



**MOUNT BARKER  
DISTRICT COUNCIL**

**NOTICE OF MEETING**

Pursuant to Section 83 of the Local Government Act 1999 notice is hereby given that the following meeting will be held in the Laratinga Pavilion, Environmental Services Centre, 100 Springs Road, Mount Barker on Monday 3 May 2021.

7.00 pm

Council Meeting

A. Stuart  
**CHIEF EXECUTIVE OFFICER**

29 April 2021



**ORDER OF BUSINESS**

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- 12.8 Strategic Planning and Development Policy Committee (Temporary Establishment) ..... 136**  
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1. **COUNCIL OPENING**  
**EXPRESSION OF FAITH**  
**ACKNOWLEDGEMENT OF COUNTRY**
- 1.1 **Leave of Absence**
- 1.2 **Apologies**
2. **QUESTIONS FROM THE GALLERY (15 MINUTES)**
3. **CONFIRMATION OF MINUTES**
  - 3.1 **Recommendation**

That the minutes of the meeting held on 6 April 2021 as circulated to members be confirmed as a true and accurate record of proceedings.
4. **CONFLICT OF INTEREST DECLARATION**

Council Members are reminded of the requirements for disclosure by Members of material, actual or perceived conflicts of interest in relation to items listed for consideration on the agenda.
5. **DEPUTATIONS**
  - 5.1 **Hahndorf Community Association – Malcolm Kentish**
  - 5.2 **Echunga Community Association – Lyn Wells, Sheila Kavanagh, Jacki Eads**

**6. QUESTIONS ON NOTICE**

- 6.1**      **TITLE:**                      **WILAND STREET, MOUNT BARKER SIGNIFICANT TREES**  
             **DATE:**                        **3 MAY 2021**  
             **FILE NUMBER:**        **DOC/21/56148**

*Background provided by Councillor Bailey*

At all times our council planners have advised that trees of such revered age and stature are designated to be left in council reserves, roundabouts, in cul-de-sac reserves, or as part of a water reserve. Our Council Strategic Policy values mature (and indeed significant) trees and seeks to protect them wherever possible, especially with regard to increasing the 'Green Canopy' in our Council area. In particular, with regard to the CBD and surrounding immediate suburbs of Mount Barker, which has been greatly impacted by housing and road development and necessitated the removal of hundreds of mature trees. How can this be remedied?

One of the allotments already contains a dwelling, the other allotment is for sale despite the incongruity of placement of any dwelling near a tree of such immense proportions. Common sense would dictate otherwise? Is it too late to withdraw this allotment from sale and ensure a secure future for this pre-settlement tree for another century or more? The value of either one of the giant eucalypts greatly exceeds the value of the existing dwelling on one of the allotments.

*Questions asked by Councillor Bailey:*

1. Why have two pre-settlement eucalypts, aged between 200-300 years, part of the Fenlow property, and which I personally drew attention of Council to prior to subdivision in this area, now found themselves on allotments at the end of Wiland Street, which is near the intersection of Victoria and Wellington Roads? It is clear to any observer that neither of these iconic Bluegums (or Redgums) can fit sensibly alongside or even sharing an allotment of the size permitted in this cul-de-sac and the trees should have been left in a nature reserve which served the high density housing in this area.
2. If our policies ensure that iconic trees are retained in road reserves, how has this happened? What is to be the fate of these trees?

**Councillor Carol Bailey**  
1 April 2021

**Officer Response:**

The allotments in question were created as result of a land division approved by Council in 2005. At that time significant tree legislation under the Development Act (1993) did not apply in the Mount Barker Council Area. As was commonly the case during this time, Council's Planners in the assessment and approval of the land division application established a Land Management Agreement (LMA) which applies over the land.

The LMA restricts the developable area on each of the subject allotments to ensure that the owner shall not cause, suffer or permit to be erected any dwelling, outbuilding or water tank outside a building envelope established. The building envelopes were determined at that time to be of a sufficient size to accommodate a dwelling outside of the tree protection zone. The LMA also requires that the trees in question be protected and retained on site unless otherwise approved in writing by Council or as directed by the Country Fire Service.

Staff have reviewed the title and I can confirm that the LMA is registered on the current title and still applies. The trees are therefore protected and will remain so unless Council agrees to amend the LMA in writing. Given the allotment was determined to be a suitable size to accommodate a dwelling, Staff consider there would be no merit to waive the obligations of the existing LMA.

Marc Voortman  
General Manager, Planning and Development

- 6.2**
- |                     |   |
|---------------------|---|
| <b>TITLE:</b>       | <b>TOWNSHIP PLANS – REPORTING ON PROGRESS OF IMPLEMENTATION</b> |
| <b>DATE:</b>        | <b>3 MAY 2021</b>   |
| <b>FILE NUMBER:</b> | <b>DOC/21/64271</b>   |

*Background provided by Councillor Minett*

Three Community Associations in the South Ward have raised concerns with me about the progress in delivery of the township plans. Community Associations from all three townships in the South Ward are pleased that Council has developed Township Plans in the last couple of years for each of the townships and are keen to see these implemented.

There are concerns though in regards to what the timing of the delivery of the actions in the townships plans will be.

It is recognised that Council rates provide shared, and valued district-wide services, as well as location specific infrastructure and services.

It is difficult for interested citizens to identify the Council expenditure in their local area if it is not specifically described in the Annual Business Plan and Budget. It may be that there needs to be improved communication about where, and when, projects will be delivered in the townships, as well as to demonstrate commitment to the delivery of Township Plans.

*Question asked by Councillor Minett:*

1. When was the last time Council were provided with an update on the implementation of the township plans?
2. How can members of the community access information as to what projects will be delivered in the financial year?
3. What is the mechanism for active organisations in the townships to provide input and receive feedback on how priorities and timing of actions may change?

**Councillor Minett**

23 April 2021

**Officer Response:**

1. An update on each individual township plan was last provided to Council at the 7 December 2020 meeting as an information report.  
A report providing an update on the Townships lead strategy is prepared for Council annually. Individual project updates are also provided to Council as necessary.

2. Council prepares an Annual Business Plan and Budget, which includes summaries and detail of projects, which are included in the budget for the given year. Further Capital Works Projects are also graphically presented via Councils online mapping software a link to last year's projects can be found at:  
<https://maps.mountbarker.sa.gov.au/connect/analyst/mobile/#/main?mapcfg=Council%20Infrastructure%20Projects>

A link to the projects included in the Draft 2021/22 Annual Business Plan and Budget will be included on the Public consultation Yoursay website.

3. Active community groups can engage directly with Council staff regarding the implementation of their relevant Township Plan, with each Plan having a designated staff member available to assist. In addition, the Annual Business Plan and Budget presents a further opportunity for community to engage with Council around the funding and progress of actions out of their Township Plan. Council will aim to review each Township Plan every three years (or as required) to confirm what actions are complete and whether the priority of those outstanding, needs any further refinement or adjustment based on competing or changing community priorities.

Marc Voortman  
General Manager Planning and Development

**6.3**                      **TITLE:**                      **KEITH STEPHENSON PARK PLAYGROUND**  
**DATE:**                      **3 MAY 2021**  
**FILE NUMBER:**                      **DOC/21/65277**

*Background provided by Councillor Jones:*

Safety of the young users of Keith Stephenson Park playground is a concern to many community members. As a result of this concern, I submitted a request for a fence to be installed as part of the 2021/22 Annual Business Plan budget process which was declined.

*Question asked by Councillor Jones:*

Please advise why the advice of administration is that a safety fence surrounding the Keith Stephenson Park Playground is deemed not necessary.

**Councillor Jones**

27 April 2021

**Officer Response:**

Council is currently updating its Open Space Strategy which, amongst other matters, will provide guidance as to when playgrounds should be fenced. This strategy is due to be released for community consultation in the first quarter of 2021/22.

The Adelaide Rd and Keith Stephenson Park (KSP) Master Plan report (2010) desires that fencing not be provided and states:

*Locate and design the playground and surroundings so that fencing is not required.*

The utilisation of the KSP playground has undoubtedly increased since this time and the demographics of the district have changed.

Previous draft strategies developed internally have recommended that playgrounds be assessed individually to consider if fencing (enclosed or partial) is required to address risk issues.

A risk based approach has been adopted to the fencing of the KSP playground and Council officers have undertaken a formal risk assessment of the site on 17 March 2021. Some key observations include:

- The play space currently has partial fencing and is not fully enclosed.
- A barrier fence (28m) currently exists on the trail (creek side) of the play space, preventing users from running directly onto the trail or into the steep creek channel.
- The distance from the playground to Adelaide Rd is over 90 metres and Flaxley Rd is around 75 metres and therefore considered a low risk.



Staff's recommendation to Council is that the actions arising from the risk assessment do not support fully enclosing the playground with fencing. Rather they recommend the following to further improve the safety of users:

- The existing fence is extended to the north by 14 metres along the edge of the climber soft fall.
- The existing fence is extended to the south by 16 metres.
- A new garden bed is established to form an additional barrier to the trail and minimise the visual impact of the fence.

These works will be undertaken by Council staff utilising existing playground maintenance budgets during 2021/22.

Phillip Burton  
General Manager Infrastructure

**7. QUESTIONS WITHOUT NOTICE – COUNCILLORS**

**8. MOTIONS ON NOTICE**

**8.1 TITLE: ADELAIDE FESTIVAL SPONSORSHIP AND FUNDING**  
**DATE: 3 MAY 2021**  
**FILE: DOC/21/64466**

Motion

I move that that this Council not support the planned \$20,000 MBDC corporate sponsorship of the Adelaide Festival and this Council not support the planned \$50,000 for a MBDC contribution for an Adelaide Festival event to be held in or around Mount Barker.

**Councillor David Leach**

3 May 2021

Supporting Statement (provided by Councillor Leach)

I intend to bring on a motion on notice to the effect of removing the \$20k Adelaide Festival Corporate Sponsorship and removing the \$50k contribution to an Adelaide Festival event that is currently proposed in the 21/22 preliminary budget discussions. We face a \$700k cash shortfall under the current preliminary draft budget and this \$70k saving will ameliorate part of that.

**Officer Comment**

Agenda item 12.2 of this meeting's agenda is seeking endorsement of the draft Annual Business Plan and Budget for community feedback.

Given Council will be seeking feedback from the public on the draft Annual Business Plan, Rating Policy and Budget, this motion if successful, would procedurally pre-empt and preclude community views on this initiative.

If this motion is supported, no changes will be made to item 12.2 and instead the proposed amendment to the draft Annual Business Plan and Budget will be considered at the same time that Council considers submissions from the community as part of the Annual Business Plan public consultation process (July Council Meeting).

The \$20k Adelaide Festival Corporate Sponsorship and \$50k for the Tourism Development Significant Event Proposal are included in the Draft Annual Business Plan, Budget and Rating Policy 2021/22, which is to be considered as a separate agenda item (12.2) at this Council meeting for endorsement for public consultation on the draft.

It should be noted that the \$0.7m cash shortfall referenced in this motion is based on the proposed Council budget (i.e. excluding the impact of Wastewater and Recycled Water) as presented to Council Members at the

informal briefing on 6 April 2021. The draft Annual Business Plan and Budget has been revised and the comparative number is \$0.3m.

The Adelaide Festival sponsorship plays an important part of developing the tourism product of the District and helps the region build its reputation as a world-class destination. The marketing partnership between Council and the Adelaide Festival contributes to this through adding value to regional experiences, leveraging private and public assets as performance venues and highlighting the scenic and aesthetic qualities of the surrounding landscape and townships.

In March this year, Adelaide Festival made a deputation to Council, in response to ongoing discussions with staff about the value of the partnership. In response to previous Council Member feedback the Adelaide Festival was asked to consider how they might be able to increase the focus on engaging a younger, and family demographic, and also provide more arts activity in the Mount Barker region.

Since the deputation, and in response to feedback received, further programming work has been undertaken and a preferred event progressed as the potential project to be held in the Mount Barker region in 2022. As the programming is still to be finalised, the event is confidential at this stage, however the following details can be revealed;

- The event will likely operate for a full week (7 days) of AF2022 in the Mount Barker region for a minimum of 16 sessions over the week, with 100 capacity per session.
- It is anticipated there will be a ticketed attendance capacity of at least 1,600 people.
- The direct attendance to Mount Barker will be more than double that of what Adelaide Festival currently sends to the region through the Chamber Landscapes program at UKARIA.
- Staff have been informed by the Adelaide Festival team that the event will also likely double the current economic expenditure in the region – an estimated additional \$280,000 spend in the region is predicted bringing the combined expenditure from the 2 events to over \$500,000 (estimated).
- Taking into account the region's economic expenditure generated by Chamber Landscapes, the combined economic expenditure for these two programmes would be a 9:1 return on the Sponsorship contribution.

The Adelaide Festival have indicated the cost to deliver events of this nature is around \$300,000. This provides an indication of the cost of programming internationally-renowned, high-calibre interactive events, and equally, what it would actually cost Council to undertake such activity separate from the Adelaide Festival.

In addition to the two events, the Adelaide Festival staff have offered their advice and expertise to Council in progressing its arts development and programming, including the potential for community 'grass roots' level workshops and mentoring.

Recent economic forecasting work undertaken by Council staff shows that the district underperforms in terms of local jobs in the creative industries, compared to other Councils. Investing in the arts via the Adelaide Festival is one way that Council can help realise the potential to develop this sector.

The Adelaide Festival partnership provides an opportunity for Council to invest in two world-class arts and entertainment events, support tourism and economic development and the development of the arts and entertainment sector.

Marc Voortman  
General Manager Planning and Development

- 8.2**            **TITLE:    REGIONAL AQUATIC AND WELLNESS CENTRE**  
                  **DATE:    3 MAY 2021**  
                  **FILE:    DOC/21/64799**

Motion

I move that:

1. The Chief Executive Officer present at report to Council, including an update business case for the proposed Regional Aquatic and Wellness Centre. This report should provide a capital and ongoing cost comparison of the following options (including references of how the estimates were determined):
  - Indoor 25m pool and warm-water therapy pool
  - Indoor 50m pool and warm-water therapy pool
  - Indoor 25m pool, warm-water therapy pool and 50m outdoor pool
2. An Aquatic Advisory Group be established to provide assistance, advice and consultation to Council in relation to the Aquatic and Wellness Centre, to be supported by the nominated Project Manager. The terms of reference, membership formation and structure to be recommended to Council within three months.
3. A report investigating various governance and management models, including information pertaining to other similar facilities, including comparison between independently managed and out-sourced.

**Councillor Samantha Jones**

3 May 2021

Supporting Statement (provided by Councillor Jones)

The Regional Aquatic and Leisure Centre Update provided at the 6 April 2021 Council meeting stated that the next phase of the project will commence – being further design review/development and revision of the business case.

During community consultation in 2019, the desire for a 50m indoor pool and warm water therapy pool in stage one was clear. Since the announcement of further grant funding, many in the community are asking why detailed design is progressing with the model of a 25m indoor pool in stage one when Council has not received an updated business case to confirm this model is the most appropriate for our growing population.

Before the design can be further developed, Council and the community need to be clear on what we are building and why this decision was made. As the significant population growth within Mount Barker remains a key driver for the feasibility of the proposed facility, this needs to be at the core of our decision making in all stages.

To inform and assist the design process, the formation of a user-based Aquatic Advisory Group will ensure that the facility is fit-for-purpose, essentially many purposes expected of such a facility. Staff recommendations of the membership and formation of this group will be welcomed. As a suggestion, for broad community representation, the following may be included:

- Elected Member
- Youth Representative
- Swimming SA Nominated Representative
- Competitive Swimming Club Representative
- Disability/Inclusion Representative
- Aquatic Program Operator
- Ageing Well Presentative
- Recreational User with Young Children

Prior to the design of the then named Regional Sports Hub, a reference group was formed. As the group did not represent a broad range of users, some important issues and requirements were missed during the design stage. By involving relevant user representation during the design process of the aquatic facility, this may reduce further design variation costs to ratepayers in the future and ensure the facility can cater for the needs of the community.

The Information Report presented on 6 April 2021 stated that engagement with facility operators will commence to assess a preferred governance and management model. To ensure an unbiased view, Council should also engage with similar facilities which are internally managed either by Council or the community. Reviewing the benefits and disadvantages of all models will allow Council to make informed decisions going forward.

The motions I have put on notice may pre-empt information that Council Administration already has available and/or is preparing. Supporting this request will ensure that the questions being asked in the community are answered and transparent.

#### Officer Comment

Council has now secured sufficient external grant funding to progress through the next phase of detailed planning and design for the Regional Aquatic and Leisure Centre. This work must progress with expediency given the timeframes associated with satisfying conditions of both the Federal and State Government funding deeds.

As outlined in the April, 2021 Agenda Item 13.2 to Council, this next phase will include several key pieces of work and decisions of Council.

These include:

- Updating of current business case
- Review of the detailed concept design
- Facility operator engagement to help inform preferred management model options

In parallel with the above, staff are researching and taking advice on the project delivery and governance methodology. A community reference group is being considered as part of this structure, recognising the value they can provide through the various phases of design development, through to construction and then preparations for operations.

In order to ensure transparency in decision-making and to provide confidence to community that key options are and have been explored, the design and business case review will look into a number of scenarios in greater detail and synthesise this with previous work undertaken. This will assist in confirming the staged approach to the delivery, most importantly, what will be within Stage 1. Warren Green (Warren Green Consulting), who has considerable and contemporary experience in this field, has been engaged to undertake this work. Key areas of scope review will include the updated construction and operating costs/revenue of:

- Indoor 25m pool v indoor 50m pool
- Indoor 25m pool and outdoor 50m pool
- Small v large waterslides to compliment indoor water play
- Indoor sports court/gymnasium

In addition to the above, further information on the viability of the inclusion of a warm water therapy pool will be provided to Council to aid in their final decision making around the facilities scope.

Recommendations regarding facility scope and operational viability will be provided to Council to enable decision-making and then progression through to the more detailed design and construction phases of the project.

Luke Gray  
Manager Strategic Projects and Economic Development



**9. MOTIONS WITHOUT NOTICE**

*For*

- *requesting a report*
- *a simple matter with minor impact*
- *an urgent matter that without consideration by Council would result in a detriment to Council*

**10. PETITIONS**

NIL

**11. RECOMMENDATIONS FROM COMMITTEES****11.1 Community Grants Assessment Committee Meeting 8 April 2021**

The recommendations of the Community Grants Assessment Committee are provided below for consideration by Council:

**11.1.1 REPORT TITLE: DISCRETIONARY REBATES**  
**FILE NUMBER: DOC/21/45693**

**Recommendation**

That the following applications, being land used by an organisation which, in the opinion of the Council, meets criteria under Section 166 of the *Local Government Act 1999*, it therefore approves rebate of the rates, tabled below, levied on the property (not including the service charges). The rebate will be granted for a three year period unless the entitlement to the rebate of rates ceases or no longer applies.

The following rebate will commence and be effective from 1 July 2021:

<b>Applicant</b>	<b>Property Description</b>	<b>Amount of Rebate (\$)</b>	<b>%</b>
SA Country Women's Association	8 Mann St, Mt Barker	\$809.37	100
RSL - Mount Barker	1/23 Hutchinson St, Mt Barker	\$1,759.58	100
Mount Barker Community Child Care Centre	4 Bartram St, Mt Barker	\$3,035.28	100
Nairne Market - Incorporated)	94 Princess Highway, Nairne	\$1,495.65	100
Hahndorf Academy Incorporated	66-70 Mount Barker Rd, Hahndorf	\$5,195.89	100
Hahndorf Academy Incorporated	2A Balhannah Rd, Hahndorf	\$3,224.08	100
Echunga Memorial Institute Inc.	23 Adelaide Rd, Echunga	\$1,551.10	100
Echunga Institute Inc. - Carpark	25 Adelaide Rd, Echunga	\$255.67	100
Wait Division Residence Association	Lot 36, Leedham Ct, Macclesfield	\$770.10	100
Wistow Hall Association	Lot 3/Sec 2884 Wellington Rd, Wistow	\$1,011.76	100
Australian Railway Historical Society - Steamranger	Lot 130+ Railway Place, Mt Barker	\$3,563.16	100
Australian Railway Historical Society - Steamranger	Lot 3 Railway Place, Mount barker	\$611.46	100
<b>TOTAL</b>		<b>\$23,283.10</b>	

**11.1.2 REPORT TITLE: COMMUNITY GRANTS 2020/2021 ROUND 1 AND ENVIRONMENTAL GRANTS 2020/2021**  
**FILE NUMBER: DOC/21/41317**

**Recommendation**

1. That \$2,500 be allocated to the Mt Barker Community Centre to refurbish ex Council IT equipment and once restored this equipment will be distributed to community groups and/or disengaged youth requiring IT equipment.
2. That the following community and environmental grants be allocated as determined below:

**2.1 Successful Community Grant Applications**

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation / refusal	Amount Granted
CG00171	Mount Barker District Concert Band Inc	Pitched percussion instrument purchase	We are seeking funding to assist with the purchase of a multi-purpose pitched percussion instrument to allow the band to offer additional playing opportunities and further enhance the quality of our performances. Pitched percussion instruments include timpani, vibraphone, glockenspiel and chimes etc. Many of these instruments are very expensive (a set of timpani for example would cost in the region of \$8,000.00 alone) and also come with storage, handling and transport issues. We are proposing to purchase an electronic mallet percussion instrument (specifically a malletKAT Pro) that will provide all of these sounds along with many others in the one unit. It will have a hard case allowing for safe storage and transport and is robust enough to be taken to performances away from our rehearsal space. While most band members have their own instruments, due to their cost and size pitched percussion instruments are generally provided by the ensemble.	\$2,000.00	\$5,099.00	Supported	\$2,000.00
CG00172	Kiwanis Club of the Adelaide Hills - Kiwanis Book Shop	Purchase of a Defibrillator	The Kiwanis Book Shop since inception in March 2018 has been a popular venue for people of all ages particularly older people who love the "old" book shop ambience. 150-200 customers visit the Book Shop every week. On the roster of 25 volunteers all but 3-4 are over the age of 60 with most over 70 years. Consistent with our responsibility to do all we can to ensure our volunteers and customers are safe and have access to urgent medical help if required, we wish to apply for a grant of	\$2,000.00	\$2,000.00	Council to purchase a defibrillator for them as part of Summit Sport and Recreation Park bulk purchasing to reduce cost. The unit is to be mounted outside for	\$1,000.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation /refusal	Amount Granted
			\$2,000 to purchase a Defibrillator. Refer: <a href="https://stjohnwa.com.au/first-aid-kits-and-supplies/defibrillators/details/0021?show=12">https://stjohnwa.com.au/first-aid-kits-and-supplies/defibrillators/details/0021?show=12</a>			wider community use.	
CG00173	Prospect Hill Uniting Church	Restoring Stonework of our Historical Church Building	Members of the Prospect Hill Church are seeking funds to contribute to the replacing and re-pointing of the stonework on the rear end of the Prospect Hill Church building. This grant will help fund the required works to maintain the integrity of our historical building that stands as a prominent location within the Prospect Hill community. The Church provides a location where events can be held and many different services are carried out and are attended by the community. Restoring the stonework is imperative work to enable this building to continue to stand proud in the community and help to maintain its historical presence in the district. The buildings' 150 year Anniversary will also be held in 2023 and it is hoped that the building be restored before this event.	\$2,500.00	\$4,850.00	Supported	\$2,500.00
CG00174	Prospect Hill Scout Group	New Gutters	The gutters on one side of the hall have rusted and need to be replaced including leaf guard. Prospect Hill Scout Hall is totally reliant on rainwater for water supply, it is critical that we maintain a clean and safe supply of rainwater for our water supply. This assists us in maintaining our facilities for community use. Reinforces our commitment to our community and demonstrates social responsibility to our members.	\$1,864.50	\$1,864.50	Supported	\$1,864.50
CG00175	Mount Barker High School- Adelaide Hills Vocational College	Entrepreneurial Enterprise	The Adelaide Hills Vocational College caters for young people who have disengaged from mainstream schooling. The students are addressing multiple complex barriers including mental health, poverty, homelessness and drugs and alcohol issues. Whilst the school successfully engages young people with learning we have recognised an issue when our students transition from education into the workforce. As a result, we wish to develop employability and entrepreneurial skills within our students to ensure a successful transition into productive community members. This project would focus on the individuals' skills to produce saleable products to support long term financial security. The items will appeal to a broad mainstream audience, using techniques to maximise selling power. The aim is that young people could establish	\$2,500.00	\$2,500.00	Like to see the program incorporate how you raise funds to start an enterprise.	\$2,500.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation / refusal	Amount Granted
			their own successful small business either online, at Revamp or at local markets to develop skills and confidence in their future.				
CG00176	The Wallabeats (Hills Youth Thongaphone Ensemble)	Thongaphone & Marimba Workshops for school aged children	The Wallabeats committee, local professional musician Max Tulysewski and local artist Tony Hannan will provide public percussion and instrument making workshops for school aged children from diverse cultural and socio-economic backgrounds during the July School holidays. We anticipate some students may then join our ensemble for performances at the Callington Show and Hahndorf Lantern Festival and elsewhere later in 2021.	\$1,500.00	\$2,080.00	Supported	\$1,500.00
CG00177	Echunga Community Association	"Picnic Time in the Park"	ECA is seeking funding for the ongoing development of our first designated Community Park. ECA has to date spent over \$25,000' in kind work' kicking this big project off with outstanding results in under 6 months. ECA wishes to install 2 hardwood picnic tables and seats on concrete plinths under 2 beautiful shady Ash trees with some large sandstone seating wallers for additional natural seating in appropriate locations throughout this beautiful natural Echunga space. We will have the tables made by Macclesfield Men's Shed, install the tables as per council specifications and have the rocks delivered and installed on site by Mount Barker Landscaping at cost. The community and local groups will use the tables and seating stones for social connection, education and healthy activity. It will encourage tourists to spend time here and see a peaceful slice of a natural environment complete with revegetated and rehabilitated Echunga Creek.	\$3,800.00	\$8,800.00	Requires integrated planning with Council staff to ensure the furniture complies with regulations and future maintenance requirements.	\$2,500.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation /refusal	Amount Granted
CG00178	Mount Barker Scout Group	Mount Barker Scouts - Green Space Irrigation Program	The Mount Barker Scout Hall is utilised by four Scout units - Joeys, Cubs, Scouts and Venturers. An integral part of scouting activities is to play team games, these help to build social skills, team playing skills and build confidence. Currently some games are played inside the hall but the space is limited, and the acoustics in the hall are very difficult for some children with sensory difficulties to cope with. A large outdoor green space with a barren garden bed is available next to the Scout Hall which is partially grass and weeds, and partially bare earth. The request for funding is for the purchase of an irrigation system so that these outdoor spaces can be improved and utilised by all members of the groups for playing games, planning projects for badges, and other outdoor activities. The project meets Mount Barker Council Community Plan criteria CW1.1 and CW1.4	\$620.88	\$1,810.88	Supported	\$620.88
CG00181	Dunn Memorial Uniting Church Mount Barker	Laundry Facility for Emergency Shelter Room	Dunn Memorial Uniting supports people who find themselves homeless by providing a Shelter Room that is free of charge and operated by volunteers. We want to enhance facilities available to the volunteers and people who access this space by providing a laundry facility and new mattress. We believe this will assist in decreasing the work load and personal cost for our mostly elderly volunteers who are currently taking linen and clothes from the space home to launder. It will also provide access to those utilising the room to facilities to clean their own items. Having the freedom to clean and dry your own clothes in a supportive environment can assist people to reconnect with others, rebuild self-esteem, increase life skills and assist in accessing other parts of community life such as applying for a job or attending a service or group that they may otherwise not feel able to attend.	\$2,500.00	\$3,120.00	Council staff to investigate if a second hand mattress is suitable. Recommend to enquire about discounts/cheaper options.	\$2,500.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation / refusal	Amount Granted
CG00182	Mount Barker Family House Inc	Community Ukulele Group	The community ukulele group will meet at mount barker community centre on a weekly basis. Anyone is welcome to join the group and have a go. There will occasionally be a teacher engaged to provide some guidance to those who need it. Ukuleles will be available for use and can be borrowed for a period of four weeks at a time so that people can practice at home. At two initial come and try ukulele sessions held at the community centre in February there was a group of 12 enthusiastic members present. They are keen to continue to meet at the community centre and new members will be welcome. Other ukulele programs in the community are prohibitive in cost. This community program will be accessible to all, with entry by gold coin donation. With access to ukuleles to borrow for free, the program will be even more accessible to all.	\$3,024.25	\$3,024.25	Part funding	\$2,500.00
CG00183	Mount Barker Family House Inc	Brukung Hall Air Conditioner Replacement	Brukung hall is under the management of mount barker community centre. There are two split system air conditioners at the hall but since early 2020, one of these systems has not been working. We are requesting funds to replace the broken air conditioning system. As per attached email, the facilities manager from council has informed the community centre that it is the community centre's responsibility to fix the system however due to lack of funds and being a not for profit organisation, there are no funds available to do this work. Mount Barker Community Centre have had success in engaging the community into the Brukung hall and it is now used regularly 3-5 days per week. One of the regular users recently complained about the air conditioner not working as per the attached email. The hall was used as a refuge for community members and CFS workers during the bushfires in the summer of 2019-20. If the hall were used for this purpose again, it is essential that the air conditioners are working effectively.	\$4,884.00	\$4,884.00	Council staff to organise quote from a repair technician for the air conditioning units.	\$3,352.87
CG00185	Hahndorf Memorial Institute Inc	Data projector purchase and installation	We seek funding to assist funding and installation for an appropriate ceiling mounted data projector in the Supper room. Together with associated wiring and retractable projection screen.	\$2,200.00	\$2,800.00	Supported	\$2,200.00
CG00186	Little-hampton Peace	Wooden Floor Refurbish-	Refurbish timber floors in Supper Room, Stage area and outside perimeter of Main Hall. Sand existing floors and re coat with	\$1,200.00	\$2,595.60	Supported	\$1,200.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation /refusal	Amount Granted
	Memorial Hall Committee Inc	ment	Gloss Polyurethane. This will enhance the Littlehampton Peace Memorial Hall (LPMH) and give approximately 10-15 years longer life to existing timber floors, without having to renew them.				
CG00187	SA RC Competition Crawling	Dedicated RC Rock Crawling Area	We aim to create an area which is dedicated to this hobby and can get people more active and encourage people to spend more time outside while bringing different groups of the outside community together. The goal is to make this area as an integration with native garden beds in between the built obstacles to achieve a very natural looking area that can be used for both RC rock crawling & as a natural hard scape/play area for the local children. The designed use of the area is for our club to hold friendly competitions with RC rock crawlers and have a range of different obstacles/courses that can be re-arranged with markers to expand the variety of routes. This would be encouraging our members to maintain the surrounding area and replace the current weeds & bare dirt with something that the community can use.	\$2,500.00	\$4,000.00	Supported	\$2,500.00
CG00188	Mount Barker Branch of the National Trust of South Australia	Dunn-Bickle Bequest Interpretive Signage	Erect interpretive signage to inform the public about a unique, culturally significant, heritage bequest to the Mt Barker community. The signage will tell the story of the great generosity of two early philanthropists of Mount Barker: John Dunn (1802-1894) and Dr Leonard Bickle (1857-1921). It will recognise and commemorate their separate gifts of adjoining land for the recreation and wellbeing of the Mt Barker community (CW Objectives 1.1, 2.2, 3.3; EP Objective 2.5). The signage will: <ul style="list-style-type: none"> <li>• allow for the planned placement of a QR code for expanding engagement and learning opportunities through digital technology and social media (EP Objective 4.2);</li> <li>• be erected enabling it to be readable from a wheelchair (CW Objective 5.5);</li> <li>• value-add to the Council's investment in the Linear Trail (ES Objective 3.3);</li> <li>• acknowledge the Peramangk people and their continuing connection to country (CW Objective 3.4).</li> </ul>	\$485.00	\$635.00	Design needs to fit in with the area.	\$485.00



App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation / refusal	Amount Granted
CG00191	The HarMummies	Provision of an appropriate rehearsal venue	<p>We are a fledgling organisation with the primary aim of growing membership for ongoing sustainability. To do this we require funding to cover the 12 month cost of venue hire for the CWA Hall in Mount Barker and the upfront cost of repairing and tuning the CWA piano.</p> <p>The project will allow the choir to move our rehearsals out of our choral leader's house and into a more appropriate, sustainable, accessible and neutral location. Premises in Mount Barker with access to a piano are extremely limited and by repairing the instrument already in-situ at the CWA hall it will not only benefit the HarMummies in their prospective lease but other community groups who may wish to utilise the space. By covering the cost of a rehearsal space for a year, this grant will enable the HarMummies to build a sustainable membership base to enable financial viability into the future.</p>	\$2,311.00	\$2,311.00	Supported	\$2,311.00
CG00195	Callington Recreation Park Inc	Callington Centre Safety Equipment & Donor Recognition	<p>The new Callington Recreation Community Centre will be completed and ready for operation in May 2021. The committee has been working on this major infrastructure project for more than 3 years. We have raised \$984,600 and have a shortfall of \$35,000. Now that the Centre is approaching operation we need to purchase safety equipment and acknowledge the major donors who have sponsored the project. The safety equipment includes 3 bollards which will protect children from traffic, and LED floodlights for security, sustainability and safety. The donor recognition will include a large, modern Honour Board.</p>	\$4,027.75	\$1,054,665.00	Supported	\$4,027.75
CG00196	Echunga Scout Group	Echunga Scout Front fence	<p>Wish to upgrade the boundary fence onto the Aldgate-Strathalbyn Rd. This is to ensure the safety of the 45 Scout youth under 10 years old, (set to increase to 60 plus when we start the Scout section of 11-14 year olds), while conducting the Scout training and educational activities on the grounds on a weekly basis, primary function is to keep the youth in the grounds but to potentially keep any potential harm from the increasing traffic navigating the corner and road on our boundary. The fence upgrade will also assist in the presentation of the entry into Echunga township, with the upgrades and work already conducted and in place by</p>	\$2,500.00	\$17,000.00	Providing it fits with the Echunga Township Plan.	\$2,500.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation /refusal	Amount Granted
			Mount Barker Council. The Echunga Scout group will donate in kind a minimum of 200 hours of man power to assist in the project, from Mandatory cable search, labour including old fence pull down, vegetation clearing, painting, post/wire disposal & hard rock removal, machinery use and road traffic control.				

