	-	98,664	98,664
Total	224,794	-	-	224,794	224,794
Financial Liabilities					
Payables	59,003	-	-	59,003	59,003
Borrowings	70,000	287,788	305,058	662,846	502,136
Total	129,003	287,788	305,058	721,849	561,139

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022

2021	Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
	\$	\$	\$	\$	\$
Financial Assets					
Cash & Equivalents	169,344	-	-	-	169,344
Receivables	49,278	-	-	-	49,278
Total	218,622	-	-	-	218,622
Financial Liabilities					
Payables	36,567	-	-	-	36,567
Total	36,567	-	-	-	36,567

The following interest rates were applicable to the Authority's Borrowings at balance date:

	2022		2021	
\$'000	Weighted Av Interest Rate	Carrying Value	Weighted Av Interest Rate	Carrying Value
Variable Interest Rates	2.80%	502,136	-	-
		502,136		-

Risk Exposures:

Credit Risk represents the loss that would be recognised if counterparties fail to perform as contracted. The maximum credit risk on financial assets of the Authority is the carrying amount, net of any impairment. All Authority investments are made with the SA Local Government Finance Authority and are guaranteed by the SA Government. Except as detailed in Notes 5 & 6 in relation to individual classes of receivables, exposure is concentrated within the Authorities boundaries, and there is no material exposure to any individual debtor.

Market Risk is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of the Authority's financial assets are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor currency risk apply.

Liquidity Risk is the risk that Authority will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. The Authority has a balance of both fixed and variable interest rate borrowings and investments. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

Note 12 Uniform Presentation of Financial Statements

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

All Local Government Councils and Authorities have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Authorities finances.

	2022 \$	2021 \$
Income	333,006	217,344
Expenses	<u>(583,824)</u>	<u>(498,698)</u>
Operating Surplus / (Deficit)	(250,818)	(281,354)
Less Net Outlays in Existing Assets		
Capital Expenditure on renewal and replacement of Existing Assets	(591,879)	-
Add back Depreciation Amortisation and Impairment	322,298	321,163
Proceeds from Sale of Replaced Assets	<u>-</u>	<u>-</u>
	(269,581)	321,163
Less Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets	-	-
Amounts received specifically for New and Upgraded Assets	-	-
Proceeds from Sale of Surplus Assets	<u>-</u>	<u>-</u>
	-	-
Net Lending / (Borrowing) for Financial Year	<u>(520,399)</u>	<u>39,808</u>

Note 13 – Contingencies & Assets & Liabilities not recognised in the Balance Sheet

There are no contingencies, asset or liabilities not recognised in the financial statements for the year ended 30 June 2022.

**Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2022**

Note 14 - Events Occurring After Reporting Date

There were no events subsequent to 30 June 2022 that need to be disclosed in the financial statements.

Note 15 - Related Parties Disclosures

Key Management Personnel

The Key Management Personnel of the Gawler River Floodplain Management Authority (GRFMA) include the Chairman, Board Members, Deputy Board Members and Executive Officer. In all Key Management Personnel were paid the following total compensation:

	2022 \$	2021 \$
Salaries, allowances & Other Short Term Benefits	\$65,126	\$65,530
TOTAL	\$65,126	\$65,530

	Amounts received from Related Party during the financial year 2022 \$	Amounts received from Related Party during the financial year 2021 \$
Adelaide Hills Council	\$32,076	\$12,597
The Barossa Council	\$36,730	\$28,683
Town of Gawler	\$44,116	\$33,044
Light Regional Council	\$36,730	\$28,683
Adelaide Plains Council	\$53,966	\$38,863
City of Playford	\$58,898	\$41,769
TOTAL	\$262,516	\$183,639

The Authority has been established for the following purposes:

1. To co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. This purpose is the core business of the Authority;
2. To raise finance for the purpose of developing, managing and operating and maintaining works approved by the board;
3. To provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flood mitigation for the Gawler River;
4. Upon application of one or more Constituent Councils pursuant to clause 12.4:
 1. to coordinate the construction, maintenance and promotion and enhancement of the Gawler River and areas adjacent to the Gawler River as recreational open space for the adjacent communities: and
 2. to enter into agreements with one or more of the Constituent Councils for the purpose of managing and developing the Gawler River.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2022

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Gawler River Floodplain Management Authority for the year ended 30 June 2022 the Authority's Auditor Dean Newbery and Partners has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.



David Hitchcock

EXECUTIVE OFFICER



Peter Brass

PRESIDING MEMBER AUDIT COMMITTEE



James Miller

ACTING CHAIR GRFMA

18/8/22

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GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2022

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Gawler River Floodplain Management Authority for the year ended 30 June 2022 the Authority's Auditor Dean Newbery and Partners has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.

DocuSigned by:

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DA549B892D8E47C.....
Andrew Aitken
Chief Executive Officer
Adelaide Hills Council

DocuSigned by:

.....
A1640135876E4D1.....
James Miller
Chief Executive Officer
Adelaide Plains Council

DocuSigned by:

.....
F5D0DDFB8BC84CA.....
Henry Inat
Chief Executive Officer
Town of Gawler

DocuSigned by:

.....
7197CC712DB84A0.....
Martin McCarthy
Chief Executive Officer
The Barossa Council

DocuSigned by:

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895643F8F46B4D4.....
Sam Green
Chief Executive Officer
City of Playford

DocuSigned by:

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Richard Dodson
Acting Chief Executive Officer
Light Regional Council



GRFMA ANNUAL BUSINESS PLAN

2022-2023 Adopted 16/6/2022

Gawler River Floodplain Management Authority

Constituent Councils:

Adelaide Hills Council

Adelaide Plains Council

The Barossa Council

Town of Gawler

Light Regional Council

City of Playford

Gawler



Business Plan 2022-2023

Gawler River Floodplain Management Authority (GRFMA)

The Gawler River

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is located in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River floodplain horticultural areas is estimated to be at least \$355 million.

History

The river is subject to periodic flood events.



Desirable Levels of Protection Cost of Flooding

Flood Frequency (ARI)	Estimated Damages
1 in 10	\$15m
1 in 20	\$24m
1 in 50	\$102m
1 in 100	\$182m
1 in 200	\$212m
Average Annual Damage	\$7.40m
Present Value of Damages	\$109m

Properties at Risk

Flood Frequency (ARI)	Number of residential properties within each hazard rating			
	Low	Medium	High	Extreme
1 in 50	1056	785	483	236
1 in 100	1559	1451	1179	457
1 in 200	1814	1652	1419	615

Purpose of the GRFMA

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 on 22 August 2002. The Constituent Councils are the Adelaide Hills Council, The Adelaide Plains Council, The Barossa Council, The Town of Gawler, Light Regional Council, and the City of Playford.

The Authority has been established for the following purposes:

- to co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. This purpose is the core business of the Authority;
- to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;
- to provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flood mitigation for the Gawler River; and
- upon application of one or more Constituent Councils pursuant to clause 12.4:
 - to coordinate the construction, maintenance and promotion and enhancement of the Gawler River and areas adjacent to the Gawler River as recreational open space for the adjacent communities; and
 - to enter into agreements with one or more of the Constituent Councils for the purpose of managing and developing the Gawler River.

Numerous factors have a significant influence on the operations of the Authority.

These include:

- Arrangements for managing stormwater in South Australia are very complicated, reflecting incremental changes over time in legislation, guidelines, structures, and funding arrangements.

For the Authority, specific concerns are:

- o There is no clear definition of the responsibilities of levels of government for managing stormwater.
- o Floodplain management is not well recognised in the current framework for stormwater management.
- o Responsibilities for different aspects of managing the Gawler River sit with various (mostly SA Government) agencies, yet there is no overarching structure, body, or plan to ensure an integrated approach to managing it.
- o Most of the Gawler River is located on private land (a common situation in South Australia) which restricts the ability of the Authority (and other bodies) to carry out its functions.
- o Most flood management initiatives within the Gawler River catchment and floodplain are beyond the capacity of Constituent Councils to fund and State and Federal Government engagement and funding support will be required before any such initiatives are to be realised.

- The effects of flooding on intensive food production and residential properties on the Northern Adelaide Plains.
- Impacts of climate change on the timing, frequency, and volumes of flows into the River.
- Changes in stormwater flows and the risks of flooding associated with new residential development in the Gawler River catchment.
- The level of community understanding of the risks of flooding within the entire catchment and how individuals can reduce the risks.
- Signs of growing interest in the concept of water cycle management with greater integration of different aspects of water management, including stormwater and floodwater.
- Differences in perspectives and priorities between upstream and downstream Constituent Councils in relation to beneficiaries, funding arrangements, and priorities.
- The limited resource base of the Authority, which is supplemented on an ad-hoc basis through partnering with Constituent Councils.

Governance

The Authority is governed by the Board of management. The Board comprises of:

- One independent person, who is not an officer, employee or elected member of a Constituent Council, to be appointed as the Chairperson of the Board of Management of the GRFMA for a term of two years.
- Two persons appointed from each of the six Constituent Councils (12 members in total). Council appointees comprise of the Council CEO, or delegate and one Elected Member.
- Deputy Board members as appointed by each Constituent Council.

The Board

The Members of the Board are:

Council	Board Members	Deputy Board Members
Chairperson and Independent Member	Mr Ian Baldwin	
Adelaide Hills Council	Cr Malcolm Herrmann Mr Ashley Curtis	Cr Pauline Gill
Adelaide Plains Council	Cr Terry-Anne Keen Mr James Miller	Cr John Lush Ms Sheree Schenk
The Barossa Council	Mayor Bim Lange Mr Gary Mavrinac	Cr Russell Johnstone
Town of Gawler	Cr Paul Koch Mr Sam Dilena	Cr Kelvin Goldstone
Light Regional Council	Cr William Close Mr Brian Carr	Mr Andrew Philpott
City of Playford	Cr Peter Rentoulis Mr Greg Pattinson	Cr Clinton Marsh

A Technical Assessment Panel has been appointed to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment and construction of the various parts of the Scheme.

The Members of the Panel are:

- Mr Ian Baldwin, Independent Chair
- Ms Ingrid Franssen, Manager Flood Management, DEWN (vacant), SA Water
- 1 Consistent Council representative - Vacant ,
- 1 Consistent Council representative Mr Braden Austin, Playford Council
- Mr David Hitchcock, Executive Officer

An Audit Committee has been appointed to review:

- The annual financial statements to ensure that they present fairly the financial state of affairs of the Board; and
- The adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Board on a regular basis.

The Members of the Audit Committee are:

- Mr Peter Brass, Independent Member and Chair
- Cr Malcolm Herrmann, Adelaide Hills Council
- Mr Greg Pattinson, City of Playford

A suite of Policies have been adopted to provide management guidelines for the day-to-day business of the GRFMA. The policies are currently being reviewed in accordance with the established two year periodical review process.

Policies include

- Access to Meetings and Documents
- Internal Review of Decisions
- Procurement and Operations
- Dam Valuation
- Public Consultation
- Treasury Management



Further work is being undertaken to establish and adopt appropriate further policy documents as required (Public Interest Disclose, Fraud and Corruption Prevention etc).

To meet the statutory and operational responsibilities the Authority will maintain appointment of a part time Executive Officer, and an Auditor, on a contract basis.

Dean Newbery and Partners have been appointed as the external auditor until 2023/24.

The Authority is required to hold a minimum of 6 meetings per year and to provide the required Business Plans, Budgets Reports and Audited Statements to its Constituent Councils required by the Charter and Local Government 1999.

The Authority will conduct two reviews each year of its performance against the targets set in this Business Plan that will form part of the report to its Constituent Councils and will be included in its Annual Report.

Cost of Operations

The scope of the GRFMA annual budget and operations is small in comparison to the extensive undertakings by Constituent Councils.

Principally the budget revenue is sourced from predetermined “formulae based” financial contributions by the six Constituent Councils, opportunistic funding applications and some interest from financial institutions. Recently any shortfalls in income (over expenditure) have been met from reserves.

Expenditure is principally budgeted on estimated costs of executive management and administrative and governance requirements of the Authority according to its charter. Some costs are incurred with maintenance of the Bruce Eastick North Para River Flood Mitigation Dam site and access.

The contributions of the Constituent Councils are based on the following percentage shares for capital works, maintenance of Scheme assets and operational costs of the Authority. (GRFMA Charter Clause 10).

Constituent Council Shares for Contributions

Constituent Council	Capital Works	Maintenance of Assets	Operational Costs
	Percentage Share	Percentage Share	Percentage Share
Adelaide Hills Council	1.73%	1.73%	16.66%
Adelaide Plains Council	28.91%	28.91%	16.66%
The Barossa Council	8.67%	8.67%	16.66%
Town of Gawler	17.34%	17.34%	16.66%
Light Regional Council	8.67%	8.67%	16.66%
City of Playford	34.68%	34.68%	16.66%
Total	100%	100%	100%

In accordance with the recently revised charter the Authority is now working to finalise the foundation Strategic Plan which is at final draft stage and currently under consultation with constituent councils.

The draft Plan is arranged under three themes, each with its own objective, related to the outcomes to be pursued.

Theme 1: Design, build, and maintain physical flood mitigation infrastructure

Objective: To have in place an agreed extent of physical flood mitigation infrastructure that is fit for purpose and achieves the targetted levels of performance.

Theme 2: Develop and evolve key relationships

Objective: To maintain key relationships that are most important to the Authority achieving its purpose.

Theme 3: Ensure good governance and ongoing financial sustainability

Objective: To ensure that the Authority meets legislative requirements and contemporary standards of governance and is financially sustainable for the long term.

Priority Actions 2022/2023

Finalise preparation of the Gawler River Stormwater Management Plan.

The Gawler River Stormwater Management Plan will be the key document to assist in determining physical and other works required to reduce the risks and impacts of flooding

Review, with Constituent Councils and stakeholders, design standards for infrastructure works including costs and benefits.

The default policy position of the Authority has been for a 1 in 100 year design standard. Reviewing that policy position through consideration of the costs and benefits of various design standard scenarios will assist in identifying appropriate standards.

