



Wattle Range - a great place to live and work

WATTLE RANGE COUNCIL 2018 / 2022



Des Noll  
Mayor



Back (Left to Right): Cr Peter Dunninghoff, Cr Graham Slarks, Cr Dean Burrow, Cr Kevin McGrath, Cr Deb Agnew,  
Cr Glenn Brown (Deputy Mayor to May 2019), Cr John Drew,  
Front (Left to Right): Cr Rick Paltridge, Cr Sharon Cox, Ben Gower (Chief Executive Officer), Des Noll (Mayor),  
Cr Moira Neagle (Deputy Mayor from May 2019), Cr Dale Price  
Insert photo: Cr Dennis Muhovics (Elected in September 2019 due to the resignation of Cr Brown in June 2019)



Ben Gower  
Chief Executive Officer

## NOTICE AND AGENDA OF ORDINARY MEETING OF WATTLE RANGE COUNCIL

Notice is hereby given the next Ordinary Meeting of Wattle Range Council will be held in the Supper Room, Millicent War Memorial Civic & Arts Centre, Ridge Terrace, Millicent on Tuesday 9 February 2021 at 5:00 PM.

Ben Gower  
CHIEF EXECUTIVE OFFICER

**Disclaimer:** Please note that the contents of the Council Agenda has yet to be considered by Council and recommendations contained herein may be altered or changed by the Council in the process of formally making decisions of Council.

GF/9.24.1 – 3.1 GDS:40

On 15 March 2020, the Chief Executive of the Department for Health and Wellbeing in the State of South Australia, pursuant to section 87 of the *South Australian Public Health Act 2011*, declared that an emergency which threatens to cause the death of, or injury or other damage to the health of any person is occurring or about to occur in relation to the transmission of COVID-19, and declared the emergency to be a public health emergency.

On 22 March 2020 the State Coordinator for the State of South Australia declared, pursuant to section 23 of the *Emergency Management Act 2004*, that a Major Emergency is occurring in respect of the outbreak of the Human Disease named COVID-19 within South Australia.

As a necessity due to COVID-19, Hon Stephan Knoll, Minister for Transport, Infrastructure and Local Government in accordance with section 302B of the *Local Government Act 1999* varied or suspended the operation of the specified provisions of the Act as set out in Schedule 1 to the "Electronic Participation in Council Meetings Notice (No 1) 2020" which was gazetted on Tuesday, 31 March 2020 (Page 619 – 627).



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## **1 Opening Of The Meeting**

### **Civic Prayer**

Almighty God

We pray that in this meeting we speak honestly, listen attentively, think clearly and decide wisely, for the good of our District and the wellbeing of our people

Amen

### **Acknowledgement of Country**

We acknowledge the traditional custodians of the land on which we meet and pay respect to Elders past and present.

### **Recording of Meetings**

Council's Code of Practice 6 prohibits any person from photographing, filming, televising or recording by audio devices Council Meetings without written approval from the Mayor or Chief Executive Officer.

## 2 Present

## 3 Apologies

Cr Deb Agnew advised that she would be an apology.

## 4 Disclosure Of Interests

Any Councillor with one of the following Conflicts of Interest is asked to declare it now and prior to the Item being discussed:

**Material** – where any of a defined list of persons would gain a benefit, or suffer a loss (whether directly or indirectly, personal or pecuniary) depending on the outcome of the consideration of the matter at the meeting.

**Actual** – where a Member has a Conflict of Interest (not being a material conflict of interest) between their own interests and the public interest that might lead to a decision that is contrary to the public interest.

**Perceived** – where from the perspective of an impartial, fair-minded person it could reasonably be perceived that a Member has a Conflict of Interest in a matter.

Where an actual or perceived Conflict of Interest exists, the Member must inform the meeting of the interest and how (if they propose to participate in the meeting) they intend to deal with the actual / perceived Conflict of Interest. This information will be documented by the Minute Taker.