**TOTAL MONEY ALLOCATED = \$38,062.00**

## 2.2 Unsuccessful Community Grant Applications

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal
CG00170	Echunga Golf Club Incorporated	COVID safe: hand dryers	Replace paper towels with hand dryers: we would like to improve the way we are meeting COVID safe regulations. It is important to us that members and guests feel safe at the club, particularly as the median age of members is 63 years old. Hand dryers will make it easier for all users to practice good hand hygiene and the model we would purchase also has a HEPA filter so that airborne viruses and bacteria are captured. Other benefits of these hand dryers are energy efficiency (with an eco-mode), lower noise output and we will reduce our paper waste.	\$2,351.79	\$3,812.79	Conflicting advice regarding the use of hand dryers vs paper towels.
CG00179	Callington Memorial Hall	install a data projector	We would like to purchase and have installed a digital wall mounted data projector on the front wall inside the Hall with a HDMI port to provide our main Hall users and future hall users with the ability to use the projector for meetings and slide-show presentations. This facility will benefit many of the local community groups now and in the future and will provide a service that will make it user friendly for all. It would really complement the stage area and be suitable for our current main hall users being the local Primary School and the Mainly Music group which currently require a projector weekly.	\$2,500.00	\$5,000.00	Suggestion to use Primary School equipment

App ID	Applicant	Project Title	Brief Project Description	TotalAmount Requested	Total Project Cost	Reason for allocation/refusal
CG00180	Friends of the Library, Mount Barker Incorporated	Makerspace Mount Barker	<p>Upon visiting Makerspace Adelaide last year, Friends of the Library, Mount Barker Incorporated have decided to support the creation of a Makerspace in Mt Barker. The first stage sees the setup as a pop-up operation where items accessible at a Makerspace will be made available for people to use, learn from and develop new skills in informal environments involving skilled people working as volunteers, paid artists and service providers. Some public Libraries also have Makerspaces, like Parks Library, Angle Park, Adelaide. The following areas are to be covered so far:</p> <p>1. Robotics, technology. 2. Sewing. 3. Arts, crafts.</p> <p>Sessions of interest would be held over a twelve-month period, aimed at all people and particularly young people, on a regular basis with people encouraged to use any skills they develop for life improvement. In the longer term, the aim is for a more permanent setup with new options added over time.</p>	\$1,820.95	\$2,820.95	Good idea however requires further work.
CG00184	Hahndorf Community Association Incorporated	English Street Park	<p>The HCA is seeking funding to spray weeds, purchase plants, mulch and maintain native trees, bushes and groundcovers to beautify the Council owned vacant land at 19a English Street. The block is currently covered in weeds and unsuited to community use. The purchase and installation of two benches for residents or visitors to sit and enjoy the natural ambience and birdlife is also envisaged. All labour will be provided by HCA volunteers and water (as required) will be supplied by at least three immediate neighbours. This project will assist Council to address the significant shortage of green space for community use in Hahndorf, particularly in the South Eastern quadrant of the village. Famed local artist Hans Heysen, once lived opposite this land which was then owned by "Old Man Collins" who features in several Heysen works. A future opportunity exists to acknowledge this historical connection in some way.</p>	\$3,000.00		Current Council decisions occurring regarding this area in Hahndorf.

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal
CG00189	RETURNED AND SERVICES LEAGUE, NAIRNE SUB BRANCH	BEERSHEBA DAY DINNER 30 OCTOBER 2021	In conjunction with the Barossa Light Horse Historical Association the Nairne RSL is Planning a 'formal' Beersheeba Day Dinner for the 30th of October 2021 at the Nairne Soldiers Memorial Hall. It is expected that up to 150 people will attend. It is intended to follow this with a light Horse display on Beersheeba Day Sunday 31st October. Funding is required to cover some of the cost of the dinner as well as logistical costs for the Light Horse horses. As well as an historical event it is also intend to raise some funding for both Groups.	\$1,500.00	\$12,000.00	Refer Events Sponsorship Program.
CG00192	Flint Community Care	Improving Volunteer Workplace Safety & Training	Increased demands for Flint Community Care services have increased the need for funding to provide operational and safety equipment plus training for the volunteer workforce of Flint Community Care. These much-needed resources would provide a safer work environment for volunteers, minimising risk of accidents and injury and decreasing manual handling. Training will also help equip volunteers with vital cultural awareness skills required when dealing directly with the diverse community that Flint Community Care provides services to.	\$2,494.00	\$2,494.00	Council to purchase first aid kit to be kept at the Brukunga Hall for the users of the hall.
CG00194	Hahndorf Winter Lantern Festival Inc	Hahndorf Winter Lantern Festival community workshop program	The community workshop program will be held over a seven-week period in the lead-up to the Hahndorf Winter Lantern Festival and parade which, in 2021, will be held on 21 August. Workshops are open to the broader community during the July school holidays and Saturday afternoons in August. We then propose to work with Littlehampton and Hahndorf Primary School children for four weeks during term three. The 2020 HWLF workshops were attended by over 190 children and often their parents. They created produced over 173 lanterns, and 5 artists were employed. The Covid safe modified Festival was attended by around 960 people. We expect more numbers to participate during 2020 if Covid restrictions relax. We seek funding to insure we can offer free and /or subsidised workshops to the more disadvantaged in our community and to employ local artists.	\$2,500.00	\$6,000.00	Refer Events Sponsorship Program.

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal
CG00197	Mount Barker SES Unit	Purchase of new IT equipment	Our Unit has, over the past 24 months, grown from approximately 30 members to more than 50. Whilst the increase in our membership has been a fantastic addition to our response capability, it continues to put a strain on our resourcing (as our financial budget has not increased at the same rate). Our unit currently has two computers for member use, which is currently insufficient during peak times (during training nights and major incidents). We seek to purchase two additional computers to use for both administrative and operational purposes. Administrative use will allow members to undertake online training modules, and access Unit documents (such as information bulletins, policies and procedures). Operational use will be enhanced by allowing us to utilise additional computers during major emergencies (e.g. storm events) when our Unit is being used as an Incident Command Centre.	\$2,788.24	\$2,788.24	Offer ex Council equipment.
CG00198	Meadows Community Association	Technical review and update of the MCA website	The MCA operates a community website - meadows.org.au which has been in operation for many years. The website was developed by a previous committee member who has since died. The current committee does not have the requisite website building skills to enable a technical review and update or rebuild. The MCA is a small voluntary group that has limited funds. It is intended to arrange a website professional to review the website and give advice on our best way forward to rebuild or update. The Meadows community has a mixture of existing and new residents as well as many visitors and tourists. Meadows also has a range of local websites and Facebook pages but they are disconnected and dysfunctional. It is intended the updated website will provide a central hub with relevant and up to date information and links to help the community and visitors. A review report is attached.	\$2,500.00	\$4,500.00	Require quote on costs.

## 2.3 Successful Environmental Grant Applications

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal	Amount Granted
EG00026	Echunga Golf Club Incorporated	Biodiversity: minimum disturbance project (area 4)	We will reduce the weed threat and increase the resilience of a patch of an almost intact grassy understorey area. The Club's Biodiversity Plan was established to conserve remnant native vegetation and to promote the natural regeneration of indigenous plants. Area 4 is infested with weeds that compete with and will eventually replace the existing indigenous native lilies, orchids, low flowering herbs and perennial grasses. The Minimum Disturbance Method is the only suitable weed control for this area and must be done by trained Bushcare experts who can correctly identify plants and avoid excessive trampling and soil disturbance.	\$2,851.20	\$3,831.20	Part funding.	\$1,200.00
EG00028	Hahndorf Community Association Inc.	Byard Place Park Beautification & Habitat Project	<p>The project aims:</p> <ul style="list-style-type: none"> <li>- to stabilize &amp; beautify the Park's creek and sump sides &amp; surrounds, by planting &amp; maintaining a protective native habitat for local fauna, especially small birds, lizards, bees, butterflies &amp; frogs, beside the footpath &amp; under the existing overstory of significant eucalypts. Funding is being sought to purchase plants, plant guards, nest boxes appropriate to the local fauna, and a green waste bin. Plants to be sourced from DCMB if available, State Flora, &amp; local nurseries</li> <li>-to build ongoing community linkages between residents by engaging in the project - in kind contributions to include provision of propagated plants, spreading mulch, planting, watering, and weeding</li> <li>-to provide an enhanced environment for local fauna, residents and visitors, an</li> </ul>	\$1,300.00	\$7,050.00	Supported	\$1,300.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal	Amount Granted
			opportunity to foster friendship in a natural environment, & provide inspiration for similar community projects - to align with Council's aim to replenish & protect biodiversity, wildlife habitat & watercourses.				
EG00029	Macclesfield Bushcare Group	Biodiversity protection of riparian area of Angas River in Lord Robinson Park	Lord Robinson Park in Macclesfield contains an area of significant native vegetation and fauna habitat. Funding is sought for control of invasive weeds in the riparian area of the Angas River including control of blackberry, briar rose, gorse and ivy, ash and willow. Volunteers in the Macclesfield Bushcare Group who have been caring for this area for many years will undertake follow up weed control. Monitoring of the outcomes is undertaken through photo points and mapping of weed fronts to record changes over time. This work contributes to the regeneration of the native vegetation and enhancement of habitat for local fauna. This park provides a sanctuary for wildlife and contains walking trails which are a significant asset to the town, the broader council area and the state.	\$3,000.00	\$3,000.00	Supported	\$3,000.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal	Amount Granted
EG00031	Hills Biodiversity Incorporated	Community Nursery Upgrade	<p>The Community Nursery is used to raise and store native grass, shrub and tree stock for re-planting in land rehabilitation projects in the region. Funding is sought to upgrade the nursery equipment and improve our production capacity. As a volunteer-based organisation with no full time oversight of the nursery, it is imperative to have systems in place to safely maintain seed and plant stock and protect against pests and harsh weather conditions.</p> <p>Beneficiaries:</p> <ul style="list-style-type: none"> <li>- (directly) Hills Biodiversity and its volunteer workers</li> <li>- (indirectly) Hills Biodiversity clientele - public &amp; private landholders</li> <li>- (indirectly) The environment of Mt Barker</li> </ul> <p>Activities:</p> <ul style="list-style-type: none"> <li>- purchase equipment &amp; supplies</li> <li>- set-up/install new equipment (approx. 30.75 hrs volunteer time)</li> </ul> <p>Outcomes:</p> <ul style="list-style-type: none"> <li>- increased production capacity</li> <li>- improved product delivery for clientele</li> <li>- increased longevity of plant stock &amp; supplies (protection from weather &amp; pests)</li> <li>- cost savings due to reduced waste/lost stock.</li> </ul>	\$5,000.00	\$7,467.00	Part funding. Option to use alternative funding source to further fund this project.	\$1,000.00
EG00034	Mount Barker Waldorf School a School for Rudolf Steiner Education Incorporated	Bringing our creek back to life - revitalising and revegetating	<p>This creek line revitalisation and rehabilitation project will be the first step towards bringing a natural watercourse on the school grounds back to life. A shared project of the Landscape Working Group (community volunteers) and students of year 9/10 gardening classes. The planned work will restore a degraded and eroded watercourse, create a water pooling and filtration area, plant diverse indigenous riverine vegetation and</p>	\$2,100.00	\$3,200.00	Part funding plus plants from Council.	\$1,000.00



App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal	Amount Granted
			increase habitat value. Through this stormwater will be slowed and filtrated, thus removing sediment load into the Mt Barker Creek and Laratinga. We will also incorporate this site into the schools indigenous food trail. The project will enhance the school grounds as a vegetation corridor in an area increasingly changing with housing development. The grounds are an environmental sanctuary to local residents who regularly access it out of school hours for health and wellbeing activities. The project will also provide environmental learning and leadership opportunities for students.				
EG00035	Meadows and Districts Kindergarten	Engaging with Nature: learning through play, sharing and fun	The children and families at Meadows Kindy are keen to improve the current outdoor learning area. We will do this through the creation, repurposing and recycling of a range of materials on site and sourcing of local, sustainable products where required. Bringing local native species to the play area will connect children with the natural environments. Further connections will be made by sharing and learning the local Peramangk aboriginal names and uses for each species as well as naming the new play space in consultation with local Peramangk people to reflect the areas Aboriginal ancestry. Bringing together the kindy community of skilled parents, educators, carers and extended families we will undertake a number of working bees to transform our outdoor space to be engaging, educational and an environment to learn more	\$3,150.00	\$12,940.00	Part funding	\$1,000.00

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal	Amount Granted
			about our local plants, animals, water, climate and how it all comes together to provide a wonder of biodiversity.				
EG00036	Echunga Scout Group	Natural revegetation of entry	We are looking to naturally clean up and revegetate the entrance area to the Echunga Scout Hall from the road side entrance through to the intersection of Aldgate - Strathalbyn Road and Battunga Road intersection.	\$3,000.00	\$7,000.00	Council staff to assist group with writing grant applications. Group to talk with Council staff to ensure alignment with the Echunga Township Plan.	\$1,500.00

**TOTAL MONEY ALLOCATED = \$10,000.00**

## 2.4 Unsuccessful Environmental Grant Applications

App ID	Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost	Reason for allocation/refusal
EG00027	South Australian Country Women's Association Inc. Mt Barker Branch	Solar panels	We are going to install solar panels on the roof of our hall to reduce our electricity consumption.	\$5,000.00	\$6,000.00	Potential for other funding programs, not clear how much of the grant would be used for solar panels and how much for A/C'. Expressed need for a process to promote solar panels and installation on Council and Community assets was discussed.

**11.2 Summit Sport and Recreation Park (SSRP) Board – 21 April 2021**

The recommendations of the Summit Sport and Recreation Park (SSRP) Board are provided below for consideration by Council:

<b>11.2.1</b>	<b>REPORT TITLE:</b>	<b>SUMMIT SPORT AND RECREATION PARK (SSRP) BOARD – DRAFT 2021/22 ANNUAL BUSINESS PLAN AND BUDGET</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/62933</b>
	<b>ATTACHMENTS:</b>	<b>1. ATTACHMENT 1 - DOC/21/57857 – SSRP – DRAFT ANNUAL BUSINESS PLAN</b> <b>2. ATTACHMENT 2 – DOC/21/64629 – DRAFT FINANCIAL STATEMENT</b>

**Recommendation**

That Council:

1. Approve the draft 2021/22 SSRP Annual Business Plan (ABP) and Budget to be included in the draft Council 2021/22 budget.
2. Note the Board authorised the Executive Officer to make any changes agreed at the meeting in relation to the draft 2021/22 SSRP ABP and Budget to be forwarded to Council.
3. Note that the Board noted that Mr Greg Parker, Executive Officer to the Board advised the Board that the draft Council 2021/22 budget to be considered by Council includes a matching allocation to the staff allocation in the draft SSRP Board 2021/22 budget considered at the Board meeting on 21 April 2021.

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**Officer Comment**

In reference to Board recommendation 2 above, the Board authorised the Executive Officer to remove \$8,000 pa for room hire in Building B and include Wi-fi reimbursement, estimated to be \$3,000 pa, netting to a \$5,000 less favourable position than that presented to the Board in the Board agenda. This change is reflected in the amended attachment (SSRP Statement of Comprehensive Income).

This amendment has been reflected in the draft 2021/22 Council budget included in agenda item 12.2, which if approved by Council, will go to community consultation.

Alex Oulianoff  
Chief Financial Officer

## Attachment 1 to Item 11.2

Summit Sport and Recreation Park Board – Annual Business Plan 2021/22

from SSRP Board Workshop 11 March 2021

	How will we measure? (KPI)	Target	Notes
<b>Objectives</b>			
To maximise participation of the facility and seek to minimise cost	Budgeted hours of use plus a baseline of casual hours		
To meet budget	To meet the budget	+/- 5%	
To set the strategic direction and govern the operational management of the SSRP facilities in order to meet the key objectives of the SSRP as set out by Council in the adopted Business Strategy and the Operating and Governance Model	3 year-rolling business plan developed  Bi-monthly Board meetings held.		
To be responsible for the establishment and subsequent review of management and lease/licence agreements with SSRP users	Licences signed in 2021.  Conduct annual review of licence (contract) performance.		
To develop a commercial approach for the SSRP to maximise returns including:-  Marketing  Events  Hiring Strategy	To establish a baseline for commercial arrangements with a view to meeting budget.  To employee/contract marketing resource to develop a marketing plan.  To develop an events strategy.  To develop a hiring strategy.		
The Board will establish a User <b>Sub-Committee</b> to be known as the Regional Sports Hub User Sub-Committee (Sub-Committee). Note (a)	To be formed after Licence agreements have been signed.		
<b>Functions and Responsibilities</b>			
Direct the preparation of policies necessary to govern the RSH facilities for Council approval.	To develop and have approved a Sponsorship Policy.	To be used as part of Licence negotiations.	Achieved
Present a draft annual business plan and budget, including proposed commercial undertakings and key performance indicators, by 30 March each year for Council approval.	To provide a draft ABP and budget to Council.	By 31 March 2022.	
Prepare and present a draft 3 year rolling business plan for Council approval.	To develop and provide 3 year rolling plan to Council.	By 31 March 2022	

<b>Reporting</b>			
The Board shall provide quarterly reports to Council summarising the financial and operation position against the annual business plan key performance indicators.	To report quarterly to Council.		
The Board shall provide an annual report to Council by no later than 30 September each year which will also include whether the Board believes changes are required to the Terms of Reference.	To provide an Annual Report	By 30 September 2021.	

## Attachment 2 to Item 11.2

## Summit Sport & Recreation Park

### As per Board recommendation 21/4/21

For the Year ending 30 June 2022

\$ '000	Draft Budget Review 3 2021	Board 2022
<b>Income</b>		
User Charges	-	35
Reimbursements	11	87
Other Income	-	95
<b>Total Income</b>	<b>11</b>	<b>217</b>
<b>Expenses</b>		
Employee Costs	30	50
Materials, Contracts & Other Expenses	445	240
<b>Total Expenses</b>	<b>475</b>	<b>290</b>
<b>Operating Surplus / (Deficit)</b>	<b>( 464)</b>	<b>(73)</b>
Depreciation, Amortisation & Impairment	( 110)	( 343)
Full Cost Attribution	( 26)	( 23)
Common Areas Maintenance - Council	-	( 47)
<b>Net Operating Surplus / (Deficit)</b>	<b>( 600)</b>	<b>( 486)</b>
Council Contribution to Operations	600	486
<b>Net Surplus / (Deficit)</b>	<b>-</b>	<b>-</b>

**12.        REPORTS**

- 12.1        REPORT TITLE:        BUDGET REVIEW AS AT 31 MARCH 2021 AND  
   QUARTERLY REPORT 3 – CAPITAL WORKS  
   PROGRAM 2020/21**
- DATE OF MEETING:    3 MAY 2021**
- FILE NUMBER:        DOC/21/51032**
- ATTACHMENTS        ATTACHMENT 1 – CAPITAL WORKS STATUS  
   ATTACHMENT 2 – DOC/21/58198 BUDGET  
   REVIEW 3 STATEMENTS FOR THE YEAR ENDING  
   30 JUNE 2021 AS AT 31 MARCH 2021**
- Key Contact        Julie Scoggins, Manager Financial Services  
   Martin Waddington, Manager Infrastructure Delivery**
- Manager/Sponsor    Alexander Oulianoff, Chief Financial Officer  
   Phil Burton, General Manager Infrastructure**

**Mount Barker 2020-2035 – Community Plan:****Leadership and Good Governance:**

**LGG Strategy 1.8** Maintain organisational and budget capacity for project delivery and effective and efficient programs and services.

**Annual Business Plan 2020/2021:**

Impact as included in report.

**Purpose:**

- **Budget Review** - The purpose of the budget review as at 31 March 2021 is to provide Council, the community and other interested parties, a record of the budgeted financial activities and the financial position of the Council (including Wastewater and Recycled Water), compared to the budget review 2 budget for the year ending 30 June 2021.
- **Capital Works Program Update** - To provide an update on the approved 2020/21 Capital Works Program at the end of Quarter 3 2020/21.

**Summary – Key Issues:**

The Capital Works Program performance for the third quarter is as follows:

- **Program Overview** - The 2020/2021 Capital Works Program consists of 127 projects (including waste water and recycled water projects) with forecast expenditure of \$43.7 million following Council adoption of Budget Review 2 in February 2021 (original adopted budget was \$43.3 million).



- **Quarter 3** - \$21.5 million has been spent year to date, against a year to date Budget Review 2 of \$33.3 million.
- **Completed Projects** - 23 projects have been completed (practical completion) at the end of the third quarter of 2020/21.

Budget Review 3 reflects the following changes:

- **Operating Result** – The operating result at Budget Review 3 is a favourable variance of \$356k compared to Budget Review 2, following adjustments to reflect actual performance to date and the expected impact on the full year forecast.
- **Capital Works** – The capital expenditure budget at Budget Review 3 is a favourable variance of \$9.1 million compared to Budget Review 2, aligned with the capital works program performance and latest scheduling of works (mainly due to the partial deferral of Wastewater and Recycled Water projects of \$8.4 million).

**Recommendation:**

That Council adopts the attached revised budget for the year ending 30 June 2021 as at 31 March 2021 (Budget Review 3).

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**Background:**

1. Following review of Council and Executive reporting the decision was taken to combine the Budget Review and Capital Works reports so that the information can be considered together to provide the following:
  - **Capital Works Program Update** – An update on the progress/status of the capital works program in terms of what has been completed, what has progressed and how this compares to target and the delivery status of capital works for the rest of the year. This will provide further insight into the changes made at the budget review.
  - **Budget Review** – Includes the financial changes that have made to operating and the capital works budgets (both expenditure and revenue).
2. **Budget** - The budget was adopted by Council in July 2020 and the capital works program budget was subsequently updated for capital carry forwards at the financial year-end at the Council meeting in September and further updated as at the end of September 2020 at the November Council meeting and as at the end of December 2020 at the February Council meeting (as detailed below):

\$'k	Adopted Budget	Capital Budget Including Carry Forwards	Budget Review 1	Budget Review 2
Budget adopted at Council Meeting	July 2020	September 2020	November 2020	February 2021
Operating Surplus before capital revenue	1,755	1,755	2,968	3,186
Capital revenue for new/upgraded	18,976	18,976	17,821	15,820
Capital expenditure	43,326	48,050	45,172	43,697
Net (borrowing)	(12,606)	(17,329)	(13,287)	(12,775)

3. **Capital Works Program** - The capital works program consists primarily of planned infrastructure works, both new and renewal, that deliver on the strategic objectives outlined in the Mount Barker 2020-2035 Community Plan.

#### **Discussion:**

1. **Year To Date Financial Performance** - The operating result as at 31 March 2021 before capital revenue is an operating surplus of \$4,739k, capital expenditure of \$21,477k and a net lending of \$1,617k.
2. **Budget Review 3** - This report reflects performance to the third quarter of the financial year and includes an update of operating revenue and expenditure, and changes to the budgeted capital revenue and expenditure for the financial year.

\$'k	Budget Review 2	Budget Review 3	Variance
Operating Surplus before capital revenue	3,186	3,542	356
Capital revenue for new/upgraded assets	15,820	15,710	(110)
Capital expenditure	43,697	34,590	9,107
Net (borrowing)	(12,775)	(3,319)	9,456

#### **Draft Budget Review Statement of Uniform Presentation Of Finances:**

3. **Full Year Forecast** - The Draft Budget Review for the end of financial year is now forecast to be as follows (as per the Uniform Presentation of Finances (UPF)):

The major variances contributing to the net (borrowings) are as follows:

#### **Operating Result:**

**Operating Revenue – \$220k or 0.4% higher than Budget Review 2 (favourable variance)** – Including the following significant variance:

- **Statutory Charges \$150k higher than Budget Review 2 (favourable variance)** – Including a forecast increase for Development Applications of \$100k resulting from higher growth experienced in the region and wastewater application fees \$50k.
- **User Charges \$134k higher than Budget Review 2 (favourable variance)** – Mainly due to higher patronage at the Tourist Park \$150k.
- **Grants, Subsidies and Contributions (\$112k) lower than Budget Review 2 (unfavourable variance)** – Including timing of recognition of grants (Local Roads and Community Infrastructure & Cudlee Creek Bushfire Recovery) (\$177k), partly offset by \$90k additional grant for Biodiversity Bushfire Recovery Project.

**Operating Expenditure \$135k or 0.3% lower than Budget Review 2 (favourable variance)** – Including the following significant variances:

- **Employee Costs \$200k lower (favourable variance)** – due to vacant positions.
- **Finance Costs \$200k lower (favourable variance)** – As a result of lower borrowings, mainly due to the timing of the capital works program.
- **Materials, Contracts and Other Expenses (\$162k) higher (unfavourable variance)** – Driven by the following:
  - **Waste Disposal Charges (\$60k)** – due to increased tonnage to date; and
  - **Biodiversity Bushfire Recovery Project (\$90k)** – fully funded by grant received.

#### **Draft Capital Expenditure & Revenue:**

**Capital Expenditure \$9,107k lower than Budget Review 2 (favourable variance)** - The revised draft capital expenditure total of \$34,590k is \$9,107k lower than Budget Review 2 (as adopted on 1 February 2021)(favourable variance), and \$8,736k lower than the original (adopted) budget (favourable variance).

Asset Class	Adopted Budget \$'000	Approved Budget \$'000	Budget Review 1 \$'000	Budget Review 2 \$'000	Budget Review 3 \$'000	Variance BR3 favourable / (unfavourable) \$'000
Bridges and Culverts	658	709	709	709	659	50
Buildings	1,118	1,289	1,203	1,168	1,083	85
Drainage	480	516	134	151	121	30
Footpaths	1,596	1,864	1,989	2,005	1,937	68
Information Technology	38	69	69	69	69	0
Land	100	265	255	309	409	(100)
Plant and Equipment	1,134	1,424	1,424	1,290	1,160	130
Recreation	14,562	16,717	16,894	15,392	15,489	(96)
Roads	6,834	7,462	8,108	8,220	7,852	369
Unsealed Roads	1,895	2,192	2,230	2,230	2,081	149
Wastewater	11,381	11,728	10,699	10,695	3,337	7,358
Recycled Water	3,530	3,815	1,460	1,460	395	1,065
<b>Total</b>	<b>43,326</b>	<b>48,050</b>	<b>45,172</b>	<b>43,697</b>	<b>34,590</b>	<b>9,107</b>

The key drivers for the \$9,107k reduction in this year's capital works program (compared to Budget Review 2) are:

- i. **Partially Deferred Projects \$9,687k lower than budget review 2 (favourable variance)** – Includes rescheduled works for: the Wastewater Treatment Plant (WWTP) Interim Works/Stage 1 Upgrade \$3,637k as a result of re-evaluation of the project scope, project timing and procurement strategy and the New Sewer Main from Hampden Road to the WWTP and Inlet Pumping Station \$3,359k, Recycled Water Storage Stage 1 Expansion – timing of Callington \$944k, Springs Road/Heysen Boulevard Roundabout contribution \$501k, Renewable Energy \$440k, Littlehampton Greening \$350k, Plant Renewal \$200k, and Littlehampton Main Street Upgrade \$158k.
- ii. **Additional Costs/New Projects (\$1,293k) higher than budget review 2 (unfavourable variance)** – Parkindula Recreational Assets credit for in kind contribution (\$489k), City Centre Catalyst (\$100k), Springs Wetland Landscaping (\$123k) and ESC Access Road & Springs Road Intersection (\$172k) (as per Council decision upon award of tender), Sealed Collector Road Shoulder Strengthening and Widening (\$240k) (funded by a corresponding saving in Sealed Roads Bitumen Renewal).
- iii. **Saving/Efficiency \$529k lower than Budget Review 2 (favourable variance)** – Including Sealed Roads Bitumen Renewal \$240k, Hahndorf Academy structural repairs \$110k, Nairne Village Green \$50k, and Gawler Street Bridge \$50k.

**Capital Revenue (\$110k) lower than Budget Review 2 (unfavourable variance)** The key driver for the reduction for this year's capital revenue is:

- i. **Lower Capital Grants (\$519k)** – Including retiming of Recycled Water Storage Stage 1 – Callington (\$400k) and Littlehampton Greening (\$175k), partially offset by developer signage sales \$56k (originally timed for 2019/20).

- ii. **Developer Contributions \$409k** – Due to higher levels of subdivisions this financial year to date.

#### **Draft Budget Review Financial Indicators**

4. Compared to Budget Review 2, the key financial indicators which measure the financial sustainability and performance of Council are as follows: 0.64% higher for operations surplus, 18.91% lower for net financial liabilities and 1.64% higher for asset renewal funding.

Financial Indicator	Budget Review 2	Budget Review 3	Target
Operating surplus ratio	5.98%	6.62%	> or equal to 1.0%
Net financial liabilities ratio	44.61%	25.70%	0 - 80%
Asset renewal funding ratio	74.61%	76.25%	100% +

#### **Draft Budget Loan Funded Borrowings:**

The loan funded borrowings of \$13,632k forecast for the year-end at Budget Review 3 are \$10,758k lower than Budget Review 2 of \$23,087k (favourable variance).

#### **Capital Works Program Performance:**

5. **Expenditure To Date** - As at 31 March 2021, \$21.5m has been spent year to date against a year to date budget review 2 budget of \$33.3m. The key drivers for this variance are:
- **Delay of regional sports hub stage 1 works \$1.8m;** and
  - **Delay of roads projects \$3.4m** - Including Sealed Roads Renewal \$1.0m delayed due to contractor unavailability, and Springs Road/Heysen Boulevard Roundabout financial contribution \$1.1m delayed with part of the payment expected to be made in the first half of 2021/22.
  - **Delay of Wastewater and Recycled Water projects \$3.8m** - Mainly due to expected timing/partial deferrals including WWTP Interim Works/Stage 1 Upgrade \$2.1m, the New Sewer Main from Hampden Road to the WWTP and Inlet Pumping Station \$0.8m, and Renewable Energy \$0.3m.
6. **Completed Projects** - 23 projects were completed (practical completion, meaning fit for purpose and available for use) by the end of quarter 3 with 12 completed during the quarter.
7. **Covid-19, government stimulus and the effects on resourcing** – Government stimulus funding has had an impact on the availability of contractors to undertake works in required timescales. This has led to delays to the commencement on a number of projects. In response officers are pursuing alternative procurement methodologies. These include splitting projects up into various disciplines and engaging smaller local contractors to service each discipline which has helped overcome these difficulties.
8. **Outlook for final quarter** – a number of projects and programs for 2020/2021 will be completed by the end of the year including:

- Bridges and culverts renewal program
- Bus stop upgrade to DDA standards program
- Road sealing and road resealing programs
- Stormwater renewal program
- Kerb renewal program
- Footpath renewal program including a new path on Childs Road Littlehampton and a new linear trail extension to the Summit Sports and Recreation Park; and
- Playground renewal program

**Community Engagement:**

Informing only	The budget is available on Council's website
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**Policy:**

The Annual Business Plan assesses the financial requirements of the Council for the financial year and sets out a summary of its proposed operating expenditure, capital expenditure and sources of revenue and takes into account Council's long-term financial plan.

**Long Term Financial Plan:**

The Long Term Financial Plan 2020-2030 (LTFP) provides for borrowings to meet cash flow requirements.

**Budget:**

This is the third budget review for the 2020/21 financial year as at 31 March 2021.

The Net (Borrowing) will be decreased by \$9,456k to (\$3,319k) compared to the adopted Budget Review 2 position.

The forecast cash position of \$1,000k is in line with the Budget Review 2.

The loan funded borrowings of \$12,329k forecast for the year-end at Budget Review 3 are \$10,758k lower than Budget Review 2 position of \$23,087k (favourable variance).

**Statutory/Legal:**

The *Local Government Financial Regulations 2011* Part 2 Section 9 requires Council to reconsider its budget at least three times between 30 September and the 31 May.

**Staff Resource Requirements:**

As per budget/strategic plan – no comment applicable to this report.

**Environmental:**

As per budget/strategic plan – no comment applicable to this report.

**Social:**

As per budget/strategic plan – no comment applicable to this report.

**Risk Assessment:**

The *Local Government Act 1999* requires that Council assesses the financial requirements of the Council for the financial year and sets out a summary of its proposed operating expenditure, capital expenditure and sources of revenue and takes into account the Council's long-term financial plan and relevant issues relating to the management and development of infrastructure and major assets by the Council.

**Asset Management:**

The Annual Estimates address issues relating to the management and development of infrastructure and major assets of Council.

**Conclusion:**

**Budget Review 3** - It is a legislative requirement that Council reconsiders its budget at regular intervals during the year. The budget assesses the financial requirements of Council for the financial year, it provides stability and certainty of financial outcomes and ensures continuation of delivery of essential community services and the efficient operation of infrastructure while maintaining a sound financial position.

**Capital Works Program** - The 2020/21 Capital Works Program has been updated to reflect the addition of new projects with matching stimulus funding. The rescheduling of activities, in particular for Wastewater and Recycled Water projects has significantly reduced the program for this financial year. These projects have been accommodated in the 2021/22 Draft Annual Business Plan that has been included as a separate agenda item for this meeting.

Previous Decisions By/Information Reports to Council

Meeting Date	1 February 2021	HPRM Reference	DOC/20/181142
Title	BUDGET REVIEW AS AT 31 DECEMBER 2020 AND QUARTERLY REPORT 2 – CAPITAL WORKS PROGRAM 2020/21		
Purpose	To provide Council, the community and other interested parties, a record of the budgeted financial activities and the financial position of the Council, compared to the adopted annual budget for the year ending 30 June 2021 and to provide an update on the approved 2020/21 Capital Works Program at the end of Quarter 2 2020/21.		

Meeting Date	2 November 2020	HPRM Reference	DOC/20/142854
Title	BUDGET REVIEW AS AT 30 SEPTEMBER AND QUARTERLY REPORT 1 – CAPITAL WORKS PROGRAM 2020/21		
Purpose	To provide Council, the community and other interested parties, a record of the budgeted financial activities and the financial position of the Council, compared to the adopted annual budget for the year ending 30 June 2021 and to provide an update on the approved 2020/21 Capital Works Program at the end of Quarter 1 2020/21.		

Meeting Date	7 September 2020	HPRM Reference	DOC/20/110593
Title	CARRY FORWARD 2019/20 CAPITAL WORKS IN PROGRESS BUDGETS		
Purpose	To provide the Council with details of the capital works in progress for the financial year ending 30 June 2020 to be carried forward to the 2020/21 budget.		

Meeting Date	6 July 2020	HPRM Reference	DOC/20/75706
Title	DRAFT : 2020-21 ANNUAL BUSINESS PLAN, BUDGET AND RATING POLICY FOR ADOPTION		
Purpose	To provide the Council with the 2020-21 Draft Annual Business Plan, Budget and Rating Policy for adoption.		



**ATTACHMENT 1 – CAPITAL WORKS STATUS REPORT (Q3 2020/21)****Completed Projects:**

- **Keith Stephenson Park Inlet Pipe and Weir Repair** - Replacement of the water inlet weir at Mount Barker Creek that directs non base flows into Keith Stephenson Park lake.
- **Hahndorf Soccer Club Lighting** – Completed and commissioned bringing with it a welcome opportunity for users to use the pitch to its full potential.
- **Mount Barker Summit Landscape Visitor Facilities Upgrade** – Completion of the Peramangk interpretive boards.
- **Hahndorf Oval Switchboard** – New switchboard allows for more efficient distribution of power resulting in lower costs for the clubs.
- **Echunga RSL Garden of Remembrance** – New trail funded from State Government Local Roads and Community Infrastructure (LRCI) grants
- **Harrogate Fire Water Tanks and site works** - Providing additional water storage capacity in case of bushfire, funded by the Bushfire Recovery funding provided by State and Federal governments and Minderoo Foundation
- **Nairne Recreation Ground** - Lighting Upgrade - Contribution
- **Springs Road upgrade stage 3 and 4** - Road reconstructed and speed limit dropped to enhance safety (Bald Hills to Daddow Rd)
- **Road and fire track repairs following Cudlee Creek Fire** - funded by the Bushfire Recovery funding provided by State and Federal governments
- **Hahndorf Academy** – repairs to the cellar has been completed as well as the rebuilding of the historic wall which contains historical inscriptions on the stone work. Each stone was painstakingly removed and catalogued and replaced on new footings in their original position and orientation. The landscaping component of the project has also been completed.

**Projects in Progress:**

- **Baker Street to Old Princes Highway Littlehampton Stormwater Drainage Upgrade** - Design is complete. The existing pipe has been cleansed and root intrusions removed providing good serviceability while awaiting replacement and upgrade. Construction will occur in 2021/22 with preliminary works undertaken at end of 2020/21.
- **Childs Road Shared Path** – Civil designs are nearing completion. Delivery of the path will occur this financial year and any road upgrades will be considered in future years subject to timing with the adjacent development.
- **Footpath Renewal** - Program of works has been mostly complete with the exception of the footpaths near the new supermarket in Nairne. These are

expected to be delivered late this financial year following the finalisation of the tender process by the developers of the supermarket.