In conjunction with the Constituent Councils, develop and implement a schedule of flood mitigation infrastructure works for the Gawler River referencing the Gawler River Stormwater Management Plan.

A schedule of works will enable the Authority and Constituent Councils to plan for implementation of the projects and seek funding from the State and Federal Governments.

Working with the Constituent Councils, develop a framework to clearly articulate the respective roles and responsibilities of the Authority and the Councils and suitable partnering arrangements to maintain a low cost base for the Authority.

Identification of partnering opportunities within the capacities of the Councils (e.g., in relation to monitoring information about climate change and climate change policy, and water policy) in delivering the functions, operations and project management required of the Authority would help to keep the Authority's administrative costs low.

Continue to advocate for improved governance and funding arrangements for flood avoidance, resilience, and mitigation in South Australia

With frontline experience the Authority is well positioned to develop a narrative about changes that are required to improve governance and funding arrangements for flood avoidance and mitigation.

The Authority will continue to work with the Department for Environment and Water, in consultation with constituent councils, on implementation and funding arrangements for the State Government funded Gawler River Flood Mitigation Program.

Assist the Constituent Councils in communicating with general communities and specific interest groups in relation to flood mitigation for the Gawler River.

Communication with communities is likely to be a joint activity between the Constituent Councils and the Authority. This to include, subject to funding, implementation of the the Gawler River Flood Disaster Mitigation Program, Community Flood Resilience Project Plan. The 3 year program seeks to provide information, tools, and assistance for the community to learn about flood risk, be aware of what they can do, know how to receive flood warnings, and be prepared to act in the event of a flood

Implement the agreed outcomes from Charter Review 2 which was finalised in 2020.

The second stage of reviewing the Authority's Charter was completed late in 2020. Implementation of agreed outcomes from the review will finalise that process.

Develop fit for purpose risk management, asset management, and long term financial plans.

The Charter requires these plans to be prepared and adopted. All three Plans will assist the Board in decision making and show that risk, asset management, and long term financial planning are being addressed.

Maintenance and operations of the scheme during 2022 to 2023 will include:

- Implementation of requirements of the reviewed Operation and Maintenance Manual.
- Continuation of the revegetation program around land associated with the Bruce Eastick North Para Flood Mitigation Dam.
- Scheduled inspections and environmental management of land associated with the Dam location will be undertaken in accordance with ANCOLD recommendations. Principality Routine (monthly), Intermediate (annually), Comprehensive (every 5 years due 2022/2023).
- Completion of identified repairs to the Bruce Eastick North Para Flood Mitigation Dam.





MEMORANDUM

To David Hitchcock – GRFMA
From Michael Di Matteo – Water Technology
Date 28 July 2021
Subject Gawler River Flood Mitigation Cost Sharing Model – Northern Floodway Application
Our ref 21030180 M001 Gawler River Mitigation Cost Sharing - Northern Floodway v2

1 OVERVIEW

1.1 Background and purpose of this study

Water Technology has been engaged by the Gawler River Floodplain Management Authority (GRFMA) to apply the Gawler River Flood Mitigation Cost Sharing Model developed by Water Technology (2021) earlier this year to a case study. The model is based on a number of principals for allocating costs, including:

- Future Cost Avoided
- Water inflow
- Waterway length
- Ability to pay

For the purposes of this study, the Northern Floodway mitigation option (AWE (2017), Tonkin (2018)) was used to demonstrate the cost sharing split for future mitigation works amongst the six (6) Local Government Areas. These include Adelaide Plains Council, Adelaide Hills Council, Barossa Council, City of Playford, Light Regional Council, Town of Gawler.

1.2 Scope

The following scenarios for Gawler River flood modelling are considered in this study:

Baseline scenario: Without Northern Floodway (without Riverlea Development)

Mitigation scenario: With Northern Floodway (without Riverlea Development)

As part of this study, Water Technology carried out flood modelling for both scenarios in order to inform a flood damages assessment. The flood damages savings (baseline damages minus mitigation options damages) evaluated as part of this study, as well as the water inflow, waterway length, and ability to pay values already in the model, were used to estimate the Cost Share for the local government areas.

1.3 Limitations

The results for cost sharing are based on a number of assumptions and are provided for demonstration purposes only. The results and flood damages inputs should not be relied upon for decision-making or applied in other studies. Further work is required to refine the weightings, damages assessment and other data used as inputs into the model.



Importantly, the model has been run on the Northern Floodway proposal on the basis it is the only proposal that has the required flood mapping data to enable reasonable consideration of damages that might occur. Inclusion of the Northern Floodway in this model is not an indication that the GRFMA is currently proceeding with the Northern Floodway proposal.

2 FLOOD MODELLING

2.1 Scenarios

A total of six model runs were performed for this study. These runs are described in Table 2-1.

The Baseline scenario was modelled using a modified MIKE Flood hydraulic model. This model and hydrological inputs was previously used for modelling the Northern Floodway mitigation option (AWE 2016).

The Northern Floodway extent was based on the flood way and levee extents as shown in Tonkin (2018) (purple lines and the yellow dashed lines in Figure 2-1) with additional levee upgrade extending eastwards to between Pederick Road and Winnifred Road (Figure 2-2). The additional levee upgrades were included to mitigate a breakout east of Pederick Road known to occur from previous modelling. The additional levee upgrades were not included in the costing estimates in this study.

Table 2-1 Summary of model runs

Scenario	With Riverlea Development?	With Northern Floodway?	Flood events for damage assessment ¹ : (% Annual Exceedance Probability)	Model development required?	Total number of model runs
Baseline	N	N	5, 2, 1	Y	3
Mitigation	N	Y	5, 2, 1	Y	3

1. The 10% AEP event and 0.5% event were not modelled as part of this assessment.

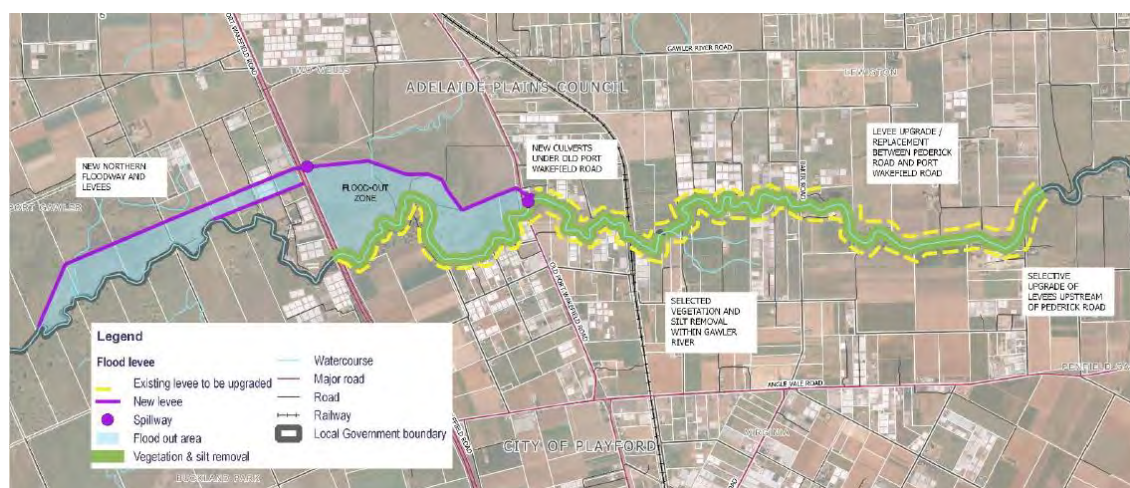


Figure 2-1 Northern Floodway mitigation works (extension of Existing levee to be upgraded to Pederick Road not shown).

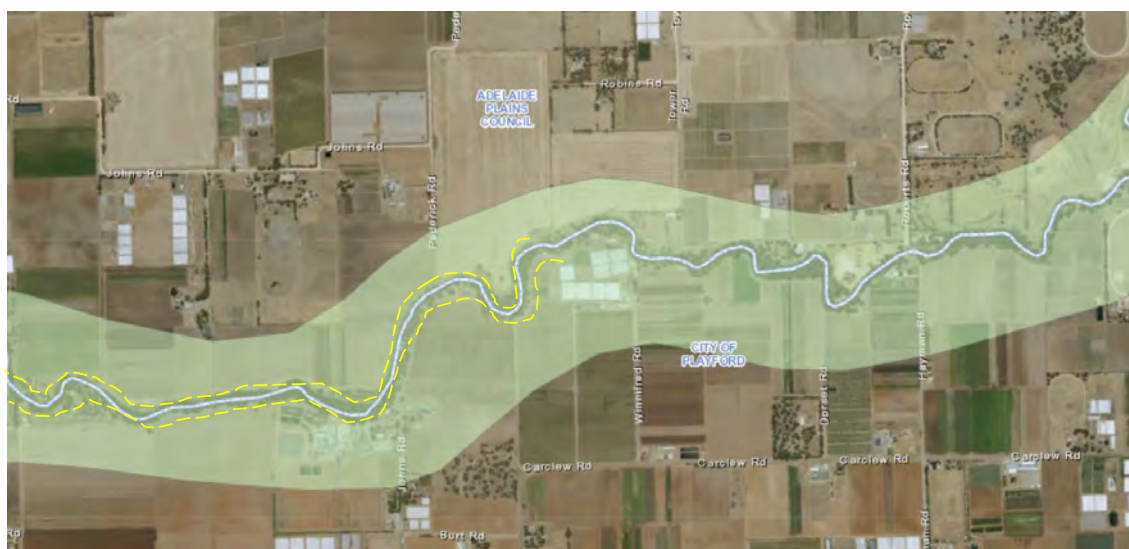


Figure 2-2 Indicative extent of levee upgrade in current study Northern Floodway scenario

2.2 Results

The flood modelling afflux results are provided in Attachment A. The flood mapping extent was compared with previous mapping carried out for the Northern Floodway by AWE (2016). The flood extent was similar to previous studies, except that the breakout east of Pederick Road was managed in the mitigation scenario.

3 GAWLER RIVER FLOOD MITIGATION COST SHARING MODEL

3.1 Overview

The following sections outline background on the Gawler River Flood Mitigation Cost Sharing Model and how it was applied in this study. The model inputs and related assessments are described.

3.2 Background on cost sharing model

Water Technology (2021) prepared a spreadsheet tool to assess the cost sharing split for future mitigation works amongst the six (6) Local Government Areas (Adelaide Plains Council, Adelaide Hills Council, Barossa Council, City of Playford, Light Regional Council, Town of Gawler). The model apportions cost-sharing based on four (4) key principles:

- Future Cost Avoided - Monetary value of damage avoided (by the proposed mitigation works) as identified within each council area.
- Water inflow - Measurable proportion of volume of water (i.e. m3/s) from each council area based on the whole of catchment (not just upstream of the Gawler River junction as per original model), excluding the area west of Port Wakefield Road.
- Waterway length - Gawler River, North Para, South Para. With consideration of order of streams e.g. Gawler River is a Seven Order Stream with North and South Para Rivers being Five or Six Order Streams. Other minor tributaries (lower than Five Order Streams) are not to be included.
- Ability to pay - Identify via SA Local Government Grants Commission - Financial Assistance Grant equalisation considerations and allocations in order to determine each Councils ability to pay.



The Future costs Avoided for the Northern Floodway was a key consideration for this study. The remaining principles were kept as the default values in this study.

3.3 Flood Damages assessment

A high-level flood damages assessment approach was developed for the purposes of this study. The methodology, assumptions and limitations of the flood damages assessment is provided in Attachment B and inputs into the model are shown in Attachment C.

It should be noted that a review of the flood damages estimate developed in this study were approximately 30% higher than estimated damages in AWE (2016). A sensitivity analysis of the estimated damages for the costing tool was carried out to evaluate the impact of this variance on cost-sharing between councils.

3.4 Future Costs Avoided

The estimated damages for the Northern Floodway scenario were subtracted from the Baseline scenario to determine the future costs avoided shown in Table 3-1. The estimated total costs avoided for the 5%, 20% and 1% AEP events is estimated to be \$72 million using the high-level flood damages assessment methodology adopted for this study. The majority of future costs avoided by the Northern Floodway scheme are in the City of Playford area (90%), and the remaining in the Adelaide Plains Council (10%).

Table 3-1 Future costs avoided summary

	Adelaide Hills	Adelaide Plains	Barossa Council	City of Playford	Light Regional Council	Town of Gawler	TOTAL:
Total cost of damages:	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$
10% AEP	-	-	-	-	-	-	\$0
5% AEP	\$0	\$1,756,390	\$0	\$31,627,227	\$0	\$0	\$33,383,616
2%AEP	\$0	\$3,559,536	\$0	\$16,519,882	-\$756	\$25,835	\$20,104,497
1% AEP	\$0	\$1,660,454	\$0	\$16,893,240	\$5,318	\$29,605	\$18,588,617
0.5% AEP	-	-	-	-	-	-	\$0
TOTAL	\$0	\$6,976,380	\$0	\$65,040,348	\$4,563	\$55,440	\$72,076,731
Percentage of Total	0	10	0	90	0	0	100

1. The 10% AEP event and 0.5% event were not modelled as part of this assessment. The percentage of total allocation of cost of damages savings to each Council may vary when considering damages from these additional events.
2. High-level flood damages assumptions were adopted for this study, for the purposes of demonstrating the cost-sharing tool, and should not be relied upon for other purposes. Further detailed flood damages assessments will be carried out as part of the Gawler River Stormwater Management Plan.

3.5 Northern Floodway Cost Estimate

The estimated cost of mitigation works for the Northern Floodway adopted for this study was \$29,027,208. This value was based on previous cost estimates in Tonkin (2019) and AWE (2017) adjusted to 2021\$ values. The CPI index values used for cost adjustment are in Attachment B.

This study used previously available reports mentioned above for the design layout and cost estimate and did not use recent revisions to the costing (which value the project at \$41 M). The selection of flood mitigation costs does not affect the apportionment rate for cost-sharing output by the model, which is the main result that is important for this study.