## 5 Confirmation Of Minutes

### 5.1 Ordinary Meeting of Council - 19 January 2021 (Folio 9256 - Folio 9267)

Report Type	Minutes from Previous Meeting
File Reference	GF/9.24.1/1
Attachments	1. coumin council 190121 [5.1.1 - 12 pages]

#### RECOMMENDATION

That the Minutes of the Ordinary Meeting dated 19 January 2021 be taken as presented and confirmed.

## WATTLE RANGE COUNCIL

Minutes of the Ordinary Meeting of Wattle Range Council held in the Supper Room, Millicent War Memorial Civic & Arts Centre, Ridge Terrace, Millicent on 19 January 2021 at 5.00 pm.

### 1. OPENING OF THE MEETING / CIVIC PRAYER / ACKNOWLEDGEMENT OF COUNTRY / RECORDING OF MEETINGS

#### 2. PRESENT

His Worship the Mayor D Noll  
 Cr D Agnew  
 Cr D Burrow  
 Cr S Cox [arrived at 5.05 pm]  
 Cr J Drew  
 Cr P Dunnicliff  
 Cr K McGrath  
 Cr D Muhovics  
 Cr M Neagle  
 Cr R Paltridge  
 Cr D Price  
 Cr G Slarks

Mr BJ Gower (Chief Executive Officer)  
 Mr PA Duka (Director Corporate Services)  
 Mr PA Halton (Director Engineering Services)  
 Mr SW Chapple (Director Development Services)  
 Ms EF Clay (Director Development Services)  
 Mr M Krishna SR (Project Manager - Engineering Services)  
 Mr RMB Babolka (Manager Economic Development)  
 Ms CP Allen (Executive Assistant)

#### 3. APOLOGIES

NIL

*Mayor Noll welcomed Emma Clay, Director Development Services to Wattle Range Council.*

*Mayor Noll advised that one of the last World War II veterans from the Millicent District passed away on Saturday at the age of 99.*

*Lorna Bowman died at Boneham Aged Care Services and was only two months away from marking her centenary. Other than her army service, Ms Bowman spent her entire life around the Millicent District. She was the eldest of the six children of Vasey Watts and his wife Carrie (nee Manhood).*

*Condolences to her family.*

#### 4. DISCLOSURE OF INTERESTS

Cr Price disclosed that he had a Perceived Conflict of Interest in regard to Item 15.2.3 – Community Group section.

#### 5. CONFIRMATION OF THE MINUTES

5.1 Ordinary Meeting of Council – 8 December 2020 (Folio 9066 – Folio 9255)

Cr Agnew moved that the Minutes of the Ordinary Meeting dated 8 December 2020 be taken as presented and confirmed subject to the following amendment / clarification:

*Item 19.1 – CEO Annual Performance Review**Second Resolution**Item 2*

2. *Acknowledges that the CEO has performed his role in a manner that meets the requirements of his contract and approves an increase to the CEO's annual base salary by 4.75% with 3% being backdated to the CEO's 12-month anniversary of 4 April 2020 and 1.75% applying from 4 April 2021.*

Cr Burrow seconded

**CARRIED**

5.2 Confidential Meeting of Council – 8 December 2020 (CM 896 – CM 897)

Cr Drew moved that the Minutes of the Confidential Meeting dated 8 December 2020 be taken as presented and confirmed subject to the following amendment / clarification:

*Item 19.1 – CEO Annual Performance Review**Second Resolution**Item 2*

2. *Acknowledges that the CEO has performed his role in a manner that meets the requirements of his contract and approves an increase to the CEO's annual base salary by 4.75% with 3% being backdated to the CEO's 12-month anniversary of 4 April 2020 and 1.75% applying from 4 April 2021.*

Cr Muhovics seconded

**CARRIED**

**6. MATTERS ARISING FROM THE MINUTES**

**NIL**

[Cr Cox attended the meeting at 5.05 pm]

**7. ADJOURNMENTS**

**NIL**

**8. MAYORAL COMMUNICATIONS**

8.1 Mayoral Communications

Mayor Noll congratulated the Chief Executive Officer, Mr Ben Gower for having been appointed to the LGA CEO Advisory Group.