- **Regional sports hub (stage 1)** – The oval, two clubrooms and civil infrastructure reached practical completion in January 2021. Ongoing works on the synthetic soccer pitches, lighting and recycled water irrigation infrastructure was ongoing during Q3.
- **Nairne Village Green (stage 1)** - The design of Nairne Village Green has concluded. Tender was issued in October and a contract was awarded. Construction is to commence in April 2021 with completion planned for 2021/22.
- **Regional Nature Play** - Design continues with revised program report to Council due later in the year.
- **Harrogate Road** - The design of the last unsealed section of Harrogate Road, from the Nairne approach, will be finalised in Q4 with preliminary works to occur towards the end of the financial year and balance of construction to occur in 2021/22.
- **Environmental Service Centre (ESC) Access Road** – Has been redesigned through a value management process. The road, carpark and intersection with Springs is expected to commence in April.
- **Road Reseal Program** – Patching work is complete and bitumen resealing works continuing through to the end of April 2021.
- **Mount Barker Caravan & Tourist Park** - Cabin renewal, replacement of power heads and other minor improvements continue on track.
- **Bridge Renewal** - Scour protection works at Gawler Street Bridge (Mount Barker), Military Road (Brukunga) and Field Road bridge (Echunga) to commence in Q4.
- **Culvert Renewal** – Culverts on Summit Road and Hawthorn Road will be renewed in Q4.
- **Bremer River Bridge** - The new pedestrian bridge across the Bremer River at Callington continues to be planned and designed. Construction is expected to occur in 2021/22 in conjunction with the Rural City of Murray Bridge and is the subject of grant funding.
- **Wellington Road (east of Long Valley Rd) safety improvements** – Construction of shoulder widening will commence in April on the first stage.

Attachment 2 to Item 12.1



**MOUNT BARKER**  
**DISTRICT COUNCIL**

**Budgeted Financial Statements**

**for the Period ended 31 March 2021**

## Mount Barker District Council

Statement of Comprehensive Income  
for the Period ended 31 March 2021

		YTD	Budget	Budget	Budget	DRAFT Budget
		2021	2021	Review One	Review Two	Review Three
2020	\$ '000	2021	2021	2021	2021	2021
<b>Income</b>						
41 918	Rates Revenues	32 852	43 723	43 800	43 800	43 800
1 531	Statutory Charges	1 587	1 453	1 453	1 705	1 855
2 613	User Charges	1 667	1 609	1 745	1 745	1 879
3 043	Grants, Subsidies and Contributions	2 440	3 522	5 175	5 304	5 192
136	Investment Income	39	60	60	40	40
440	Reimbursements	249	252	252	235	287
464	Other Income	182	385	383	375	372
69	Net Gain - Equity Accounted Council Businesses	-	57	57	57	57
<b>50 215</b>	<b>Total Income</b>	<b>39 016</b>	<b>51 061</b>	<b>52 924</b>	<b>53 261</b>	<b>53 482</b>
<b>Expenses</b>						
15 826	Employee Costs	11 751	16 275	16 275	16 275	16 075
21 656	Materials, Contracts & Other Expenses	14 247	22 153	21 930	22 169	22 331
11 121	Depreciation, Amortisation & Impairment	8 024	9 989	10 826	10 826	10 929
368	Finance Costs	255	890	926	806	606
<b>48 971</b>	<b>Total Expenses</b>	<b>34 277</b>	<b>49 306</b>	<b>49 956</b>	<b>50 075</b>	<b>49 940</b>
<b>1 244</b>	<b>Operating Surplus / (Deficit)</b>	<b>4 739</b>	<b>1 755</b>	<b>2 968</b>	<b>3 186</b>	<b>3 542</b>
(1 297)	Asset Disposal & Fair Value Adjustments	(1)	(3 914)	(3 914)	(3 914)	(3 914)
7 417	Amounts Received Specifically for New or Upgraded Assets	10 825	18 976	17 821	17 759	17 649
33 017	Physical Resources Received Free of Charge	7 893	9 912	9 912	9 912	9 912
<b>40 381</b>	<b>Net Surplus / (Deficit)</b>	<b>23 456</b>	<b>26 728</b>	<b>26 787</b>	<b>26 943</b>	<b>27 188</b>

## Mount Barker District Council

Statement of Financial Position  
for the Period ended 31 March 2021

2020	\$ '000	2021	Budget 2021	Budget Review One 2021	Budget Review Two 2021	DRAFT Budget Review Three 2021
<b>ASSETS</b>						
<b>Current Assets</b>						
3 858	Cash & Cash Equivalents	2 980	1 000	1 000	1 000	1 000
6 053	Trade & Other Receivables	14 931	6 091	6 091	6 091	6 057
6	Inventories	11	7	7	7	7
9 917	<b>Subtotal</b>	17 922	7 098	7 098	7 098	7 064
2 783	Non-Current Assets Held for Sale	2 223	2 223	2 223	2 223	2 223
12 700	<b>Total Current Assets</b>	20 145	9 321	9 321	9 321	9 287
<b>Non-Current Assets</b>						
1 654	Financial Assets	1 654	2 750	3 000	1 650	1 650
476	Equity Accounted Investments In Council Business	476	464	533	533	533
565 820	Infrastructure, Property, Plant & Equipment	565 807	607 179	611 520	610 094	594 389
12 318	Other Non-Current Assets	33 171	6 383	6 383	6 383	12 318
567 950	<b>Total Non-Current Assets</b>	567 937	610 393	615 052	612 277	608 889
592 968	<b>TOTAL ASSETS</b>	621 254	626 097	630 756	627 981	618 176
<b>LIABILITIES</b>						
<b>Current Liabilities</b>						
11 747	Trade & Other Payables	18 177	6 728	6 728	6 728	7 433
1 838	Borrowings	158	2 377	2 377	915	915
2 249	Provisions	2 366	2 285	2 285	2 285	2 284
15 834	<b>Total Current Liabilities</b>	20 701	11 390	11 390	9 928	10 632
<b>Non-Current Liabilities</b>						
8 313	Non Current Borrowings	8 276	26 596	23 641	22 172	11 414
287	Non Current Provisions	287	403	403	403	408
8 600	<b>Total Non-Current Liabilities</b>	8 563	26 999	24 043	22 575	11 822
24 434	<b>TOTAL LIABILITIES</b>	29 263	38 389	35 434	32 503	22 454
568 535	<b>Net Assets</b>	591 991	587 708	595 322	595 478	595 722
<b>EQUITY</b>						
251 083	Accumulated Surplus	274 540	270 838	277 871	278 027	278 271
298 224	Asset Revaluation Reserves	298 224	294 984	298 224	298 224	298 224
19 227	Other Reserves	19 227	21 886	19 227	19 227	19 227
568 535	<b>Total Council Equity</b>	591 991	587 708	595 322	595 478	595 722

## Mount Barker District Council

Statement of Cash Flows  
for the Period ended 31 March 2021

2020	\$ '000	2021	Budget 2021	Budget Review One 2021	Budget Review Two 2021	DRAFT Budget Review Three 2021
<b>Cash Flows from Operating Activities</b>						
<u>Receipts</u>						
48 363	Operating Receipts	41 227	49 076	49 135	50 871	51 635
136	Investment receipts	39	57	60	40	61
<u>Payments</u>						
(37 159)	Operating payment to suppliers & employees	(29 025)	(37 606)	(38 877)	(39 117)	(38 801)
( 344)	Finance payment	( 255)	( 890)	( 926)	( 806)	( 706)
<b>10 996</b>	<b>Net Cash provided by (or used in) Operating Activities</b>	<b>11 985</b>	<b>10 637</b>	<b>9 392</b>	<b>10 989</b>	<b>12 190</b>
<b>Cash Flows from Investing Activities</b>						
<u>Receipts</u>						
10 101	Amounts Specifically for New or Upgraded Assets	9 271	18 976	17 821	15 820	15 710
321	Proceeds from Sale of Replaced Assets	222	-	270	270	270
39	Proceeds from Sale of Surplus Assets	837	-	310	820	820
	Sale of Non Current Assets Held for Sale					560
4	Repayment of Loans by Community Groups	-	-	4	4	4
<u>Payments</u>						
(6 800)	Expenditure on Renewal/Replacement of Assets	(5 011)	(13 320)	(10 339)	(10 208)	(10 426)
(19 372)	Expenditure on New/Upgraded Assets	(16 466)	(30 006)	(34 834)	(33 489)	(24 164)
( 150)	Loans Made to Community Groups	-	(1 100)	(1 350)	-	-
<b>(15 856)</b>	<b>Net Cash provided by (or used in) Investing Activities</b>	<b>(11 146)</b>	<b>(25 450)</b>	<b>(28 117)</b>	<b>(26 783)</b>	<b>(17 226)</b>
<b>Cash Flows from Financing Activities</b>						
<u>Receipts</u>						
1 536	Proceeds from Borrowings	509	14 583	17 095	15 373	4 016
<u>Payments</u>						
( 843)	Repayment of Borrowings	(1 763)	( 229)	(1 229)	(1 780)	(1 217)
( 11)	Repayment of Bonds & Deposits	-	-	-	-	-
( 641)	Repayment of Lease Liabilities	( 463)	-	-	( 657)	( 621)
<b>41</b>	<b>Net Cash provided by (or used in) Financing Activities</b>	<b>(1 717)</b>	<b>14 354</b>	<b>15 866</b>	<b>12 936</b>	<b>2 178</b>
<b>(4 820)</b>	<b>Net Increase (Decrease) in Cash Held</b>	<b>( 878)</b>	<b>( 459)</b>	<b>(2 858)</b>	<b>(2 858)</b>	<b>(2 858)</b>
8 678	Cash & Cash Equivalents at Beginning of Period	3 858	1 459	3 858	3 858	3 858
<b>3 858</b>	<b>Cash &amp; Cash Equivalents at end of period</b>	<b>2 980</b>	<b>1 000</b>	<b>1 000</b>	<b>1 000</b>	<b>1 000</b>

## Mount Barker District Council

## Statement of Changes in Equity

DRAFT Budget Review Three  
for the year ended 30 June 2021

\$ '000	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
<b>Balance at end of previous reporting period</b>	<b>251 083</b>	<b>298 224</b>	<b>19 227</b>	<b>568 534</b>
<b>Net Surplus / (Deficit) for Year</b>	27 188	-	-	<b>27 188</b>
<b>Total Comprehensive Income</b>	27 188	-	-	<b>27 188</b>
<b>Balance at the end of period</b>	<b>278 272</b>	<b>298 224</b>	<b>19 227</b>	<b>595 722</b>

## Mount Barker District Council

Notes to and forming part of the Financial  
Statements

for the Period ended 31 March 2021

## Financial Indicators

2020	\$ '000	DRAFT Budget Review Three 2021	Budget 2021	Budget Review One 2021	Budget Review Two 2021	DRAFT Budget Review Three 2021
<p>These Financial Indicators have been calculated in accordance with Information paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.</p>						
<b>1. Operating Surplus Ratio</b>						
2.48%	Operating Surplus	3 542	3.44%	5.61%	5.98%	6.62%
	Total Operating Revenue	53 482				
<p><i>This ratio expresses the operating surplus as a percentage of total operating revenue</i></p>						
<b>2. Net Financial Liabilities Ratio</b>						
25.63%	Net Financial Liabilities	13 747	55.91%	47.89%	44.61%	25.70%
	Total Operating Revenue	53 482				
<p><i>Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.</i></p>						
<b>3. Asset Renewal Funding Ratio</b>						
77.20%	Net Asset Renewals	10 156	100.00%	75.59%	74.61%	76.25%
	Infrastructure & Asset Management Plan required expenditure	13 320				
<p><i>Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets and excludes new capital expenditure on the acquisition of additional assets</i></p>						

## Mount Barker District Council

Notes to and forming part of the Financial  
Statements  
for the Period ended 31 March 2021

## Uniform Presentation of Finances

			Budget	Budget	DRAFT Budget
			Review One	Review Two	Review Three
2020	\$ '000	2021	2021	2021	2021
50 215	Income	39 016	51 061	52 924	53 482
(48 971)	less Expenses	(34 277)	(49 306)	(49 956)	(49 940)
<b>1 244</b>	<b>Operating Surplus / (Deficit)</b>	<b>4 739</b>	<b>1 755</b>	<b>2 968</b>	<b>3 542</b>
	<b>less Net Outlays on Existing Assets</b>				
	Capital Expenditure on Renewal and Replacement of				
(6 800)	Existing Assets	(5 011)	(13 320)	(10 339)	(10 426)
11 121	less Depreciation, Amortisation and Impairment	8 024	9 989	10 826	10 929
321	less Proceeds from Sale of Replaced Assets	222	-	270	270
<b>4 642</b>	<b>Subtotal</b>	<b>3 236</b>	<b>(3 331)</b>	<b>757</b>	<b>888</b>
	<b>less Net Outlays on New and Upgraded Assets</b>				
(19 372)	Capital Expenditure on New and Upgraded Assets	(16 466)	(30 006)	(34 834)	(24 164)
	less Amounts Received Specifically for New and				
10 101	Upgraded Assets	9 271	18 976	17 821	15 710
39	less Proceeds from Sale of Surplus Assets	837	-	820	820
<b>(9 232)</b>	<b>Subtotal</b>	<b>(6 358)</b>	<b>(11 030)</b>	<b>(16 849)</b>	<b>(7 633)</b>
<b>(3 346)</b>	<b>Net Lending / (Borrowing) for Financial Year</b>	<b>1 617</b>	<b>(12 606)</b>	<b>(12 287)</b>	<b>(3 319)</b>



## Mount Barker District Council

## Capital Expenditure

for the Period ended 31 March 2021

\$ '000	YTD 2021	Budget 2021	Budget Review One 2021	Budget Review Two 2021	DRAFT Budget Review Three 2021
<b>Grand Total</b>	<b>21 477</b>	<b>43 326</b>	<b>45 172</b>	<b>43 697</b>	<b>34 590</b>
<b>Capital Renewal</b>					
Bridges & Culverts	30	608	659	659	609
Buildings Asset	600	772	943	908	823
Drainage Asset	33	200	100	100	102
Footpaths	296	600	724	724	724
Plant & Equipment	609	1 038	1 358	1 358	1 228
Recreational Assets	32	310	405	284	284
Recycled Water	-	50	50	50	-
Roads	1 238	2 987	3 495	3 524	3 524
Unsealed Roads	1 585	1 895	2 230	2 230	2 081
Wastewater	588	4 860	375	371	1 051
<b>Total Capital Renewal</b>	<b>5 011</b>	<b>13 320</b>	<b>10 339</b>	<b>10 208</b>	<b>10 426</b>
<b>New Capital</b>					
Bridges & Culverts	5	50	50	50	50
Buildings Asset	-	346	260	260	260
Drainage Asset	5	280	34	51	19
Footpaths	661	996	1 265	1 281	1 213
Land Assets	253	100	255	309	409
Plant & Equipment	-	134	134	-	-
Recreational Assets	11 863	14 252	16 489	15 108	15 205
Recycled Water	199	3 480	1 410	1 410	395
Roads	1 981	3 847	4 613	4 696	4 327
Unsealed Roads	-	-	-	-	-
Wastewater	1 500	6 521	10 324	10 324	2 285
<b>Total New Capital</b>	<b>16 466</b>	<b>30 006</b>	<b>34 834</b>	<b>33 489</b>	<b>24 164</b>

**12.2           REPORT TITLE:           DRAFT ANNUAL BUSINESS PLAN, BUDGET AND RATING POLICY 2021/22 FOR PUBLIC CONSULTATION**

**DATE OF MEETING:   3 MAY 2021**

**FILE NUMBER:       DOC/21/55258**

**ATTACHMENTS:       DOC/21/63707 DRAFT 2021/22 ANNUAL BUSINESS PLAN, BUDGET & 2021/22 DRAFT RATING POLICY**  
**This attachment is provided separately on the Council website ([click here](#))**

**Key Contact**           Ian Hildebrand, Communications Manager  
Julie Scoggins, Manager, Financial Services

**Manager/Sponsor**   Greg Parker, General Manager Community Services  
Alexander Oulianoff, Chief Financial Officer

**Mount Barker 2020-2035 – Community Plan:**

**Leadership and Good Governance:**

**LGG Strategy 1.8** Maintain organisational and budget capacity for project delivery and effective and efficient programs and services.

**Annual Business Plan 2020/2021:**

Impact as included in report.

**Purpose:**

To provide the Council with the 2021/22 Draft Annual Business Plan, Budget and Rating Policy for endorsement for public consultation.

**Summary – Key Issues:**

1. **Legislation** - Council is required to develop and adopt an Annual Business Plan in accordance with the Local Government Act and Regulations.
2. **Operational & Financial Planning Document** - The Annual Business Plan is the key annual operational and financial planning document for Mount Barker District Council.
3. **Annual Overview** – This document describes Council’s proposed services and projects for the 2021/22 year and includes the rating strategy and annual budget.
4. **Inclusion of 1% for Financial Sustainability** – The 1% is required to have the capacity to deliver the projects and services included in the draft Annual Business Plan.

5. **Alignment to LTFP** – The Adopted LTFP included an assumption that the four years from 2021/22 to 2024/25 inclusive would include a 1% increase above CPI for Financial Sustainability. The decision on whether the 1% for financial sustainability is required is determined each year when the draft Annual Business Plan and budget is prepared.

**Recommendation:**

That Council:

1. Endorse the 2021/22 Draft Annual Business Plan, Budget and Rating Policy (attached) for public consultation.
  2. Authorises the Chief Executive Officer to make any necessary changes to the draft 2021/22 Annual Business Plan document arising from this meeting, together with any editorial amendments and finalisation of the document's formatting and graphic design.
  3. Notwithstanding the terms of Council's Public Consultation Policy (as modified on account of the making of the Public Access and Public Consultation Notice (No 2) 2020), Council determines that one public meeting will be convened for Monday 7 June 2021 to receive public submissions on the draft 2021/22 Annual Business Plan at 5.15pm as part of its consultation activities.
  4. Authorises the Chief Executive Officer to:
    - a. arrange for the holding of such a meeting;
    - b. provide notice to the public of the meeting in such manner and form as he sees fit; and
    - c. cancel the meeting entirely or determine that the meeting be held via electronic means in the event it cannot be accommodated in line with relevant State Government public health/emergency directions, regulations or legislation related to COVID-19.
- 

**Background:**

1. Section 123 of the Local Government Act 1999 requires Council to have an Annual Business Plan and Budget.
2. The Plan is Council's statement of its intended programs and outcomes for the year and should include:
  - a. A summary of the Council's longer term objectives, as set out in its strategic management plans;
  - b. An outline of:
    1. The Council's objectives for the financial year; and
    2. The activities (services and projects) that the Council intends to undertake to achieve those objectives; and
    3. The measures (financial and non-financial) that the Council intends to use to assess the performance of the Council against its objectives over the financial year; and
  - c. An assessment of the financial requirements of the Council for the financial year and, taking those requirements into account, set out a summary of its

proposed operating expenditure, capital expenditure and sources of revenue; and

- d. The rates structure and policies for the financial year; and
  - e. An assessment of the impact of the rates structure and policies on the community, based on modelling that has been undertaken or obtained by the Council;
  - f. Alignment with the Council's long-term financial plan and relevant issues relating to the management and development of infrastructure and major assets by the Council; and
  - g. Address or include any other matter prescribed by the regulations.
3. Part 2(6) of the Local Government (Financial Management) Regulations 2011 states that the Annual Business Plan must include:
- a. The reason why the Council has adopted its valuation method for rating purposes.
  - b. If differential rates are used, the reasons and justifications for the differentiation, and the expected level of revenue to be raised by each differential rate;
  - d. The use and level of any separate rate, service rate or service charge, including reasons for the rate or charge;
  - e. The Council's policy on discretionary rebates and remissions, with particular reference to the rebates that will apply for more than 1 financial year and including information on how a rebate is designed to meet the purpose behind the rebate;
  - f. Issues concerning equity within the community and the impact of rates across the area;
  - g. The application or operation of a minimum amount payable by way of rates.
4. Consultation must be undertaken on the draft Annual Business Plan in accordance with Council's public consultation policy and Section 123(4) of the Act.
5. **Audit and Risk Committee Meeting May 2020** - A report was presented at the Audit and Risk committee meeting on 14 May 2020 seeking feedback and recommendations from members. The removal of the 1% for financial sustainability in the draft LTFP was discussed and the following recommendation was included in the minutes:
- ARCM20200514.02**
- The Committee supports the 1% Financial Sustainability rating measure and requests Council carefully examine the pros and cons of the proposed removal of the 1% Financial Sustainability rating measure.*
6. **Council Meeting June 2020** – The LTFP was adopted by Council on 1 June 2020. The report highlighted the impact of the removal of the 1% for financial sustainability on the LTFP and included the following recommendations:
- That Council:
2. *Review the LTFP and the associated assumptions 6 months following adoption by Council.*

3. *Carefully examine the pros and cons of the proposed removal of the 1% Financial Sustainability rating measure.*
7. **Audit & Risk Committee August 2020 and Council Meeting September 2020** – The revised Treasury Management Policy was reviewed at the Audit & Risk Committee and adopted by Council at the September meeting. The policy was updated to include a provision for the introduction of an additional rate increase for financial sustainability i.e. if required, an additional increase in general rates may be included for the funding and debt servicing of major projects.
8. **Council Member Informal Briefings September/October 2020** – Two informal briefings were held with Council Members on 14 September 2020 and 12 October 2020. The first session presented LTFP parameters and priorities and the second session presented the results of sensitivity analysis where three options were modelled for Council Member consideration.
9. **Audit & Risk Committee 27 October 2020** – A report was presented to the Audit & Risk Committee on 27 October 2020 to review the draft LTFP and sensitivity analysis prior to the provision of the report to Council.
10. **ARCM20201027.02**  
*That Council adopt the Draft Long Term Financial Plan 2020-2030 as attached (including adjustments to reflect the minor amendments and suggestions as recommended by the Audit and Risk Committee) for community consultation based on option 1 with a general rate increase of Adelaide CPI plus 1% per annum for financial sustainability for 2021/22 to 2024/25 inclusive.*
11. **Council Meeting 14 December 2020** – At a special Council meeting the Long Term Financial Plan was adopted with the following recommendation:  
*That Council:*
  4. *Notes that when the 2021/22 budget is prepared and adopted following community consultation, the 1% additional general rate increase will only be included if required to achieve target key financial indicators following an assessment of the forecast performance of key indicators such as growth, inflation, grant revenue or capital investment.*
12. **Annual Business Plan and Budget Development** – The draft Annual Business Plan and Budget was developed in consultation with staff across Council. Staff provided detailed budget requirements for the coming year to deliver services for the community and specific projects. This was then reviewed by senior Council staff and Council Members.
13. **Annual Business Plan and Budget Council Member Engagement** – Three informal briefings were held with Council Members during February, March and April 2021 to brief them on the contents of the draft budget for Wastewater and Recycled Water and Council Operations and to understand their priorities for the coming year.

**Discussion:**

14. **Strategic Management Plans** – Council's Annual Business Plan and Budget was formulated within the guiding principles detailed in its suite of Strategic Management Plans, including the Mount Barker 2020-2035 Community Plan, Strategic Asset Management Plan and Long Term Financial Plan.

15. **Mount Barker 2020-2035 – Community Plan** – The draft Annual Business Plan has been developed in alignment with the current version of the Mount Barker 2020-2035 – Community Plan (as adopted in November 2020).
16. **Alignment To Long Term Financial Plan (LTFP)** – The draft budget is guided by the LTFP as adopted in December 2020, adjusted as required. The adopted 2021/22 budget will be included as the base year for the next review of the LTFP to be presented to members in the first half of 2021/22.
17. **Strategic Asset Management Plan (SAMP)** The Annual Business Plan is linked to Council's Strategic Plan and Long Term Financial Plan (LTFP) and provides capital maintenance programs for renewal and replacement to prevent costly deterioration of infrastructure. Maintaining an adequate level of expenditure on existing assets on an annual basis ensures intergenerational equity, that is, the burden of costs is met equally by current and future ratepayers. The draft Strategic Asset Management Plan was adopted in August 2020. These plans were used to determine which assets require renewal or replacement based on:
  - a. condition assessment
  - b. service levels
  - c. affordability/sustainability
18. **Service Levels To The Community** - Council's annual operating program was developed to ensure maintenance of the current level of all existing services to the whole community including new residents and developments, where the provision of services to new residents and developments is funded by the growth in revenue from increased rates, and annual increases in employee, material, contract and other costs are met by increasing rate revenue of a similar inflationary factor. It should be noted that this Annual Business Plan does not include the provision of new services such as hard waste collection.
19. **Key Financial Indicators (KFIs)** - As part of the development of the annual budget the key financial indicators adopted by Council in its Treasury Management Policy were adhered to including:
  - a. to achieve an operating surplus greater than or equal to one percent of operating revenue;
  - b. maintaining a healthy level of net financial liabilities; and
  - c. maintaining Council's asset base.
20. **New Assets/Major Upgrades** - Expenditure on new assets and/or major upgrades to the service levels of existing infrastructure assets results from strategic planning decisions and generally this expenditure is to be funded using capital grants and contributions, sale of surplus assets and or borrowings. It is appreciated that new or upgraded assets when completed incur additional renewal, maintenance and annual operating costs for Council and therefore require new sources of ongoing revenue. Some major capital projects are budgeted over more than one year.
21. **Structure of The Annual Business Plan document** – It should be noted that the structure of the document is aligned with the Annual Business Plan produced last year including the following
  - a. **Mayor's Introduction** - Included at the front of the Annual Business Plan document provides an overview of the Annual Business Plan and Budget.
  - b. **Significant Influences** – Providing context of the environment in which the Annual Business Plan and Budget was developed i.e. the economic environment, climate change, and COVID-19.

- c. **Council Snapshot** – Shows a summary of how the budget is funded, an overview of budget expenditure and how rates contribute to expenditure on ongoing services.
  - d. **Strategic Context** – An overview of the other documents that are influenced by and influence the Annual Business Plan.
  - e. **Highlights For 2021/22** – An overview of proposed key outcomes for the coming year.
  - f. **Key Assumptions** – Provides an overview of key assumptions and principles applied in building the budget.
  - g. **Capital Projects (Excluding Wastewater & Recycled Water)** – Provides an overview of the capital works program with definitions for the different categories of projects. This is supported by additional project information in the appendix that shows whether the projects will be in the design or construction stage.
  - h. **Financial Overview (Excluding Wastewater & Recycled Water)** – Is a summary of the budget for Council Operations.
  - i. **Financial Targets (Including Wastewater & Recycled Water)** – Shows how the 2021/22 budget key financial indicators compare to target.
  - j. **Wastewater/Recycled Water** – This section provides an overview of Wastewater/Recycled Water including information aligned with each strategic goal.
22. **Our Goals** – Provides an overview of the key Annual Business Plan and Budget information included in the document aligned to the headings of the three Community Plan themes and two implementation strategies:
- Themes:**
- Community Wellbeing;
  - Ecological Sustainability; and
  - Economic Prosperity;
- Implementation:**
- Leadership and Good Governance; and
  - Working Smarter.
23. Each Community Plan goal includes the following information:
- **Community Plan Goals** – Goals from the Community Plan 2020-2035 to which the Annual Business Plan and Budget are aligned.
  - **Key Annual Objectives** – Priority outcomes that Council are planning to achieve in the coming year.
  - **Services** – The list of services that Council will deliver for the community.
  - **Key Performance Measures** – Measures that will highlight the expected performance in the delivery of services and annual objectives.
  - **Projects** – Project names, a brief description of the project, the gross cost, expected grants/contributions and the net cost to Council (after taking account of the revenue to be received).
24. **Budget Structure** – The Annual Business Plan and Budget has been developed separately for Council Operations and the Wastewater and Recycled Water Operations (in recognition the strategic importance of these functions). As such sections of the document and the financial statements are included on the following basis:

- **Consolidated** – Council Operations and Wastewater and Recycled Water Operations.
- **Council Operations** – Services provided by Council for the Community i.e. excluding Wastewater and Recycled Water Operations.
- **Wastewater and Recycled Water Operations** – The collection (via the network), treatment (of wastewater) and disposal (i.e. sale of recycled water) of water.

25. **Council Operations - Financial Overview (Excluding Wastewater & Recycled Water):**

Summary	Key Assumption	Adopted Budget 2021	Draft Budget 2022	Target
<b>General Rate Assumptions</b>	General Rate Increase	1.00%	1.00%	1.30%
	Additional 1% For Financial Sustainability	0.00%	1.00%	1.00%
	<b>Total Rate Increase</b>	<b>1.00%</b>	<b>2.00%</b>	<b>2.30%</b>
	Estimated Assessment Growth	2.82%	2.90%	
<b>Key Financial Indicators</b>	Operating Surplus Ratio	2.65%	8.60%	1% (minimum)
	Net Financial Liabilities Ratio	62.34%	49.37%	80% (maximum)
	Asset Renewal Funding Ratio	100.00%	100.00%	100.00%
<b>Operating Expenditure</b>	Ongoing Services (\$'m)	30.7	31.5	
<b>Capital Expenditure</b>	Asset Renewals (\$'m)	8.4	7.8	
	New/Upgrade	20.0	9.6	

- **Inflation** – Inflation of 1% has been included aligned with actual Adelaide CPI for December 2020 and the latest forecast CPI for 2021/22.
- **Additional 1% For Financial Sustainability** – In line with the Long Term Financial Plan adopted in December 2020 and the adopted Treasury Management Policy 1% has been included for the funding and debt servicing of major projects.
- **Total Revenue Growth** - The total revenue generated from the general rate will increase by 1.0% CPI (based on Adelaide CPI to December 2020) plus 1% for financial sustainability plus growth of 2.9%. However, the actual increase payable by any individual ratepayer may be more or less than this depending on the movement in the capital value of each property. Additional rates will be raised from growth e.g. property valuation increases related to new development and capital improvements.
- **Operating Surplus** - Council's estimated operating surplus in 2021/22 is \$4.2 m, including exceptional items such as Cudlee Creek bushfire and Local Roads and Infrastructure grants that will fund \$2.1m of capital works and a contribution to the for Stage 2 Upgrade Of Flaxley Road of \$430k and Rainbird Drive Junction (\$2.5m excluding these items) and recovery of finance and overhead costs from Wastewater and Recycled Water of \$1.5 m, and \$0.6m in Roads to Recovery funding which will be used to complete the sealing program for unsealed roads in townships.



- **Ongoing Services** - A total of \$31.5m (excluding Wastewater/Recycled Water) will be spent on providing ongoing services including waste management and disposal, development assessment and planning services, the community library, immunisation, HACC, community development and events to the growing community, plus the maintenance of infrastructure assets including roads, footpaths, lighting, storm water drainage, street trees, sporting facilities, open space, cemeteries and other Council properties.
- **Renewal Program** - Next year \$7.8m (excluding Wastewater/Recycled Water) has been allocated to renew assets including \$4.4m for roads, \$1.4m for the plant replacement program and \$0.6m for footpaths.
- **New/Upgrade & Strategic New Capital** - Capital expenditure (excluding Wastewater/Recycled Water) on new and upgraded assets and Strategic New Capital of \$9.6 million next year includes \$2.1 million investment in main streets and \$0.3m in the footpath connectivity program; \$2.4m in recreational assets including \$1.0m for the design of the Regional Aquatic Facility and \$3.5m in roads.
- **Key Financial Indicators** – Targets are achieved or exceeded for all Key Financial Indicators.

#### 26. Wastewater & Recycled Water Financial Overview:

Summary	Key Assumption	Adopted Budget 2021	Draft Budget 2022	Target
<b>Revenue</b>	Annual Service Charge Increase	4.25%	4.00%	
<b>Assumptions</b>	CWMS/Sewer Infrastructure Fee Increase	4.50%	4.50%	
<b>Key Financial Indicators</b>	Operating Surplus Ratio	8.13%	9.04%	1% (minimum)
	Net Financial Liabilities Ratio	17.43%	42.27%	80% (maximum)
	Asset Renewal Funding Ratio	100.00%	100.00%	100.00%
<b>Operating Expenditure</b>	Ongoing Services (\$'m)	5.1	5.3	
<b>Capital Expenditure</b>	Asset Renewals (\$'m)	4.9	6.8	
	New/Upgrade	10.0	13.4	

- **Revenue Assumptions** - Financial modelling of the planned future operation, renewal and upgrading of Council's Wastewater/Recycled Water systems demonstrates that for the sustainability of the business, the following increases are required: CWMS/Sewer Annual Service Charges 4.0% (payable by ratepayers) and CWMS/Sewer Infrastructure Fee 4.5% (payable by developers).
- **Operating Surplus** - Council's Wastewater and Recycled Water service/business operating surplus of \$0.7m.
- **Ongoing Services** - Includes \$5.3m to maintain and operate the collection, treatment and disposal of wastewater/recycled water.
- **Renewal Program** - Capital renewal programs are budgeted to be \$6.8m for both renewal elements of large programs and minor renewal projects such as the pump renewal and manhole restoration programs.
- **New/Upgrade (Including Strategic New Capital)** - \$13.4m is allocated to fund significant investment in the Wastewater Treatment Plant, Mount Barker Wastewater Collection Network Expansion & Upgrade, and Mount Barker Recycled Water Network Expansion.

27. **Infrastructure Funding** - Council has continued to implement strategies to advance the delivery of required community infrastructure. These strategies include partnering with the private and not for profit sectors, pursuing grant funding and working closely with developers to secure fit for purpose infrastructure.
28. **Grant Funding** - Council has submitted a number of grant funding applications to external bodies seeking funding for a range of projects/initiatives. The outcome of some of these applications is not yet known and may impact the 2021/22 budget. Council has also been successful in securing significant grant funding from Local Roads and Community Infrastructure and Cudlee Creek Bushfire grants.
29. **Draft 2021/22 Rating Policy** - Included in the attached draft 2021/22 Rating Policy is the basis for determining the amounts of the respective infrastructure separate rates that are applicable to all of the 2010 Ministerial DPA area in both Mount Barker and Nairne.
30. **Key Changes to the 2021/22 Rating Policy from previous financial years** – Due to the most recent planning reforms underpinned by the [\*Planning, Development and Infrastructure Act 2016\*](#), elements of Council's rating policy have changed for 2021/22 as follows:
1. **The General Differential Rate by Locality** – Residential Land use within the new Productive Rural Landscape Zone and Rural Zone has changed from the previous used Primary Production Zone.
  2. **The Mount Barker Regional Town Centre Separate Rate** - Will be applied to the defined area in the map provided in the Draft Rating Policy within the township of Mount Barker. The area is identical to what was previously known as the Regional Town Centre Zone.
31. **Financial Statements** - Includes the following statements for 2020/21 and 2021/22:
- Statement of Comprehensive Income;
  - Statement of Financial Position (Balance Sheet);
  - Statement of Changes in Equity;
  - Statement of Cash Flows;
  - Uniform Presentation of Finances; and
  - Financial Indicators.
32. **Net Borrowing** - Council's consolidated net borrowing (budget deficit) as shown in the Uniform Presentation of Finances in 2021/22 is expected to be (\$13.6m). This is within the target for the ratio that indicates the extent to which net financial liabilities of the Council can be met by the Council's total operating revenue. The resulting draft plan outlines Council's objectives and goals in accordance with Council's Strategic Plan and Long Term Financial Plan maintaining a strong financial and strategic focus to provide sustainability for residents and ratepayers in the future.
33. **Key Financial Indicators (KFI's)** - Council has set financial targets to ensure its long term financial sustainability and key financial indicators measure Council's performance. The following table shows that the draft indicators for the consolidated Council position (including Wastewater and Recycled Water) 2021/22 compared to 2020/21 are aligned with or exceed target levels.