Table 3-2 Northern Floodway cost estimate assumptions

Item	Cost (2017\$ Million) ¹	Cost (2021\$ Million)
Concept design	0.35	0.37
Detailed design	0.26	0.27
Contractor procurement	0.10	0.11
Construction	9.17	9.72
Land acquisition	11.18	11.86
Sub-total	21.06	22.33
Contingency (30%)	6.32	6.70
Total	27.4	29.0

1. Cost estimates are from Tonkin (2018), which presented estimates developed in AWE (2017).

3.6 Water inflow, Waterway length, and Ability to pay

The water inflow and waterway length are fixed inputs for the costing tool (Water Technology 2021). These inputs were not varied for this study.

The Ability to Pay apportionment input was assumed to be equal for all Councils. Further refinement of these values are not likely to influence the final cost-sharing due to the relatively low weighting for this Key Funding Principle.

3.7 Weightings

The weightings of the Key Funding Principles adopted for this study are shown in Table 3-3. These are the default values used in Water Technology (2021).

Table 3-3 Weightings for Key funding Principles

Future Costs Avoided	Water Inflow	Waterway Length	Ability to Pay
50%	30%	15%	5%

4 RESULTS

The results for the cost-sharing between councils based on the Northern Floodway mitigation option, and preliminary model inputs that may be subject to future changes, are shown in Table 4-1. The weighted proportion of distribution for each funding principle is shown in Table 4-2.

City of Playford is apportioned nearly 50% of the costs of the project, the highest contributor. This is driven by the highest weighting on Future costs Avoided and that the Northern Floodway project mitigates primarily flood damages in the mid- and lower reaches of the Gawler River. City of Playford has high value horticultural land uses within the flood extent protected by the project.

The next highest contributor would be Barossa Regional Council, with 26.5% cost-sharing. The council area has limited Future Costs Avoided by the project, however the share is driven by the relatively high contribution to water inflows from the headwater catchments within the council area.



The lowest contributors to this project would be Town of Gawler and Adelaide Hills Council with 2.8% and 4% contribution, respectively. Both councils have minimal or no Future Costs Avoided due to the project and relatively small water inflow contribution. The contribution is driven primarily by the waterway length within the councils that provide a drainage service for the council areas.

Table 4-1 Cost-sharing for Northern Floodway mitigation option

Local Government Authority	Cost share value (current study)	% of Total
Adelaide Hills Council	\$1,159,728	4.0
Adelaide Plains Council	\$1,866,162	6.4
Barossa Regional Council	\$7,679,954	26.5
City of Playford	\$14,354,807	49.5
Light Regional Council	\$3,159,706	10.9
Town of Gawler	\$806,852	2.8

Table 4-2 Proportion distribution for each funding principle (weighted)

Local Government Authority	Future Costs Avoided	Water Inflow	Waterway Length	Ability to Pay	Total	% of Total
Adelaide Hills Council	0.0	0.2	0.12	0.083	0.4	4.0
Adelaide Plains Council	0.5	0.0	0.08	0.083	0.6	6.4
Barossa Regional Council	0.0	1.9	0.63	0.083	2.6	26.5
City of Playford	4.5	0.1	0.22	0.083	4.9	49.5
Light Regional Council	0.0	0.7	0.33	0.083	1.1	10.9
Town of Gawler	0.0	0.1	0.12	0.083	0.3	2.8
Total	5.0	3.0	1.5	0.5	10.0	100

4.1 Sensitivity analysis

A sensitivity analysis was carried out on the flood damage estimates input for the 5% AEP event. This event was selected because the high-level flood damages estimate carried out for the purposes of this study varied the most for this event from previous studies (AWE 2016). This is likely to disproportionately influence estimated damages, and therefore future costs avoided, within the City of Playford and Adelaide Plains Council due to the flood damages mitigation provided by the project for this event in these areas.

In the sensitivity analysis, the estimated damages for the City of Playford and Adelaide Plains Council areas for the 5% AEP was reduced by 30% (for both Baseline and Northern Floodway scenarios) to test the sensitivity of the costing tool to this value. A discussion of the flood damages assessment sensitivity analysis inputs is in Attachment B.

The results of the sensitivity analysis on cost-sharing is shown in Table 4-3. Reducing the damages for these councils for the 5% AEP resulted in minimal change to the proportion of future costs avoided for the City of



Playford and Adelaide Plains Council with 1% decrease and 6% increase, respectively. This demonstrated that the model is not overly sensitive to the estimated damages approach adopted in this study.

Table 4-3 Comparison of cost-sharing for sensitivity analysis

Local Government Authority	Cost share value (current study)	Cost share value (sensitivity analysis – reduced 5%AEP damages)	Difference
Adelaide Hills Council	\$1,159,728	\$1,159,728	0%
Adelaide Plains Council	\$1,866,162	\$1,969,633	6%
Barossa Regional Council	\$7,679,954	\$7,679,954	0%
City of Playford	\$14,354,807	\$14,249,386	-1%
Light Regional Council	\$3,159,706	\$3,159,854	0%
Town of Gawler	\$806,852	\$808,653	0%

5 RECOMMENDATIONS

Water Technology recommends the following future works:

- Present this study to stakeholders highlighting the preliminary nature of the inputs and results, and that this study's primary purpose is to demonstrate an application of the tool, and not for decision-making
- Seek feedback from stakeholders on what inputs and model functions could be changed for future applications
- Identify additional mitigation options, or combinations of options, and evaluate the Gawler River Flood Mitigation Cost Sharing Model
- Refine the flood damages approach in future applications of the tool (potentially using the approach to be formulated in the Gawler River SMP)
- Refine the Weightings used in the tool. This can be performed through a facilitated workshop to elicit preferences for criteria.

6 REFERENCES

AWE (2017) Gawler River 2016 Flood Review Project Report. Prepared for the Gawler River Floodplain Management Authority. Date September 2017.

AWE (2016) A Findings Report for the Gawler River Flood Mitigation Scheme - Mitigations Options Findings. Final Report. Prepared for the Gawler River Floodplain Management Authority. Date March 2016.

Tonkin (2018) Northern floodway Project Prospectus. Prepared for GRFMA June 2018. Ref No. 20180193

Water Technology (2021) Gawler River Mitigation Cost Sharing Model Summary. Prepared for Gawler River Floodplain management Authority. Date 11 March 2021.





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ATTACHMENT A AFFLUX FLOOD MAPS



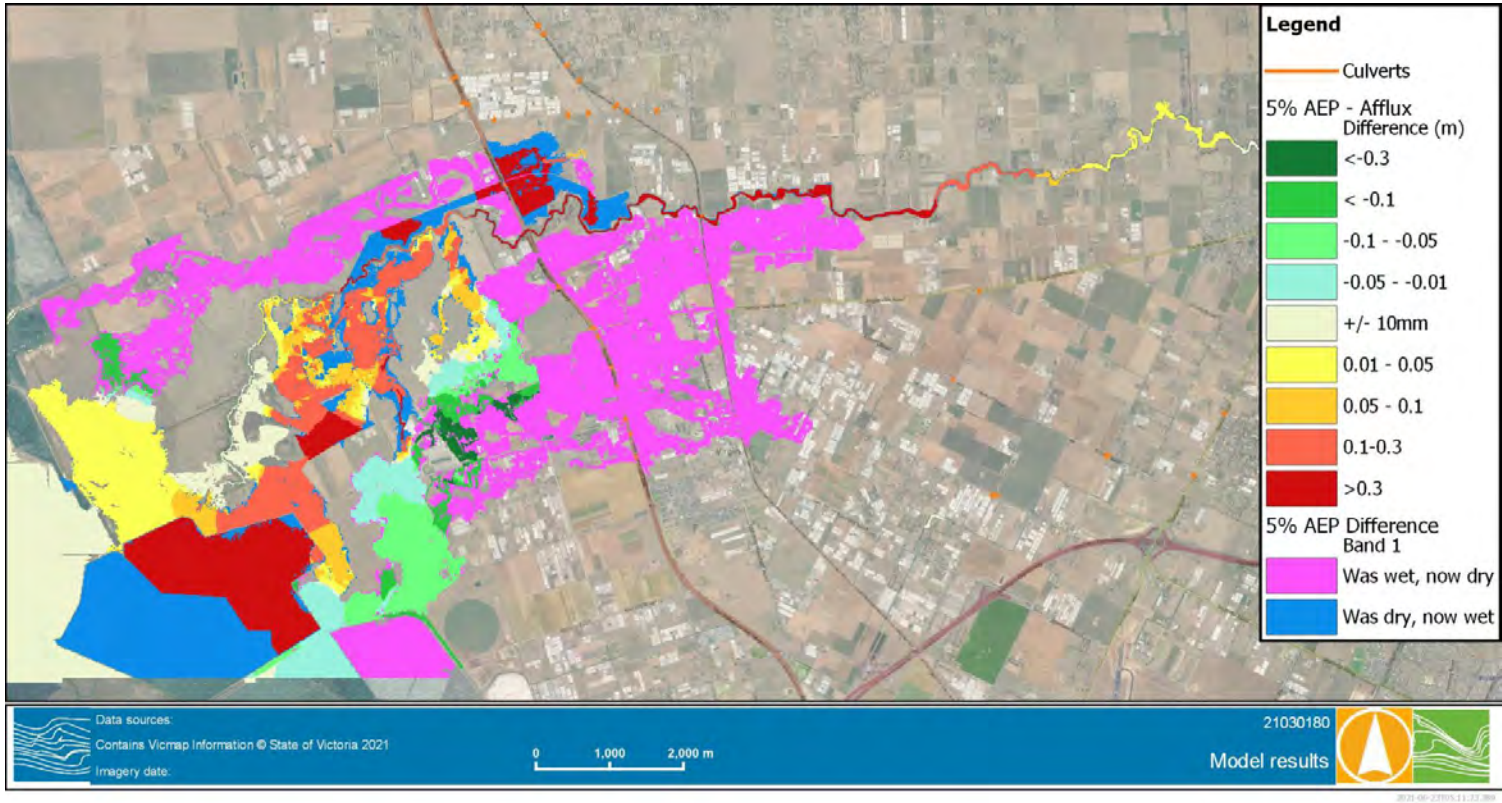


Figure 6-1 Afflux flood map for Northern Floodway (5% AEP)



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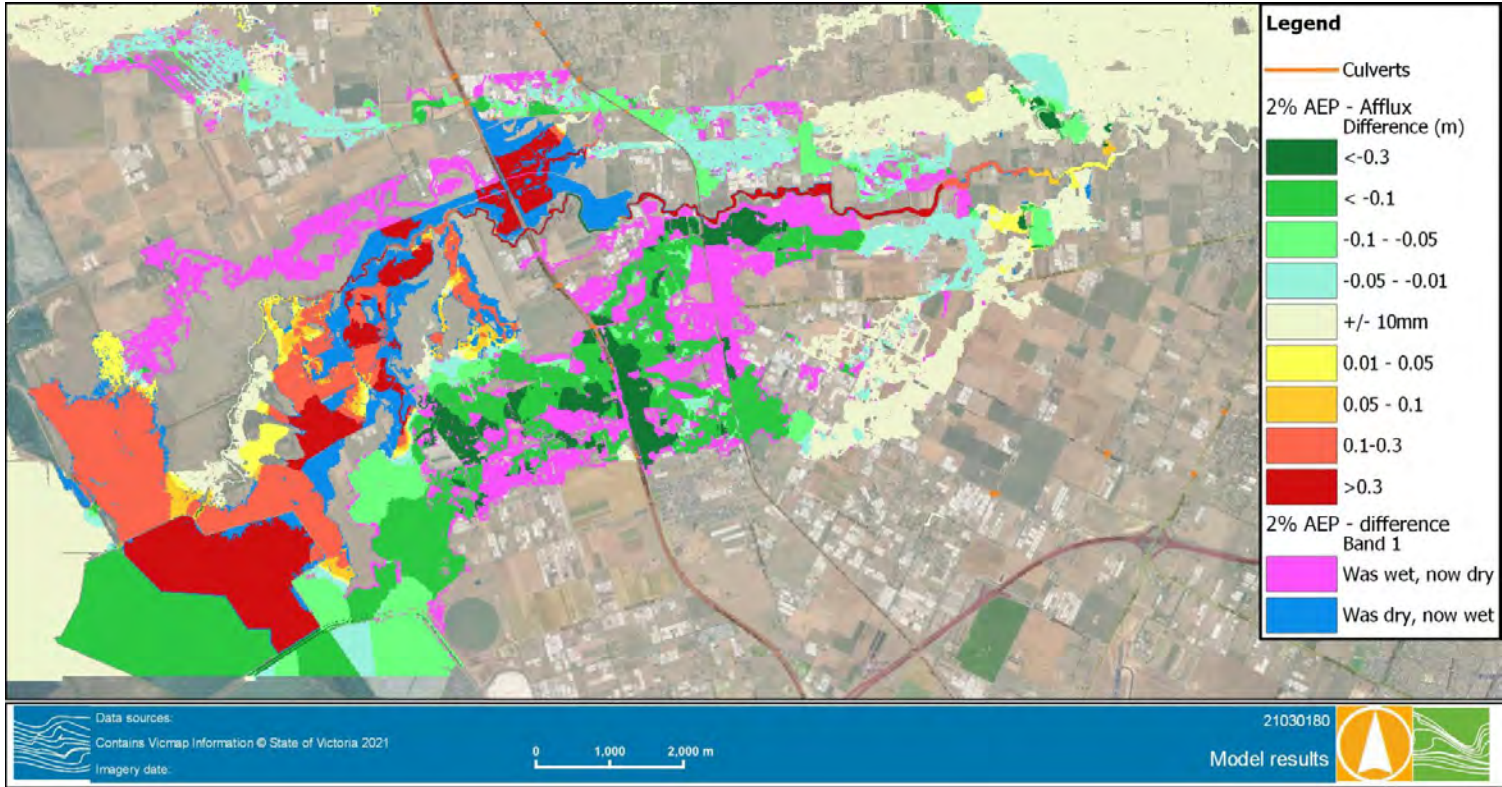


Figure 6-2 Afflux flood map for Northern Floodway (2% AEP)