Cr Paltridge moved that Mayoral Communications be received and noted.

Cr Cox seconded

**CARRIED**

**9. DEPUTATIONS**

**NIL**



**10. PETITIONS**

NIL

**11. REPORTS FROM COUNCIL MEMBERS**

NIL

**12. QUESTIONS WITH NOTICE**

NIL

**13. QUESTIONS WITHOUT NOTICE**

Various questions were asked but there was no resolution that entry be made into the Minutes.

**14. REPORTS FROM COUNCIL COMMITTEES**

## 14.1 Lake McIntyre Management Committee - Minutes of Meeting held on 9 December 2020

Cr Neagle moved that the Minutes of the Lake McIntyre Management Committee Meeting dated 9 December 2020 be received and noted.

Cr Muhovics seconded

**CARRIED****15. REPORTS FROM COUNCIL OFFICERS**

## 15.1 Chief Executive Officer

## 15.1.1 Monthly Project Status Report

Cr Paltridge moved that Council receive and note the report.

Cr Burrow seconded

**CARRIED**

## 15.1.2 Appointment of Deputy Mayor

Cr Muhovics moved that Council:

1. Having received 2 nominations for Deputy Mayor being Cr Dunnicliff and Cr Neagle that the method of election will be by secret ballot for the position of Deputy Mayor.
2. The Chief Executive Officer be appointed Returning Officer for the election.

Cr Cox seconded

**CARRIED**

Cr Cox moved that Council:

1. Pursuant to Section 51(3) of the *Local Government Act 1999* Cr Neagle be appointed Deputy Mayor of Wattle Range Council.
2. Pursuant to Section 51(4) of the *Local Government Act 1999* the Deputy Mayor be appointed until the next election.

Folio 9259

Cr Agnew seconded

**CARRIED**

15.1.3 Limestone Coast Local Government Association – President & Vice President Election including Membership Update

Cr McGrath moved that Council nominate the following eligible candidate to be the LCLGA President Mayor Alison Noonan.

Cr Burrow seconded

**CARRIED**

Cr McGrath moved that Council nominate the following eligible candidate to be the LCLGA Vice President Mayor Kay Rasheed.

Cr Cox seconded

**CARRIED****AMENDMENT**

Cr Drew moved that Council nominate the following eligible candidate to be the LCLGA Vice President Mayor Lynette Martin.

Cr Paltridge seconded

**CR DREW WITHDREW HIS AMENDMENT WITH THE APPROVAL OF THE SECONDER**

Cr Drew moved:

Nominations to Limestone Coast Local Government Association Board

That Council appoint the Mayor, Deputy Mayor Moira Neagle (1st Deputy) and Cr Dale Price (2nd Deputy) as Council's delegates to the Limestone Coast Local Government Association.

Cr Burrow seconded

**CARRIED**

Cr Muhovics moved:

Nominations to LCLGA Committees & Working Parties

That Council confirm and endorse the following changes to nominations (as indicated below):

LCLGA Roads and Transport Management Group

- Mr Peter Halton – Director Engineering Services
- Ms Lauren Oxlade – Manager Assets and Environment (Proxy)

LC Economic Development Reference Group

- Ms Emma Clay – Director Development Services
- Mr Roger Babolka – Manager Economic Development (Proxy)

Tourism Management Group

- Ms Emma Clay – Director Development Services
- Mr Roger Babolka – Manager Economic Development (Proxy)

Folio 9260

Regional Sport and Recreation Advisory Group (RSRAG)

- Ms Emma Clay – Director Development Services

Cr Cox seconded

**CARRIED**

## 15.2 Director Corporate Services

## 15.2.1 Monthly Financial Performance Report

Cr Price moved that Council receive and note the 2020/21 December Financial Performance Report.