Summary	Key Assumption	Adopted Budget 2021	Draft Budget 2022	Target
<b>Key Financial Indicators</b>	Operating Surplus Ratio	3.44%	8.66%	1% (minimum)
	Net Financial Liabilities Ratio	55.91%	48.36%	80% (maximum)
	Asset Renewal Funding Ratio	100.00%	100.00%	100.00%

34. **Increase For Financial Sustainability** - The general rate increase proposed will be 2.0% (including 1.0% for financial sustainability) + growth of 2.90%. Aligned with Council's Treasury Management Policy, if required an additional increase in general rates has been included for the funding and debt servicing of major projects.

The 1% for financial sustainability is a mechanism used to ensure that Council operates within key financial indicator targets in the short to medium term, whilst it supports the funding of Strategic New Capital Projects (SNCP) such as the Regional Aquatic Centre and redresses past standards to ensure equity across the community e.g. the footpath connectivity program to provide intergenerational benefits to the community.

**Community Engagement:**

35. The timeframes for consultation and adoption of the Annual Business Plan are as detailed below.

Decision to be made	Endorse for the Annual Business Plan.
Key factors to be considered in decision (dot points)	<ul style="list-style-type: none"> <li>• Long Term Financial Plan</li> <li>• Asset Management plans</li> <li>• Strategic Plan</li> <li>• Local Government Act 1999</li> </ul>
Area of community influence	<p><b>Aspects that are fixed:</b> Legislative factors.</p> <p><b>Key areas for community input:</b> Community may make submissions on all sections of the Draft Annual Business Plan.</p>
Method of consultation, informing community & cost	<p>Copies will be available at :</p> <ul style="list-style-type: none"> <li>• the Mount Barker Community Library; and</li> <li>• Council's offices;</li> </ul> <p>A copy will be available on Council's Your Say website;</p> <p>A facility will be available for the community to ask questions and receive submissions on Council's website during the consultation period.</p> <p>The Annual Business Plan will be presented at the Audit and Risk Committee meeting on Thursday, 20 May 2021 to provide an opportunity for the Audit and Risk Committee to review and provide recommendations/comment to</p>

		Council on Council's 2021/22 Draft Annual Business Plan and Budget.  A public meeting will be held on Monday, 7 June 2021 at 5.15pm to hear feedback from the community.
Feedback	to	A written response will be made to all submissions once the Annual Business Plan 2021/22 has been adopted by Council.
stakeholders/Council		
Timeframe	for	5 May - 26 May 2021
consultation		

**Policy:**

2021/22 Rating Policy

Rate Rebate Policy

Separate Rate - Developer Contributions: Payment, Rebate, Postponement Policy

Funding policy

Treasury Management Policy

Infrastructure Contributions – Separate Rate Relief Policy

**Long Term Financial Plan:**

The draft Annual budget has been informed by the Long Term Financial Plan (LTFP) adopted in December 2020 and once adopted the budget will inform the next version of the LTFP to be considered by Council in the first half of 2021/22.

The draft budget has been prepared in alignment with the adopted Long Term Financial Plan in that it includes 1% for financial sustainability as referenced below:

**Council Meeting 14 December 2020** – At a special Council meeting the Long Term Financial Plan was adopted with the following recommendation:

*That Council:*

*That Council adopt the Draft Long Term Financial Plan 2020-2030 as attached (including adjustments to reflect the minor amendments and suggestions as recommended by the Audit and Risk Committee) for community consultation based on option 1 with a general rate increase of Adelaide CPI plus 1% per annum for financial sustainability for 2021/22 to 2024/25 inclusive.*

Aligned with Council's Treasury Management Policy, if required an additional increase in general rates may be included for the funding and debt servicing of major projects.

The 1% for financial sustainability is a mechanism used to ensure that Council operates within key financial indicator targets in the short to medium term, whilst it supports the funding of Strategic New Capital Projects (SNCP) such as the Regional Aquatic Facility and redresses past standards to ensure equity across the community e.g. the footpath connectivity program to provide intergenerational benefits to the community.

**Budget:**

The 2021/22 draft Annual Business Plan includes the draft Annual Budget.

**Statutory/Legal:**

Section 123 of the Local Government Act 1999 requires Council to have an annual business plan and budget.

**Staff Resource Requirements:**

The development of the Annual Business Plan 2021/22 is managed within existing staff resources.

The capacity and capability of the organisation to deliver the annual business plan outcomes has been reviewed and confirmed with key stakeholders.

**Environmental:**

The Annual Business Plan 2021/22 includes Council's environmental budget for the year and annual objectives, key performance measures, services and projects aligned with the strategic theme of Ecological Sustainability (aligned with the Community Plan 2020-2035).

**Social:**

The application of rates is recognised as a system of taxation of residents and as such, Council strives to the best of its ability to ensure that rates are applied fairly and that the burden is shared equally by those with the ability to pay in proportion to their wealth.

Council has and will continue to consider the impact of rates on all sections of the community and particularly those on fixed incomes and with limited financial resources.

**Risk Assessment:**

The *Local Government Act 1999* requires that Council assesses the financial requirements of the Council for the financial year and sets out a summary of its proposed operating expenditure, capital expenditure and sources of revenue and takes into account the Council's long-term financial plan and relevant issues relating to the management and development of infrastructure and major assets by the Council.

**Asset Management:**

The Annual Business Plan addresses issues relating to the management and development of infrastructure and major assets by the Council. It has been considered in the context of the Strategic Asset Management Plan adopted in August 2020.

**Conclusion:**

When adopted by Council the Draft Annual Business Plan, detailing Council's intended programs for the 2021/22 year including the rating policy and annual budget, will be available for comment and submission by the community from 5 May to 26 May 2021.

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**ITEM 12.2**

**DRAFT ANNUAL BUSINESS PLAN, BUDGET AND RATING  
POLICY 2021/22 FOR PUBLIC CONSULTATION**

- ATTACHMENT:**
- 1. DOC/21/63707 DRAFT 2021/22 ANNUAL  
BUSINESS PLAN, BUDGET & 2021/22  
DRAFT RATING POLICY**

**PROVIDED AS SEPARATE ATTACHMENT ON COUNCIL'S WEBSITE**

**<https://www.mountbarker.sa.gov.au/council/meetings/full-council>**

**Please click here to be taken to the Attachments**

<b>12.3</b>	<b>REPORT TITLE:</b>	<b>STATE BICYCLE FUND GRANT APPLICATION</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/56555</b>
	<b>ATTACHMENTS:</b>	<b>ATTACHMENT 1 - TRAIL LOCATION, DOC/21/58189</b>
	<b><u>Key Contact</u></b>	Matthew Dawkins, Manager Infrastructure Planning, Infrastructure
	<b><u>Manager/Sponsor</u></b>	Phil Burton, General Manager, Infrastructure

**Community Plan 2020-2035:**

Community Wellbeing

CW Goal 1 Activity and movement Physical and mental health and wellbeing is supported by opportunities to access parks and natural areas, quality open space and recreation and sporting facilities.

**Annual Business Plan:**

This project is not currently included the draft 2021/22 Annual Business Plan.

**Purpose:**

Seek endorsement for one project submitted for the State Government Bicycle Fund 2021/22 grant.

**Summary – Key Issues:**

1. State Bicycle Fund Grant applications have been called, closing on 16 April 2021.
2. The fund provides up to \$200,000 on a 50:50 contribution ratio towards projects that improve conditions for bicycle riders.
3. A shared use off-road path connecting the Southern Laratinga Trail (Sawyer Crescent) through to Murray Avenue (near Waldorf School) has been identified as the highest and most deliverable trail priority with an estimated cost of \$275,000.

**Recommendation:**

That Council retrospectively endorses application to the State Bicycle Fund for 50% grant funding toward a project to construct a shared use off-road path connecting the Southern Laratinga Trail through to Murray Avenue with a total project value of \$275,000.

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**Background:**

1. The State Government Bicycle Fund 2021/22 was announced on 5 March 2021 and seeking submissions for grant funding proposals by 16 April 2021.
2. The Fund provides up to dollar-for-dollar contribution towards projects that improve conditions for bicycle riders. The State Bicycle Fund has a focus on projects that support the State Government's strategic objectives, develop cycling networks, improve connectivity to major trip generators and importantly, encourage people to choose cycling as a mode of transport for environmental, social, health, sustainability and economic reasons.
3. Maximum funding contribution for 2021/22 has increased to \$200,000 per project.
4. Consideration of this funding opportunity has occurred in accordance with Council's grant funding procedure and has been supported by the CEO.
5. Council has had previous success in receiving grants from this program.
6. Notable projects from previous years are:
  - a. Childs Road trail (freeway tunnel to Hallett Rd)
  - b. Hawthorn Road to Dumas Street creek line trail
  - c. Mann St to Gawler St (Wallis cinema frontage)
  - d. Segments of the Hurling Drive to Homemaker Centre railway corridor trail

**Discussion:**

7. The projects considered for submission were:
  - The Childs Rd to Anembo link in Littlehampton.
  - The Southern Laratinga Trail to Murray Avenue link.
8. These projects have been identified through trails master planning, community and elected member requests and grant review processes for this program and others such as the Building Better Regions Fund by Council's senior executive management teams.
9. After evaluation of both projects against the grant funding criteria, it was recommended to submit the second project only. The former is not considered to be ready for submission as there is still design, land acquisition and a number of approvals to be granted. The Childs Rd to Anembo Park project is also considered more suited to other grant funding opportunities given the sizeable expenditure required to complete this link.
10. The proposed Southern Laratinga to Murray Avenue link trail is identified in Council's endorsed Mount Barker, Littlehampton and Nairne Trails Plan forming part of the secondary trail network. At the time of the Plan's endorsement in 2011, this trail was given a 'medium – high' priority. In the



context of significant population growth since the plan's endorsement, the trail is now a high priority.

11. The local Bicycle User Group (BUG) has provided a letter of support that has been included with the grant application. Other supporting letters that have been received and included in the grant application include the State Electoral Representative Dan Cregan MP and the Waldorf School.
12. The extent of the project is shown in the attached map (Attachment 1) noting that it will connect to existing trails that are well established. The trail will be constructed of compacted limestone rubble and is estimated to cost \$275,000 (inclusive of contingency and project management costs). If the submission is successful, Council will need to fund 50% of the project cost being \$137,500.
13. Given the time frames to submit the application, Council Members were sent an information memo outlining the proposed trail for submission on 9 April 2021 seeking feedback.
14. The preparation and assembly of the required information to submit this grant application has been undertaken by existing staff however the delivery of the project may require additional project management resources (to be determined).

**Community Engagement:**

Informing only	Via Council's website and social media platforms.
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**Policy:**

N/A

**Long Term Financial Plan:**

The adopted Long Term Financial Plan (LTFP) includes grant funding assumptions, but not for any funds in relation to this project in 2021/22. If successful this activity would be brought forward from 2022/23.

**Budget:**

The draft annual business plan and budget for 2021/22 does not currently include this project. If the grant is successful, the project will be brought into the budget via a budget review with the activity brought forward from 2022/23.

**Statutory/Legal:**

N/A

**Staff Resource Requirements:**

If this grant application is successful, review of the capacity to deliver this project within current staff resources will be needed. The project budget includes project management costs.

**Environmental:**

Positive environmental impact on the environment by attracting and encouraging more cycling and walking.

**Social:**

Social benefits include improved wellbeing for walkers and cyclist with regard fitness. Facilitates exercise and activity that is safe in a COVID-19 restricted community.

**Risk Assessment:**

The Southern Laratinga to Murray Ave trail will require completion of the design during the final quarter of the 2020/21. The construction is not considered to be complex and there are no high risks identified at this stage. A comprehensive project risk assessment will be undertaken if the grant submission is successful.

**Asset Management:**

This project will increase the quantity of transport assets slightly but is largely in line with Council's endorsed strategic asset management plan.

**Conclusion:**

The Southern Laratinga Trail to Murray Avenue link is a high priority trail project that is considered suitable for grant funding under the State Bicycle Fund in 2021/22 as it will deliver numerous benefits for the community and is well aligned with Council's strategic management documents.

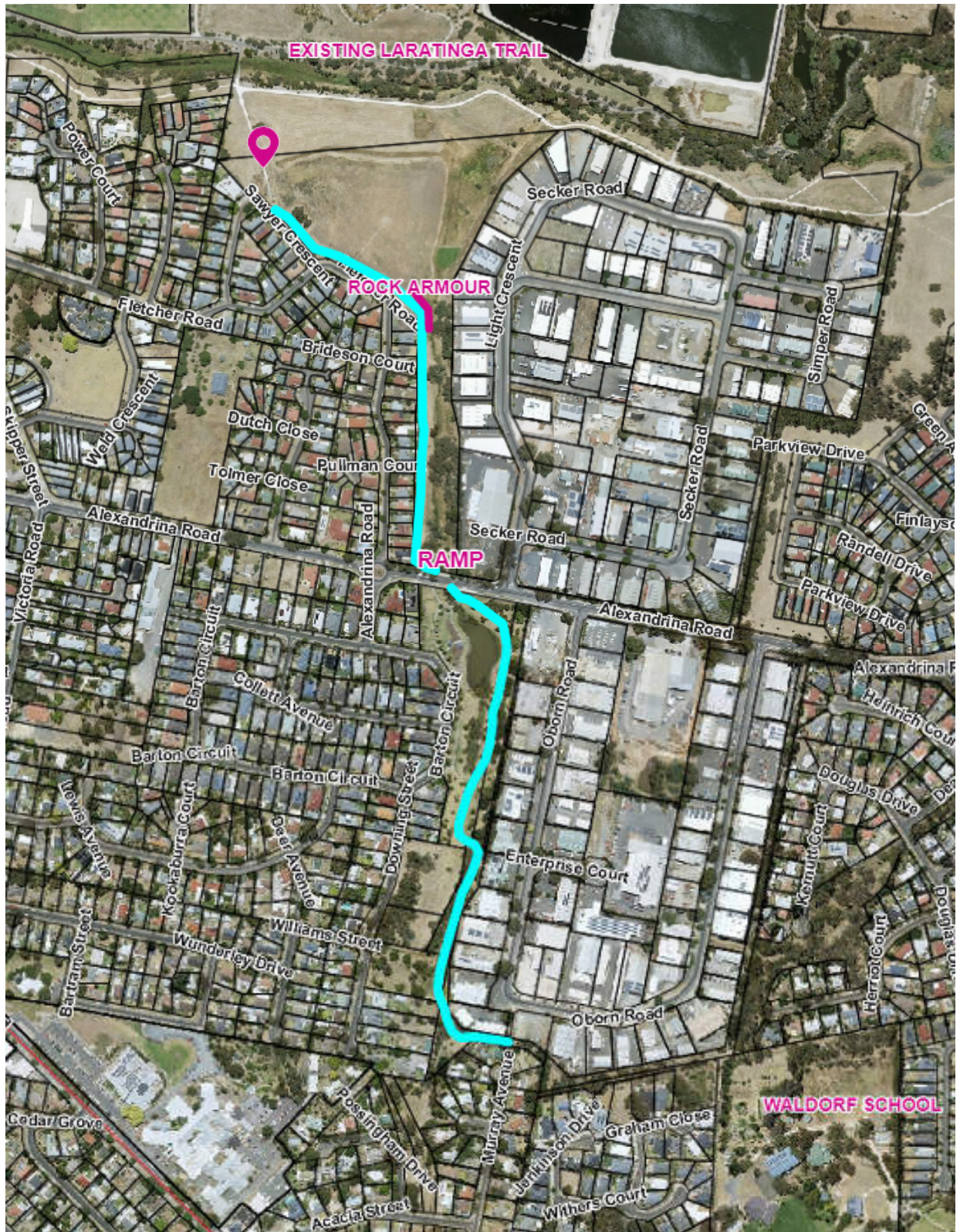
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Attachment 1 to Item 12.3

SOUTHERN LARATINGA TO MURRAY AVE TRAIL

13-April-2021



200 m

Scale = 6000

N  
1

## Pathways (1)

AssetID: FT002065

AssetName: Mountain Glen Reserve

AssetType: Trail

SegmentID: Footpath - Reserve - Sawyer Cr to Linear Trail Floodway

Suburb: Mount Barker

Ward: Central

PathMaterial: Gravel

PathUse: Shared Use

ServiceLevel: High Pedestrian Usage

Length: 186.02

Width: 3

OCI:

Comment:

---

## Property Boundary (1)

HouseNo:

RoadName: Alexandrina Road

AuthPCLNumber: 20471

GISREF: D54858A813

LotPlan: A813 D54858

Title: CT5810/167

AssessmentNumber: 158964

VGNumber: 5811640506

AreaSqM: 59775.869259409

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12.4	<b>REPORT TITLE:</b>	<b>RECYCLED WATER SUPPLY AGREEMENT WITH THE SAMWELL FAMILY</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/20/187729</b>
	<b>ATTACHMENTS:</b>	<b>1 DOC/19/57405 Historical Overview of Samwell Family 2. DOC/20/187725 Schedule of Key Contractual Terms 3 DOC/21/51041 Email Exchange Council and Samwell Family</b>
	<b><u>Key Contact</u></b>	Chris Reynolds, Commercial Manager Wastewater
	<b><u>Sponsor</u></b>	Brian Clancey, Deputy Chief Executive Officer, General Manager, Governance, Strategic Projects and Wastewater/Recycled Water.  Phil Burton, General Manager, Infrastructure

**Mount Barker 2035 – District Strategic community Plan:**

Economic Prosperity

High Priority: Use recycled water as a catalyst for economic development opportunities.

**Annual Business Plan:**

Includes income budgeted from the sale of recycled water to a range of customers in the district, including the Samwell Family.

**Purpose:**

To seek authority to finalise and execute a new agreement with the Samwell Family for the supply of recycled water.

**Summary – Key Issues:**

- A new agreement for the supply of recycled water by Council to the Samwell Family has been drafted.
- The Samwell Family has confirmed their acceptance of these arrangements.
- Approval to proceed with the execution of the new agreement for recycled water supply is now sought.

**Recommendation:**

That Council:

1. Approve the proposed arrangements for the supply of recycled water by Council to the Samwell Family in accordance with the Schedule of Key Terms shown in attachment 2; and

2. Delegate authority to the Chief Executive Officer or nominee to finalise and execute a Water Supply Agreement between Council and the Samwell Family consistent with attachment 2.
- 

**Background:**

1. There is a long standing relationship between Council and the Samwell Family – a brief overview of which is provided in attachment 1.
2. That relationship has delivered mutual benefits and continues today.
3. Both parties desire to see a new Water Supply Agreement to be in place as the most recent agreement has expired.
4. Notwithstanding that, Council has continued to supply recycled water to the Samwell Family.
5. The volume of water supplied to the Samwell Family has reduced considerably since Council entered a formal agreement with Hillgrove Resources several years ago.
6. A key difference being that the demand for recycled water from Hillgrove Resources was consistent all year round whereas for the Samwell Family their demand was seasonal. The price paid by Hillgrove Resources was significantly higher than the Samwell Family reflective of the different uses and mining versus primary production.
7. Historically the quality of recycled water supplied to the Samwell Family was class C but in 2015 SA Health determined that this was no longer acceptable and required class A standard which significantly increased Council's supply costs.
8. Council has used a new model Water Supply Agreement that will be used across all new customers. An interim arrangement was agreed with the Samwell's in January 2021 - refer attachment 3.

**Discussion:**

9. The "Recycled Water Sale Policy – Non Residential" was endorsed at the Council meeting held on 4 May 2015 and is due for review.
10. The Policy provides for a Base Price (for 2020/21 this is \$2.79 per kl). The Base Price is reviewed by Council annually coinciding with the adoption of Council's Fees and Charges Schedule, associated with the adoption of the Council Annual Business Plan at the June council meeting.
11. The Base Price is able to be rebated subject to the customer meeting one or more of several specified criteria. The Samwell Family do meet a number of the criteria in the Policy for rebates, specifically the following:
  - Pioneer and supporter of treated wastewater reuse since 2001
  - Large and consistent consumption per annum

- Environmental and social benefits to Mount Barker District & wider community
  - Substantial on site storage capacity - currently around 92 mega-litres (ML)
  - Long term commitment
  - Interstate & overseas exporter which generates a good reputation /recognition for Mount Barker and a local employer.
12. Potential non-residential customers can apply to Council for a rebate of up to 80% of the Base Price in accordance with the provisions of the Policy – the maximum rebate of the current price would equate to \$2.232 per kilo-litre (kl) and see an actual price of \$0.558 per kl payable by the customer in 2020/21.
  13. Transition Arrangements contained within the Policy recognize that as Council had existing (historical) arrangements with a small number of foundation customers (including the Samwell Family), it is necessary to transition such pricing reform over a period of time.
  14. It is acknowledged that during the transition period pricing arrangements may not fall within the scope of this Policy i.e. the maximum rebate of 80% of the Base Price could be exceeded.
  15. The Policy includes that the maximum transition period shall be 8 years from the date of formal adoption of the Policy by Council (January 2010), after which all pricing arrangements must be in accordance with the Policy unless the existing arrangements with current customers mean that this timing is not achievable in which case the objective shall be to achieve accordance with this Policy as soon as possible thereafter. This situation applies to the Samwell Family only.
  16. The current price for the Samwell Family for 2020/21 of \$0.347per kl GST free (the Net Price) represents a rebate on the 2020/21 Base Price of 85-90%.
  17. The draft new agreement is for council to supply class A water (unless otherwise agreed) and to guarantee the supply of a minimum of 100 mega-litres (ML) per annum. It includes provision for Council to make available 25 ML of additional (over the 100 ML) recycled water to the Samwell Family at no more than 75% of the Net Price.
  18. With the cessation in May 2019 of open cut mining by Hillgrove Resources, their demand for recycled water reduced significantly and has ceased since early 2020. In the short term, Council is forecasting surplus supply capacity of recycled water. Council continues to pursue new customers for recycled water, at both small and major scale.
  19. In the interim, it is preferable that Council continues to have a sound relationship with the Samwell Family.
  20. The current price to the Samwell Family with an 85-90% rebate is well short of the required amount to enable full cost recovery by Council. Equally however the infrastructure required for this supply is already in place.

21. The Samwell Family confirmed acceptance of the interim arrangement and the draft new agreement (20 pages in length) which was forwarded to the Samwell Family on 16 December 2020 (refer attachment 3).

**Community Engagement:**

Informing only	Council's website.
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**Policy:**

Recycled Water Sale Policy – Non-Residential.

**Long Term Financial Plan:**

The adopted LTFP includes forecast capital expenditure for recycled water and recurrent revenue from the sale of recycled water.

**Budget:**

The 2020/21 budget includes forecast revenue from the sale of recycled water.

Implementation of the recommendations in this report would have very minimal budget impact.

**Statutory/Legal:**

The recommended Water Supply Agreement would set out the arrangements and the responsibilities of both Council and the Samwell Family under the SA Health legislation.

**Staff Resource Requirements:**

The recommendations can be implemented within existing staff resources.

**Environmental:**

Productive use of recycled water as an alternative to discharge to Creek, ground water and River Murray water use.

**Social:**

Continued support for irrigated primary production in the district.

Local employment generation, particularly for casual/seasonal workers.

**Risk Assessment:**

Historically the quality of recycled water supplied to the Samwell Family was class C but in 2015 SA Health determined that this was no longer acceptable and required class A standard. This is to manage Samwell's irrigation method and that crop can be consumed raw. To mitigate the risk Council has install the addition of a new UV system to provide Class A water. In the interim, class A water will be used from Little Dublin Road until the end of April 2021.

**Asset Management:**

Council is installing additional UV to provide Class A water with council continuing to be responsible for the operation, maintenance and renewal of the council owned recycled water supply infrastructure.



**Conclusion:**

It is recommended that Council formalise a new agreement with the Samwell family for the supply of recycled to support the ongoing strategy of providing 100% reuse water to the community and reduce treated water being discharge to the Creek.

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## Previous Decisions By/Information Reports to Council

Meeting Date	21 March 2011	HPRM Reference	11/11153
Title	TREATED WASTE WATER SUPPLY – CUSTOMER DETERMINATIONS		
Purpose	To seek Council authority to finalize and execute Water Supply Agreements (Agreement) for the supply of treated waste water to 3 existing users being: a. Samwell & Sons. b. St Francis de Sales College. c. Bluestone Estate.		

**Attachment 1 to Item 12.4****Attachment 1****Samwell Family Council Relationship Historical Overview**

1. There is a long history/relationship between the Samwell Family and Council not only for the supply of recycled water (as a foundation customer) but also land sale and purchase i.e. Council purchased land from the Samwell Family on the Southern side of the freeway for the Bald Hills Road freeway interchange and sold surplus land on the Northern side of the freeway on Little Dublin Road (adjacent to the recycled water storage dam) to the Samwell Family.
2. When Council first starting supplying the Samwell Family with recycled water in 2001 the agreed price was only \$0.05 per kilolitre (kl). The water was treated to the then Class C standard (see below).
3. Not surprisingly a lot has changed since then including substantial increases in Council's costs (e.g. electricity and regulatory) and increased community recognition of the value and importance of all forms of water, including recycled water.
4. At the Council meeting on 21 March 2011 it was determined that the net price payable by the Samwell family be \$0.06623 cents per kl exclusive of GST (recycled water sales are GST exempt) for the 2010/11 financial year and \$0.07467 per kl (ex GST) for 2011/12. These amounts were adopted as an interim price but continued until a price increase occurred in 2016/17 (see below).
5. Council and the Samwell Family executed a Water Supply Agreement for the period 1 July 2010 to 30 June 2012. No current Water Supply Agreement with the Samwell Family is in place, the previous one expired on 30 June 2012. Executing a new Water Supply Agreement would provide certainty for both parties and is long overdue.
6. The then Council Members undertook a site visit of the Samwell Family property on Bald Hills Road in late July 2013 to gain a first-hand understanding of the business operation.
7. In 2015 Health SA determined that class C quality water was no longer acceptable and required instead that the water be treated to class A which increased supply costs.
8. In December 2016 the Samwell Family wrote to Council and proposed a price of \$0.347 per kl for water used.

9. The Samwell Family currently pay \$0.347 per kl for water used and this has been the case since February 2016.
10. Reasonably regular communications and a number of on-site meetings have occurred between senior Council officers and the Samwell Family over a period of time.

## Attachment 2 to Item 12.4

<b>Item 1</b> <b>(name and address of Consumer)</b>	Samwell and Sons 195 Bald Hills Road Mount Barker SA 5251
<b>Item 2</b> <b>(commencement date)</b>	28 December 2020
<b>Item 3</b> <b>(term)</b>	Five years commencing on the <b>commencement date</b> and expiring on the <b>expiry date</b> .
<b>Item 4</b> <b>(expiry date)</b>	27 December 2025
<b>Item 5</b> <b>(fees and charges)</b>	<p>As at the commencement date the usage charge per kL supplied to you is \$0.35 per kL (GST free) (<b>net price</b>).</p> <p>1/12 of (the net price multiplied by the <b>guaranteed annual supply</b> amount and any <b>additional annual supply</b> amount requested and agreed) will be invoiced at the end of each calendar month and will be payable as invoiced, regardless of actual use.</p> <p>75% of the net price multiplied by any <b>further annual supply</b> will be invoiced and payable at the end of the financial year or when total usage is known.</p>

<b>Item 6</b>  <b>(review of fees and charges)</b>	<p>The net price represents a percentage of the base price charged by Council for the supply of recycled water in accordance with Council's Recycled Water Sale Policy – Non Residential.</p> <p>The base price will be reviewed by Council annually, coinciding with the adoption of Council's Fees and Charges Schedule.</p> <p>Unless otherwise determined by Council, the base price will be increased annually by the greater of:</p> <ul style="list-style-type: none"> <li>the percentage increase in the standard water price charged by SA Water for water to commercial/industrial users in the preceding year; and</li> <li>the percentage increase as determined by the Australian Bureau of Statistics in the consumer Price Index Catalogue No. 6401.0 Tables 1 &amp; 2 for All Groups (Adelaide), for the 12-month period immediately preceding the date of review.</li> </ul> <p>As and from 1 July in each year of the term, the net price will be adjusted in accordance with the percentage change to the base price.</p>
<b>Item 7</b>  <b>(liability and insurance)</b>	\$10 million
<b>Item 8</b>  <b>(billing address)</b>	<a href="mailto:samwellandsons@bigpond.com">samwellandsons@bigpond.com</a>  Attn. Scott Samwell
<b>Item 9</b>  <b>(permitted use)</b>	Restricted irrigation for agricultural purposes and not for human consumption
<b>Item 10</b>  <b>(special conditions)</b>	Not applicable

## Attachment 3 to Item 12.4

**From:** [samwellandsons@bigpond.com](mailto:samwellandsons@bigpond.com) <[samwellandsons@bigpond.com](mailto:samwellandsons@bigpond.com)>  
**Sent:** Tuesday, 12 January 2021 6:44 AM  
**To:** Chris Reynolds <[creynolds@mountbarker.sa.gov.au](mailto:creynolds@mountbarker.sa.gov.au)>  
**Subject:** Re: FW: Temporary approval

Hi Chris,

We're happy with the condition's set out in your email to us.

Regards

Scott Samwell

On 8 Jan 2021 4:27 pm, Chris Reynolds <[creynolds@mountbarker.sa.gov.au](mailto:creynolds@mountbarker.sa.gov.au)> wrote:

Dear Scott,

Pending a forthcoming council meeting for which an agenda item will be prepared to seek authority to execute the new Recycled Water Agreement that you have been liaising with David Morton on, council is able to provide a temporary supply to Samwell's dam number 1 only for recycled water.

- Temporary supply is subject to:
  - The Terms of the draft Recycled Water Agreement provided.
  - Use of recycled water as defined in MBDC recycled water data sheet
    - Use as defined by SA Health Temporary approval reference WWI-10782 (Attached)
  - Supply is limited to Samwell Dam Number 1 only.
  - Recycled water quality remains in specification as approved by SA Health.
  - In the unlikely event that the council meeting does not approve execution of the new Recycled Water Agreement-the temporary supply will be discontinued or renegotiated.
  - Recycled water will be invoiced by as defined in the draft Recycled Water Agreement provided.
  - Temporary supply is able to commence from the 11<sup>th</sup> January 2021 following a meter reading.

Please acknowledge your agreement to the above conditions by return email to enable recycled water supply commencing from the 11<sup>th</sup> January 2021.

Regards

Chris

<b>12.5</b>	<b>REPORT TITLE:</b>	<b>SECURING NEW CUSTOMERS FOR RECYCLED WATER – DELEGATION OF AUTHORITY</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>21/21045</b>
	<b>ATTACHMENTS:</b>	<b>NIL</b>
	<b><u>Key Contact</u></b>	<b>Chris Reynolds, Commercial Manager, Wastewater</b>
	<b><u>Sponsor</u></b>	<b>Brian Clancey, Deputy CEO/General Manager, Governance and Wastewater/Recycled Water</b>

**Community Plan 2020-2035:**

Ecological Sustainability

ES Objective 5.1

Continue to build on Council's reputation as a leader in wastewater management and promote water recycling and reuse.

**Annual Business Plan:**

Wastewater/Recycled Water

Key Annual Objective:

Continue to seek new recycled water customers

**Purpose:**

To seek delegation of authority to council officers to finalise and execute formal agreements for recycled water supply with new customers of relatively small scale.

**Summary – Key Issues:**

- To streamline the process for securing new customers for recycled water, a delegation of authority to council officers to finalise and execute formal agreements for recycled water supply with new customers is recommended;
- The extent of the delegation of authority to council officers would be limited as defined below; and
- The use of the delegation by council officers would entail reporting to council meetings on a six monthly basis (included in the current quarterly report on wastewater) for monitoring purposes.



**Recommendation:**

That Council:

1. Delegate authority to the Commercial Manager, Wastewater and the General Manager, Infrastructure to finalise and execute formal agreements for recycled water supply with new customers, to be in accordance with council's Recycled Water Sale Policy: Non- Residential (as amended) and where:
    - a. the forecast annual quantity in the first 12 months is less than 100 mega litres; and
    - b. the forecast annual revenue in the first 12 months is less than \$50,000 excluding GST; and
    - c. the required water quality does not exceed what council is already producing for other customers; and
    - d. any required infrastructure augmentation from the council recycled water network to the property of the new customer is to either be fully paid for by the customer 'up front', or if the cost is to be met or contributed to by council, this shall be reflected in the price of the recycled water to achieve cost recovery in a reasonable time; and
    - e. the duration of the agreement shall not exceed 5 years in total i.e. including any rights of renewal.
  2. A report on the use of this delegation of authority by council officers is to be provided to a council meeting every 6 months, to be included in the current quarterly wastewater reporting.
- 

**Background:**

1. At the council meeting held on 1 June 2020 strategic objectives for Wastewater/Recycled Water were endorsed that included:

*Maximise productive re-use of water, ultimate target of 100%;*

2. In February 2019 council resolved to delegate authority to council officers to renew existing recycled water supply contracts (with minor variations if required) that have a forecast annual income to council of less than \$50,000 excluding GST.

3. It is now recommended that delegation of authority (within certain parameters) also occur in relation to new customers of recycled water so as to streamline this process, particularly for relatively small scale supply situations.
4. Council has recently been successful in getting SA Health to issue effectively a blanket approval for recycled water use rather than require each and every prospective new customer to have to gain SA Health approval for their intended use.
5. The model agreement used by council has recently been updated to reflect this change and to streamline the document to reflect the nature of the smaller scale customer.

**Discussion:**

6. Interest in becoming a customer of council's recycled water has been expressed by a number of land owners with property that abuts the council's recycled water pipeline that runs from Mount Barker to Callington.
7. It is apparent that some have been somewhat deterred by the process i.e. them needing to secure SA Health approval (now overcome) and the matter (net price) needing to be considered at a council meeting.
8. The recommended approach to delegate authority to staff (within the parameters of the policy and the additional points in the above recommendation) should assist to streamline the process.
9. A Council meeting resolution will continue to annually set the base price for recycled water. The policy requires assessment of what criteria are applicable for the purposes of any rebate to the base price and sets a maximum rebate so in effect, a minimum net price payable by the customer. This assessment and determination of any rebate and hence the net price payable will occur under the recommended delegation to officers for inclusion in the formal agreement for recycled water supply.
10. The recommendation regarding 6 monthly reporting to a council meeting on the use of the delegation will enable formal monitoring and review if necessary.

**Community Engagement:**

Informing only	Information is to be available via the council website
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**Policy:**

Recycled Water Sale Policy: Non- Residential

**Long Term Financial Plan:**

Annual revenue from the sale of recycled water is forecast to be received within the adopted Long Term Financial Plan.

**Budget:**

No significant impact on the 2020/21 budget. Revenue from the sale of recycled water will likely increase slightly over time as any small scale, new customers are secured and receive supply.

**Statutory/Legal:**

A model water supply agreement has been in use by council for several years and has recently been updated. This includes the responsibilities of council (e.g. to supply and charge) and the customer (e.g. what the water can be used for and to pay).

**Staff Resource Requirements:**

The above recommendations can be implemented within existing staff resources.

**Environmental:**

Adoption of the recommendations is intended to make the process of securing small scale new customers for recycled water easier and more attractive. In turn, this will deliver environmental benefit through the increased use of recycled water for productive purposes.

**Social:**

Benefit through streamlining the process for prospective new customers.

**Risk Assessment:**

Inconsistency of assessment of rebate criteria to determine the net price payable by the customer is a possibility although the risk is able to be managed through regular monitoring and reporting.

**Asset Management:**

New customers would be responsible for the management of the recycled water assets located within their property.