GRFMA | 23 June 2021
Gawler River Mitigation Cost Sharing – Northern Floodway



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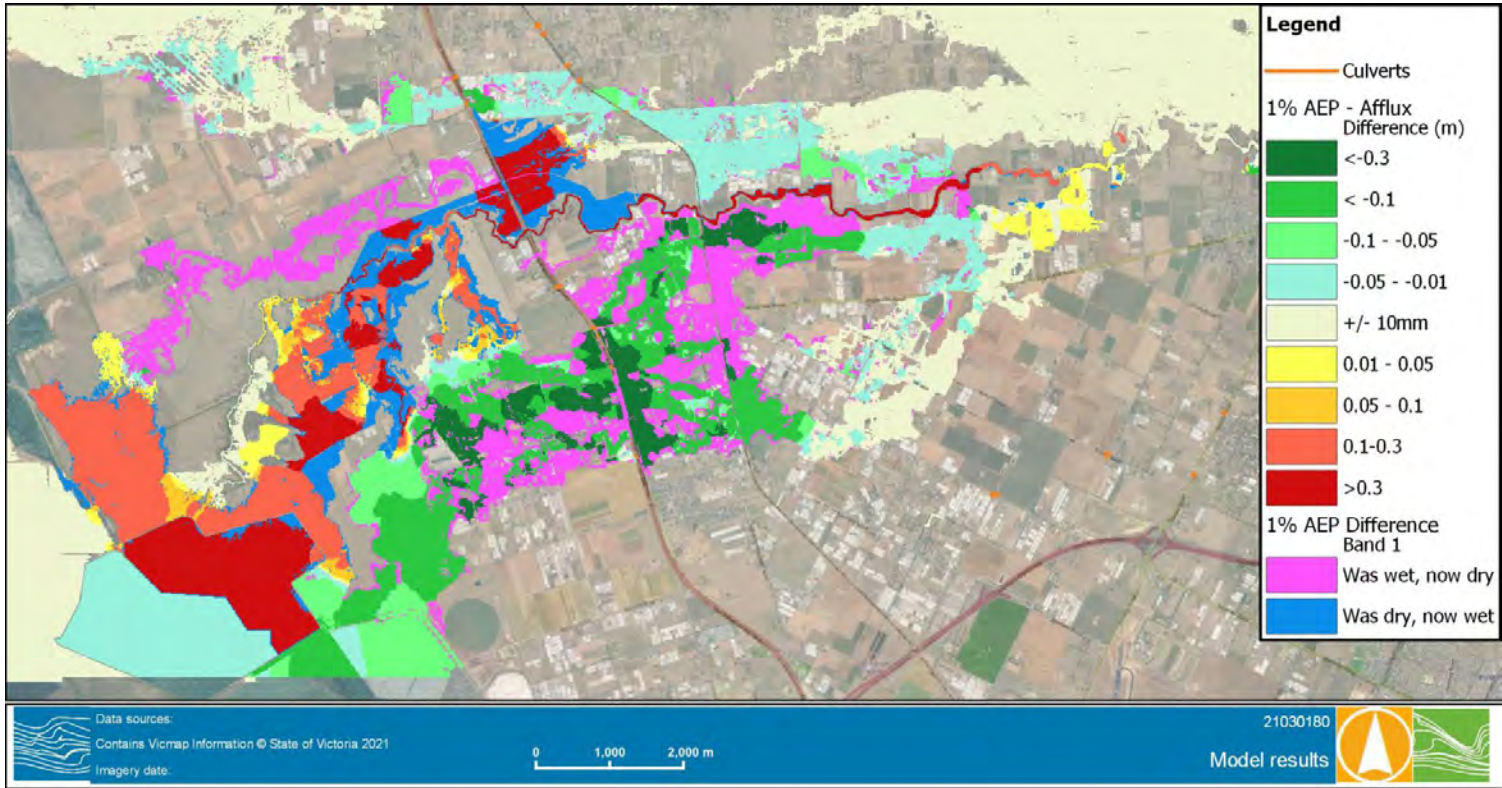


Figure 6-3 Afflux flood map for Northern Floodway (1% AEP)

GRFMA | 23 June 2021
Gawler River Mitigation Cost Sharing – Northern Floodway





ATTACHMENT B FLOOD DAMAGES ASSESSMENT





1 METHODOLOGY

A high-level flood damages assessment was carried out for the purposes of this study. 147 different land use types (based on 2020 land use data, DataSA) were grouped into the categories in Table B-1. The categories matched previously used categories for the Playford SMP.

The land uses were assigned a damage costs/km² of flooded land. Costs were adjusted to 2021\$ values using the CPI index shown in Table B-2. Importantly, the following were not considered in the damages estimate:

- Height and duration of inundation
- Intangible damages.

A more detailed flood damages assessment will be carried out as part of the Gawler River Stormwater Management Plan. The assumptions here were considered suitable for the high-level estimates required to demonstrate the cost-sharing tool and should not be relied upon for other studies.

Table B-1-1 Areal flood damage estimate for flooded land used for this study

CATEGORY	COST / KM ²
COMMERCIAL/INDUSTRIAL	\$ 1,864,137
CROPPING	\$ 38,882
GRAZING	\$ 42,436
GREENHOUSE CROPS	\$ 7,956,473
IRRIGATED OLEAGINOUS	\$ 237,263
IRRIGATED PERENNIAL HORTICULTURE	\$ 1,550,573
IRRIGATED VEGETABLES AND HERBS	\$ 7,325,269
IRRIGATED VINE FRUITS	\$ 522,502
ROADS	\$ 7,630,053
RURAL RESIDENTIAL	\$ 5,134,137
SERVICES	\$ 4,940,721
URBAN RESIDENTIAL	\$ 30,804,824

For determining the cost/km², the following assumptions have been used:

- Assumed 150 buildings per km² for commercial/industrial land, with a unit cost of \$12,428/building
- Assumed 150 buildings per km² for rural residential land, with a unit cost of \$34,228/building
- Assumed 900 buildings per km² for urban residential land, with a unit cost of \$34,228/building
- Assumed unit cost of \$45,780/linear km for flood damaged roads, with assumed road width of 6m
- Assumed unit cost of \$9,881/linear km for flood damaged services, with assumed corridor width of 2m

Table B-1-2 CPI Index

Year	Index
2021	117.9



Year	Index
2020	116.10
2019	115.13
2018	112.8
2017	111.2
2016	109.1
2015	107.7

2 RESULTS

The flood damages assessment was carried out by applying the cost / sq.km rate to the area of flooded land for each land use category for the Baseline and Northern Floodway scenarios. Table B-3 shows the flood damages estimate for the Baseline scenario and Table B-4 the results for the Northern Floodway Scenario.

Table B-2-1 Flood damages estimate – Baseline scenario

Local Government Authority Area	5% AEP - Cost	5% AEP - % OF TOTAL	2% AEP - Cost	2% AEP - % OF TOTAL	1% AEP - Cost	1% AEP - % OF TOTAL
ADELAIDE PLAINS COUNCIL	\$7,199,620	15%	\$79,616,230	46%	\$94,582,094	46%
CITY OF PLAYFORD	\$35,772,225	74%	\$62,554,107	36%	\$63,760,656	31%
LIGHT REGIONAL COUNCIL	\$2,341,991	5%	\$13,582,138	8%	\$16,955,247	8%
THE BAROSSA COUNCIL	\$4,170	0%	\$10,400	0%	\$13,199	0%
TOWN OF GAWLER	\$3,054,785	6%	\$18,247,687	10%	\$29,946,806	15%
TOTAL	\$48,372,790		\$174,010,562		\$205,258,001	

Table B-2-2 Flood damages estimate – Northern Floodway scenario

Local Government Authority Area	5% AEP - Cost	5% AEP - % OF TOTAL	2% AEP - Cost	2% AEP - % OF TOTAL	1% AEP - Cost	1% AEP - % OF TOTAL
ADELAIDE PLAINS COUNCIL	\$5,443,230	36%	\$76,056,694	49%	\$92,921,640	50%
CITY OF PLAYFORD	\$4,144,998	28%	\$46,034,226	30%	\$46,867,417	25%
LIGHT REGIONAL COUNCIL	\$2,341,991	16%	\$13,582,894	9%	\$16,949,929	9%
THE BAROSSA COUNCIL	\$4,170	0%	\$10,400	0%	\$13,199	0%
TOWN OF GAWLER	\$3,054,785	20%	\$18,221,852	12%	\$29,917,200	16%
TOTAL	\$14,989,174		\$153,906,065		\$186,669,384	

Table B-5 shows a comparison of the estimated damages for the baseline scenario between the current study and those developed by AWE (2016). The AWE (2016) values have been adjusted to 2021\$ values.



The total damages for the baseline scenario for the current study exceed the estimated damages in AWE (2016) by approximately 30%. The estimated damages for the 1%AEP (1 in 100 year ARI) are comparable to those estimated in AWE (2016). However, the flood damages estimate in this study may overestimate the flood damages for the 5% AEP (1 in 20 year ARI) and the 2% AEP compared with AWE (2016).

Table B-2-3 Comparison of flood damages from the current study and AWE (2016)

Event	AWE (2016) estimate damages (2016\$)	AWE (2016) estimate damages (2021\$)	Current study estimated damages (2021\$)
5% AEP / 1 in 20 Year ARI	24	26	48
2% AEP / 1 in 50 Year ARI	102	110	174
1% AEP / 1 in 100 Year ARI	182	197	205
Total	308	333	428

3 SENSITIVITY ANALYSIS OF FLOOD DAMAGES ESTIMATES

For the purposes of this study, as the total flood damages estimate is used in the costing tool, a variance of 30% from previous studies is considered acceptable for the purposes of demonstrating the tool.

However, as the relative variation of the estimated damages is higher for the 5% AEP event, which is the intended level of service to be provided by the Northern Floodway project, this might result in an overestimate of the damages savings for City of Playford where most of the flood damages occur for the 5% AEP flood extent.

A sensitivity analysis for the estimated damages for the 5% AEP event was carried out by varying the inputs into the costing tool for City of Playford. The inputs into the costing for the damages for estimated damages for the 5% AEP event within the City of Playford and the Adelaide Plains Council were reduced by 30% for the both the Baseline scenario and Northern Floodway scenario.

4 REFERENCE

AWE (2016) A Findings Report for the Gawler River Flood Mitigation Scheme - Mitigations Options Findings. Final Report. Prepared for the Gawler River Floodplain Management Authority. Date March 2016



ATTACHMENT C COST MODEL INPUTS AND RESULTS





1 COST MODEL ANALYSIS

Flood damages estimates Baseline Scenario:						
	BASE CASE 20Y	% OF TOTAL	BASE CASE 50Y	% OF TOTAL	BASE CASE 100Y	% OF TOTAL
ADELAIDE PLAINS COUNCIL	\$7,199,620	15%	\$79,616,230	46%	\$94,582,094	46%
CITY OF PLAYFORD	\$35,772,225	74%	\$62,554,107	36%	\$63,760,656	31%
LIGHT REGIONAL COUNCIL	\$2,341,991	5%	\$13,582,138	8%	\$16,955,247	8%
THE BAROSSA COUNCIL	\$4,170	0%	\$10,400	0%	\$13,199	0%
TOWN OF GAWLER	\$3,054,785	6%	\$18,247,687	10%	\$29,946,806	15%
TOTAL	\$48,372,790		\$174,010,562		\$205,258,001	
Flood damages estimates Mitigation (Northern Floodway):						
	MITIGATION 20Y	% OF TOTAL	MITIGATION 50Y	% OF TOTAL	MITIGATION 100Y	% OF TOTAL
ADELAIDE PLAINS COUNCIL	\$5,443,230	36%	\$76,056,694	49%	\$92,921,640	50%
CITY OF PLAYFORD	\$4,144,998	28%	\$46,034,226	30%	\$46,867,417	25%
LIGHT REGIONAL COUNCIL	\$2,341,991	16%	\$13,582,894	9%	\$16,949,929	9%
THE BAROSSA COUNCIL	\$4,170	0%	\$10,400	0%	\$13,199	0%
TOWN OF GAWLER	\$3,054,785	20%	\$18,221,852	12%	\$29,917,200	16%
TOTAL	\$14,989,174		\$153,906,065		\$186,669,384	

Figure C-1-1 Cost damage estimates for sensitivity analysis

Future costs avoided:							
	Adelaide Hills	Adelaide Plains	Barossa Council	City of Playford	Light Regional Council	Town of Gawler	TOTAL:
Total cost of damages:	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$
10% AEP	-	-	-	-	-	-	\$0
5% AEP	\$0	\$1,756,390	\$0	\$31,627,227	\$0	\$0	\$33,383,616
2%AEP	\$0	\$3,559,536	\$0	\$16,519,882	-\$756	\$25,835	\$20,104,497
1% AEP	\$0	\$1,660,454	\$0	\$16,893,240	\$5,318	\$29,605	\$18,588,617
0.5% AEP	-	-	-	-	-	-	\$0
TOTAL	\$0	\$6,976,380	\$0	\$65,040,348	\$4,563	\$55,440	\$72,076,731
Percentage of Total	0	10	0	90	0	0	

Figure C-1-2 Future costs avoided for sensitivity analysis

Ability to Pay		
LGA	Ability to Pay	% of Total
Adelaide Hills Council	0.2	16.7
Adelaide Plains Council	0.2	16.7
Barossa Regional Council	0.2	16.7
City of Playford	0.2	16.7
Light Regional Council	0.2	16.7
Town of Gawler	0.2	16.7
Total	1.2	100.0