**Conclusion:**

Adoption of the recommendations should achieve council and community benefit and will enable regular monitoring through reporting to future council meetings.

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**Previous Decisions By/Information Reports to Council**

Meeting Date	4 February 2019	HPRM Reference	DOC/18/139134
Title	RENEWAL OF NON RESIDENTIAL RECYCLED WATER SUPPLY CONTRACTS		
Purpose	To seek authority for the Chief Executive Officer (CEO) or his delegate to renew existing recycled water supply contracts that have a forecast annual income to Council of \$50,000 or less.		

12.6	<b>REPORT TITLE:</b>	<b>NEW SEWER MAIN AND INLET PUMPING STATION – MOUNT BARKER: PRUDENTIAL REPORT</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/55696</b>
	<b>ATTACHMENTS:</b>	<b>1) PROJECT LOCATION PLAN DOC/20/138935 2) PROJECT PRUDENTIAL REPORT DOC/21/38340 3) MATTERS ARISING FROM THE PROJECT PRUDENTIAL REPORT DOC/21/41286</b>
	<b><u>Key Contact</u></b>	<b>Brian Clancey, Deputy CEO/General Manager Governance and Wastewater/Recycled Water</b>
	<b><u>Sponsor</u></b>	<b>Andrew Stuart, Chief Executive Officer</b>

**Community Plan 2020-2035:**

Leadership and Good Governance

LGG Strategy 1.5 Demonstrate accountability through clear, relevant and easily accessible policies, corporate reporting and legislative compliance.

Community Wellbeing

Safety and Resilience

Objective 4.4 Provide wastewater treatment services to deliver public health.

**Annual Business Plan:**

GL2 Corporate Capacity and Leadership

GL4 Effective Management and Financial Sustainability

Mount Barker Wastewater Collection Network – Expansion and Upgrade

**Purpose:**

For council to consider the attached prudential report prepared by Dean Newbery Consulting and the information subsequently prepared by council officers in relation to the key matters arising from the prudential report.

**Summary – Key Issues:**

- the attached prudential report has concluded that the council members will be in a position to make a well informed decision regarding the sewer main and inlet pump station project upon the provision of further information;

- further information on key matters identified in the prudential report is attached, some of which is specific to this project and some is broader in nature; and
- information still to be provided is outlined under the heading below of Next Steps.

**Recommendation:**

That Council:

Pursuant to section 48 of the Local Government Act 1999 and having considered the attached Prudential Report on the Sewer Main and Inlet Pumping Station prepared by Dean Newbery Consulting (attachment 2), and the information subsequently prepared by council officers in relation to the key matters arising from the Prudential Report (attachment 3), notes both of these documents.

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**Background:**

1. A new sewer main from Hampden Road to the wastewater treatment plant on Springs Road Mount Barker and an inlet pumping station as shown in attachment 1 is defined to be “the Project”.
2. Over a period of time, council members have had access to information on the Project, including via council meeting agenda items and informal gatherings.
3. The Project triggers a requirement for a prudential report to be prepared, pursuant to section 48 of the Local Government Act.
4. A prudential report on the Project was prepared for council by Dean Newbery Consulting (attachment 2).
5. The prudential report was considered by the council Audit and Risk Committee at its meeting on 18 March 2021.
6. The recommendations of the Audit and Risk Committee (below) were endorsed at the April 2021 council meeting.
  - *the attached prudential report prepared by Dean Newbery Consulting on the sewer main from Hampden Road to the wastewater treatment plant on Springs Road and inlet pump station be noted; and*

- *prior to the award of the tender for the Project, a report be prepared by council staff for consideration at a future council meeting in relation to the matters arising from the prudential report, in particular the matters contained under the heading “Prudential Review Outcome: Key Matters recommended be noted by Council”.*
7. It is a requirement of the Local Government Act that the prudential report be considered at a council meeting.
  8. Additional information on the key matters arising from the prudential report has now been prepared (please see attachment 3).

**Discussion:**

9. The Project is required to be undertaken as soon as practicable to enable council to:
  - Continue to provide an essential public health service to the community;
  - Cater for growth in the Mount Barker township; and
  - Meet legal obligations arising from wastewater commitment deeds entered into with developers, to provide a wastewater service in return for payment to council by developers of the wastewater infrastructure fee when development occurs.
10. Importantly, the prudential report has concluded that the council members will be in a position to make a well informed decision regarding the Project upon the provision of some further information.
11. As shown in attachment 3, some of the key matters raised in the prudential report are far broader than the Project whilst some of the key matters are quite specific to the Project.
12. For each key matter actions undertaken, actions still required and comment (where applicable) is provided.
13. There is still further information on the Project to be presented for consideration at a future council meeting, this is outlined below under the heading of Next Steps, together with the anticipated timing.

**Next Steps**

14. At the June Council meeting it is intended that recommendations on the Project will be available from the Audit and Risk Committee meeting to be held on 20 May 2021.

15. These recommendations are to be in relation to the Project Business Case following the Audit and Risk Committee having had the opportunity to consider the 40 year financial modelling and associated assumptions for wastewater/recycled water.
16. The recommendations of the Audit and Risk Committee on the Project Business Case (below) were endorsed at the March council meeting.
- *the business case (attachment 3) for the sewer main from Hampden Road to the wastewater treatment plant and inlet pump station be noted with the intention of endorsement subject to the Committee review of the Wastewater 40 Year Financial Modelling and assumptions.*
  - *formal reporting to the Committee and council meetings occur as a minimum on a quarterly basis and/or as required given the nature of the project and the key assumptions and risks identified in the business case.*
17. The objective is that a recommendation to award the tender for the Project will be presented to a council meeting in late June. The tender closes on 11 May 2021.
18. Stakeholder engagement via a project communication plan, the project risk register and various other necessary actions are being undertaken concurrently.

**Community Engagement:**

Informing only	The prudential report is to be publicly available which is already the case with the redaction of one number due to the current open tender process.
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**Policy:**

Prudential Management Policy

**Long Term Financial Plan:**

Assumed to have capital expenditure for the Project in 2020/21 and 21/22 and to receive revenue from developers annually.

**Budget:**

In the 2020/21 budget there is an allocation of adequate funds for the Project including design and preparation for the tender.

**Statutory/Legal:**

Local Government Act – section 48 Prudential Requirements



**Staff Resource Requirements:**

The preparation of the prudential report by Dean Newbery Consulting required staff input.

The additional information on key matters identified in the prudential report has been prepared by council staff.

**Environmental:**

The prudential report does highlight the timing risk associated with the Project delivery and in attachment 3 there is reference to a contingency plan to mitigate that risk to the environment.

**Social:**

Applicable to the prudential report in relation to:

- (a) the critical timing of delivery of the Project from a public health perspective; and
- (b) the need to regularly review the amount of the annual service charge payable by ratepayers.

**Risk Assessment:**

As above timing risk is fundamental and other key risks such as the contractor not delivering are identified in the attachments.

The Project risk register is being regularly monitored and reviewed and risk can continue to feature in future reports to council meetings on the Project.

**Asset Management:**

Council will be responsible for the management of the assets that would result from the delivery of the Project.

**Conclusion:**

The Project is of very high priority and the attached information together with further information still to be provided should ensure a sound information base for decision making on the Project at council meetings.

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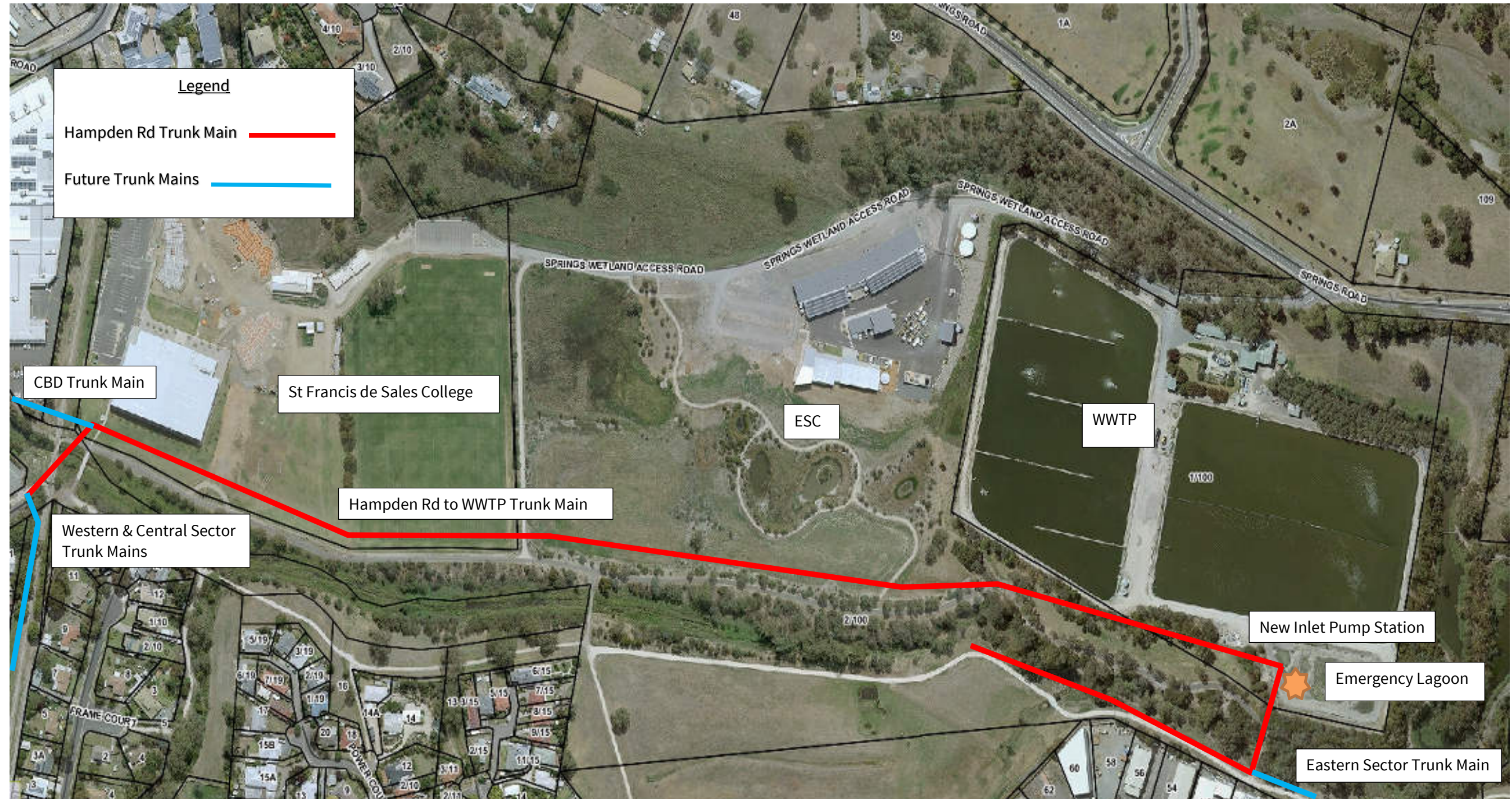
**Previous Decisions By Council**

Meeting Date	6 April 2021	Reference	DOC/21/37664
Title	Hampden Road to Mount Barker wastewater treatment plant sewer trunk main & new inlet pump station - prudential report		
Purpose	To consider and endorse recommendations from the Audit and Risk Committee meeting held on 18 March 2021		

Meeting Date	1 March 2021	HPRM Reference	DOC/21/22603
Title	New Sewer Trunk Main and Inlet Pumping Station – Business Case		
Purpose	For Council to endorse the recommendations of the ARC 11 February 2021.		



# ***Hampden Road to WWTP Gravity Sewer Trunk Main & New Inlet Pump Station Location Map***





Attachment 2 to Item 12.6



## MOUNT BARKER DISTRICT COUNCIL

### PRUDENTIAL REPORT

(PRUDENTIAL REQUIREMENTS FOR CERTAIN ACTIVITIES: SECTION 48 LOCAL GOVERNMENT ACT  
1999)

HAMPDEN ROAD TO MOUNT BARKER WASTEWATER TREATMENT PLANT EFFLUENT/SEWER  
TRUNK MAIN & NEW INLET PUMP STATION

4 MARCH 2021

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## 1. Report

Don Venn, Principal, Dean Newbery Consulting (“**DNC**”), has been engaged by the District Council of Mount Barker (“**Council**”) to undertake a prescribed Prudential Review of the Hampden Road to Mount Barker Wastewater Treatment Plant Sewer Trunk Main & New Inlet Pump Station (“**Project**”).

This report has been prepared in accordance with Section 48 of the South Australian *Local Government Act 1999* (“the **Act**”) which requires a council to consider a report addressing the prudential issues set out in the Act before engaging in a project where the capital cost over the ensuing five years is likely to exceed \$4,000,000 (indexed from 1 January 2010).

**The purpose of a Prudential Review is to independently review and make an assessment whether the Elected Members have available from the Administration all of the prescribed information necessary to make an informed decision regarding a project.**

**It is not the purpose of a Prudential Review to provide advice to the Elected Members whether or not the Council should proceed or not with a project.**

The Council area does not have access to SA Water’s wastewater network and for that reason, the Council owns and operates four Community Wastewater Management Systems (**CWMS**).

Effluent from Littlehampton, Mount Barker central business district, south west portion of Mount Barker and sewage from the recently commenced western and central sector urban growth areas converge at the north-eastern end of Hampden Road is then piped to the Springs Road Wastewater Treatment Plant (**WWTP**).

Engineering advice is that the existing wastewater infrastructure will be unable to service the demand from that urban development, which has been unexpectedly and significantly accelerated as a result of Federal and State government (pandemic) stimulus grants.

The Project is to address both existing and projected effluent/sewer flow volumes during both dry and wet weather conditions to the WWTP, comprising a new effluent/sewer trunk main line and inlet pump station, from Hampden road to the WWTP situated on Springs Road Mount Barker.

Given the limited capacity of the existing wastewater infrastructure to manage wastewater in-flows even in dry-weather, the timing of the proposed works is now considered by the Administration as near critical. This is because the existing infrastructure is now unable to cope in wet-weather conditions and forecasted to be unable to cope during dry-weather conditions from early to mid-2022, causing risk of sewerage overflows and the associated environmental and public health consequences as a result.

Quantity Surveyors acting for Council, Capicse QS, have projected that the Project will have a capital cost approximating **XX (CONFIDENTIAL)**, with the works scheduled to be undertaken over 2021, with completion scheduled around August 2022, providing no unforeseen issues arise. That completion date assumes that the Project works will require at least 12 months to complete, possibly longer.

Whilst Council will shortly call a tender for the Project, its policy is to defer a decision (to award the tender) until it has considered the Prudential Review and funding requirements, amongst other information sought from the Administration by the Elected Members.

The Administration advise that \$3.5M funding for the Project works is available in the adopted FY21 Budget of Council. The balance of capital funding required for the Project works proposed to be included in the FY22 Council Budget will comprise developer contributions, annual service charges, transfers from Council's Wastewater Infrastructure Reserve and Wastewater Maintenance Reserve, together with loan borrowings.

The Project is a 'stand-alone works'. The Mt Barker Wastewater Collection Network & Expansion Upgrading Plan include the Project as being an early stage of a proposed overall major upgrade to the Council's entire Wastewater infrastructure in coming years (Council's district comprises 7 townships with 4 segregated CWMS).

The indicative 'current day dollars' cost of all the proposed Council area wide wastewater upgrade works is in the region of \$110M – that indicative cost will change, possibly significantly reduce, as a result of pricing refinement work currently being undertaken by the Administration.

**Council has recently appointed Frontier Economics to conduct a Service Delivery consultancy, essentially being an assessment of the current (historic) model of Council being the owner and operator of all wastewater infrastructure and to advise of alternative ownership/operator options and opportunities, including SA Water and the private sector.**

As stated above, the Project the subject of this prudential review now has critical timelines and as such should proceed regardless of the outcome of the Service Delivery consultancy – but subject to Council addressing all prescribed requirements and committing to funding.

Regardless of the outcome of the Service Delivery consultancy, in terms of wastewater planning, Council are in a highly informed position, as it has advanced technical planning for area wide wastewater infrastructure upgrading requirements. Frontier Economics will no doubt rely on that advanced planning in their advice regarding service delivery/ownership options.

The Water Industry Act 2012 and the Water Industry Regulations 2012 set prescribed technical requirements and guidelines including for wastewater schemes throughout South Australia, whether they are owned/operated by SA Water, local governments or others including the private sector.

Under the Water Industry Act 2012, the Essential Services Commission of South Australia (**ESCOSA**) is responsible for the economic regulation of sewerage services, including CWMS.

ESCOSA require councils to apply pricing principles based on operating a CWMS on a full cost recovery basis, in accordance with the National Water Initiative Pricing Principles. Some councils have negotiated with ESCOSA to apply a transition period to apply full cost recovery basis in the setting of CWMS service charges. The ESCOSA pricing requirements apply to all CWMS no matter the age.

Historically, Council is the owner of all wastewater infrastructure throughout its district and as such is responsible for all operational matters, maintenance and replacement.

There are precedents where SA Water have agreed over time to take over a council's community waste water management system(s) – part of the City of Tea Tree Gully where council own and operate sewer services for approximately 4500 households and business premises is now in the process of being taken over by SA Water. A further example is where SA Water built a new wastewater treatment infrastructure for the Rural City of Murray Bridge (noting that SA Water already serviced Murray Bridge).

Council's Administration advise that communication with SA Water for it to take over ownership and operation of the wastewater infrastructure has been ongoing since 2010, when the State Government rezoned 1310 hectares from rural to urban development at Mount Barker. From my review, it is clear that Council has been proactive in its dealings with SA Water in that regard and it is assumed that Frontier Economics as part of their consultancy will further build on that dialogue for service delivery options.

Over the years, Council has developed considerable expertise and substantially invested in wastewater infrastructure for its area. Given the National Water Initiative Pricing Principles and ESCOSA requirements, it is mandatory that the 'whole of life' costs of Council's wastewater infrastructure be recovered by way of developer contributions and annual service charges. Noting the varying age and long economic working life of much of Council's wastewater infrastructure, it can be difficult to establish with reasonable certainty the 'whole of life' costs for the purposes of establishing service charges. For example, civil wastewater infrastructure normally should have useful economic lives approximating 80 years, pump stations 20 years, treatment plants 50 years, all with nil residual values. Asset depreciation is based on replacement value, not original cost. That places high importance on determining the 'commencement' annual service charge, in particular for new or substantially upgraded installations. Increasing annual service charges (either the CWMS Service Charge or the Sewer Annual Service Charge) by more than that applied to general rates creates a further financial burden on affected ratepayers. Given that statutory financial and asset management plans by South Australian local governments are over a ten year time frame, it would be prudent that Council consistently 'rework' annual service charges, ideally at three year intervals, based on condition based audits of the infrastructure. Three year intervals in my opinion would be appropriate given the substantial proposed wastewater infrastructure works in coming years and the many variables involved.

South Australian local governments are required to account for wastewater reserves in the equity component of their Balance Sheets and not all councils account on the same basis, making benchmarking difficult. Under the *Local Government Act 1999*, local governments cannot apply CWMS charges to general revenue. Where net cash in-flows generated by service charges and connection fees are applied to fund a council's working capital, arguably a pre-approval to borrow should be resolved to address any future call upon CWMS funding needs.

Notwithstanding that connection fees paid by developers are the outcome of commercial negotiations, it is important that Council periodically review the adequacy of such fees, given the substantial costs involved.

Councils that own/operate multiple CWMS ideally should account for them on a 'system by system' basis, in particular for service charges and wastewater equity reserves where varying service levels are provided to property owners.

The Mount Barker District Council references the two services as 'Wastewater' – which can be either CWMS or sewer service.

For properties having a septic tank system, the annual Service Charge by Council for FY20 was \$520.

For properties connected direct to Council's Wastewater Sewer System infrastructure (no septic tank system), the annual Service Charge for FY20 was \$635.

**Council's Administration has prepared a comprehensive Business Case report dated 1 February 2021 for the Project (Hampden Road – WWTP Business Case Report).**

Essentially, for the purposes of this Prudential Review and for the information of Elected Members, much of the required information is included within the Business Case, including the following reports:

- Hampden Road Transfer Mains – Options Assessment Report
- Project Management Plan – Hampden Road to WWIP New Inlet Pumping Station
- Communication Plan – Hampden Rd – New Inlet PS
- Risk Register – Hampden Rd Trunk Main Project
- Risk Management Plan Wastewater Collection Network
- Emergency Response and Contingency Plan (CWMS) – Revision 3
- Risk Mitigation Strategy Pre-Post February 2022 for Wastewater Collection Network
- Council's Community Plan 2020-2035
- Council's Development Plan
- Mount Barker Urban Growth Development Plan 2010
- South Australia Strategic Plan 2011

Given the extensive investigatory/preparatory work undertaken to date by Council's Administration, there can be no disputing the compelling reasons and relative urgency for undertaking the Project - the peak network in-flows is now projected to occur around February 2022, with the earliest that the Project completed being August 2022.

**The Business Case Report prepared by the Administration appropriately summarises the key drivers for the Project:**

- Wet weather capacity in the existing effluent/sewer infrastructure network has now peaked
- Dry weather capacity in the existing effluent/sewer infrastructure network is projected to peak in "early to mid-2022"
- The ability to undertake future development will be at high risk given the overall state of the existing network
- By undertaking the Project, ongoing recurrent and future capital costs and a wide range of risks associated with the existing effluent/sewer siphons located under Mt Barker Creek will be eliminated

**The Prudential Review has examined all reports provided/to be provided to Council by the Administration, to make an assessment whether the Elected Members have all of the necessary information to make an informed decision for the Project, in accordance with the following prescribed prudential requirements:**

- Relationship of the Project and relevant Strategic Management Plans
- Objectives of Council's Development Plan in the area where the works is to occur
- Contribution to Economic Development
- Community Consultation undertaken for the Project
- Revenue projections and potential financial risks
- Recurrent and whole-of-life costs for the Project
- Financial Viability of the Project and the short and longer term estimated net effect on the Project on the financial position of Council
- Risk issues associated with the Project



**Prudential Review Outcome: Key Matters recommended be noted by Council**

1. The Risk Register for the Project prepared by the Administration initially identified 24 risks considered to be 'High', together with 2 'Very High' – once putting in place what I consider to be constructive, considered measures to address such risks, only 2 'High' residual risks remain, being potential for contractual disputes (between Council and contractors to undertake the works) and quality management variables for the works. Unless managed well, these 2 residual risks have high potential to cause significant cost and or delay blowouts for the Project. Accordingly, Council needs to be satisfied that these residual risks have been appropriately mitigated.
2. It is important that before awarding a contract(s) to undertake the works, that it be conditional on the satisfactory outcome of an independent financial assessment as to the ability of the contractor(s) to fulfil its commitments at least over the contract period, including for defects – the cost to Council of its contractor(s) being unable to complete works should not be overlooked, in particular for public risk matters and engaging a new contractor to take over the Project. Such an assessment should be a highlighted precondition included in the tender specifications. The financial assessment should be fast tracked given the relative urgency of the timing of the works for the Project.
3. Council needs to make its own assessment of the many documented assumptions made for the financial projections for the Project, reflected in the updated Long Term Financial Plan (LTFP), together with the long term financial impact on Council. Notwithstanding that Council needs to make its own assessment of those assumptions, my comments follow:
  - 3.1 The proposed construction timeline of approximately 12 months for undertaking the works are critical given the existing state of the infrastructure to be replaced/upgraded.
  - 3.2 Noting the documented assumptions made for the Project and the updated LTFP, some costs for the Project may be excluded in the cost estimate by Capicse QS. Council needs to be satisfied that all costs for the Project are included in its LTFP.
  - 3.3 In accordance with ESCOSA policy, annual service charges must be based on 'whole of life' costs. A council must not subsidise service charges for CWMS from general rates revenue. Council's Wastewater Accounting Principles Policy and Wastewater Infrastructure Fees & Augmentation Costs Policy appropriately reflect the ESCOSA pricing requirements. Given the substantial proposed expenditure for wastewater infrastructure, it would be prudent that Council undertake a comprehensive review/update of 'whole of life' costs at three yearly intervals, based on condition based audits of the assets.
  - 3.4 Developer contributions for wastewater connection fees should also be comprehensively regularly reviewed/updated – these fees more often than not do not fully reflect the substantial costs involved, noting that they are usually set as a result of a commercial negotiation.
  - 3.5 Ideally, to ensure equity and transparency for property owners, each CWMS should have separate service charges and separate equity reserves, given their separate financial and service delivery circumstances. By way of example, property owners in Meadows have access to recycled water sourced from its local mechanical wastewater treatment plant (I note that ESCOSA are aware of the charging mechanism in place at Council).

- 3.6** Council should develop a formal policy for CWMS Reserve Fund accounting (methodology, including for service charges and connection fees).
- 3.7** The setting of service charges and connection fees at Council should be the result of the combined input of both finance and technical services officers, overseen by Council's Deputy CEO/General Manager-Governance, Strategic Projects and Wastewater/Recycled Water.
- 3.8** Council should confirm with its legal advisors whether a Development Application for the Project is required and if yes, that it can be the prescribed authority.
- 3.9** If possible, given the substantial expenditure involved, Council should formally consider the outcomes from the Service Review consultancy before committing to undertaking the remaining works in the Mount Barker Wastewater Collection Network & Expansion Upgrading Plan.

### Conclusion

Council's Administration have addressed all of the prudential requirements for the Project and in my opinion the work completed is to a high standard.

I am satisfied that all of the following seven prescribed requirements of Section 48 *Local Government Act* 1999 have been appropriately addressed by Council's Administration in information provided/to be provided to the Elected Members:

- Relationship of the Project with Council's Strategic Management Plans
- Consistency with Council's Development Plan
- The contribution of the Project to the Economic Development of the Council area
- The level of Community Consultation undertaken for the Project
- Financial Assessments undertaken for the Project
- Project Risk and Mitigation Strategies
- Project Delivery

**Given all the information provided/to be provided, in my opinion the Elected Members of Council will be in a position to make a well informed decision regarding the Project.**



**DON VENN**  
Chartered Accountant  
**Principal: Dean Newbery Consulting**  
4 March 2021

## APPENDIX

### 2. Council Reports Supporting Prescribed Prudential Requirements of the Act

#### Section 48(2)(a)

**The relationship between the Project and relevant Strategic Management Plans.**

- MDPA 2010 & SA Strategic Plan 2011
- Mount Barker, Littlehampton & Nairne Strategic Infrastructure Plan
- Council's Community Plan 2020-2025
- Council's Development Plan

#### Section 48(2)(b)

**The objectives of the Development Plan in the area where the Project is to occur.**

- Council's Development Plan

#### Section 48(2)(c)

**The expected contribution of the Project to the economic development of the local area, the impact that the Project may have on businesses carried on in the proximity and, if appropriate, how the Project should be established in a way that ensures fair competition in the market place.**

- Hampden Road - WWTP Business Case Report

#### Section 48(2)(d)

**The level of consultation within the local community, including contact with persons who may be affected by the Project and the representations that have been made by them, and the means by which the community can influence or contribute to the Project or its outcomes.**

- Hampden Road - WWTP Business Case Report

#### Section 48(2)(e)

**If the Project is intended to produce revenue, revenue projections and potential financial risks.**

- Hampden Road - WWTP Business Case Report

#### Section 48(2)(f)

**The current and whole of life costs associated with the Project including any costs arising out of proposed financial arrangements.**

- Hampden Road - WWTP Business Case Report

#### Section 48(2)(g)

**The financial viability of the Project, and the short and longer term estimated net effect of the Project on the financial position of Council.**

- Hampden Road - WWTP Business Case Report

#### Section 48(2)(h)

**Any risks associated with the Project, and the steps that can be taken to manage, reduce or eliminate those risks (including by the provision of periodic reports to Council.**

- Hampden Road - WWTP Business Case Report

**Sewer Main and Inlet Pump Station – Key Matters Arising from the Prudential Report prepared for Council by Dean Newbery Consulting**

Prudential Recommendation	Action Taken	Further Action still Required	Comment
1. The Risk Register for the Project prepared by the Administration initially identified 24 risks considered to be 'High', together with 2 'Very High' – once putting in place what I consider to be constructive, considered measures to address such risks, only 2 'High' residual risks remain, being potential for contractual disputes (between Council and contractors to undertake the works) and quality management variables for the works. Unless managed well, these 2 residual risks have high potential to cause significant cost and or delay blowouts for the Project. Accordingly, Council needs to be satisfied that these residual risks have been appropriately mitigated.	<p>Item 1 (Risk 31) Correction of an error (data input or spreadsheet) to re-define the base risk from medium to a high (as it should have originally stated) and mitigation outcome risk from a high to a medium (as it should have originally stated).</p> <p>This error resulted in the mitigated risk value being higher than the primary risk and has been rectified and the correct mitigated risk outcome is currently referenced in the risk register.</p> <p>No change to base risk or mitigation descriptions, just likelihood as outcome risk doesn't change.</p> <p>Item 2 (Risk 54) Review of risk – base value 'very high' and following mitigation strategy, risk reduces to 'high'.</p>	<p>(Risk 31) Ongoing monitoring of the risk register is expected to identify any further errors and to ensure that changes to existing or new risks will be actioned and documented.</p> <p>(Risk 54) Further monitoring is required during design, planning and construction to ensure quality control and environmental risks are mitigated. Ongoing monitoring of this risk during project construction will be managed by the external Project Manager.</p>	<p>Nil</p> <p>If the risk is appropriately managed, the value should be reduced to medium however it intentionally remains high as a flag to a key project management item.</p>
2. It is important that before awarding a contract(s) to undertake the works, that it be conditional on the satisfactory outcome of an independent financial assessment as to the ability of the contractor(s) to fulfil its commitments at least over the contract period, including for defects – the cost to Council of its contractor(s) being unable to complete works should not be overlooked, in particular for public risk matters and engaging a new contractor to take over the Project. Such an assessment should be a highlighted precondition included in the tender specifications. The financial assessment should be fast tracked given the relative urgency of the timing of the works for the Project.	Nil	<p>Brief to be prepared.</p> <p>External service provider to be procured.</p> <p>Preferred tenderer (when determined) to be informed of Council's requirement.</p>	<p>Anticipated that the cost of this exercise will be within the "direct purchase" threshold of council's procurement policy.</p> <p>As such the required timing of procurement timeframes should be achievable.</p>

**Sewer Main and Inlet Pump Station – Key Matters Arising from the Prudential Report prepared for Council by Dean Newbery Consulting**

3. Council needs to make its own assessment of the many documented assumptions made for the financial projections for the Project, reflected in the updated Long Term Financial Plan (LTFP), together with the long term financial impact on Council. Notwithstanding that Council needs to make its own assessment of those assumptions, my comments follow:	See below	See below	See below
3.1 The proposed construction timeline of approximately 12 months for undertaking the works are critical given the existing state of the infrastructure to be replaced/upgraded.	<p>The mitigation plan includes monitoring the actual flows to the Wastewater Treatment Plant against calculated and critical capacity.</p> <p>Maintenance &amp; Operations team have been briefed and will be monitoring flows monthly from April 2021. This also captures the winter months and the commencement of construction.</p>	<p>Ongoing – Maintenance and Operations and the Wastewater Engineer are monitoring the volumes in the existing trunk mains from Hampden Rd to the Wastewater Treatment Plant.</p> <p>The results of this monitoring will be logged and used by the Wastewater Engineer to determine the performance capability of the existing trunk mains until the new trunk main and inlet pump station are on line.</p>	As a contingency, planning has been undertaken in the event that the capacity of the existing network is fully exhausted pre the new infrastructure being operational and it is necessary to implement a short term, interim solution.
3.2 Noting the documented assumptions made for the Project and the updated LTFP, some costs for the Project may be excluded in the cost estimate by Capicse QS. Council needs to be satisfied that all costs for the Project are included in its LTFP.	<p>Original project estimate was undertaken by Capicse in 2019 however this only covered the pump station. A Wheaton Enterprises estimate initiated in late 2020 included the Pump Station &amp; pipeline (deliverable was the Fission Quantity Surveyors report).</p> <p>Construction component was based on \$11.9M (included in the Fission QS estimate) however that has been adjusted to include delivery related costs and contingency with current forecast estimated total project cost (excluding pre 2020 sunk costs) included in the LTFP.</p>	Nil.	Nil.

**Sewer Main and Inlet Pump Station – Key Matters Arising from the Prudential Report prepared for Council by Dean Newbery Consulting**

3.3 In accordance with ESCOSA policy, annual service charges must be based on ‘whole of life’ costs. A council must not subsidise service charges for CWMS from general rates revenue. Council’s Wastewater Accounting Principles Policy and Wastewater Infrastructure Fees & Augmentation Costs Policy appropriately reflect the ESCOSA pricing requirements. Given the substantial proposed expenditure for wastewater infrastructure, it would be prudent that Council undertake a comprehensive review/update of ‘whole of life’ costs at three yearly intervals, based on condition based audits of the assets.	Nil.	Schedule the proposed three yearly reviews to be completed in the early part of the calendar year so as to inform decision making by council for the following financial year.	<p>Supported. The suggested three yearly intervals makes good sense given the extent of change that is anticipated to occur in the wastewater asset base in the coming years.</p> <p>For clarity, Council doesn’t subsidise wastewater costs from general rates revenue.</p> <p>All revenue from the wastewater annual service charges (sewer and CWMS) is credited to a wastewater maintenance reserve account.</p> <p>Also see 3.7 below.</p>
3.4 Developer contributions for wastewater connection fees should also be comprehensively regularly reviewed/updated – these fees more often than not do not fully reflect the substantial costs involved, noting that they are usually set as a result of a commercial negotiation.	Supported. Financial modelling is undertaken and regularly reviewed (including currently) to inform this consideration.	Present the updated long term financial modelling to the Audit and Risk Committee meeting to be held on 20 May 2021 for recommendations to then be made by the Committee to be considered at the council meeting on 7 June 2021.	<p>The inputs to the financial modelling and the associated assumptions need to be updated whenever better information becomes available as is occurring at present.</p> <p>Also see 3.7 below.</p>
3.5 Ideally, to ensure equity and transparency for property owners, each CWMS should have separate service charges and separate equity reserves, given their separate financial and service delivery circumstances. By way of example, property owners in Meadows have access to recycled water sourced from its local mechanical wastewater treatment plant (I note that ESCOSA are aware of the charging mechanism in place at Council)	No action proposed.	Nil	<p>Noting the use of the word “ideally” this suggestion is interesting but would be challenging to implement if that was desired following further investigation given as an example the wastewater treatment plant on Springs Road Mount Barker services the townships of Mount Barker, Littlehampton, Nairne and Brukunga and customers on both sewer and CWMS so would that be considered one system or four systems for charging purposes?</p> <p>Taken more broadly, this suggestion could equally be applied to other council services like the library to achieve greater transparency and equity principles.</p>

**Sewer Main and Inlet Pump Station – Key Matters Arising from the Prudential Report prepared for Council by Dean Newbery Consulting**

3.6 Council should develop a formal policy for CWMS Reserve Fund accounting (methodology, including for service charges and connection fees).	Nil.	Review and update the 'Wastewater Accounting Principles' and the 'Wastewater Infrastructure Fees and Augmentation Costs' policies.  References to the "Treasury Management Policy" are to be included where appropriate.	Council has endorsed a Treasury Management Policy, which includes a policy position on the management of Reserve Funds.  Updating these policies will promote accountability and transparency.
3.7 The setting of service charges and connection fees at Council should be the result of the combined input of both finance and technical services officers, overseen by Council's Deputy CEO/General Manager-Governance, Strategic Projects and Wastewater/Recycled Water.	In progress.	Continue with this approach.	This is supported and reflects current practice (although that is not formalised) and will continue; noting that the actual setting of wastewater fees and charges is via council meeting resolution (annually in June).  This approach ensures accountability and balances need with other considerations such as risk and return.
3.8 Council should confirm with its legal advisors whether a Development Application for the Project is required and if yes, that it can be the prescribed authority.	Council has received internal advice from the City Development Department and external advice from Norman Waterhouse Lawyers to the effect that development approval is not required.	Nil	Nil
3.9 If possible, given the substantial expenditure involved, Council should formally consider the outcomes from the Service Review consultancy before committing to undertaking the remaining works in the Mount Barker Wastewater Collection Network & Expansion Upgrading Plan.	The wastewater service delivery review study has commenced but the timing of completion of the study and the formal consideration by council of the study outcomes is not yet known. The target timing for completion of the study is late June 2021.	This can be further considered when the study outcomes are known and are being considered by council.	Nil

<b>12.7</b>	<b>REPORT TITLE:</b>	<b>PERIODICAL ELECTOR REPRESENTATION REVIEW – OPTIONS PAPER SUBMISSIONS RECEIVED AND NEXT STEPS</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/59477</b>
	<b>ATTACHMENTS:</b>	<b>1. DOC/21/60390 – CONSULTANT REPORT SUMMARY OF SUBMISSIONS (PROVIDED AS SEPARATE ATTACHMENT)</b> <b>2. DOC/21/64524 - ALL SUBMISSIONS RECEIVED (PROVIDED AS SEPARATE ATTACHMENT)</b> <b>3. DOC/21/63491 OPTIONS FOR COMPOSITION AND STRUCTURE OF COUNCIL</b>
	<b><u>Key Contact</u></b>	Sue Miller, Risk & Governance Officer/EA to Mayor
	<b><u>Manager/Sponsor</u></b>	Brian Clancey Deputy CEO/General Manager – Governance, Strategic Projects and Wastewater/Recycled Water

**Community Plan 2020-2035:**

Leadership and Good Governance

LGG Strategy 1.1 – Attract a diverse elected body that represents, promotes and reflects the composition of the community.