Figure C-1-3 Ability to pay assumptions for sensitivity analysis



Key Funding Principle						
Future Costs Avoided	Water Inflow	Waterway Length	Ability to Pay			
50%	30%	15%	5%			
		Check	OK			
Proportion distribution for each funding principle (unweighted)						
LGA	Future Costs Avoided	Water Inflow	Waterway Length	Ability to Pay	Total	
Adelaide Hills Council	0.0	0.6	0.8	1.7	3.1	
Adelaide Plains Council	1.0	0.0	0.5	1.7	3.1	
Barossa Regional Council	0.0	6.4	4.2	1.7	12.3	
City of Playford	9.0	0.5	1.4	1.7	12.6	
Light Regional Council	0.0	2.2	2.2	1.7	6.1	
Town of Gawler	0.0	0.2	0.8	1.7	2.7	
Check	OK	OK	OK	OK	OK	
Proportion distribution for each funding principle (weighted)						
LGA	Future Costs Avoided	Water Inflow	Waterway Length	Ability to Pay	Total	% of Total
Adelaide Hills Council	0.0	0.2	0.12	0.083	0.4	4.0
Adelaide Plains Council	0.5	0.0	0.08	0.083	0.6	6.4
Barossa Regional Council	0.0	1.9	0.63	0.083	2.6	26.5
City of Playford	4.5	0.1	0.22	0.083	4.9	49.5
Light Regional Council	0.0	0.7	0.33	0.083	1.1	10.9
Town of Gawler	0.0	0.1	0.12	0.083	0.3	2.8
	5.0	3.0	1.5	0.5	10.0	100
				Check	OK	
Cost of Mitigation Works	Cost Share by LGA Area					
\$ 29,027,208	Adelaide Hills Council	\$ 1,159,728				
	Adelaide Plains Council	\$ 1,866,162				
	Barossa Regional Council	\$ 7,679,954				
	City of Playford	\$ 14,354,807				
	Light Regional Council	\$ 3,159,706				
	Town of Gawler	\$ 806,852				

Figure C-1-4 Summary results for sensitivity analysis

2 SENSITIVITY ANALYSIS (FLOOD DAMAGE ESTIMATES)

changed for sensitivity analysis						
Flood damages estimates Baseline Scenario:						
	BASE CASE 20Y	% OF TOTAL	BASE CASE 50Y	% OF TOTAL	BASE CASE 100Y	% OF TOTAL
ADELAIDE PLAINS COUNCIL	\$5,039,734	15%	\$79,616,230	46%	\$94,582,094	46%
CITY OF PLAYFORD	\$25,040,557	74%	\$62,554,107	36%	\$63,760,656	31%
LIGHT REGIONAL COUNCIL	\$2,341,991	5%	\$13,582,138	8%	\$16,955,247	8%
THE BAROSSA COUNCIL	\$4,170	0%	\$10,400	0%	\$13,199	0%
TOWN OF GAWLER	\$3,054,785	6%	\$18,247,687	10%	\$29,946,806	15%
TOTAL	\$48,372,790		\$174,010,562		\$205,258,001	
Flood damages estimates Mitigation (Northern Floodway):						
	MITIGATION 20Y	% OF TOTAL	MITIGATION 50Y	% OF TOTAL	MITIGATION 100Y	% OF TOTAL
ADELAIDE PLAINS COUNCIL	\$3,810,261	36%	\$76,056,694	49%	\$92,921,640	50%
CITY OF PLAYFORD	\$2,901,499	28%	\$46,034,226	30%	\$46,867,417	25%
LIGHT REGIONAL COUNCIL	\$2,341,991	16%	\$13,582,894	9%	\$16,949,929	9%
THE BAROSSA COUNCIL	\$4,170	0%	\$10,400	0%	\$13,199	0%
TOWN OF GAWLER	\$3,054,785	20%	\$18,221,852	12%	\$29,917,200	16%
TOTAL	\$14,989,174		\$153,906,065		\$186,669,384	

Figure C-2-1 Cost damage estimates for sensitivity analysis



Future costs avoided:	Adelaide Hills	Adelaide Plains	Barossa Council	City of Playford	Light Regional Council	Town of Gawler	TOTAL:
Total cost of damages:	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$	Damage in \$
10% AEP	-	-	-	-	-	-	\$0
5% AEP	\$0	\$1,229,473	\$0	\$22,139,059	\$0	\$0	\$23,368,531
2%AEP	\$0	\$3,559,536	\$0	\$16,519,882	-\$756	\$25,835	\$20,104,497
1% AEP	\$0	\$1,660,454	\$0	\$16,893,240	\$5,318	\$29,605	\$18,588,617
0.5% AEP	-	-	-	-	-	-	\$0
TOTAL	\$0	\$6,449,463	\$0	\$55,552,180	\$4,563	\$55,440	\$62,061,646
Percentage of Total	0%	10%	0%	90%	0%	0%	0%

Figure C-2-2 Future costs avoided for sensitivity analysis

Ability to Pay		
LGA	Ability to Pay	% of Total
Adelaide Hills Council	0.2	16.7
Adelaide Plains Council	0.2	16.7
Barossa Regional Council	0.2	16.7
City of Playford	0.2	16.7
Light Regional Council	0.2	16.7
Town of Gawler	0.2	16.7
Total	1.2	100.0

Figure C-2-3 Ability to pay assumptions for sensitivity analysis

Key Funding Principle						
Future Costs Avoided	Water Inflow	Waterway Length	Ability to Pay			
50%	30%	15%	5%			
		<i>Check</i>	<i>OK</i>			
Proportion distribution for each funding principle (unweighted)						
LGA	Future Costs Avoided	Water Inflow	Waterway Length	Ability to Pay	Total	
Adelaide Hills Council	0.0	0.6	0.8	1.7	3.1	
Adelaide Plains Council	1.0	0.0	0.5	1.7	3.2	
Barossa Regional Council	0.0	6.4	4.2	1.7	12.3	
City of Playford	9.0	0.5	1.4	1.7	12.5	
Light Regional Council	0.0	2.2	2.2	1.7	6.1	
Town of Gawler	0.0	0.2	0.8	1.7	2.7	
<i>Check</i>	<i>OK</i>	<i>OK</i>	<i>OK</i>	<i>OK</i>	<i>OK</i>	
Proportion distribution for each funding principle (weighted)						
LGA	Future Costs Avoided	Water Inflow	Waterway Length	Ability to Pay	Total	% of Total
Adelaide Hills Council	0.0	0.2	0.12	0.083	0.4	4.0
Adelaide Plains Council	0.5	0.0	0.08	0.083	0.7	6.8
Barossa Regional Council	0.0	1.9	0.63	0.083	2.6	26.5
City of Playford	4.5	0.1	0.22	0.083	4.9	49.1
Light Regional Council	0.0	0.7	0.33	0.083	1.1	10.9
Town of Gawler	0.0	0.1	0.12	0.083	0.3	2.8
	5.0	3.0	1.5	0.5	10.0	100
				<i>Check</i>	<i>OK</i>	
Cost of Mitigation Works	Cost Share by LGA Area					
\$ 29,027,208	Adelaide Hills Council	\$ 1,159,728				
	Adelaide Plains Council	\$ 1,969,633				
	Barossa Regional Council	\$ 7,679,954				
	City of Playford	\$ 14,249,386				
	Light Regional Council	\$ 3,159,854				
	Town of Gawler	\$ 808,653				

Figure C-2-4 Summary results for sensitivity analysis

Gawler River Flood Management

Presentation to local government
July 2022

Cate Hart, Executive Director, Environment Heritage and Sustainability
Katharine Ward, Project Manager Gawler River Flood Management



Government of South Australia
Department for Environment
and Water

Gawler River catchment

- 1000 km²
- North Para River
- South Para River
- Gawler River perched across the North Adelaide Plains
- 3 Aboriginal Nations
- 6 local council areas
- 3 landscape management regions



Government of South Australia
Department for Environment
and Water

History of flooding throughout the catchment



Strategic fit



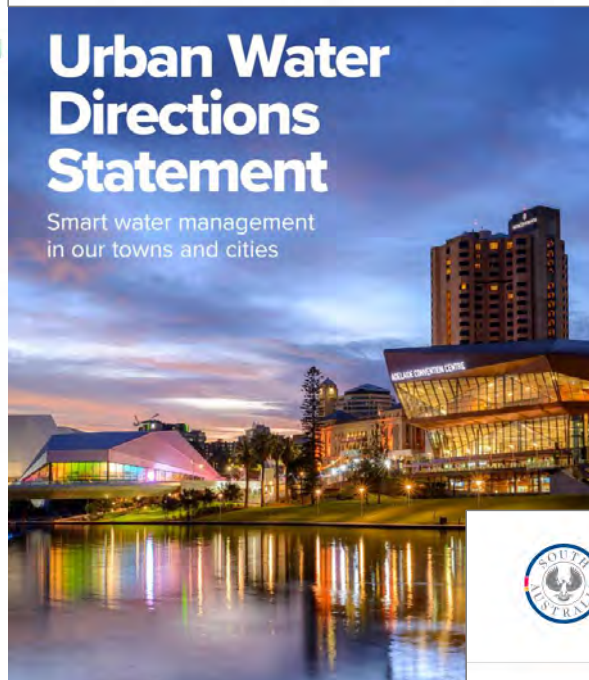
INDEPENDENT REVIEW OF THE EXTREME WEATHER EVENT SOUTH AUSTRALIA 28 SEPTEMBER – 5 OCTOBER 2016

Report presented to the
Premier of South Australia

South Australia

Local Government Act 1999

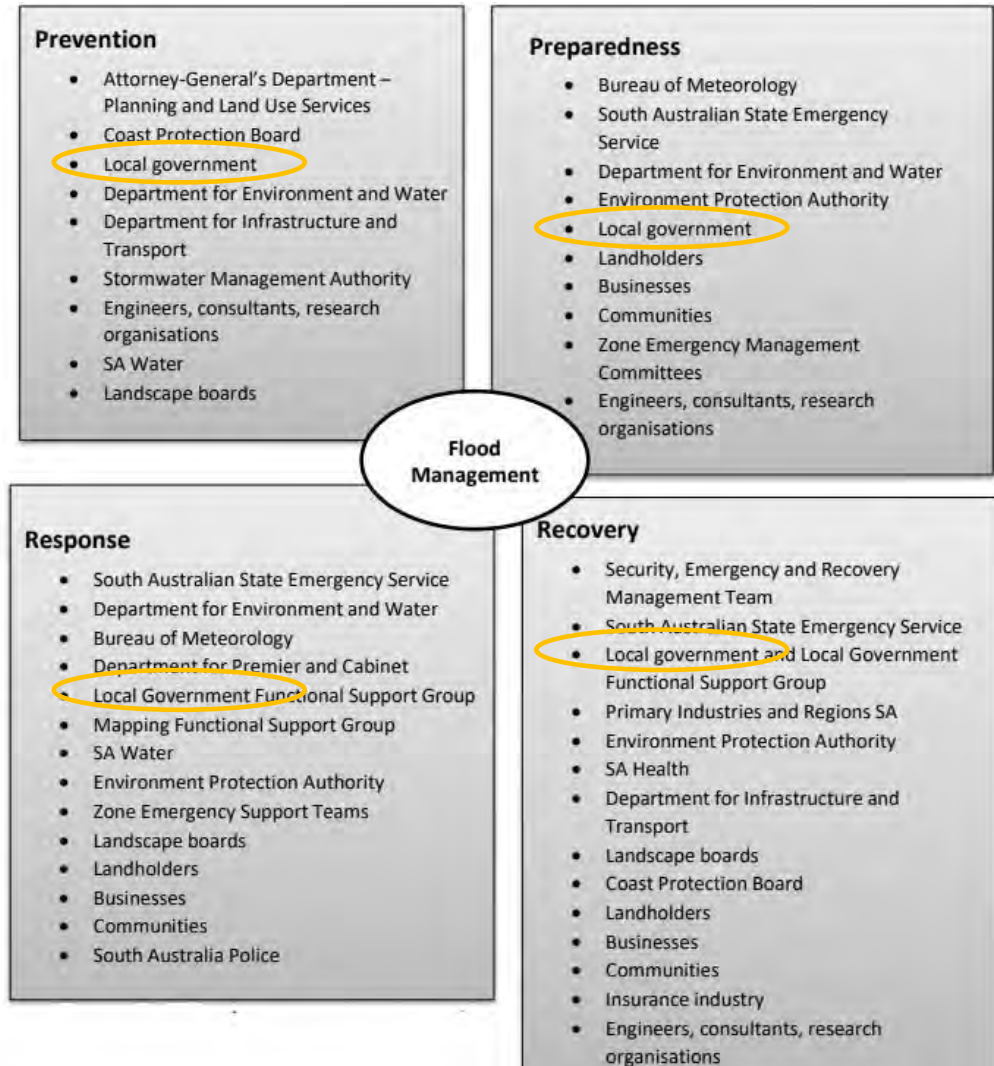
An Act to provide for local government; and for other purposes.