LGG Strategy 1.3 – Provide opportunities for the community to access and participate in decision-making processes and fully integrate community engagement practices into Council activities.

LGG Strategy 1.4 – Enable community leadership.

**Annual Business Plan:**

Undertake the district wide representation review (i.e. elected member composition and ward boundaries) – page 34 of the Annual Business Plan.

**Purpose:**

To:

1. provide to Council all of the submissions received and the independent consultant's summary report on submissions received in response to the Periodical Elector Representation Review Options Paper; and
2. for Council to provide an indication to the independent consultant as to Council's preferred position for the independent consultant to prepare a draft Elector Representation Review Report for consideration and endorsement at a future council meeting for community consultation.



**Summary – Key Issues:**

1. Council's current ward structure cannot be retained because the elector ratios in the Central and South Wards breach the specified 10% quota tolerance limit prescribed under Section 33(2) of the Local Government Act 1999.
2. As per legislative requirements a Periodic Review of Elector Representation Options Paper was subject to an initial 6 week public consultation period 10 February 2021 to 31 March 2021.
3. Twenty-four (24) valid submissions were received in response to the Periodic Review of Elector Representation Options Paper.
4. The population (and therefore elector numbers) within the council area is projected to increase significantly in coming years.
5. Maintaining the current three (3) ward structure albeit with a different configuration, will allow time to prepare the community for a more significant reform in the future, such as possibly no wards, and/or a reduction in council members.

**Recommendations****Recommendation A:**

That Council note the independent consultant's summary report (attachment 1) and all of the submissions received from the community (attachment 2) in response to the Periodical Elector Representation Review Options Paper.

**Recommendation B:**

That Council having considered the independent consultant's summary report (attachment 1) and all of the submissions received from the community (attachment 2) in response to the Periodical Elector Representation Review Options Paper, and the future options for composition and structure of Council document as provided by the independent consultant (attachment 3) directs the independent consultant to prepare a Draft Periodical Elector Representation Review Report pursuant to Sections 12 (7) & (8) of the Local Government Act that explains Council's proposal for change (where applicable) with a preferred future composition and structure options, based on the following resolutions of Council.

**Recommendation C:**

That Council:

1. retain that the principal member of Council continue to be an elected Mayor (voted by electors) not a selected Chairperson; and
2. retain the Council name of Mount Barker District Council.

**Recommendation D:**

That Council retain that the preferred composition of Council is to continue the division of the council area into wards.

**Recommendation E:**

That Council change the composition of Council to be as per Option Three (3) in attachment 3 being the division of the council area into three (3) wards with a total of ten (10) council members.

**Recommendation F:**

That Council note that the draft Periodical Elector Representation Review Report to be prepared by the independent consultant as directed by Council will be the subject of an agenda item at a future council meeting (intended 7 June 2021) for endorsement for community consultation.

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**Background:**

1. A Representation Review is held to determine whether a Council community would benefit from an alteration to its composition or ward structure.
2. As per Section 12(4) of the Local Government Act 1999 (the Act), Mount Barker District Council is undertaking a periodical elector representation review during the period October 2020 – October 2021.
3. The review will address the issues of:
  - a. the principal member of Council (i.e. elected Mayor or selected Chairperson)
  - b. the composition of Council
  - c. the number of elected members required to adequately represent the community and perform the roles and responsibilities of Council
  - d. the division (or not) of the council area into wards
  - e. the number of wards
  - f. the level of representation and elector ratio within each ward
  - g. ward names; and
  - h. the Council name (if required)

4. The current ward structure cannot be retained because the elector ratios in the existing Central and South wards breach the specified 10% quota tolerance limit prescribed under Section 33(2) of the Local Government Act (1999).
5. An independent consultant Craig Rowe & Associates has been engaged by Council to examine demographic data and prepare the Periodical Elector Representation Review Options Paper and Periodical Elector Representation Review Report, conduct informal gatherings/workshops with Council Members, and public consultation sessions.
6. Detailed background information was provided to Council at the Council meeting held 1 February 2021.
7. As per legislative requirements a Periodic Review of Elector Representation Options Paper was subject to an initial 6 week public consultation period 10 February 2021 to 31 March 2021.

**Discussion:**

8. At the expiration of the public consultation period 31 March 2021 the independent consultant prepared a submissions summary report for Council (attachment 1) following the receipt of 24 valid submissions (attachment 2).
9. Council Members were provided with all submissions received via the council members' extranet on Tuesday 13 April 2021 and the consultant's summary report on Friday 16 April 2021.
10. It is the independent consultant's view that 24 valid submissions is a reasonable response, given in comparison to representation reviews for other councils the number is not unusually low, and that at the same stage of the Council's previous elector representation review (November/December 2012) Council received only six (6) submissions.
11. The independent consultant's submissions summary report provides the following advice:
  - a. No submissions supported or called for a change from an elected Mayor to a Chairperson (attachment 2, page 2, clause 3.1)
  - b. Eighteen (18) or 75% of the twenty four submissions received expressed support for a specific ward structure or the retention of wards in general, whilst the remaining six (6) submissions or 25% favoured the abolition of wards (attachment 2, page 4, clause 3.2.1)

- c. Arguments (refer attachment 2, pages 4 & 5) for supporting a ward structure include:
    - i. wards guarantee some form and level of direct representation to existing communities of interest and/or parts of the council area;
    - ii. ward councillors can focus on local issues.
  - d. Of the seventeen (17) submissions which identified a preferred ward structure option, nine (9) or 52.9% favoured the ward structures presented as options 3 (3 wards) and 4 (3 wards), whilst a further three (3) or 17.6% specifically favoured Options 4 and two (2) or 11.8% specifically favoured option 3. Of the remaining submissions, two (2) or 11.8% favoured option 5 (3 wards) and one (1) or 5.9% favoured option 1 (4 wards). The submissions indicate strong support for a three ward structure (attachment 2, page 6, clause 3.2.2)
  - e. Of the 18 submissions received which provided an indication of a preferred number of councillors, there was an even split between nine (9) and ten (10) councillors, and one (1) respondent favoured an increase to twelve (12) – refer attachment 2, page 8, clause 3.3)
12. It is the independent consultant's further advice that council members should further take into account the following:
- f. that the population (and therefore elector numbers) within the council area is projected to increase significantly in the coming years.
  - g. given the projection of significant population growth across the council area in the foreseeable future, the abolition of wards (perhaps for a determined period of time) warrants consideration as a 'no wards' structure will accommodate any and all fluctuations in elector numbers, whereas ward structures must comply with the specified quota tolerance limits imposed under Section 33(2) of the Local Government Act (1999).
  - h. Council must therefore consider the risk of a review being triggered by significant increases in population (elector numbers) within wards, as it is expected that none of the options for ward structures in attachment 3 will last (quota tolerance limits) for 8 years until the next periodical elector representation review.
13. An informal gathering was held on Monday 19 April 2021, open to the public, at which the independent consultant explored with council members the community submissions, and responded to questions from council members regarding the issues as referred to in items 3 and 4 under background above, and canvassed in this report.

14. During the informal gathering 19 April 2021 a request was made to include as an option elector ratios for the division of the District into two wards, divided by the South Eastern Freeway. This information is included as Option 8 in attachment 3. It is noted this was not an option provided to the community during the initial 6 weeks' public consultation period.
15. On balance, having regard for the independent consultant's advice, community feedback and council member feedback, the recommendations are provided for council members to consider, noting each option has advantages and disadvantages.
16. Options 3 and 4 are considered to have the most merit but both have trade-offs.
17. Option 3 (3 wards, 10 councillors) whilst retaining the three ward structure and 10 councillors would see the township of Mount Barker divided. This is not consistent with the submission Council endorsed at its 7 September 2020 meeting to the Electoral Districts Boundaries Commission in response to proposed State (*not Local Government*) electoral boundaries, in which Council advised, inter alia:

*"Council places strong emphasis on communities of interest which is reflected by the approach to infrastructure and service provision. Of similar importance is the social connection of communities from a service delivery and recreational perspective.*
18. Option 4 (3 wards, 9 councillors) whilst retaining the three ward structure reduces the total number of councillors to nine (9) which has implications given the rapidly growing community but does not divide the township of Mount Barker.
19. Maintaining the current three (3) ward structure albeit with a different configuration, will allow time to prepare the community for a more significant reform in the future, such as possibly no wards, and/or a reduction in council members.
20. A reduction in the number of councillors from ten to nine could be considered the trade-off for not dividing the Mount Barker township if the 'not dividing communities of interest' principle is a priority consideration at Local Government level. It would also be an incremental step towards a 'no wards' structure which has been identified by the independent consultant as the structure that will best accommodate significant growth forecast.
21. A move to a 'no ward' structure now, whilst the option best able to accommodate forecast growth, would be a significant reform and there is a risk the community would not be receptive of such a structure. In the event a council member were to move an alternative motion to the recommendation

i.e. that the preferred composition of Council be to abolish the ward structure, the officer recommendation would be to retain the number of council members at ten (10) given the significant forecasted growth.

22. Whilst there was no strong evidence from the community to inform a recommendation to move away from a three ward structure at this point in time, it is acknowledged that council members may have greater insight into the appetite of the communities they represent for change.

#### Considering the Officer Recommendations

23. Officer recommendations A, B and C could be considered separately or as one motion i.e. as a package.
24. The remaining officer recommendations will need to be considered separately.
25. A council member will need to move their own motion based on any option provided for in attachment 3 should recommendation D or E not be supported.
26. The officer recommendations have been prepared taking into consideration community feedback, council member feedback, criteria such as communities of interest, forecast growth, and advice from the independent consultant.
27. If the retention of wards is supported then the naming of the wards can be discussed at the forthcoming informal gathering for council members together with a draft of the Periodical Elector Representation Review report which will be prepared by the independent consultant based on the resolutions of this council meeting.

#### Next Steps

28. An informal gathering on this topic is proposed for Monday 17 May 2021 at which council will be briefed on the content of the draft Periodical Elector Representation Review report in preparation for the proposed three (3) weeks' community consultation in June 2021.
29. Whilst 24 public submissions is considered to be a reasonable response, staff will consider strategies to encourage submissions from the community on the future composition and structure of council during the next phase of legislated community consultation on this topic.

30. The draft Periodical Elector Representation Review report and strategies to encourage submissions from the community is intended to be the subject of an agenda item to the June council meeting.

**Community Engagement:**

Community Input is sought	Periodic Review of Elector Representation Options Paper was subject to an initial 6 week public consultation. Consultation was promoted via Council's website, social media pages and local printed media. The next phase of consultation will commence in June 2021 and provide the opportunity for those making a submission to be heard at a public hearing.
Decision to be made	As detailed in the Elector Representation Review Report.
Key factors to be considered in decision (dot points)	Aspects that are fixed: If wards are retained the ward quota should not vary by more than 10% Key areas for community input: As detailed in the Elector Representation Review Report.
Area of community influence	Council Representation
Method of consultation, informing community & cost	People will be invited to make written submissions as required via the following: Council's Your Say site Advertisements will be placed in the: Government Gazette The Courier The Advertiser
Feedback to stakeholders/Council	Submissions will be acknowledged. All who made submissions will be notified of Council's decision when it considers the matter at a future council meeting.
Timeframe for consultation	Refer timeline provided as attachment to 1 February 2021 council meeting agenda item, and Council's Your Say website.

**Policy:**

NA

**Long Term Financial Plan:**

NIL

**Budget:**

The Annual Business Plan 2020/21 includes \$16,000 for the Periodical Elector Representation Review and \$6,000 is proposed for inclusion in 2021/22 Annual Business Plan to cover the cost of the independent consultant engaged and public notices.

**Statutory/Legal:**

Section 12(4) of the Local Government Act 1999 (the Act) requires Council to comprehensively review all aspects of its composition and the division/potential division of the council area into wards at least once in each relevant period, as prescribed by the Minister from time to time (approximately every eight years). Any changes will come into effect at the next Local Government periodic election in November 2022.

**Staff Resource Requirements:**

This is incorporated into the existing work program of the Risk and Governance Officer.

**Environmental:**

NA

**Social:**

NA

**Risk Assessment:**

Under a ward structure there is a risk the acceptable tolerances for elector representation will be exceeded due to high growth within the Mount Barker township, and to a lesser extent Nairne and Littlehampton townships; a Representation Review may be triggered before the next legislated review is scheduled (2028) due to tolerances being exceeded.

A 'no ward' structure is a significant reform to Council's structure and may not be acceptable to the community but, as the only option that will accommodate future growth, will remove the risk of a representation review being triggered pre 2028.

**Asset Management:**

NA

**Conclusion:**

Council is required to provide direction to the independent consultant engaged to prepare the Periodical Elector Representation Review Report in preparation for the second phase of community consultation. Maintaining the current three (3) ward structure albeit with a different configuration, will allow time to prepare the community for a more significant reform in the future, such as possibly no wards, and/or a reduction in council members.

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## Previous Decisions By/Information Reports to Council

Meeting Date	1 February 2021	HPRM Reference	DOC/21/11289
Title	Elector Representation Review Report		
Purpose	To endorse the draft Periodical Elector Representation Review Options Paper prepared by an independent consultant for community consultation for the prescribed period of 6 weeks, and outline the steps in the process to undertake the Representation Review..		

Meeting Date	16 September 2013	HPRM Reference	DOC/13/082311
Title	Approval of the Representation Review		
Purpose	To provide an update on the progress of the Elector Representation Review report.		

**ITEM 12.7**

**PERIODICAL ELECTOR REPRESENTATION REVIEW –  
OPTIONS PAPER SUBMISSIONS RECEIVED AND NEXT  
STEPS**

**ATTACHMENT:**

- 1. DOC/21/60390 – CONSULTANT REPORT  
SUMMARY OF SUBMISSIONS**
- 2. DOC/21/64524 - ALL SUBMISSIONS  
RECEIVED**

**PROVIDED AS SEPARATE ATTACHMENTS ON COUNCIL’S WEBSITE**

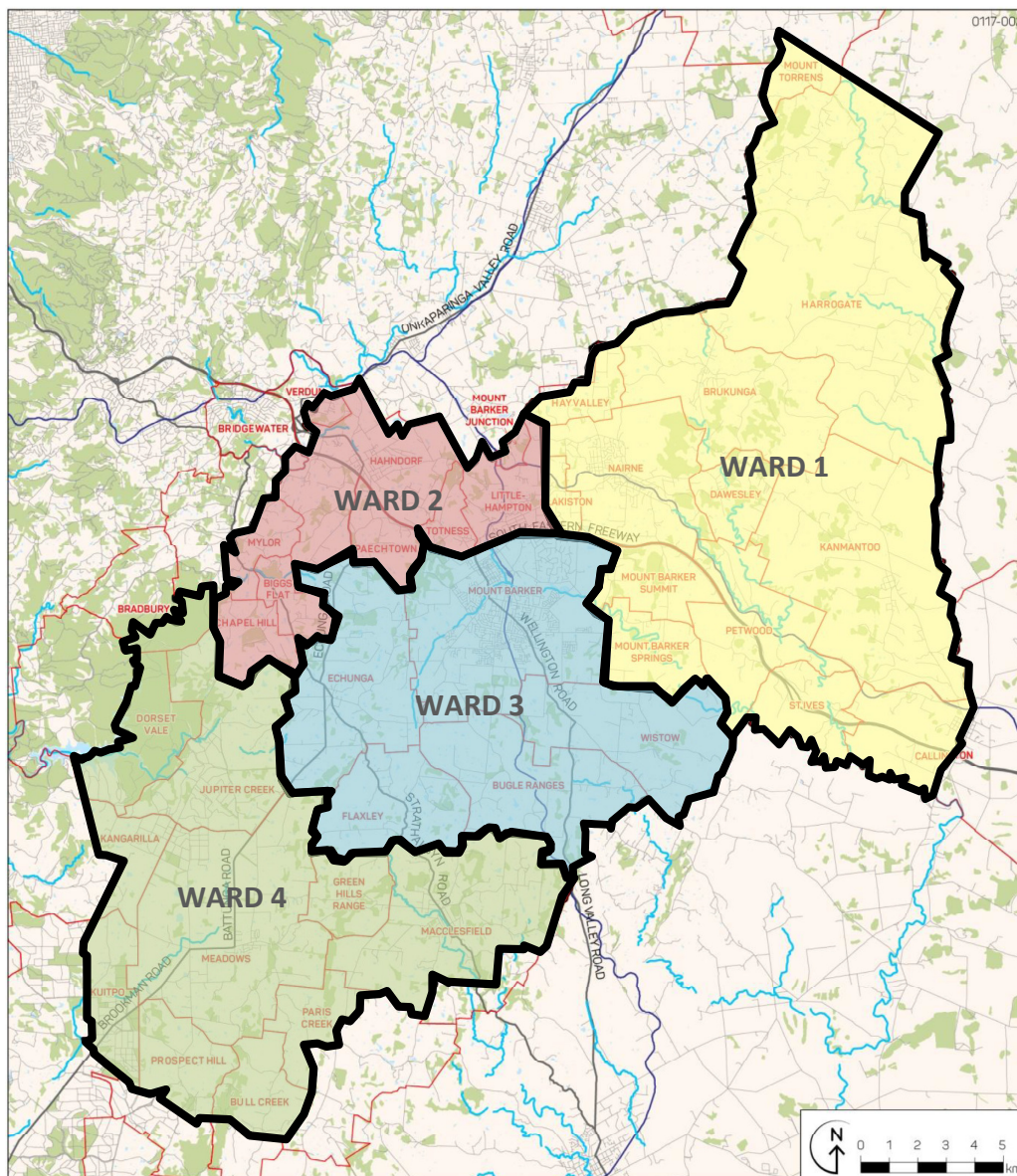
**<https://www.mountbarker.sa.gov.au/council/meetings/full-council>**

**Please click here to be taken to the Attachments**

Attachment 3 to Item 12.7

**OPTION 1****10 COUNCILLORS - 4 WARDS**

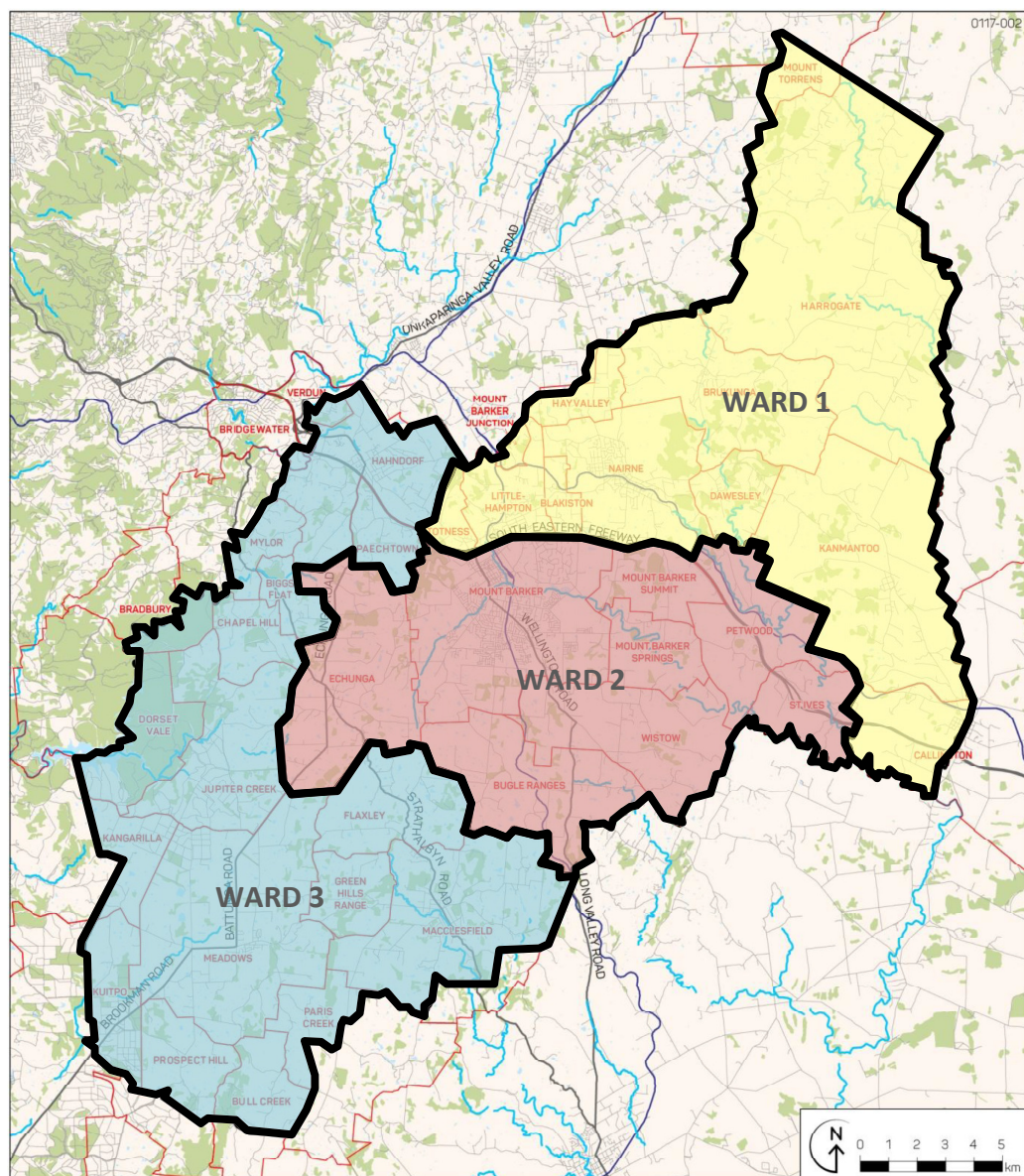
WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	2	5,113	1:2,557	+ 0.65
Ward 2	2	5,013	1:2,507	- 1.32
Ward 3	5	12,705	1:2,541	+ 0.04
Ward 4	1	2,569	1:2,569	+ 1.14



## OPTION 2

### 10 COUNCILLORS - 3 WARDS

WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	3	7,453	1:2,484	- 2.19
Ward 2	5	12,824	1:2,565	+ 0.98
Ward 3	2	5,123	1:2,562	+ 0.85

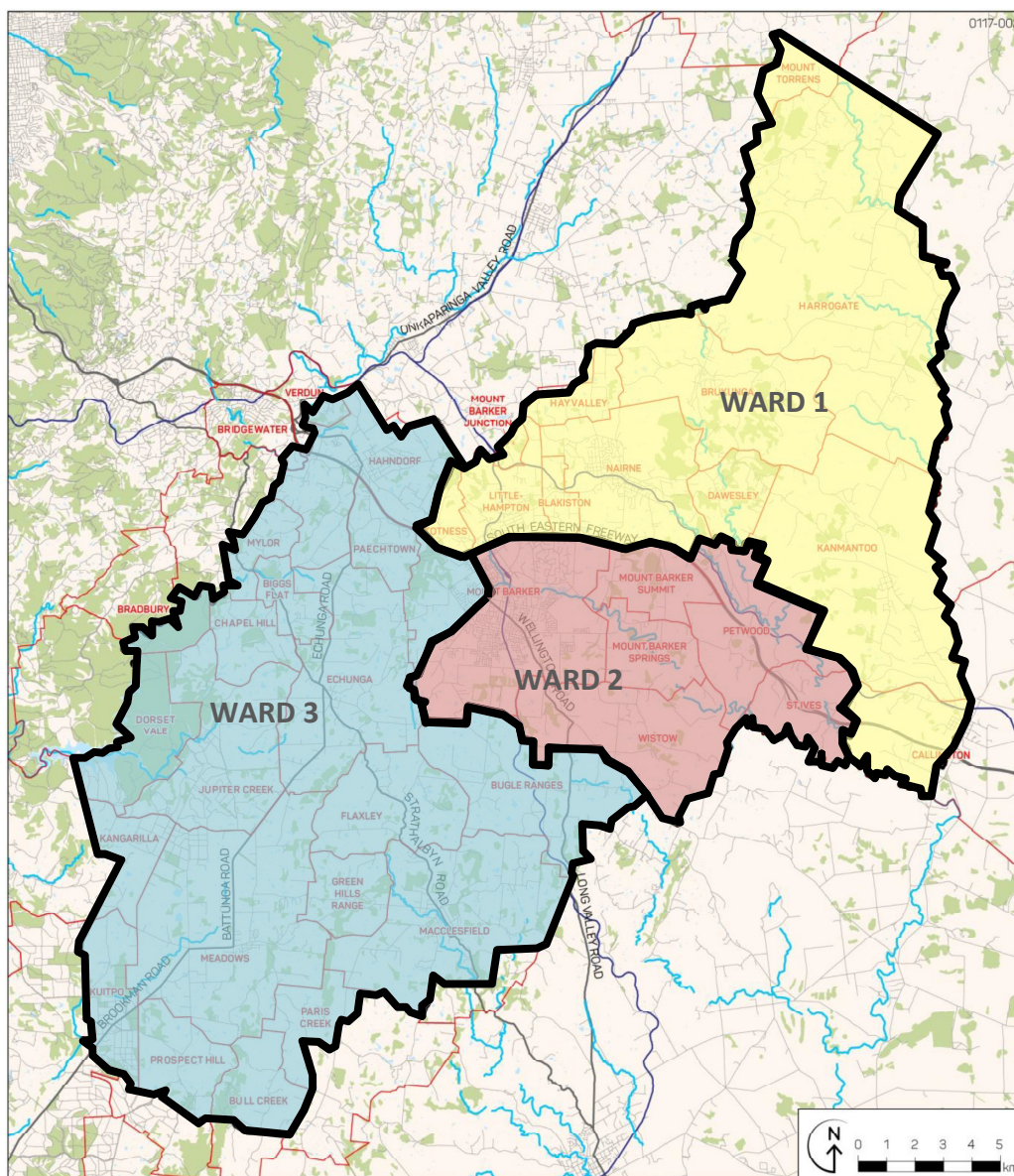




## OPTION 3

### 10 COUNCILLORS - 3 WARDS

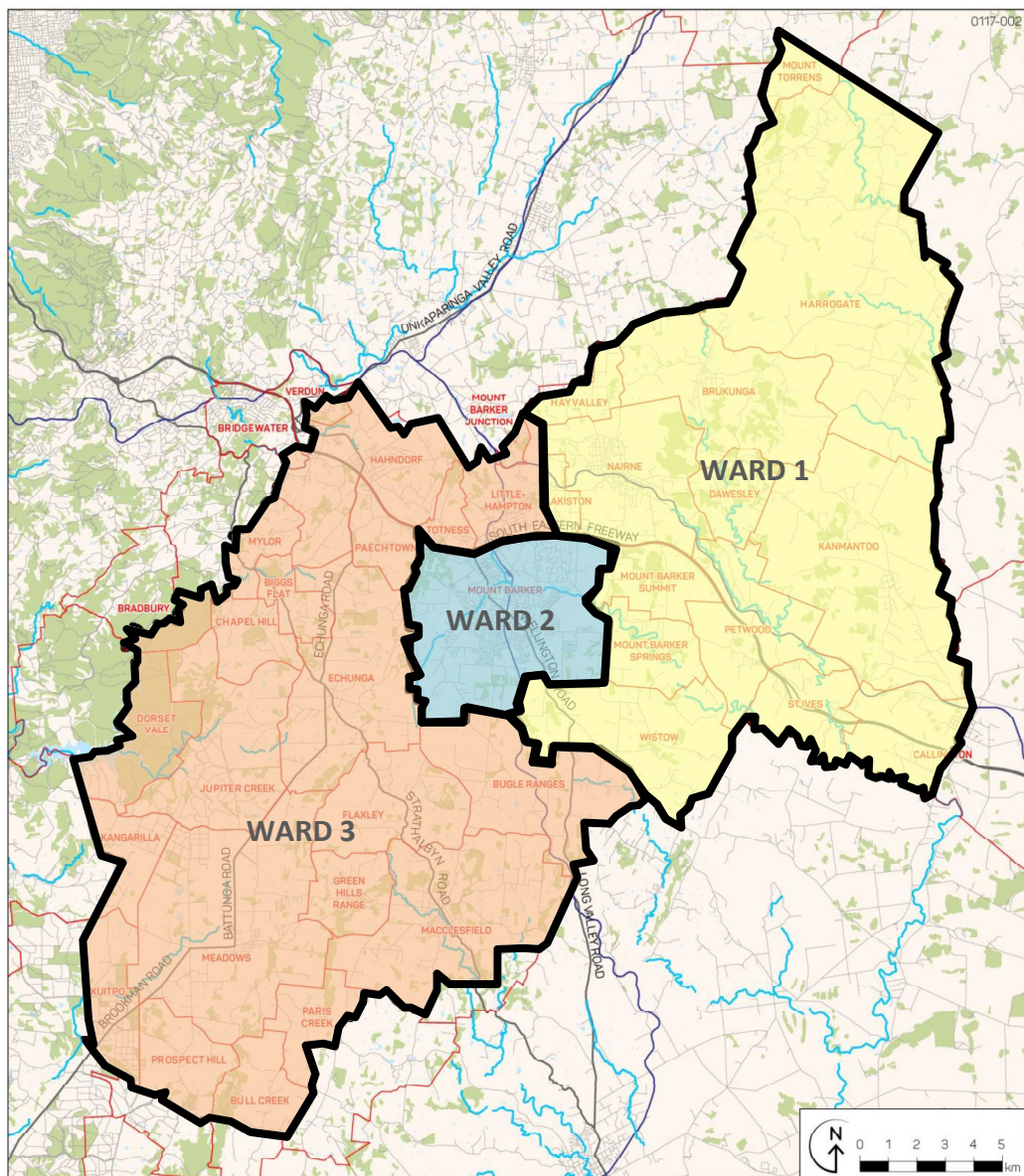
WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	3	7,453	1:2,484	- 2.19
Ward 2	4	10,533	1:2,633	+ 3.67
Ward 3	3	7,414	1:2,471	- 2.70



## OPTION 4

### 9 COUNCILLORS - 3 WARDS

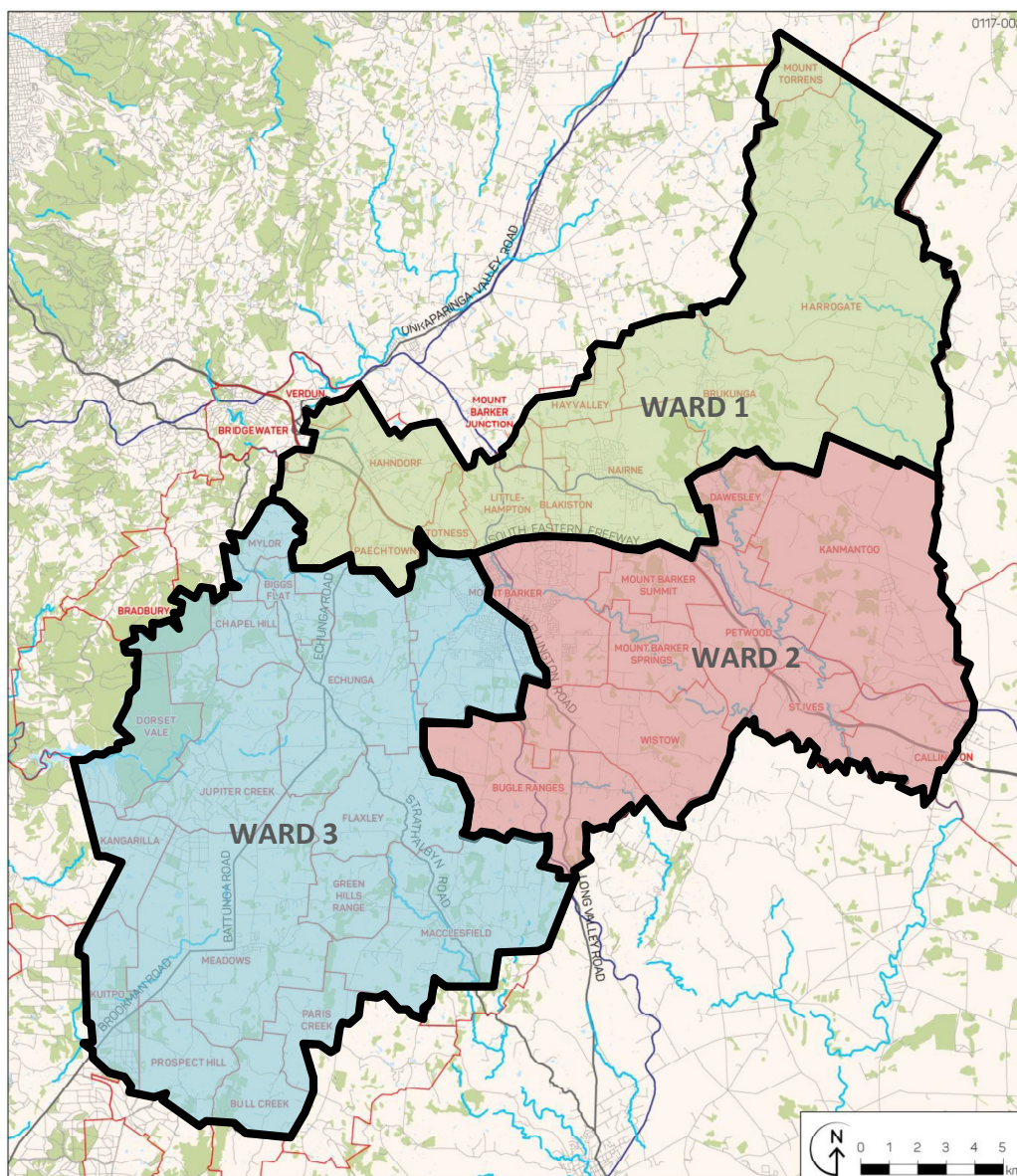
WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	2	5,601	1:2,801	- 0.77
Ward 2	4	11,301	1:2,825	+ 0.11
Ward 3	3	8,498	1:2,833	+ 0.37