Government of South Australia
Stormwater Management Authority

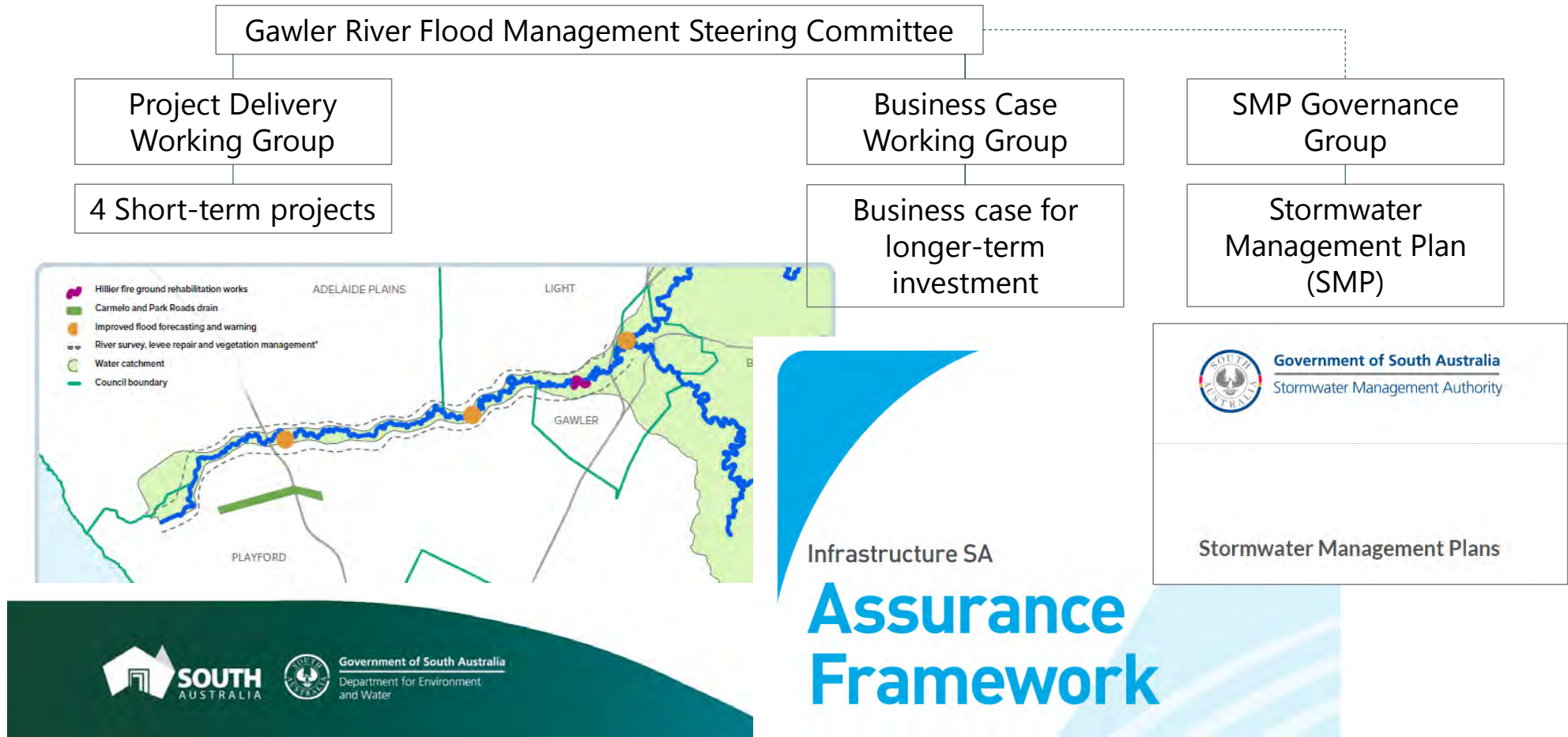
Stormwater Management Plans

Who's involved in flood management



Government of South Australia
Department for Environment
and Water

Gawler River flood management (to 2023)



Short term projects

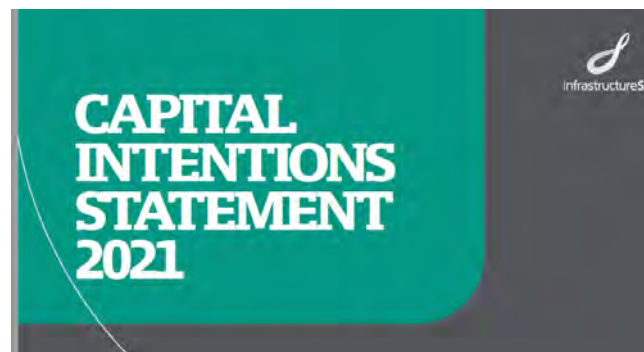
1. Hillier fire ground rehabilitation works
2. Carmelo Road drain
3. Improving flood forecasting and warning
4. River survey, levee repair and vegetation management



Government of South Australia
Department for Environment
and Water

Independent advice for the long-term – an opportunity for Gawler River

- Infrastructure SA has been established under the *Infrastructure SA Act 2018*
 - Independent advisory body
 - Their role is to ensure better planning and more transparent decision-making for critical public infrastructure projects for the state
- Issues lens for better long-term outcomes
 - Annual prioritisation for government decisions
 - Project assurance



Government of South Australia
Department for Environment
and Water

Planning for longer-term investment

Challenges

- High rainfall can cause flood waters to breach river banks, causing damage
- Fragmented responsibilities for floodplain management
- Rapid pace of change in areas impacted by flood

Benefits

- Reduce damage costs and social impacts
- Increase economic growth
- Coordinated and well maintained responses to flood
- Increased community resilience



Government of South Australia
Department for Environment
and Water

Infrastructure SA Assurance Framework

- A process created to review, evaluate and monitor projects from inception to delivery
- Levels of assurance applied are proportionate to risk
 - for Gawler River Flood Management this includes 2 assurance gates initially - an analysis of and shortlisting of options, and a full business case to identify the proposed option
- Assurance reviews are undertaken by independent experts at gateways
- Gate 1, options analysis, was completed in May 2022
 - Amber rating = successful project delivery appears feasible
 - 14 recommendations
- Gate 2, full business case, June 2022 to early-2023



Government of South Australia
Department for Environment
and Water

Planning for longer-term investment

No one solution

- Combination of infrastructure and non-infrastructure likely
- Opportunities to integrate flood management with other water management strategies
- Detailed assessment of benefits and costs, including enviro, social and cultural
- Short-term projects are foundational and may be built on in the longer-term

Shortlisted options

- North Para flood control dam expansion
- Northern Floodway
- Strategic levees
- Planning controls
- Flood awareness and preparedness campaign



Government of South Australia
Department for Environment
and Water

Q&A



Government of South Australia
Department for Environment
and Water



16.4 LIGHT AND ADELAIDE PLAINS REGION ECONOMIC DEVELOPMENT AUTHORITY**Record Number: D22/55162****Author: Chief Executive Officer****Attachments: 1. Letter from Minister for Local Government the Hon Geoff Brock MP - 22 November 2022**  **RECOMMENDATION**

“that Council, having considered Item 16.4 – *Light and Adelaide Plains Region Economic Development Authority* , dated 19 December 2022, receives and notes the report.”

Purpose

The purpose of this report is to advise Council Members of the decision of the Hon Geoff Brock MP, Minister for Local Government, to not approve the establishment of a regional subsidiary aimed at driving investment and infrastructure delivery across the peri-urban north of Adelaide. A copy of Minister Brock’s letter is provided in **Attachment 1**.

Background

Over the past two years, Light Regional Council and Adelaide Plains Council have been in lockstep in pursuing a regional subsidiary with its primary purpose being:-

- to identify key infrastructure requirements to underpin and grow the Region’s economy;
- to promote the delivery of key infrastructure in the Region through public and private sector investment;
- to facilitate the delivery of key infrastructure in the Region;
- to promote the Region as an important and emerging economic area for South Australia;
- to identify inadequacies and barriers to economic development present in Commonwealth and South Australian legislation and governance and structural arrangements;
- to advocate for legislative reform to support the growth of the Region’s economy;
- to advise the Constituent Councils on the coordination of the strategic management of the Region’s resources in the best interests of the Constituent Councils’ communities;
- to establish a policy for working collaboratively with Regional Development Australia and other relevant bodies;
- to advise the Constituent Councils on the establishment of a joint planning board in the best interests of the Constituent Councils’ communities.

Council's desire to pursue this new subsidiary model was borne out from Council's 2021-2024 Strategic Plan which identified a need to:-

"As Adelaide Plains grows, the Council and its relationship to the surrounding region may change. It is timely for Council to fully consider what subsidiaries, regional partnerships and networks best suit it's aspirations and is most likely to benefit its community."

For Members' interest, various background information in relation to the establishment of the subsidiary can be viewed at the following links:

- [Minutes – Light Regional Council – Ordinary Meeting – 26 November 2019](#)
- [Minutes – Light Regional Council – Ordinary Meeting – 10 December 2019](#)
- [Minutes – Light Regional Council – Ordinary Meeting – 25 February 2020](#)
- [Minutes – Light Regional Council – Ordinary Meeting – 24 March 2020](#)
- [Agenda - Special Council Meeting – 6 April 2020](#)
- [Minutes – Special Council Meeting – 6 April 2020](#)
- [Minutes – Light Regional Council – Ordinary Meeting – 22 September 2020](#)
- [Agenda – Ordinary Council Meeting – 28 September 2020](#)
- [Agenda – Light Regional Council – Ordinary Meeting – 27 January 2021](#)
- [Agenda – Ordinary Council Meeting – 22 February 2021](#)
- [Attachment Under Separate Cover – Ordinary Council Meeting – 22 February 2021 \(Draft Charter\)](#)
- [Minutes – Ordinary Council Meeting – 22 February 2021](#)
- [Light Regional Council – Agenda – Ordinary Council Meeting – 23 February 2021](#)
- [Light Regional Council – Minutes – Ordinary Council Meeting – 23 February 2021](#)

Discussion

Regrettably, the pursuit of this exciting regional subsidiary has encountered significant delays since our request was formally furnished to government. Indeed, further justification was sought in relation whether this proposed model would 'cut across' long standing entities and Boards such as the Legatus Group and Regional Development Australia. To the contrary, the joint response of the two councils to the Minister's request for greater clarity confirmed such an initiative would value-add and complement our existing affiliated Boards, not detract from them or diminish their role, purpose or function (refer **Attachment 2**).

Minister Brock, in correspondence dated 22 November 2022, concludes by confirming that he is "...unable to approve the establishment of the Authority in its current form. Should the Councils wish to pursue this matter further, I may consider the establishment of a regional subsidiary which more clearly articulates how its creation will facilitate infrastructure development."

Conclusion

While disappointing, the Minister's confirmation to not support the establishment of this regional subsidiary concept now provides closure and both Light Regional Council and Adelaide Plains Council ought to be commended on their vision to work collaboratively in driving investment across the region.

OFFICIAL

Hon Geoff Brock MP

22MINLG-0476

Mayor Mark Wasley
Adelaide Plains Council
markw@apc.sa.gov.au

Mayor Bill O'Brien
Light Regional Council
bobrien@light.sa.gov.au

Dear Mayor ^{mark}Wasley and Mayor ^{Bill}O'Brien

I am writing in response to the request from the Adelaide Plains Council and the Light Regional Council (the Councils) seeking my approval to establish a regional subsidiary, pursuant to section 43 of the *Local Government Act 1999* (the Act), to be known as the Light and Adelaide Plains Region Economic Development Authority (the Authority).

I have considered the information provided with your application, in addition to the supplementary information provided regarding current economic development and governance arrangements.

As you are aware, comment has also been sought from the Gawler River Floodplain Management Authority (GRFMA) and Regional Development Australia Barossa Gawler Light Adelaide Plains (RDA BGLAP) to assist consideration of this matter.

Your correspondence notes that the establishment of the Authority will provide a governance structure to underpin and drive infrastructure deliverables. I note, however, that the name of the Authority and the Objects and Purposes listed in the proposed Charter are much broader than this intent.

While I also note the Councils' view that the establishment of the Authority will augment current governance arrangements without diminishing the functions of the RDA BGLAP and GRFMA, I am of the view that its creation as currently proposed will cause confusion for the community and stakeholders.

It is also not clear why the creation of a regional subsidiary that involves only two councils in your area will drive better regional outcomes than working to improve the form, role, and functions of the bodies that represent all of the region's councils.

Minister for Local Government | Minister for Regional Roads | Minister for Veterans Affairs

Level 10, 81 – 95 Waymouth Street Adelaide SA 5000 | GPO Box 1533 Adelaide SA 5001 | DX 171
Tel +61 8 7133 1200 | Email minister.brock@sa.gov.au



OFFICIAL

I am therefore unable to approve the establishment of the Authority in its current form. Should the Councils wish to pursue this matter further, I may consider the establishment of a regional subsidiary which more clearly articulates how its creation will facilitate infrastructure development.

Thank you again for your correspondence and for bringing this matter to my attention.

Yours sincerely



Hon Geoff Brock MP

MINISTER FOR LOCAL GOVERNMENT

22 / 11 / 2022

16.5 CAPITAL WORKS AND OPERATING PROGRAM MONTHLY UPDATE - DECEMBER 2022**Record Number:** D22/55099**Author:** General Manager - Infrastructure and Environment**Authoriser:** Chief Executive Officer

Attachments:

1. Capital Projects 2022-2023 [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296_img.jpg\)](#) 
2. Operating Projects 2022-2023 [!\[\]\(97ea327f5be815eae3219211de8871e0_img.jpg\)](#) 
3. Local Roads and Community Infrastructure Program Projects [!\[\]\(5d9dd6a6efd1aa0fc8e84c5b604605a8_img.jpg\)](#) 
4. Local Government Partnership Program Projects [!\[\]\(bcca255348b8a6518aa846c6a5792dd4_img.jpg\)](#) 

RECOMMENDATION

“that Council, having considered Item 16.5 – *Capital Works and Operating Program Monthly Update - December 2022*, dated 19 December 2022, receives and notes the report.”

Purpose

The purpose of this report is to provide an update in relation to the status of the Infrastructure and Environment Department 2022-2023 Capital Works and Operating Program, for Council Members' information and monitoring.

Background

Council has adopted a significant Capital Works Program for delivery in 2022-23 totalling just over \$6million, with an additional \$6.8million allocated to Local Roads and Community Infrastructure, and Local Government Partnership Program and Two Wells Levee projects. Management have established a project management framework for managing and monitoring projects to ensure that every effort is made to deliver the projects on time and within budget.

Attachment 1 provides a list and status of the 2022-2023 Capital projects, and **Attachment 2** provides a list and status of the 2022-2023 Operating projects.

Additionally **Attachment 3** provides a list of Local Roads and Community Infrastructure projects, and **Attachment 4** provides a list of Local Government Partnership Program projects.

Further to this, Management provides the following update of some of the activities and projects carried out by the Infrastructure and Environment Department over the last month.

DiscussionCivil

The civil team is currently carrying out maintenance activities such as stormwater drain cleaning, sealed road maintenance, sweeping of loose stones from sealed intersections and illegal dumping clean-up. The street sweeping contractor has been engaged to sweep all kerbed streets. No further capital projects will commence for the remainder of 2022, the majority of civil projects will resume late January 2023.

Additionally, the footpath on the following streets have now been installed:

- Calagora Street (Lisieux Street to Carmel Street)
- Railway Avenue (Balaklava Road to Lindsay Street)
- Carmel Street (Balaklava Road to End of Seal), and
- Cameron Terrace (Dublin Road to Feltwell Road)

Horticulture

The horticulture team is currently carrying out routine maintenance activities within parks, gardens and oval precincts and slashing rural intersections and re-slashing were required.