**OPTION 5****9 COUNCILLORS - 3 WARDS**

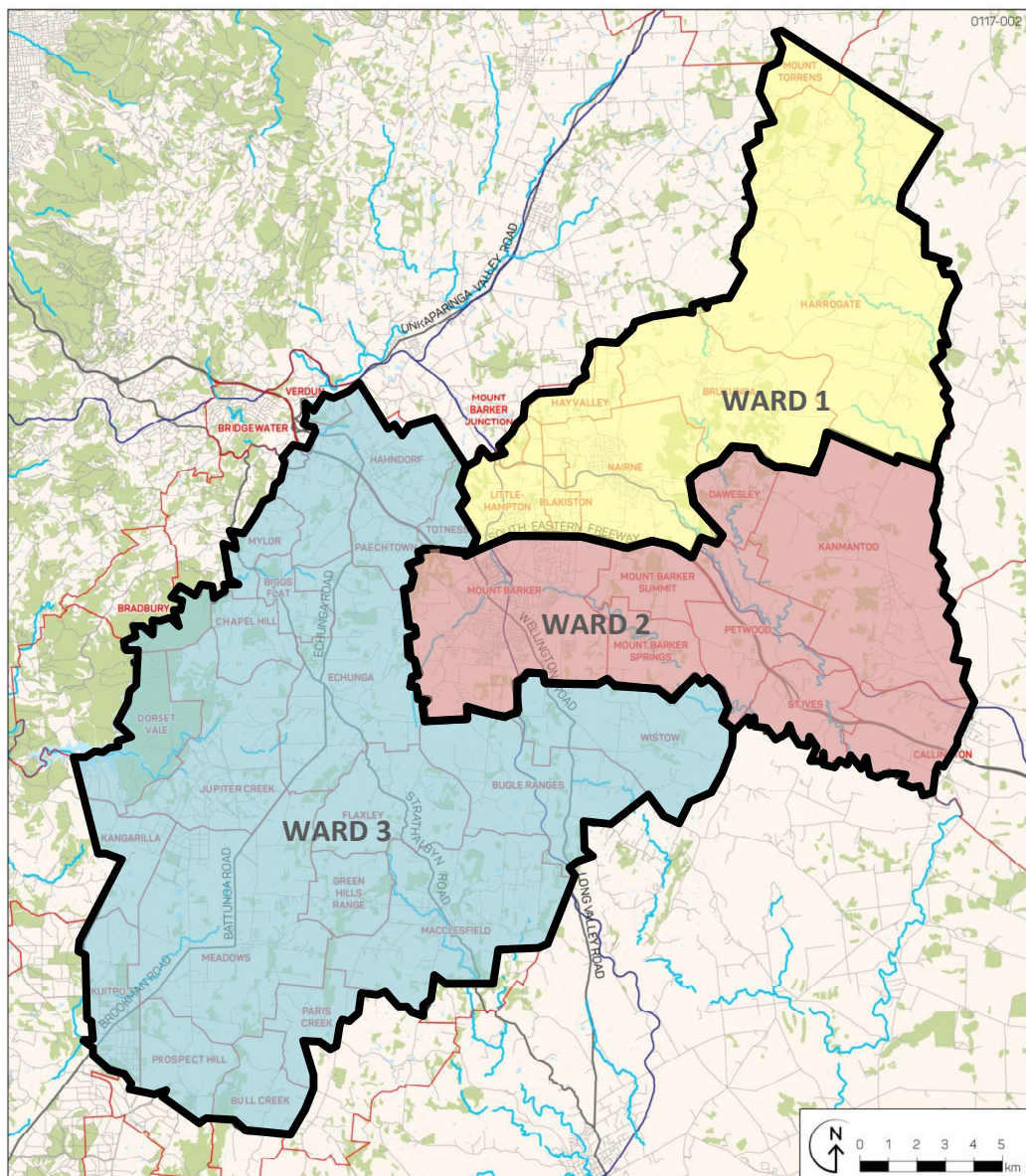
WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	3	8,794	1:2,931	+ 3.87
Ward 2	3	7,822	1:2,607	- 7.61
Ward 3	3	8,784	1:2,928	+ 3.75



## OPTION 6

### 8 COUNCILLORS - 3 WARDS

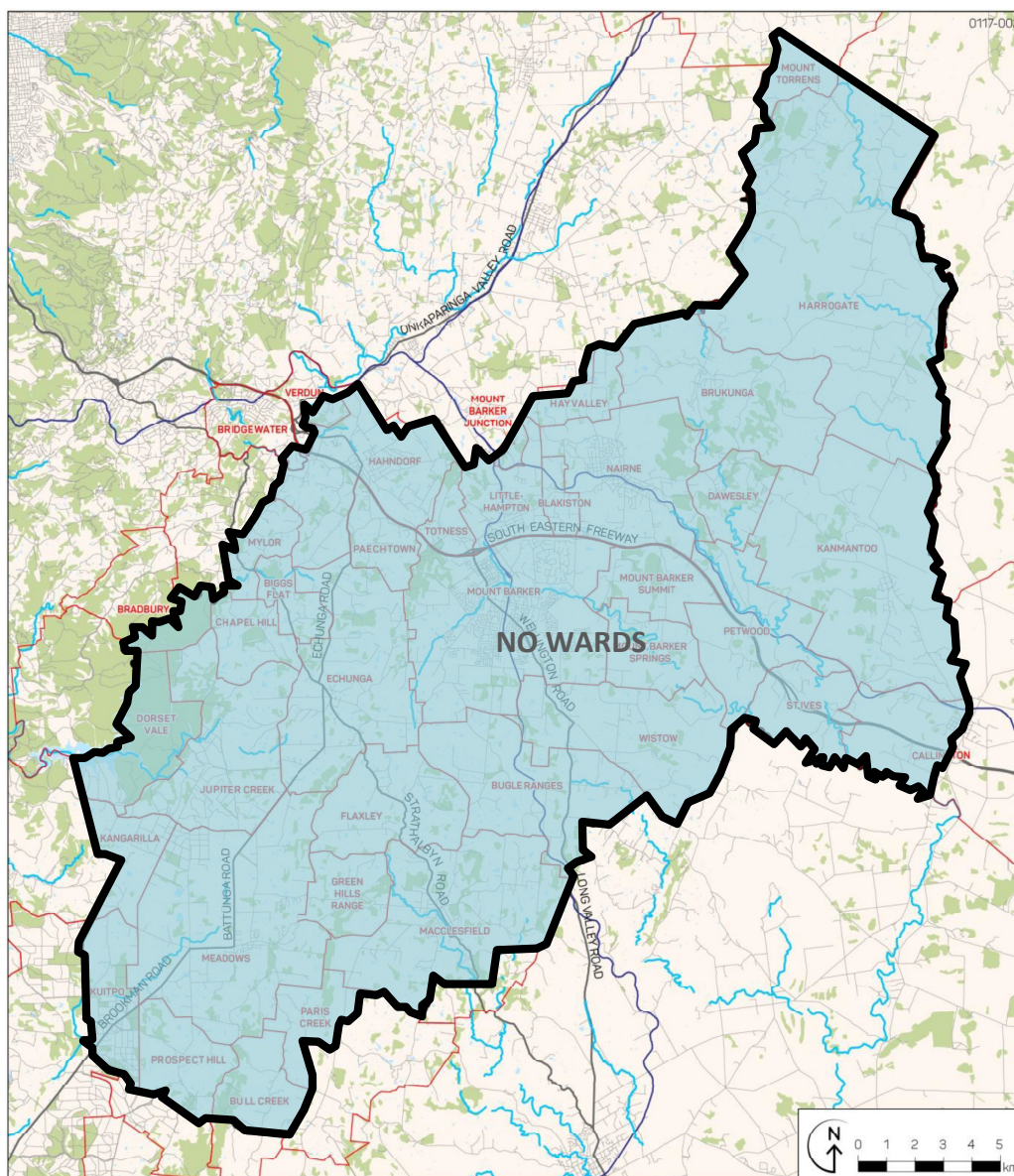
WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	2	6,573	1:3,287	+ 3.51
Ward 2	4	12,349	1:3,087	- 2.76
Ward 3	2	6,478	1:3,239	+ 2.02





**OPTION 7****NO WARDS**

COUNCILLORS	ELECTORS	RATIO
Ten	26,114	1:2,611
Nine	26,114	1:2,902
Eight	26,114	1:3,264



## OPTION 8

(South Eastern Freeway as boundary)

### 10 COUNCILLORS - 2 WARDS

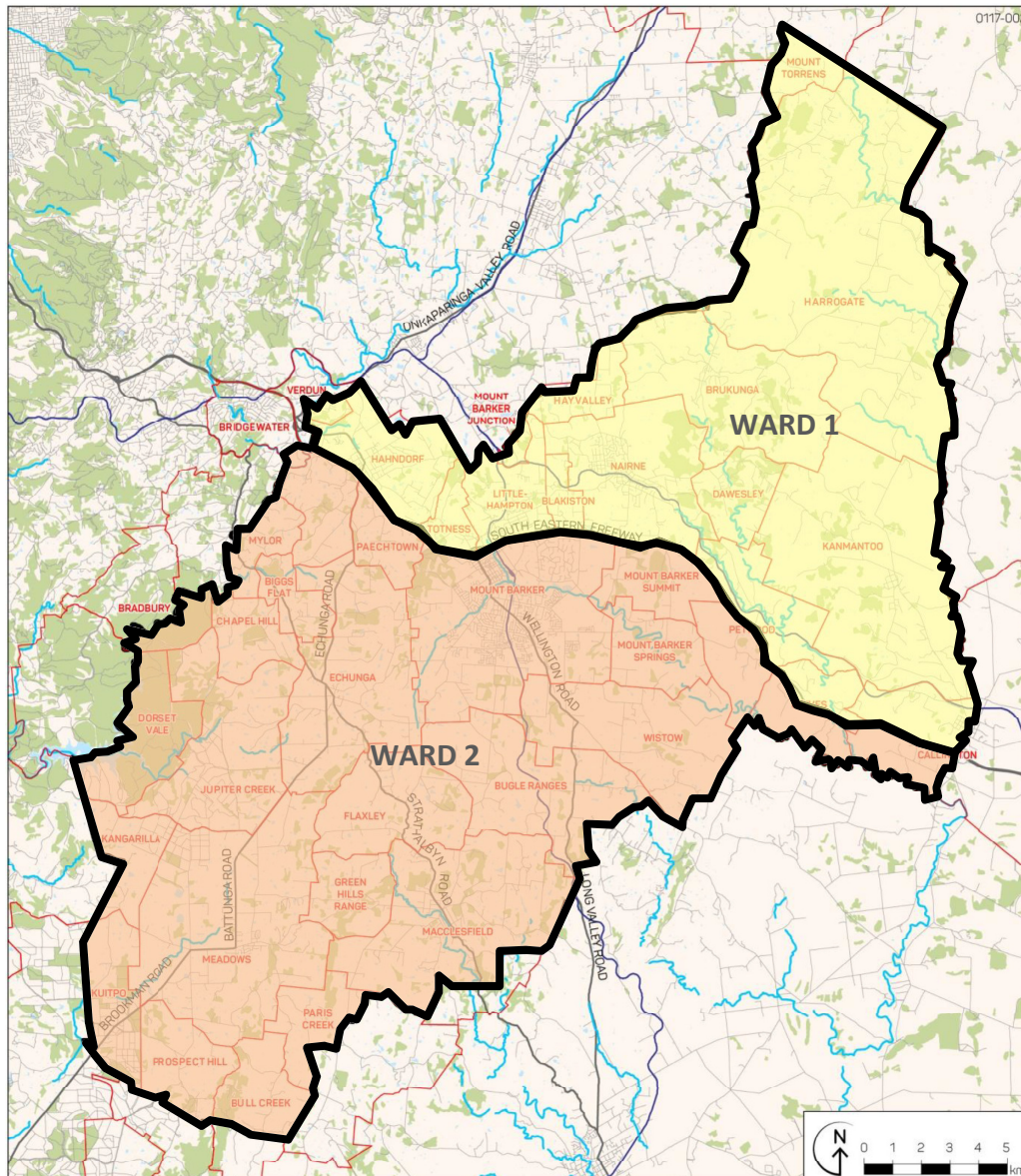
WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	4	9,290	1:2,323	- 8.56
Ward 2	6	16,110	1:2,685	+ 5.71
Average			1:2,540	

### 9 COUNCILLORS - 2 WARDS

WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	3	9,290	1:3,097	+ 9.74
Ward 2	6	16,110	1:2,685	- 4.86
Average			1:2,822	

### 8 COUNCILLORS - 2 WARDS

WARD	COUNCILLORS	ELECTORS	RATIO	% VARIANCE
Ward 1	3	9,290	1:3,097	- 2.47
Ward 2	5	16,110	1:3,222	+ 1.48
Average			1:3,175	





12.8	<b>REPORT TITLE:</b>	<b>STRATEGIC PLANNING AND DEVELOPMENT POLICY COMMITTEE (TEMPORARY ESTABLISHMENT)</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/64208</b>
	<b>ATTACHMENTS:</b>	<b>1. TERMS OF REFERENCE DOC/21/65452</b>
	<b><u>Key Contact</u></b>	<b>Glenn Searle, Senior Strategic Planner, Strategic and Community Planning</b>
	<b><u>Manager/Sponsor</u></b>	<b>Maddie Walker, Manager Strategic and Community Planning</b>

**Community Plan 2020-2035:**

Community Wellbeing

EP Goal 3: Add value to the growth of the district by exploiting new economy opportunities aligned with the key strengths of liveability, sustainability and low emissions.

**Annual Business Plan:**

Governance and Leadership

GL 1: Active democracy and effective representation

To represent the community well and to enable and support the community to engage with the Council to continue to ensure legitimacy in decision-making.

**Purpose:**

To re-establish the Strategic Planning and Development Policy Committee (SPDPC) to hear public submissions and consider the Local Heritage in Transition Development Plan Amendment (DPA).

**Summary – Key Issues:**

1. The Local Heritage in Transition DPA is currently being progressed by Council.
2. In order to hear public submissions on the DPA, the Strategic Planning and Development Policy Committee must be re-established.

**Recommendation:**

That Council:

1. Council appoint a Strategic Planning and Development Policy Committee consisting of all Council Members, to consider any representations received as part of this consultation process and to provide advice in relation to these representations, pursuant to Section 25, (11), (c) of the Development Act 1993.

2. Council endorse the terms of reference for the Strategic Planning and Development Policy Committee, which form Attachment 1 to this report.
  3. Council appoint the Mayor as the chairperson to oversee this running of the Strategic Planning and Development Policy Committee for a period of six (6) months from 10 May 2021 – 10 October 2021.
- 

**Background:**

1. Section 101A of the Development Act 1993 (ceased) required that Councils establish a Strategic Planning and Development Policy Committee for the purposes including the provision of advice and development plan policy matters.
2. The SPDPC also met to hear public submissions on Development Plan Amendments (DPA).
3. The terms of reference for Councils previous SPDPC expired on 4 November 2020.
4. At the time it was considered that any outstanding DPA would be finalised prior to 4 November 2020 with the implementation of the Planning, Development and Infrastructure Act and the Planning and Design Code and that any DPA that was not finalised would lapse.
5. However, delays to the implementation of the Code has meant that the date for completion of Council's final DPA, the Local Heritage in Transition DPA has been pushed back to 30 June 2021.
6. The transitional regulations for the Planning, Development and Infrastructure Act allow Councils to finalise Development Plan Amendments initiated under the Development Act.
7. Under the Planning, Development and Infrastructure Act a Committee such as the SPDPC is not expressly required to be established due to changes in how policy amendments are considered.

**Discussion:**

8. Legal advice has now confirmed that a SPDPC is required to hear public submissions relating to a DPA.
9. As a result, it is recommend that the SPDPC be re-established consistent with the terms of reference included within Attachment 1.

10. It is recommended that as with previous SPDPC that the Mayor be appointed Chairperson.
11. Should a Council Member be appointed as Chairperson who is not the Mayor or Deputy Mayor an allowance equal to the Deputy Mayor allowance will need to be paid for the 6 month period.
12. The first meeting of the SPDPC will be held on Monday 10 May 2021 at the Laratinga Pavilion to hear people who have requested to be heard in regards to the Local Heritage in Transition DPA.
13. The terms of reference recommend that the SPDPC expires within 6 months of its first meeting (10 October 2021).

**Community Engagement:**

Informing only	The Terms of Reference is to be placed onto the council's website
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**Policy:**

There are no policy implications from the re-establishment of the SPDPC.

**Long Term Financial Plan:**

The re-establishment of the SPDPC will not have any implications on the Long Term Financial Plan. Changes to how planning policy is considered means that the SPDPC is not required for an extended period of time.

**Budget:**

Assuming that the Mayor or Deputy Mayor are appointed as the chairperson there are no budget implications.

**Statutory/Legal:**

The Terms of Reference and establishment of the Committee meet Council's requirements under the Development Act and the Local Government Act.

**Staff Resource Requirements:**

There are no resources implications, as staff preparation for the SPDPC forms part of existing duties.

**Environmental:**

There are no environmental implications.

**Social:**

There are no social implications, however it is noted that the Committee will hear submissions from the community on the Local Heritage in Transition DPA.

**Risk Assessment:**

If the SPDPC is not established then public comments cannot be heard in accordance with the Act and the Local Heritage in Transition DPA cannot progress.

**Asset Management:**

There are no assess management implications.

**Conclusion:**

It is recommended the Strategic Planning and Development Committee (SPDPC) be re-established to hear submissions of DPA's (the Local Heritage in Transition DPA). The Terms of Reference for the SPDPC are the same as those previously used and as such are recommended for endorsement by Council.

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Attachment 1 to Item 12.8



## TERMS OF REFERENCE

### STRATEGIC PLANNING & DEVELOPMENT POLICY COMMITTEE

Endorsed by Council at its meeting on Monday 3 MAY 2021  
TRIM Reference: DOC/21/65412

#### 1. ESTABLISHMENT OF COMMITTEE

- 1.1 As required by Section 101A of the *Development Act (1993)* the Council establishes a Strategic Planning and Development Policy Committee ("the Committee") for the purposes of providing advice to the Council on strategic planning and development policy matters pursuant to the aforementioned section of legislation.
- 1.2 The Committee does not have executive powers or authority to implement actions or delegated financial responsibility.

#### 2. FUNCTIONS

- 2.1
  - (a) to provide advice to the council in relation to the extent to which the council's strategic planning and development policies accord with the Planning Strategy; and
  - (b) to assist the council in undertaking strategic planning and monitoring directed at achieving—
    - (i) orderly and efficient development within the area of the council; and
    - (ii) high levels of integration of transport and land-use planning; and
    - (iii) relevant targets set out in the Planning Strategy within the area of the council; and
    - (iv) the implementation of affordable housing policies set out in the Planning Strategy within the area of the council; and
    - (v) other outcomes of a prescribed kind (if any); and
  - (c) to provide advice to the council in relation to strategic planning and development policy issues when the council is preparing—
    - (i) a Strategic Directions Report; or
    - (ii) a Development Plan Amendment proposal; and
  - (d) other functions (other than functions relating to development assessment or compliance) assigned to the committee by the council.



### 3. MEETING FREQUENCY

- 3.1 The Committee to meet as required commencing from 10<sup>th</sup> May 2021 until 10<sup>th</sup> October 2021.
- 3.2 The Chief Executive Officer is delegated the authority to vary the meeting schedule after liaison with the Chairperson.
- 3.3 The Chief Executive Officer is delegated the authority to not call a meeting of the Committee within the meeting schedule should the Committee have no matter for consideration.
- 3.4 Special meetings of the Committee may be called in accordance with *the Local Government Act (1999)*.

### 4. LOCATION OF MEETING

- 4.1 The meetings are held at the Council Chambers or the Laratinga Pavilion as indicated on the meeting's Agenda notice.

### 5. NOTICE OF MEETING

- 5.1 In accordance with Section 87 of the *Local Government Act (1999)*, a minimum of three (3) clear days notice of an ordinary meeting will be provided to members of the Committee.

### 6. PUBLIC ACCESS TO MEETINGS

- 6.1 Members of the public are able to attend all meetings of the Committee, unless prohibited by resolution of the Committee under the confidentiality provisions of Section 90 of the *Local Government Act (1999)*.

### 7. PUBLIC ACCESS TO DOCUMENTS

- 7.1 Members of the public have access to all documents relating to the Committee unless prohibited by resolution of the Committee under the confidentiality provisions of Section 91 of the *Local Government Act (1999)*.

### 8. MINUTES OF MEETINGS

- 8.1 The Chief Executive Officer shall ensure that the proceedings and resolutions of all meetings of the Committee, including recording the names of those present and in attendance, are minuted and that the minutes otherwise comply with the requirements of the *Local Government (Procedure at Meetings) Regulations 2013*.

- 8.2 Minutes of Committee meetings shall be circulated within five (5) clear days after a meeting to all members of the Committee and to all members of the Council.
- 8.3 Minutes of the Committee meeting will be placed on public display at the Customer Service Centre within five (5) clear days of the meeting and kept on display for one (1) month. The minutes will also be placed on Council's website.

## **9 COMPOSITION**

- 9.1 The composition of the Committee shall be as determined by Council resolution and may include independent members.

## **10 MEMBERSHIP**

- 10.1 All Members shall have full voting rights.
- 10.2 A member of the Committee may resign from the Committee by giving written notice to that effect to the Chief Executive Officer.
- 10.3 A member of the Committee may be removed by Council resolution at any time.

## **11 QUORUM**

- 11.1 That a quorum of the Committee shall be a number ascertained by dividing the total number of members by 2, ignoring any fraction resulting from the division, and adding one.

## **12 MEETING ATTENDANCE**

- 12.1 All members must attend the meeting and where unable to do so, must provide an apology prior to the meeting.
- 12.2 The Chief Executive Officer, General Managers and other Staff may-attend meetings as required or to provide information and support to the Committee.

### 13 MEETING PROCEDURE

- 13.1 The Committee shall conduct meetings observing the provisions of Part 1 Preliminary, Part 2 – Meetings of Councils and Key Committees and Part 4 – Miscellaneous of the Local Government (Procedures at Meetings) Regulations 2013.

### 14 CHAIRPERSON

- 14.1 The appointment of the Chairperson will be made by the Council for the term of the Committee.
- 14.2 At the first meeting of the Committee a Deputy Chairperson will be appointed by the Committee for its term.
- 14.3 The Chairperson shall chair all meetings of the Committee at which they are present and in their absence the Deputy Chairperson shall chair. In the absence of both, a member of the Committee, elected by the Committee members present, shall chair that meeting.
- 14.4 As this Committee is a Prescribed Committee (as determined by the Remuneration Tribunal) if the Chairperson appointed is a Councillor (ie not a Presiding Member or Deputy Presiding Member, or Presiding Member of another Prescribed Committee) they will receive an allowance equal to 1.25 times the annual allowance for Councillors of that Council in accordance with the determination of the Remuneration Tribunal.

### 15 CONDUCT AND DISCLOSURE OF INTEREST

- 15.1 Members of the Committee must comply with the conduct and conflict of interest provisions of the *Local Government Act (1999)*. In particular, Sections 62 (general duties), 63 (code of conduct) and 73-74 (conflict of interest, members to disclose interests) must be adhered to.

### 16 TERMS OF COMMITTEE

- 16.1 The term of the Committee shall be as determined by Council resolution.

### 17 REVIEW PROCESS

- 17.1 The Committee shall, before the end of its term, review its own performance, membership and Terms of Reference to ensure it is operating at maximum effectiveness and recommend changes it considers necessary to the Council for approval.

## 18 REPORTING REQUIREMENTS AND RESPONSIBILITIES

- 18.1 The Committee shall make recommendations to the Council it deems appropriate on any matter within its Terms of Reference.

## 19 INFORMAL GATHERINGS

- 19.1 The Committee may hold and participate in informal gatherings for planning sessions, workshops or professional development/training from time to time but no decision making can occur in such gatherings.

## 20 OTHER

- 20.1 The Committee shall have access to reasonable resources in order to carry out its duties including allocation of administrative support.

## 21 ACCESS TO THE TERMS OF REFERENCE

- 21.1 The Committee's Terms of Reference will be available for public inspection at the Local Government Centre, 6 Dutton Road, Mount Barker, South Australia and on the Council's website <https://www.mountbarker.sa.gov.au/council/meetings/strategic-planning-development-policy-committee> .

## 22 FURTHER INFORMATION

- 22.1 For further information on this Terms of Reference or the operations of the Committee, please contact:

Title: General Manager Planning and Development  
Address: PO Box 54, Mount Barker  
South Australia, SA, 5251  
Email: [council@mountbarker.sa.gov.au](mailto:council@mountbarker.sa.gov.au)

<b>12.9</b>	<b>REPORT TITLE:</b>	<b>NOMINATION TO LGA FOR ENVIRONMENT PROTECTION AUTHORITY BOARD – CR CAROL BAILEY BEM</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/65327</b>
	<b>ATTACHMENTS:</b>	<b>1. DOC/21/65568- NOMINATION FORM COUNCILLOR CAROL BAILEY</b>
	<b><u>Key Contact</u></b>	<b>Sue Miller, Risk &amp; Governance Officer</b>
	<b><u>Manager/Sponsor</u></b>	<b>Brian Clancey, Deputy CEO/General Manager – Governance, Strategic Projects and Wastewater/Recycled Water</b>

**Community Plan 2020-2035:**

Leadership and Good Governance

LGG Strategy 1.4 – Enable community leadership

**Annual Business Plan:**

NA

**Purpose:**

To seek endorsement of Councillor Carol Bailey BEM as Council's nominee for the Local Government Association to consider as a candidate to fill a local government position on the Environment Protection Authority Board for a three (3) year term commencing on 8 August 2021.

**Summary – Key Issues:**

1. The Environment Protection Authority (EPA) Board is a statutory corporation/body corporate to which the provisions of the Environment Protection Act 1993 apply.
2. The LGA is seeking nominations from suitably qualified council members, or employees of a council or other local government entity, to fill a position with a term of three (3) years commencing 8 August 2021.
3. Councillor Carol Bailey BEM has submitted a nomination form (attachment 2) and is seeking support from Council for her nomination to be considered for the LGA nominated position on the EPA Board.

**Recommendation:**

That Council endorse Councillor Carol Bailey BEM as Council's nominee for the Local Government Association to consider as a candidate as the local government member on the Environment Protection Authority Board for a three (3) year term commencing on 8 August 2021.

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**Background:**

1. The Environment Protection Authority (EPA) Board is a statutory corporation/body corporate to which the provisions of the Environment Protection Act 1993 apply.
2. The Board is responsible for the governance, strategic planning and pursuit of the Authority's objective, namely to protect human health and the environment by reducing the harmful effects of pollution and waste.
3. The LGA is seeking nominations from suitably qualified council members, or employees of a council or other local government entity, to fill a position with a term of three (3) years commencing 8 August 2021.
4. There are two LGA nominated positions on the EPA Board currently held by Dr Helen McDonald (Clare and Gilbert Valleys) and Mark Withers (Port Adelaide Enfield). Mr Withers' term expires on 7 August 2021, and he is eligible for re-appointment.
5. The Board meets eleven (11) times per year, generally on the morning of the 2nd Tuesday of the month, at the EPA offices in Victoria Square, Adelaide (on-line attendance available). Sitting fees of \$24,000 pa are paid.
6. The Environment Protection Regulations 2009 requires the LGA to provide a panel of three nominees from which the Minister will select the appointee. In accordance with section 36A of the Acts Interpretation Act 1915 the panel of nominees must include at least one male and one female.
7. In accordance with the LGA Appointments and Nominations to Outside Bodies Policy (Policy) establishes the Nominations Committee of the LGA Board of Directors which may undertake preliminary consideration of nominees and make recommendations to the LGA Board of Directors. In this case it may undertake interviews and request the details of referees of shortlisted candidates.
8. LGA nominations on Outside Bodies will, unless determined otherwise by the LGA Board of Directors, be currently serving council members or employees of a council or other local government entity. Only nominations submitted by a council, following a resolution of council, will be considered.

9. The Policy also enables the LGA Secretariat to maintain a Nominees Database, which will record the details of nominees who agree to be considered for other vacancies for a period of 12 months based on the nominee's preferences. The Nomination Form (Part B below) asks nominees whether they want to be listed on the database.

**Discussion:**

1. Councillor Carol Bailey BEM has submitted a nomination form (attachment 2) and is seeking support from Council for her nomination to be considered for the LGA nominated position on the EPA.
2. Selection Criteria (to be addressed by nominee) as per the LGA Appointments and Nominations to Outside Bodies – Call for Nominations form – Environment Protection Authority Board is as follows:
  - a. Local government knowledge and experience
  - b. Senior officer or well-connected elected member
  - c. A working knowledge of the Litter and Nuisance Control Act and EPA operations relevant to local government
  - d. Proposed approach to engaging with the LG as a local government nominee to an outside Board.
3. No staff member will be nominated, or is an existing Board member of the EPA.
4. The nominee and council are required to complete the Nomination Form (Part B) and forward to LGA by COB Monday 24 May 2021.

**Community Engagement:**

Informing only	Council meeting agenda and minutes
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**Policy:**

LGA Appointments and Nominations to Outside Bodies Policy (Policy)

**Budget:**

N/A

**Statutory/Legal:**

Section 14B Environment Protection Act 1993

**Staff Resource Requirements:**

NIL

**Environmental:**

N/A

**Social:**

N/A

**Risk Assessment:**

There is a risk that the nomination will be unsuccessful.

**Asset Management:**

N/A

**Conclusion:**

Council is able to nominate a Council Member or staff member to be considered for LGA nominated position on the EPA Board.

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Local Government Association  
of South Australia

Attachment 1 to Item 12.9

The voice of local government.

## PART B

## SECTION 2: NOMINEE to complete

Environment Protection Authority Board	
Nominee Details	
Name in full	CAROL DAWN BAILEY Gender <input checked="" type="checkbox"/> F
Home / Postal Address	P.O. Box 130 MOUNT BARKER
Phone	8391 0916 Mobile 0835 012176
Personal email	[REDACTED]
Why are you interested in this role?	Lifelong interest in conservation/ecology. BSc. in Environmental Management (2010)
CV	attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>
Response to selection criteria (if applicable)	Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.  Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.  attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>
Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies on Outside Bodies?	
Yes <input checked="" type="checkbox"/> OR No <input type="checkbox"/>	
If Yes, please list any fields of interest or Outside Bodies of interest:	
<ul style="list-style-type: none"> <li>Local ecology, conservation &amp; environment.</li> <li>Water course management.</li> <li>Murray Darling Basin Authority</li> <li>Landscape SA (Hills &amp; Fleurieu) Board.</li> </ul>	
Undertaking:	
The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Signature of Nominee:	

<b>12.10</b>	<b>REPORT TITLE:</b>	<b>COMMUNITY AUDIO ACCESS TO COUNCIL MEETINGS – TRIAL OF DELAYED RADIO BROADCASTING</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/53174</b>
	<b>ATTACHMENTS:</b>	<b>NIL</b>
	<b><u>Key Contact</u></b>	Sue Miller, Risk & Governance Officer
	<b><u>Manager/Sponsor</u></b>	Brian Clancey, Deputy CEO/General Manager – Governance, Strategic Projects and Wastewater/Recycled Water

**Community Plan 2020-2035:**

Leadership and Good Governance

LGG Strategy 1.3 – Provide opportunities for the community to access and participate in decision-making processes and fully integrate community engagement practices into Council activities.

LGG Strategy 1.5 – Demonstrate accountability through clear, relevant and easily accessible policies, corporate reporting and legislative compliance.

**Annual Business Plan:**

Nil

**Purpose:**

For Council to note and support the investigation being undertaken by the Risk and Governance Officer into the merits of delayed radio broadcasting of formal council meetings.

**Summary – Key Issues:**

1. Informal gatherings, Council and Committee meetings are open to the public (other than for confidential items) and held in what is considered a place open to the public.
2. A council member approached staff with a request to explore the merits of delayed radio broadcasting of formal council meetings.
3. A trial of delayed radio broadcasting of a council meeting will take place in the near future to further inform the investigation.

**Recommendation:**

That Council note and support the investigation being undertaken by the Risk and Governance Officer into the merits of delayed radio broadcasting of formal council meetings.

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**Background:**

1. Informal gatherings, Council and Committee meetings are open to the public (other than for confidential items) and held in what is considered a place open to the public.
2. Council resolved on 7 December 2020 to amend its Code of Practice for Meeting Procedures to accommodate recording of council meetings by members of the public. As a courtesy a request to record is to be made to the CEO in advance of the meeting commencing. No requests have been received to date.
3. Councillor Tess Minett advised the Risk & Governance Officer of her discussions with a local radio station (Lofty Radio) board member seeking information regarding broadcasting of council meetings, and to establish the station's interest in doing so.
4. Councillor Minett further advised a motion was subsequently put to the Lofty Radio board at their March 2021 meeting with regard to Lofty Radio being prepared to broadcast council meetings; the motion was passed unanimously by the Board.

**Discussion:**

1. Delayed radio broadcasting of Council meetings may provide greater accessibility to decision making. This includes eliminating geographical and time barriers which may prevent a person attending the meetings.
2. The suggestion by council member Tess Minett to consider radio broadcasting of council meetings is an option council officers are exploring.
3. The scope for such an investigation is on the basis of informing the potential 'out sourcing' of the curation of delayed radio broadcasting of council meetings, including technical and human resourcing.
4. The investigation will explore legal implications and copyright matters.
5. The investigation of the merits of delayed radio broadcasting will be further informed by a trial, having regard to:

- a. coverage
  - b. equipment costs
  - c. allocation of a time slot (delayed 'live' or replayed later)
  - d. personnel to arrange and monitor equipment in situ or elsewhere
  - e. a formal agreement between the radio station and Council as to copyright
  - f. editing for prevention of broadcasting of defamation or obscenities, e.g. the 6 second delay used by talk back programme
  - g. potential for podcasting or other forms of media.
6. A trial broadcast is considered essential to inform the investigation, and will occur at a formal council meeting in the near future.
  7. Participating in an investigation to explore the merits of delayed radio broadcasting will not imply any future commitment by Council to continue radio broadcasting by the trial participant.
  8. On balance, the delayed radio broadcasting of council meetings appears to have merit, and supports the principle of transparency in regards to debate and decision making by Council.
  9. Following completion of the investigation and trial a further report is intended to be provided to a future council meeting.

**Community Engagement:**

Informing only	Minutes of council meeting.
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**Policy:**

Code of Practice for Meeting Procedures

**Long Term Financial Plan:**

NIL

**Budget:**

To be informed by the investigation and trial.

**Statutory/Legal:**

The Code of Practice for Meeting Procedures is an optional Code under the Local Government Act 1999.

Investigating delayed radio broadcasting of council meetings would provide the opportunity to explore what information may be required to prepare a terms and conditions document for radio broadcasting, including legal and copyright matters.

**Staff Resource Requirements:**

Nil

**Environmental:**

Nil

**Social:**

Council members and the public will be provided with notice prior to entering a meeting of the trial of delayed radio broadcasting.

**Risk Assessment:**

There is a risk that only portions of the broadcast may be used and statements will be out of context.

**Asset Management:**

Nil

**Conclusion:**

An investigation into the merits of delayed radio broadcasting of council meetings supports the principle of transparency in regards to Council debate and decision making.

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Previous Decisions By/Information Reports to Council

Meeting Date	7 December 2020	CM Reference	DOC/20/111479
Title	Video or Audio Recordings by the Public at Informal Gatherings, Council and Committee meetings		
Purpose	To recommend additional wording for the Council's Code of Practice for Meeting Procedures regarding audio or visual recordings of Council and Committee meetings and informal gatherings by the public.		

Meeting Date	7 December 2020	CM Reference	DOC/20/163282
Title	Livestreaming of Council Meetings		
Purpose	To provide information in response to the 7 September 2020 Notice of Motion – Livestreaming of Council Meetings.		

<b>12.11</b>	<b>REPORT TITLE:</b>	<b>WARD DONATIONS</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/20/76036</b>
	<b>ATTACHMENTS:</b>	<b>NIL</b>
	<b><u>Key Contact</u></b>	<b>Ashleigh Norton, Executive Assistant to Chief Executive Officer</b>
	<b><u>Manager/Sponsor</u></b>	<b>Andrew Stuart, Chief Executive Officer</b>

**Mount Barker 2035 – District Strategic Plan:**

Governance and Leadership

**Annual Business Plan:**

Nil

**Purpose**

To allocate ward donation funds to individuals or organisations.

**Summary – Key Issues**

- Council has budgeted an amount for 2020/21 of \$16,254 which equates to \$1478 for each Council Member to allocate to individuals and/or groups at the Council Members' discretion. This is known as a Ward Allowance.
- Council Members may nominate groups or individuals to receive a Ward donation from their allowance at each Council meeting.

**Recommendation**

That Council will make the following donations, given that each Member nominating the donation has given careful consideration to whether there is a conflict of interest:

<b>Council Member</b>	<b>Amount</b>	<b>Group/Individual/Purpose</b>
Mayor Ferguson	\$50.00	Special Children's Christmas Party

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**Background**

1. Council receives many requests for assistance from individuals, community members and community groups. Requests may be received by Council Members via telephone, letter or via email, or direct to Council.
2. Council has budgeted an amount for 2020/21 of \$16,254 which equates to \$1478 for each Council Member to allocate to individuals and groups at the Council Members' discretion. This is known as a Ward Allowance.
3. The Representation Review process (completed in September 2013) ensures equal representation (Council Member per elector) in each Ward. No change was made to the number of Councillors in each Ward. This process ensures the amount of Ward Allowance available to the community is equal between each of the Wards. The Minister for Local Government has specified (by way of notice published in the Government Gazette on 9 July 2020) that Council is required to undertake and complete a Representation Review during the period October 2020 to October 2021.
4. At the end of each financial year, a report of the expenditure of Ward Allowances will be reported to Council.

**Ward Donation Procedures**

5. Members receive a print-out indicating how much is still to be spent.
6. Individual members of the community or community groups may require small financial assistance for projects/initiatives of community interest and benefit from Council.
7. These requests should be made directly to the Mayor and/ or Council Members for their consideration / assessment.
8. Any requests received directly by Council will be acknowledged by the Executive Assistant to the Chief Executive Officer and Mayor, and advised that any such requests received will be provided to all Council Members who may choose to contribute some funds from their annual Ward Allowance.
9. When determining donations, Council Members should consider the community interest / benefit to be received and enjoyed by the community at large as a result of that donation.
10. As per section S73-75A of the Local Government Act 1999 Council Members should also consider and assess any material, actual or perceived conflict of interest as a result of making a particular donation or voting on the donations.

11. At each Council Meeting, Council Members may nominate members of the community or community groups to receive a donation from their Ward Allowance. These donations are reflected in the Council meeting minutes, available on Council's website [www.mountbarker.sa.gov.au](http://www.mountbarker.sa.gov.au)
12. Council Members are encouraged to advise the Executive Assistant to the Chief Executive Officer and Mayor as soon as possible of any requests for ward donations received in advance of Council meetings in order for such requests to be included in the Council meeting agenda. The form can be found on the extranet under Forms.
13. When making a donation in the Council Meeting, the Council Member should:
  - a. Declare who the donation is to be made to, the amount and the purpose of the donation; and
  - b. Complete and submit a Ward Donation Form to the Minute Secretary (Sue Miller).

**Community Engagement**

Informing only	Notification by way of Council minutes. Recipients will be notified of any donation.
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**Policy**

There are currently no Council Policies in relation to Ward Donations.

**Long Term Financial Plan:**

Nil

**Budget**

The budget allocation for Ward Donations is \$16,254 which equates to \$1478 recommended expenditure by each Council Member. Any unallocated ward allowance balance is not carried over to the next financial year.

**Statutory/Legal**

There are no statutory/legal implications or requirements in relation to Ward Donations.

**Section 73-75A of the Local Government Act 1999:**

However, Council Members should be mindful of material, actual or perceived conflict of interest that may arise as a result of making a ward donation.

**Staff Resource Requirements**

This is incorporated into the existing responsibilities of the finance staff.

**Environmental**

There are no environmental implications arising from this report or its recommendations.



**Social**

Ward donations enable individual members of the community and community groups to request small donations to assist with their endeavours.

**Risk Assessment:**

It is the responsibility of each Council Member to assess the risks association with the ward donations.

**Asset Management:**

There are no asset management implications arising from this report or its recommendations.

**Conclusion**

Council Members have the opportunity to make ward donations.

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**13. INFORMATION REPORTS****Recommendation**

That the following information report be noted.

<b>13.1</b>	<b>REPORT TITLE:</b>	<b>SOUTHERN &amp; HILLS LOCAL GOVERNMENT ASSOCIATION UPDATE REPORT</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/62346</b>
	<b><u>Key Contact</u></b>	<b>Sue Miller, Risk &amp; Governance Officer</b>
	<b><u>Manager/Sponsor</u></b>	<b>Brian Clancey, Deputy CEO/General Manager Governance, Strategic Projects, Wastewater/Recycled Water</b>

**Purpose:**

To provide a report on the outcomes of the Southern & Hills Local Government Association (SHLGA) Board meeting on 16 April 2021.

**Summary – Key Issues:**

- A key outcome summary is provided following each SHLGA Board meeting.

**Background:**

1. Membership of the SHLGA Board comprises the Mayors and CEOs of each of the constituent Councils, being Adelaide Hills Council, Alexandrina Council, District Council of Yankalilla, City of Victor Harbor, Kangaroo Island Council and Mount Barker District Council.
2. Councillor Samantha Jones is Council's Deputy Board Member.

**Discussion:**

1. The key outcomes summary is available via the S&HLGA's website :

[Southern & Hills Local Government Association Key Outcomes Summary 16 April 2021](#)

and provides an update on:

- Regional Health Plan
- 2030 Regional Transport Plan
- RDA Regional Infrastructure Plan
- Regional Climate Change Adaptation Study
- CWMS Committee
- S&HLGA Advisory Group

## 2. Audit Committee Exemption

A separate report was tabled and discussed with the S&HLGA Board strong in its recommendation to continue with the exemption.

## 3. S & HLGA Value Proposition

A separate report was tabled and discussed noting the continuous extraordinary Return on Investment.

## 4. Coastal Council Alliance Funding

The South Australian Coastal Councils Alliance ( SACCA ) has circulated a Funding and Governance discussion paper. S&HLGA has four of its member Councils with substantial and valued coastline and strongly supports the organisation.

Under the funding proposal the Regional Organisations would collect a total of \$50,000. S&HLGA is working with SACCA to get some clarity around the role of the RO and its CEO with SACCA and the expectations around the levy collection and debt liability.

Representatives from both SACCA and the LGA have now met twice and at the most recent meeting on 1 April agreed to formalise a relationship using a Memorandum of Administrative Agreement. This MOAA will define a shared/collaborative approach to Council coastal matters as well as a delineation of roles and responsibilities. It was acknowledged that SACCA provides a great 'focus' resource to support and enhance the lobbying efforts of the LGA.

## 5. S&HLGA Meetings

The Kangaroo Island Council has requested that the S&HLGA consider holding quarterly meetings and that every second meeting be held electronically.

It was noted:

- Quarterly meetings would comply with both our current and proposed new charter
- The meeting schedule has already been set for the calendar year 2021
- S&HLGA new 2021-2025 Business Plan is only in its early draft stage and this will outline the proposed themes, challenges and opportunities for S&HLGA which could have a strong bearing on meeting frequency.

- Provided the host Council technology allows, all future meetings in 2021 will have a virtual video electronic option

## 6. Key Stakeholder Updates

An update was provided by the Local Government Association, PIRSA, H & F Landscape Board and Rebekha Sharkie Member for Mayo, Josh Teague Member for Heysen.

### **Conclusion:**

Regular reports will keep Council updated on matters involving the SHLGA.

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Previous Decisions By/Information Reports to Council

Meeting Date	6 April 2021	CM Reference	DOC/21/44718
Title	Southern and Hills Local Government Association Update Report		
Purpose	To provide a report on the outcomes of the Southern & Hills Local Government Association (SHLGA) Board meeting on 26 February 2021.		

Meeting Date	1 February 2021	HPRM Reference	DOC/21/9355
Title	Southern and Hills Local Government Association Update Report		
Purpose	To provide a report on the outcomes of the Southern & Hills Local Government Association (SHLGA) Board meeting on 11 December 2020.		

Meeting Date	7 December 2020	HPRM Reference	DOC/20/163513
Title	Southern and Hills Local Government Association Quarterly Report		
Purpose	To provide a quarterly report on the outcomes of the Southern & Hills Local Government Association (SHLGA) Board meeting on 23 October 2020.		

Meeting Date	2 November 2020	HPRM Reference	DOC/20/145953
Title	Southern and Hills Local Government Association Annual Report		
Purpose	To provide the Southern & Hills Local Government Association (SHLGA) Annual Report 2019/20 for adoption and subsequent inclusion as an attachment to Council's Annual Report 2019/2020.		

Meeting Date	3 August 2020	HPRM Reference	DOC/20/94347
Title	Southern and Hills Local Government Association Quarterly Report		
Purpose	To provide a quarterly report on the outcomes of the Southern & Hills Local Government Association (SHLGA) meeting on 21 August 2020.		

Meeting Date	6 October 2020	HPRM Reference	DOC/20/131466
Title	Southern and Hills Local Government Association Quarterly Report		
Purpose	To provide a quarterly report on the outcomes of the Southern & Hills Local Government Association (SHLGA) meeting on 19 June 2020.		

Meeting Date	1 June 2020	HPRM Reference	DOC/20/61842
Title	SHLGA Annual Business Plan & Budget, Subscription Fees, Draft Annual Action Plan		
Purpose	To provide the Southern and Hills Local Government Association (SHLGA) draft budget and subscriptions; and draft annual action plan for approval.		

**14. QUARTERLY REPORTS****RECOMMENDATION**

That the following reports be noted en bloc.

<b>14.1</b>	<b>REPORT TITLE:</b>	<b>REGIONAL DEVELOPMENT AUSTRALIA QUARTERLY PROJECT REPORT JANUARY – MARCH 2021</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/55963</b>
	<b>ATTACHMENTS:</b>	<b>1 – DOC/21/55028– RDA QUARTERLY REPORT JANUARY 2021 – MARCH 2021</b>
	<b><u>Key Contact</u></b>	<b>Sue Miller, Risk &amp; Governance Officer</b>
	<b><u>Manager/Sponsor</u></b>	<b>Brian Clancey, Deputy Chief Executive Officer/General Manager Governance, Strategic Projects, Wastewater/Recycled Water</b>

**Purpose:**

To provide the Regional Development Australia – Adelaide Hills, Fleurieu and Kangaroo Island quarterly update on its projects to its member Councils.

**Summary – Key Issues:**

- The 4 projects of the RDA Adelaide Hills, Fleurieu and Kangaroo Island projects are on track.

**Background:**

1. Council is a funding partner of the Regional Development Australia (RDA)– Adelaide Hills, Fleurieu and Kangaroo Island (RDA – AHFKI).
2. The stated purpose of RDA Adelaide Hills, Fleurieu and Kangaroo Island is a commitment to developing and growing the region's economy and liveability by:
  - a. Consulting and engaging with the community on economic, social and environmental issues, competitive advantages, solutions and priorities
  - b. Exploring and promoting economic and employment growth including contributing to business development, trade, funding access and investment attraction

- c. Being a first point of contact for government agencies, providing advice on local issues, competitive advantages, solutions and priorities
  - d. Promoting government policies, programs, services, grants and initiatives to the regional community
3. Council received the previous quarterly report at the 1 March 2021 Council meeting.

**Discussion:**

4. Council has received the attached information in relation to an update of the RDA's activities.
5. The projects are on track.

**Conclusion:**

The 4 current RDA AHFKI projects are on track.

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**Previous Decisions By/Information Reports to Council**

Meeting Date	1 March 2021	CM Reference	DOC/21/27969
Title	Regional Development Australia Quarterly Project Report October – December 2020		
Purpose	To provide the Regional Development Australia – Adelaide Hills, Fleurieu and Kangaroo Island quarterly update on its projects to its member Councils.		

Meeting Date	7 December 2020	HPRM Reference	DOC/20/163573
Title	Regional Development Australia Quarterly Project Report July – September 2020		
Purpose	To provide the Regional Development Australia – Adelaide Hills, Fleurieu and Kangaroo Island quarterly update on its projects to its member Councils.		

Meeting Date	7 September 2020	HPRM Reference	DOC/20/111794
Title	Regional Development Australia Quarterly Project Report April - June 2020		
Purpose	To provide the Regional Development Australia – Adelaide Hills, Fleurieu and Kangaroo Island quarterly update on its projects to its member Councils.		

Meeting Date	1 June 2020	HPRM Reference	DOC/20/65187
Title	Regional Development Australia Quarterly Project Report January – March 2020		
Purpose	To provide the Regional Development Australia – Adelaide Hills, Fleurieu and Kangaroo Island quarterly update on its projects to its member Councils.		

Meeting Date	2 March 2020	HPRM Reference	DOC/20/20591
Title	Regional Development Australia Quarterly Project Report October – December 2019		
Purpose	Regional Development Australia is providing a quarterly update on its projects to its member Councils.		



Attachment 1 to Item 14.1

Shaping the Future of our Region

## Quarterly Project Report

<b>Reports to:</b> Board, Council CEO's, Council Mayors and Councillors	<b>Author:</b> Steve Shotton	<b>Quarter:</b> January – March 2021	<b>Purpose:</b> To provide an update of RDA's activities
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	On Track
	Delays
	Completed in Quarter

Project Name	Brief Description	Update	Status	Further Information
<b>Business Futures</b>	A variety of business supports including start-up training, advisory, mentoring, and improving access to capital.	<p>RDA continues to fund along with councils, the Hills &amp; Coast Grant Finder as well as .id demographic resources to inform decision making and planning across the region.</p> <p>RDA attends "Experts in Residence" programs at Alexandrina Business Hub (Goolwa) and Yankalilla - allows businesses and organisations to meet with RDA to receive business advice, particularly around establishment, growth, networking, and access to capital.</p> <p>"Launch your own Business" workshops have been scheduled and people expressing interest contacted. To be run in April at Mt Barker, Chiton Rocks and Kingscote.</p> <p>Extensive work undertaken this quarter supporting BBRF and Tourism Industry Development Fund applications.</p>		<p>Stephen Shotton  <a href="mailto:stephens@rdahc.com.au">stephens@rdahc.com.au</a></p>
<b>Catalytic Public Infrastructure</b>	Advocacy and project work in support of impactful public infrastructure.	<p>Examples of project work this quarter included:</p> <ul style="list-style-type: none"> <li>- Continued promotion of the state funded opportunity for electric vehicle charging stations (including upgrades) with councils and businesses in the region (total 94 stations)</li> </ul>		<p>Damien Cooke  <a href="mailto:damienc@rdahc.com.au">damienc@rdahc.com.au</a>  or  Stephen Shotton</p>



*Shaping the Future of our Region*

		<ul style="list-style-type: none"> <li>- Started participation in a stakeholder group advising government on mobile black spot solutions within the Adelaide Hills and KI fire scar zones.</li> <li>- Started participation in Investment Australia's, Regional Strengths and Gaps project.</li> </ul>		<a href="mailto:stephens@rdahc.com.au">stephens@rdahc.com.au</a>
<b>Living Better</b>	Supports for Not for Profits and improving the regions liveability.	<p>Examples of project work this quarter include:</p> <ul style="list-style-type: none"> <li>- Leading the development of business cases for Regional University Centres on the South Coast and Mount Barker.</li> <li>- Pilot run of Community Upskilling workshops delivered by Pro Bono with all three workshops booked out (25 participants each).</li> <li>- Leading the Adelaide Hills transport corridors project including workshopping with stakeholders the priority solutions for improved freight and people transport through the hills.</li> <li>- Regional Economic Development Network</li> <li>- Participant: Resilient Hills &amp; Coast</li> </ul>		<p>Stephen Shotton <a href="mailto:stephens@rdahc.com.au">stephens@rdahc.com.au</a></p>
<b>Investment Attraction</b>	Aims to support industry and assist the regions larger employers to expand.	<p>RDA sits on the Boards of both Adelaide Hills Tourism and Fleurieu Peninsula Tourism.</p> <p>RDA AHFKI continues to fund a part-time role on Kangaroo Island in support of the bushfire recovery (until June 2021).</p> <p>Focus projects:</p> <ul style="list-style-type: none"> <li>- Strathalbyn Abattoir – in this quarter we have worked with the landholder and operator to guide steps forward and have engaged PKF (Accounting and Advisory) to undertake a feasibility study including structure and governance recommendations, market review, financial modelling, business plan, and detailed findings on feasibility.</li> </ul>		<p>Damien Cooke <a href="mailto:damienc@rdahc.com.au">damienc@rdahc.com.au</a></p> <p>or</p> <p>Stephen Shotton <a href="mailto:stephens@rdahc.com.au">stephens@rdahc.com.au</a></p>





*Shaping the Future of our Region*

		<ul style="list-style-type: none"> <li>- Kangaroo Island accommodation – we have initiated a piece of work by Hudson Howell to produce a report that will specifically inform decision-making by developers, builders, and investors.</li> <li>- Onkaparinga Racing Club – has been assisted with support to write an application for BBRF funding and advisory work around project strategy and stakeholder engagement.</li> </ul>		
<b>Seasonal &amp; Regional Workforce</b>	On-ground delivery of the state Regional Workforce program.	<p>Employed two roles, total 1.2 FTE: Richard Scollin, Workforce Program Manager Oliver Walton, Workforce Coordinator</p> <ul style="list-style-type: none"> <li>- Contact made with circa 300 jobseekers.</li> <li>- Engagement with multiple regional recruiters and job advisors</li> <li>- Engagement with businesses seeking staff.</li> </ul> <p>Significant intel/feedback to state government program</p> <p>Informing RDA SA proposal for further funding</p>		<p>Damien Cooke  <a href="mailto:damienc@rdahc.com.au">damienc@rdahc.com.au</a>  or  Stephen Shotton  <a href="mailto:stephens@rdahc.com.au">stephens@rdahc.com.au</a></p>

<b>14.2</b>	<b>REPORT TITLE:</b>	<b>ADELAIDE HILLS REGION WASTE MANAGEMENT AUTHORITY QUARTERLY REPORT</b>
	<b>DATE OF MEETING:</b>	<b>3 MAY 2021</b>
	<b>FILE NUMBER:</b>	<b>DOC/21/59285</b>
	<b>ATTACHMENT:</b>	<b>1 DOC/21/59281 AHRWMA KEY OUTCOMES SUMMARY</b>
	<b><u>Key Contact</u></b>	<b>Sue Miller, Risk and Governance Officer</b>
	<b><u>Manager/Sponsor</u></b>	<b>Greg Parker, General Manager, Community Services</b>

**Purpose:**

To provide Council with a quarterly report from its regional subsidiary, the Adelaide Hills Region Waste Management Authority (AHRWMA).

**Summary – Key Issues:**

- AHRWMA held a Board meeting on 18 February 2021 which principally reviewed the second quarter (Oct-Jan) operations.
- The Board also held a special meeting on 16 April 2021 where it considered two confidential items, being the Executive Officer (EO) performance review and an item relating to a tender process.

**Background:**

1. Council received a previous quarterly report from the AHRWMA on 18 January 2021.
2. Council representatives on the AHRWMA Board are Cr Harry Seager and Greg Parker with Cr Simon Westwood as the Deputy Board Member.

**Discussion:**

3. The Key Outcomes summary (attached) includes a brief outline of:
  - a) The Board meeting of 18 February 2021;
  - b) The Audit Committee's meeting agenda from 10 February 2021;
  - c) Second Quarter 20/21 Financials and Landfill Statistics; and
  - d) Local Government waste tonnes have increased, while commercial tonnes have reduced, which is likely due to the impacts of COVID-19.
4. Operational matters
  - a) The revised Charter was presented to Member Councils and all four Member Councils have now approved the Charter. A timeline for

implementation was presented to the Board with the aim to implement the new Charter in July 2021.

- b) WHS procedures and policies continue to be updated across the organisation.
  - c) The Asset Management Plan was finalised and endorsed by the Audit Committee for presentation to the Board.
  - d) A Business Continuity Plan is being developed.
  - e) Ongoing management meetings are held with Rural City of Murray Bridge and Adelaide Hills Council regarding their resource recovery centre (waste transfer stations) operations.
  - f) A tender was released for a front end loader.
  - g) A legislative change regarding mass balance reporting comes into effect July 1 and the AHRWMA has been preparing for this, including working with the EPA to undertake trials.
  - h) With agreement from the Board the second term of the lease with the Murray Bridge Council has been enacted.
  - i) The Authority has been approached regarding a potential opportunity to sublease a section of the Brinkley site. This opportunity will be further explored and presented to the Board if it is to be considered further.
  - j) Meetings have been held with industry representatives in order to determine the state of play regarding recycling within SA, to assist Member Councils and inform a future Board report on the matter.
  - k) Meetings have been held regarding a MRLGA led regional waste plan, which is being developed for the greater Murray Region.
  - l) A polystyrene recycling machine has been installed and is now in operation at the Heathfield Resource Recovery Centre. The polystyrene is melted into cubes which enables it to be efficiently transported to recyclers.
5. At the April special Board meeting the AHRWMA EO provided an update regarding the recent fire at Visy recycling in Wingfield, as follows;
- a) Two of the Authority's Member Councils (Murray Bridge and Mount Barker) utilise Visy for processing recycling material from the yellow kerbside recycling bin.
  - b) On the 8 April 2021 Visy Recycling located in Wingfield experienced a fire resulting in significant damage.
  - c) Council's kerbside services are contracted by Council to Solo Resource Recovery who also manages the recycling processing contract with Visy.
  - d) Prior to the fire South Australia had two recycling facilities within the state (NAWMA and Visy). The fire resulted in Visy not being able to receive material at its Wingfield site. NAWMA is at capacity and is not able to process additional material.
  - e) Visy have arranged a short term solution, involving bulking up material and transportation interstate.
  - f) Solo have managed the situation on behalf of Council and as a result Council's services have not been interrupted.

- g) The AHRWMA EO has assisted Councils, representing MBDC and RCMB on the LGA emergency response team and keeping Council staff up to date and aware of the situation.
- h) Solo and Visy continue to work on a longer term solution.
- i) There are currently two recycling facilities under construction within SA, which are likely to be operational by the end of the year. The AHRWMA and Council are keeping up to date regarding market developments in this area.

**Conclusion:**

Quarterly reports from the AHRWMA keep member Councils regularly updated on matters involving the Authority's core business.

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Previous Decisions By/Information Reports to Council

Meeting Date	18 January 2021	CM Reference	DOC/21/1079
Title	Adelaide Hills Region Waste Management Authority Quarterly Report		
Purpose	To provide Council with a quarterly report from its regional subsidiary, the Adelaide Hills Region Waste Management Authority (AHRWMA).		

Meeting Date	2 November 2020	CM Reference	DOC/20/139604
Title	Adelaide Hills Region Waste Management Authority (AHRWMA) Annual Report 2019/2020		
Purpose	To provide to Council the Adelaide Hills Region Waste Management Authority (AHRWMA) Annual Report 2019/20.		

Meeting Date	6 April 2020	CM Reference	DOC/20/32142
Title	Adelaide Hills Region Waste Management Authority Quarterly Report		
Purpose	To provide a quarterly report on the outcomes of the Adelaide Hills Region Waste Management Authority (AHRWMA) Board meeting on 28 February 2020.		

Meeting Date	20 January 2020	CM Reference	DOC/19/157970
Title	Adelaide Hills Region Waste Management Authority Quarterly Report		
Purpose	To provide a quarterly report on the outcomes of the Adelaide Hills Region Waste Management Authority (AHRWMA) Board meeting on 14 November 2019.		

[Attachment 1 to Item 14.2](#)**Adelaide Hills Region Waste Management Authority****Key Outcomes Summary - Board Meeting 18<sup>th</sup> February 2021****Audit Committee Meeting**

The Audit Committee met on 10<sup>th</sup> February 2021 and reviewed the following reports;

- Second Quarter 20/21 Financials & Landfill Stats
- Significant Transactions Report
- External Audit – Internal Financial Controls progress report
- Audit Completion Report
- Asset Management Plan

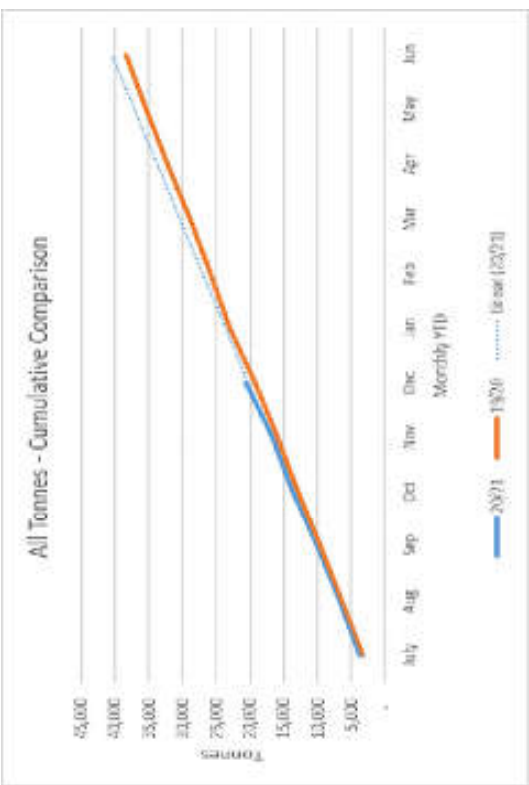
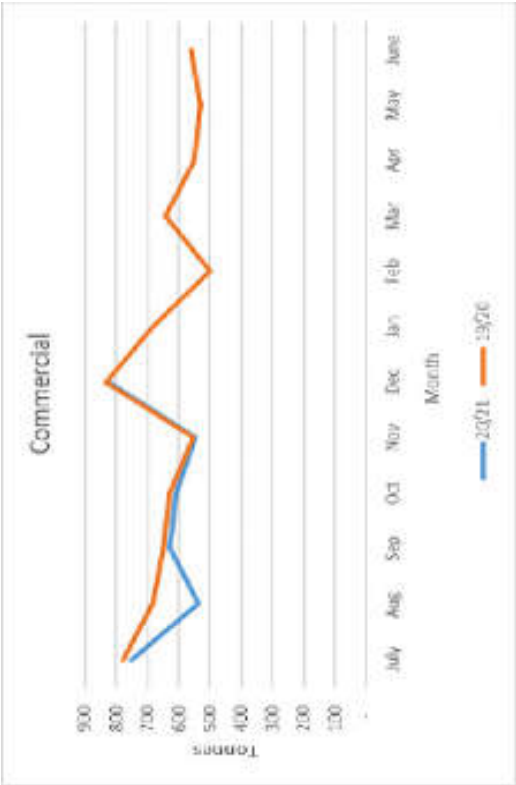
**Budget Review Two**

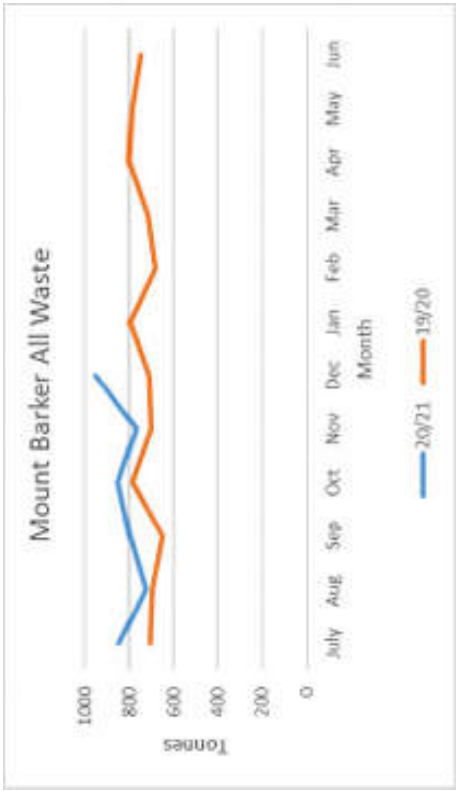
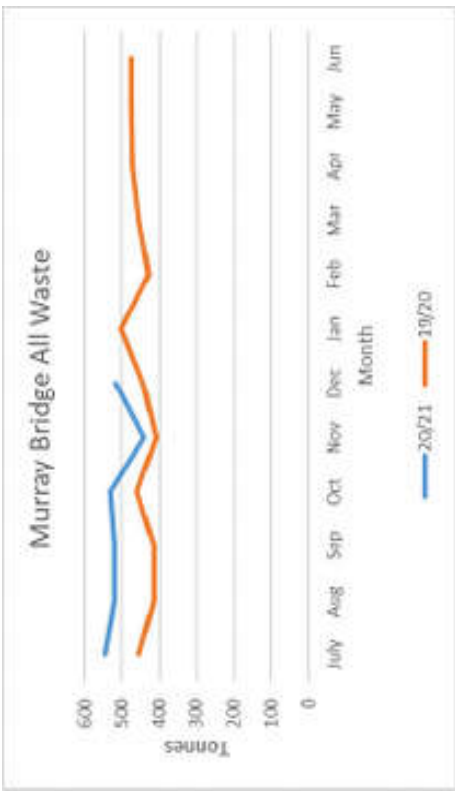
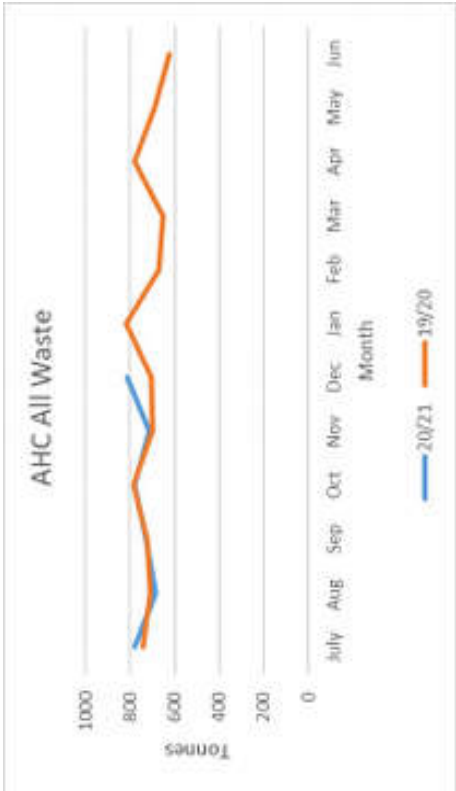
The Board received an update on the second quarter financial results and budget review. A net increase in surplus of \$130,000 was proposed, which is a result of increased tonnages and reduced expenses. Local Government waste tonnes have increased, while commercial tonnes have reduced, which is likely due to the impacts of COVID-19.

Adelaide Hills Regions Waste Management Authority  
Brinkley Landfill Waste Statistics 2020-21

Month	Mount Barker Kerbside	Mount Barker Windmill Hill Transfer Station	Mount Barker Other	Adelaide Hills Council Heathfield Transfer Station	Adelaide Hills Council Kerbside	Alexandrina Council Kerbside	Alexandrina Council Strathalbyn Transfer Station	Murray Bridge Kerbside	Murray Bridge Transfer Station	Murray Bridge Other	Non Member Local Gvt	Commercial	Total	20/21 Waste Fill
July	678	156	14	638	142	127	64	393	89	65	514	751	3,691	210
Aug	590	135	3	554	130	127	35	352	79	89	445	537	3,074	10,712
Sep	647	150	4	579	151	128	52	370	92	58	495	630	3,353	3,925
Oct	646	206	-	616	163	161	56	399	105	26	508	609	3,496	2,417
Nov	629	142	1	564	151	110	23	355	70	16	465	549	3,073	689
Dec	712	239	-	650	164	188	75	393	106	18	547	822	3,914	687
Jan													-	
Feb													-	
Mar													-	
Apr													-	
May													-	
Jun													-	
YTD Total	3,902	1,028	21	3,601	901	902	304	2,261	540	272	2,973	3,897	20,602	18,639
TOTALS		4,952		4,501		1,206				3,073		3,897		

Mt Barker District Council	Adelaide Hills Council	Alexandrina Council	Rural City of Murray Bridge	Non Member Local Gvt	Commercial	Total
Budget 20/21 - Original	8,923	9,164	5,438	5,935	9,660	41,581
Total 20/21	4,952	4,501	3,073	2,973	3,897	20,602
19/20	8,803	8,611	5,403	5,699	7,587	38,384
18/19	8,239	8,423	6,647	5,715	6,962	38,241
17/18	8,256	8,501	6,641	5,724	6,810	38,360
16/17	8,326	9,403	6,971	3,836	5,912	36,951
15/16	7,850	9,371	6,004	6,732	4,361	37,199
14/15	7,470	9,665	5,370	6,792	8,267	40,348







## Board Decisions

The Board resolved the following;

- Chair elections took place - Cr Harry Seager was appointed to the position of Chair and Cr Ian Bailey was appointed as Deputy Chair.
- The second quarter 2020/21 finances, budget review and statistics were received and adopted.
- The Board received update reports from the Executive Officer, Strategic Resource Recovery Coordinator and Operations Manager.
- The Asset Management Plan 2021-2030 was adopted.
- The LGAWCS Health Safety and Return to Work Policy V4.0 was adopted.
- The final revised Charter, as approved by Member Councils, along with an associated implantation plan was endorsed.
- A confidential item was received regarding a dump truck purchase.

## Managerial/Operational

- The revised Charter was presented to Member Councils and all four Member Councils have now approved the Charter. A timeline for implementation was presented to the Board with the aim to implement the new Charter in July 2021.
- WHS procedures and policies continue to be updated across the organisation.
- The Asset Management Plan was finalised and endorsed by the Audit Committee for presentation to the Board.
- A Business Continuity Plan is being developed.
- Ongoing management meetings are held with RCMB and AHC regarding their resource recovery centre operations.
- A tender was released for a front end loader.
- A legislative change regarding mass balance reporting comes into effect July 1 and the AHRWMA has been preparing for this, including working with the EPA to undertake trials.
- With agreement from the Board the second term of the lease with the Murray Bridge Council has been enacted.
- The Authority has been approached regarding a potential opportunity to sublease a section of the Brinkley site. This opportunity will be further explored and presented to the Board if it is to be considered further.
- Meetings have been held with industry representatives in order to determine the state of play regarding recycling within SA, to assist Member Councils and inform a future Board report on the matter.
- Meetings have been held regarding a MRLGA led regional waste plan, which is being developed for the greater Murray Region.
- A polystyrene recycling machine has been installed and is now in operation at the Heathfield Resource Recovery Centre. The polystyrene is melted into cubes which enables it to be efficiently transported to recyclers.

## Next Meeting

- An ordinary meeting has been scheduled for 20<sup>th</sup> May 2021.

**15.     MAYOR'S REPORT**

**16.     MEMBERS' REPORTS**

**17.     QUESTIONS ARISING FROM COUNCIL MEETING**

**18.     CONFIDENTIAL REPORTS**

NIL