Undergrounding of Power – Two Wells Main Street

The expression of interest submitted to Power Line Environment Committee (PLEC) was considered and approved as a project by the Committee at its November meeting. The next steps are as follows;

- PLEC Committee has recommended to the Minister that the undergrounding of power within the Two Wells Main Street be endorsed as a project with details to be known by the end of December 2022.
- Following the resolution of Council in August 2022 (2022/276), Management have undertaken further stage 2 design with community consultation commenced with a focus group being established in accordance with Councils Public Consultation Policy.
- From the Public Consultation written submissions will be provided at the February Ordinary Council meeting with project costings.

11.3 Moved Councillor Di Troia Seconded Councillor Parker 2022/ 276

“that Council endorses resolution 2022/024 of the Infrastructure and Environment Committee and in doing so:

- 1. Instructs the Chief Executive Officer to progress with centre median lighting for stage 2 design, noting that community consultation will be a necessary first step in the process prior to arriving at a final determination and***
- 2. Acknowledges that further reports will be presented to Council on the progress of the Undergrounding of Power – Two Wells Main Street.”***

CARRIED UNANIMOUSLY

Conclusion

This report is provided as a standing monthly update for Council’s information.

References

Legislation

Local Government Act 1999

Council Policies/Plans

Strategic Plan 2021-2024

Long Term Financial Plan 2023-2032

Infrastructure and Asset Management Plans

Annual Business Plan and Budget 2022-2023

Public Consultation Policy

CAPITAL PROJECT PROGRESS REPORT 2022-2023 - DECEMBER 2022

Budget No	Project Name	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
72858	Streetscape - Cameron Terrace - Dublin Road to Feltwell Road	39,000	23,316	15,684	Yes	Sep-22	Dec-22	Yes	100%
72859	Streetscape - Railway Avenue - Balaklava Road to Lindsay Street	25,000	17,186	7,814	Yes	Sep-22	Dec-22	Yes	100%
72860	Streetscape - Carmel Street - Balaklava Road to End of Seal	37,000	16,020	20,980	Yes	Sep-22	Nov-22	Yes	100%
72861	Streetscape - Calagora Street - Lisieux Street to Carmel Street	32,000	25,000	7,000	Yes	Sep-22	Nov-22	Yes	100%
74015	Pram Ramp renewal to DDA compliant	10,000	14,888	(4,888)	Yes	Aug-22	Nov-22	Yes	100%
72862	Kerbing - Balaklava Road - Lisieux Street to Aerodrome Road	240,000	-	240,000	No	Feb-23	Jun-23	No	0%
72863	Sealed Road - Dawkins Road and Williams Road - Intersection Upgrade	100,000	-	100,000	No	Oct-22	Mar-23	No	0%
72864	Sealed Roads - Gawler River Road - Germantown Road to Boundary Road	341,497	335,717	5,780	Yes	Oct-22	Mar-23	Yes	100%
72865	Sealed Roads - Bethesda Road - Hayman Road to Dawkins Road	45,904	58,839	(12,935)	Yes	Oct-22	Mar-23	Yes	100%
72866	Sealed Roads - Port Gawler Rd - Port Wakefield Road to Old Port Wakefield Rd	72,308	69,809	2,499	Yes	Oct-22	Mar-23	Yes	100%
72867	Sealed Roads - Port Parham Road - Port Wakefield Road to Beach Road	259,859	270,114	(10,255)	Yes	Oct-22	Mar-23	Yes	100%
72868	Resheet - Crabb Road - Port Wakefield Road to Kidman Road	113,756	79,737	34,019	Yes	Aug-22	Aug-22	Yes	100%
72869	Resheet - Feltwell Road - End of Seal to Hill Road	77,303	58,305	18,998	Yes	Aug-22	Aug-22	Yes	100%
72870	Resheet - Germantown Road - Simpkin Road to Verner Road	189,253	-	189,253	No	Dec-22	Feb-23	No	0%
72871	Resheet - Gilks Road - Lawrie Road to End	15,087	5,100	9,987	No	Dec-22	Dec-22	No	0%
72872	Resheet - Hamley Bridge Road - Barabba Road to Kain Road	142,897	57,152	85,745	Yes	Nov-22	Nov-22	Yes	100%
72873	Resheet - Harvey Road - Simpkin Road to Pratt Road	27,073	3,107	23,966	No	May-23	May-23	No	0%
72874	Resheet - Leilete Road - Dawkins Road to Coats Road	15,972	-	15,972	No	Nov-22	Nov-22	No	0%
72875	Resheet - Light Beach Road - Wylie Road to McEvoy Road	67,207	59,288	7,919	Yes	Aug-22	Sep-22	Yes	100%
72876	Resheet - Long Plains Road - Port Wakefield Road to Dublin Road	150,429	120,134	30,295	Yes	Sep-22	Oct-22	Yes	100%
72877	Resheet - Nairn Road - Hall Road to Powerline Road	50,294	31,162	19,132	Yes	Nov-22	Nov-22	Yes	100%
72878	Resheet - North Parham Road - Gilberts Road to Saltbush Road	83,463	60,172	23,291	No	Oct-22	Nov-22	Yes	100%
72879	Resheet - Secombs Road - Port Wakefield Road to Prices Road	60,997	49,950	11,047	Yes	Sep-22	Sep-22	Yes	100%
72880	Resheet - Stanley Road - Pritchard Road to Secombs Road	35,312	24,072	11,240	Yes	Aug-22	Sep-22	Yes	100%
72881	Resheet - Torelete Road - Dawkins Road to Coats Road	15,964	-	15,964	No	Nov-22	Nov-22	No	0%
72882	Resheet - Trim Road - Williams Road to Russell Road	13,685	-	13,685	No	Dec-22	Dec-22	No	0%
72883	Resheet - Verner Road - Day Road to Boundary Road	69,434	3,769	65,665	No	Feb-23	Mar-23	No	0%
72884	Resheet - Wasley Road - Pratt Road to Big Rabbit Road	43,847	-	43,847	No	Apr-23	May-23	No	0%
72847	Parham Playground - Shade shelter, Mallala Playground - New element	90,000	79,626	10,374	Yes	Jul-22	Sep-22	Yes	100%
72852	Various locations - Signage - wayfinding and information	35,000	-	35,000	No	Jul-22	Jun-23	No	0%
72885	Various locations - Reserve and Street furniture Upgrade	20,000	-	20,000	No	Jul-22	Jun-23	No	0%
72886	Renewal of various street and reserve furniture	70,000	5,244	64,756	No	Jul-22	Jun-23	No	0%
72887	Streetscape and Water Sensitive Urban Design	50,000	-	50,000	No	Jul-22	Jun-23	No	0%
72888	Council Boundary Signs - Allocation	60,000	-	60,000	No	Jan-23	Jun-23	No	0%
72889	Stage 1 - Hart Reserve Masterplan - Implementation	400,000	4,664	395,336	Yes	Jul-22	Jun-23	No	15%
72853	Parham Short Stay Facility Upgrade (2021/2022)	200,000	178,709	21,291	Yes	Jul-22	Dec-22	No	50%
72890	Two Wells Tennis/Netball court surface renewal	300,000	-	300,000	Yes	Jul-22	Mar-23	No	50%
72891	Dublin Playground Upgrade	130,000	-	130,000	No	Jul-22	Jun-23	No	0%
72892	Mallala playground irrigation renewal	50,000	39,668	10,332	Yes	Oct-22	Nov-22	Yes	100%
72893	Renewal of lighting, paths and bike racks various sites (funding application)	100,000	-	100,000	No	Jul-22	Jun-23	No	0%

72894	Lewiston Wetlands Playground - Toilet Block	130,000	56,486	73,514	Yes	Jul-22	Jun-23	No	20%
72854	Dublin Institute/ Hall - Toilets	80,000	55,271	24,729	Yes	Jul-22	Oct-22	Yes	100%
72895	Mallala - Replacement of Property Pumps	15,000	-	15,000	No	Jul-22	Jun-23	No	0%
72896	Middle Beach CWMS	10,000	-	10,000	No	Jul-22	Jun-23	No	0%
72897	Mallala Treatment Plant (Chamber Protection Coating)	60,000	-	60,000	No	Jul-22	Nov-22	No	0%
72898	Pump Station & Pump Replacements	10,000	-	10,000	No	Jul-22	Jun-23	No	0%
72899	Middle Beach - Tidal Drainage System	15,000	-	15,000	No	Feb-23	Sep-23	No	0%
72900	Wasleys Bridge - Repairs (funding application)	200,000	229	199,771	No	Jul-22	Jun-23	No	0%
72901	Salt Creek Bridge - Repairs	170,000	-	170,000	No	Jul-22	Jun-23	No	0%
72902	Two Wells Main street - Eastern End Car Parking and WSUD	300,000	-	300,000	No	Jul-22	Jun-23	No	0%
72903	Longview Road and Gameau Road - Traffic calming devices	60,000	-	60,000	No	Feb-23	Mar-23	No	0%
80072	Two Wells Levee	2,015,000	5,086	2,009,914	Yes	Jul-22	Jun-23	No	5%
75100	Plant and Equipment Program	1,106,100	1,042,985	63,115	Yes	Jul-22	Jun-23	No	80%
		8,050,641	2,850,805	5,199,836					

OPERATING PROJECT PROGRESS REPORT 2022-2023 - DECEMBER 2022

Budget No	Project Name	Total Budget	YTD 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	No	Jul-22	Jun-23	No	0%
80011	Two Wells Main Street Upgrade – Detailed design work	49,253	22,440	26,813	No	Jul-22	Dec-22	No	0%
80079	Street/Verge Tree Planting	20,000	181	19,819	No	Mar-23	Mar-23	No	0%
80080	Parham - Old Playground Block (Sell or Develop Site)	5,000	-	5,000	No	Jul-22	Jun-23	No	0%
80082	Roadside Vegetation Management Plan	100,000	48,560	51,440	Yes	Jul-22	Jun-23	No	50%
80083	Two Wells - Liberty and Eden Estates, Recycled Water Costs (parks & reserves)	59,000	-	59,000	No	Jan-23	Jun-23	No	0%
80084	Donaldson Road - Design (Reserve corridor)	10,000	-	10,000	No	Nov-22	Jun-23	No	0%
80085	Mallala Stormwater Flood Plain Management Plan	65,000	-	65,000	No	Jul-22	Jun-23	No	0%
33000/820	Implement Regional/Council DAIP Initiatives	15,000	-	15,000	No	Jul-22	Jun-23	No	0%
80086	Parham Campground - Formalise Land	5,000	300	4,700	Yes	Jul-22	Jun-23	No	20%
80088	Thompson Beach Esplanade and Webb Beach Road - Construct and Seal Design	34,000	-	34,000	Yes	Jul-22	Jun-23	No	5%
		862,253	71,481	790,772					

LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM - ROUND 3 (Due by 30 June 2023)

Budget No	Project Name	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
72855	Glover Road (Williams Road to Germantown Road) - Construct and Seal	465,418	31,609	433,809	Yes	Sep-22	Jan-23	No	5%
72856	Buckland Park Road (Port Wakefield Road to Halstead Road West) - Construct and Seal	280,500	63,658	216,842	Yes	Jan-23	Apr-23	No	40%
		745,918	95,267	650,651					

LOCAL GOVERNMENT INFRASTRUCTURE PARTNERSHIP PROGRAM (DUE BY 31 DECEMBER 2023)

Budget No	Project Name	Total Budget	YTD Actual Spend	Available to Spend	Project Commenced (Y/N)	Estimated Project Start Date	Estimated Project Completion Date	Project Completed (Y/N)	Percentage of Completion
72806	Aerodrome Road (Hall Street to Farrelly Road)	650,000	647,115	2,885	Yes	Jul-22	Oct-22	Yes	100%
72807	Barabba Road (Redbanks Road to Mallala Road)	1,020,000	998,468	21,532	Yes	Jan-22	Aug-22	Yes	100%
72809	Middle Beach Road (End of Seal to Start of Seal)	2,390,000	115,683	2,274,317	No	Feb-23	Sep-23	No	0%
		<u>4,060,000</u>	<u>1,761,266</u>	<u>2,298,734</u>					

17 QUESTIONS ON NOTICE

Nil

18 QUESTIONS WITHOUT NOTICE

19 MOTIONS ON NOTICE

Nil

20 MOTIONS WITHOUT NOTICE

21 URGENT BUSINESS

22 CONFIDENTIAL ITEMS

22.1 TWO WELLS TOWN CENTRE - MARKET ENGAGEMENT

RECOMMENDATION

“that:

- 1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Council orders that all members of the public, except the Chief Executive Office, General Manager – Governance and Executive Office, General Manager – Development and Community, General Manager – Finance and Business, General Manager – Infrastructure and Environment, Manager Governance and Administration, Administration and Executive Support Officer / Minute Taker, Information Technology Officer, Administration Support Officer – Infrastructure and Environment, Mr Sean Keenihan of Norman Waterhouse Lawyers, Mr Ben Koop and Ms Ashlyn Shearer of Alinea Group and Mr David Powell of Powell & Co be excluded from attendance at the meeting of Council for Agenda Item 22.1 – *Two Wells Town Centre – Market Engagement*;**
- 2. Council is satisfied that pursuant to section 90(3)(b) of the *Local Government Act 1999*, Item 22.1 – *Two Wells Town Centre – Market Engagement* concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; 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 Agenda Item 22.1 – *Two Wells Town Centre – Market Engagement* in confidence under section 90(2) of the *Local Government Act 1999*, resolves that:-

- 1. The staff report and attachments 1, 2, 3 and 4 pertaining to Agenda Item 22.1 – *Two Wells Town Centre – Market Engagement*, remain confidential and not available for public inspection until further order of 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*, Council delegates the power to revoke this confidentiality order to the Chief Executive Officer.”**

22.2 SECTION 270 REVIEW - APPOINTMENT OF MEMBERS TO COUNCIL ASSESSMENT PANEL

RECOMMENDATION

“that:

- 1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Council orders that all members of the public, except the Chief Executive Officer, General Manager – Governance and Executive Office, General Manager – Development and Community, General Manager – Finance and Business, General Manager – Infrastructure and Environment, Manager Governance and Administration, Administration and Executive Support Officer / Minute Taker, Information Technology Officer and Administration Support Officer – Infrastructure and Environment be excluded from attendance at the meeting of Council for Agenda Item 22.2 – *Section 270 Review – Appointment of Members to Council Assessment Panel*;**
- 2. Council is satisfied that pursuant to sections 90(3)(a), 90(3)(g) and 90(3)(h) of the *Local Government Act 1999*, Item 22.2 – *Section 270 Review – Appointment of Members to Council Assessment Panel* concerns:**
 - a. information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person, being information about the suitability of various applicants for appointment as Independent Members of Council’s Assessment Panel; and**
 - b. matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty, being information/documents currently subject to a section 91 order of the Council; and**
 - c. legal advice, being Norman Waterhouse Lawyers’ assessment of the Section 270 Review; 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 Agenda Item 22.2 – *Section 270 Review – Appointment of Members to Council Assessment Panel* in confidence under sections 90(3)(a), 90(3)(g) and 90(3)(h) of the *Local Government Act 1999*, resolves that:-

- 1. The staff report and minutes pertaining to Agenda Item 22.2 – *Section 270 Review – Appointment of Members to Council Assessment Panel* , remain confidential and not available for public inspection until the Applicant has been notified of Council’s decision in relation to the review;**
- 2. Attachment 1 and Attachment 3 to Agenda Item 22.2 – *Section 270 Review – Appointment of Members to Council Assessment Panel* , 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.”**

22.3 AUSTRALIA DAY AWARDS 2023

RECOMMENDATION

“that:

- 1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Council orders that all members of the public, except the Chief Executive Officer, General Manager – Governance and Executive Office, General Manager – Development and Community, General Manager – Finance and Business, General Manager – Infrastructure and Environment, Manager Governance and Administration, Administration and Executive Support Officer / Minute Taker, Administration Support Officer – Infrastructure and Environment, Information Technology Officer and Manager Library and Community be excluded from attendance at the meeting of Council for Agenda Item 22.3 – *Australia Day Awards 2023*;**
- 2. Council is satisfied that pursuant to section 90(3)(o) of the *Local Government Act 1999*, Item 22.3 – *Australia Day Awards 2023* concerns information relating to a proposed award recipient before the presentation of the award; 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.”**

22.3 AUSTRALIA DAY AWARDS 2023**Record Number:** D22/55236**Author:** Manager Library and Community**Authoriser:** General Manager - Development and Community

- Attachments:**
1. Nomination - Citizen of the Year - Marie Tapscott [!\[\]\(7a8011739ec4e250e2f89a547d75fb0a_img.jpg\)](#) [!\[\]\(07dce76283bf618e2364d95ae0021e26_img.jpg\)](#)
 2. Nomination - Citizen of the Year - Jayne Tiller [!\[\]\(44ee86b940d3a0ca166486da8985875e_img.jpg\)](#) [!\[\]\(2262b99b3a4953f9b3dfd64b89c00d2e_img.jpg\)](#)
 3. Nomination - Citizen of the Year - Annette Halford [!\[\]\(72fd141c2b650e3974b4ac376f402874_img.jpg\)](#) [!\[\]\(2477f3a1e0e03bb543b1e7662e8cfcee_img.jpg\)](#)
 4. Nomination - Citizen of the Year - Joe Daniele and Jasmin Daniele [!\[\]\(b3585519a49e38e8d8527211b2b955fa_img.jpg\)](#) [!\[\]\(adbcc76182846c2ac4eb313487e4a2bb_img.jpg\)](#)
 5. Nomination - Citizen of the Year - Margaret Jenkin [!\[\]\(e44030763054d056f0c2076bb43543da_img.jpg\)](#) [!\[\]\(69fd8fc035f6423999c8bc336ddaacf7_img.jpg\)](#)
 6. Nomination - Young Citizen of the Year - Jamie Humphrys [!\[\]\(6a9cf1e556842e523644649bd85d3d25_img.jpg\)](#) [!\[\]\(4083627e3f79a04c0c7f38ba137b4c9d_img.jpg\)](#)
 7. Nomination - Community Event of the Year - Mallala Monument Centenary Celebrations [!\[\]\(73ec6ee9195e4849ae70603cfd4b136c_img.jpg\)](#) [!\[\]\(07685f16d3ee657bec65002c2e589a30_img.jpg\)](#)
 8. Nomination - Community Event of the Year - Two Wells Twinkling [!\[\]\(e0b7ccd4c07799569395d0ab2ff94559_img.jpg\)](#) [!\[\]\(ad6a69e4742b80dd889615dc90a5bce9_img.jpg\)](#)
 9. Nomination - Community Project of the Year - Dublin Cemetery Shelter [!\[\]\(baf8b7e9c0c4e692a9fffe5d773435c9_img.jpg\)](#) [!\[\]\(1ec848e620a41cad33b0a80af7546646_img.jpg\)](#)
 10. Nomination - Community Project of the Year - Mallala Football Clubrooms [!\[\]\(8abbd037145a06b24d5223d47ce33daf_img.jpg\)](#) [!\[\]\(0086a544eb001fe37381de03c0450c24_img.jpg\)](#)
 11. Australia Day Awards - Assessment and Matrix Forms [!\[\]\(87a73380a48d122cb3ef6da419ef0ea6_img.jpg\)](#) [!\[\]\(803dee0eccc05c0ca9461dfd0d997971_img.jpg\)](#)

EXECUTIVE SUMMARY

The Australia Day Awards are presented annually to local citizens and community groups that have made outstanding contributions to the community.

The *Australia Day Council* offers three awards to recognise persons and community groups that have made a significant contribution:

- Citizen of the Year, awarded to the most outstanding Citizen for the Adelaide Plains Council (APC) region;
- Young Citizen of the Year, awarded to the most outstanding Young Citizen (aged 18-30 years) for the APC region;
- Community Event of the Year, awarded to the person or group who has co-ordinated the most outstanding community event during the past year in the APC region.

Local government authorities may also offer their own Awards to reflect other achievements in their community. Adelaide Plains Council offers two additional award categories:

- Community Group of the Year, awarded to the group who has made a significant or beneficial contribution to the APC area and/or the community during the past year;
- Community Project of the Year, awarded for projects held entirely or predominantly in the APC region in the past year and organised with the assistance of one or more community groups/members.

This year Council has received nominations for four of the five award categories.

Council Members are required to determine the successful recipients of the Australia Day Awards for 2023. These recipients will receive their Award from the Mayor (or his delegate) on 26 January 2023 at the Australia Day Event to be held in Mallala Football Clubroom.

RECOMMENDATION 1

“that Council, having considered Item 22.3 – *Australia Day Awards 2023*, dated 19 December 2022, receives and notes the report.”

RECOMMENDATION 2

“that Council, having considered Item 22.3 – *Australia Day Awards 2023*, dated 19 December 2022, determines _____ as the recipient of the Citizen of the Year Award.”

RECOMMENDATION 3

“that Council, having considered Item 22.3 – *Australia Day Awards 2023*, dated 19 December 2022, determines _____ as the recipient of the Young Citizen of the Year Award.”

RECOMMENDATION 4

“that Council, having considered Item 22.3 – *Australia Day Awards 2023*, dated 19 December 2022, determines _____ as the recipient of the Community Event of the Year Award.”

RECOMMENDATION 5

“that Council, having considered Item 22.3 – *Australia Day Awards 2023*, dated 19 December 2022, determines _____ as the recipient of the Community Project of the Year Award.”

BUDGET IMPACT

Estimated Cost:	Budgeted cost associated with Australia Day celebrations including advertising and catered breakfast – up to \$4,500.00
Future ongoing operating costs:	Nil
Is this Budgeted?	Yes

RISK ASSESSMENT

Members to ensure that applications are fairly assessed based on the *Australia Day Council's* selection criteria. These criteria are detailed in the ‘Discussion’ section of this report to assist Members.

An Assessment Form and Matrix has been provided – **Attachment 11** – to assist Members with their determinations. Please note that the comments and scoring are the Manager Library and Community's interpretation only. In particular, the quality of nominations for the Citizen of the Year Award were of a very high standard, and it was difficult to determine a clear winner. Members are able to decide on joint winners, if they wish to do so.

Members can also elect to 'score' applications prior to the December 2022 Ordinary Council meeting.

RELEASED FROM CONFIDENCE

DETAILED REPORT

Purpose

To provide Council Members with the nominations for the various *2023 Australia Day Awards*, in order to evaluate and determine the successful recipients.

Background

The *Australia Day Awards* are presented annually to local citizens and groups that have made outstanding contributions to the community. The *Awards* are coordinated across the State by the *Australia Day Council of South Australia*, but are administered and determined by local government authorities. The successful nominees are notified by the Mayor/Chief Executive Officer (or his delegate) and receive their Awards at Council's *Australia Day Ceremony*.

Discussion

The *Australia Day Awards* are open to both individuals and groups that have:

- made a noteworthy contribution to the Adelaide Plains Council region on a voluntary basis; or
- have given an outstanding contribution exceeding their normal employment duties during the current year; and/or
- provided significant service to the local community over a number of years.

The *Awards* are open to all residents of the Adelaide Plains Council, although contributions made to our community by non-residents will also be considered. Persons or groups who were previously nominated, but were unsuccessful, may also renominate.

Nominations for the *2023 Australia Day Awards* opened on Friday 1 October 2022 and officially closed on Friday 25 November 2022.

Hard copy nomination forms could be collected from the Mallala Principal Office, Two Wells Service Centre and the Two Wells Library. Forms could also be downloaded from the Council website, and online nominations were accepted via the *Australia Day Council* website.

Advertisements were placed in the *Plains Producer* and *Two Wells Echo*. Community service staff also emailed local community and recreation/sporting groups advising nominations for the annual *Australia Day Awards* were being sought, with the nomination form attached. The *Library Facebook* page also promoted the *2023 Australia Day Awards*.

The *Australia Day Council's "Guidance and Criteria for Local Authorities"* states:

- *in choosing the recipients of the Awards, regard is given to the nominee's achievement in the year immediately prior to receiving the awards, as well as their past achievements and ongoing contribution to the community.*
- *an individual need only be nominated once to be considered. The number of nominations received per nominee bears no weight in the selection.*

This document also provides selection criteria for the *Awards*.

The selection criteria for *Citizen of the Year* and *Young Citizen of the Year* are:

- significant contribution to the community
- an inspirational role model for the Australian community
- the scope of impact the individual's contribution has on the local government area.

The selection criteria for *Community Event of the Year* are:

- quality of the event
- scope of impact the event had on the local government area
- contribution of the event to the community.

The above criteria can also apply and extend to Council's category of *Community Project of the Year*.

For the 2023 Australia Day Awards Council received:

Citizen of the Year – five nominations

Awarded to the most outstanding Citizen for the Adelaide Plains Council region.

Young Citizen of the Year – one nomination

Awarded to the most outstanding Young Citizen for the Adelaide Plains Council region.

Community Event of the Year – two nominations

Awarded to the person or group who has staged the most outstanding community event during the past year in the Adelaide Plains Council region.

Community Group of the Year – no nominations

Awarded to the group who have made a significant or beneficial contribution to the Adelaide Plains Council area and/or the community during the past year.

Community Project of the Year – two nominations

Awarded for projects held entirely or predominantly in the Adelaide Plains Council region in the past year and organised with the assistance of one or more community groups/members.

One of the nominations received for the Community Project of the Year had insufficient information for the Manager Library and Community to assess. The person who submitted the nomination was requested by email to provide further details on 4 November 2022 but no additional information was received. Members are required to make a judgement based on the information provided by the nominee, i.e. contained in the application form.

After Council Members have made their decisions regarding the successful Award winners, the Chief Executive Officer will contact the successful candidates to duly inform them. Staff will also notify all nominators and encourage those whose applications were unsuccessful to consider resubmitting their application for the 2024 Australia Day Awards.

Conclusion

According to the *Australia Day Council* criteria, all nominations submitted to Council meet the eligibility criteria. A decision can therefore be made to determine the following Awards:

- *Citizen of the Year*
- *Young Citizen of the Year*
- *Community Event of the Year*
- *Community Project of the Year*

ReferencesLegislation

Corporations Act 2001

Local Government Act 1999

Public Governance, Performance and Accountability Act 2013

Australia Day – Citizen of the Year Awards – Guidance and criteria for Local Government Authorities

Council Policies/Plans

Strategic Plan 2021-2024

RECOMMENDATION

“that Council, having considered the matter of Agenda Item 22.3 – *Australia Day Awards 2023* in confidence under sections 90(3)(o) of the *Local Government Act 1999*, resolves that:-

- 1. The staff report and the minutes pertaining to Agenda Item 22.3 – *Australia Day Awards 2023*, remain confidential and not available for public inspection until all award recipients have been notified of Council’s decisions;**
- 2. Attachments 1-11 pertaining to Agenda Item 22.3 – *Australia Day Awards 2023* 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.”**

22.4 ORGANISATION REVIEW AND PROPOSED RESTRUCTURE

RECOMMENDATION

“that:

- 1. Pursuant to section 90(2) of the *Local Government Act 1999*, the Council orders that all members of the public, except the Chief Executive Officer be excluded from attendance at the meeting of Council for Agenda Item 22.4 – *Organisation Review and Proposed Restructure*;**
- 2. Council is satisfied that pursuant to section 90(3)(a) of the *Local Government Act 1999*, Item 22.4 – *Organisation Review and Proposed Restructure* concerns information of a confidential nature, the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person; 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 Agenda Item 22.4 – *Organisation Review and Proposed Restructure* in confidence under section 90(3)(a) of the *Local Government Act 1999*, resolves that:-

- 1. The staff report pertaining to Agenda Item 22.4 – *Organisation Review and Proposed Restructure*, 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.”**

23 CLOSURE