Cr Neagle seconded

**CARRIED**

## 15.2.2 Wattle Range Youth Development Foundation

Cr McGrath moved that Council provide financial assistance of \$200 to Benjamin Copping, Harry Mules and Jack Haggett to assist with costs to attend the 2021 Adelaide Invitational Basketball Challenge in Adelaide from 9-17 January 2021.

Cr Cox seconded

**CARRIED**

## 15.2.3 202/21 Community Grants Program – Round 2

***Cr Price advised that he had a Perceived Conflict of Interest in regard to the Community Group section of this Item as he is Secretary of the Glencoe Progress Association and will deal with the Conflict by leaving the Chamber.***

[Cr Price declared a Conflict of Interest and left the chamber at 5.51 pm]

Cr Cox moved that Council:

1. Having assessed applications in accordance with the Community Financial Assistance Grants Program Guidelines, award grants to the value of \$7,999 to the following five (5) Community groups:

South Eastern Professional Fisherman's Association	\$1,517
Tandara Lodge of Penola	\$935
Penola Branch National Trust of SA	\$1,922
National Trust Glencoe Woolshed Branch	\$2,000
Beachport Old Wool and Grain Store	\$1,625

Cr McGrath seconded

**AMENDMENT**

Cr Drew moved that Council:

1. Having assessed applications in accordance with the Community Financial Assistance Grants Program Guidelines, award grants to the value of \$7,804 to the following five (5) Community groups:

South Eastern Professional Fisherman's Association	\$1,517
Tandara Lodge of Penola	\$935

Folio 9261

Penola Branch National Trust of SA	\$1,922
National Trust Glencoe Woolshed Branch	\$2,000
Glencoe Progress Association	\$1,430

Cr Dunnicliff seconded

**THE AMENDMENT WAS PUT AND BECAME THE MOTION**

**AMENDMENT**

Cr Burrow moved that Council:

1. Having assessed applications in accordance with the Community Financial Assistance Grants Program Guidelines, award grants to the value of \$9,429 to the following six (6) Community groups:

South Eastern Professional Fisherman's Association	\$1,517
Tandara Lodge of Penola	\$935
Penola Branch National Trust of SA	\$1,922
National Trust Glencoe Woolshed Branch	\$2,000
Beachport Old Wool and Grain Store	\$1,625
Glencoe Progress Association	\$1,430

Cr Slarks seconded

**THE AMENDMENT WAS PUT AND BECAME THE MOTION  
THE MOTION WAS PUT AND WAS CARRIED**

[Cr Neagle left the meeting at 6.10 pm]

[Cr Price and Cr Neagle resumed the Chamber at 6.10]

Cr Muhovics moved that Council:

2. Having assessed applications in accordance with the Community Sport and Recreation Grants Program Guidelines, award grants to the value of \$8,924 to the following five (5) Sport and Recreation groups:

Beachport Golf Club	\$2,000
Kalangadoo Netball Club	\$2,000
Rivoli Bay Sailing Club Inc.	\$2,000
Furner Sports Club	\$1,245
Millicent United Soccer Club Inc.	\$1,679

Cr Agnew seconded

**CARRIED**

15.2.4 Proposed Road Closure & Sale, Southend, Hundred of Rivoli Bay

Cr Drew moved that Council advise Mrs Altschwager that Council does not support the formal closure of portion of unmade road reserve immediately adjoining allotment 1, 2 Baker Street, Southend, Hundred of Rivoli Bay at this point in time based on feedback received during the public consultation undertaken by Council.

Cr Agnew seconded

**CARRIED**

Folio 9262

## 15.2.5 Procedure Review – Complaints Under Council Member Code of Conduct

Cr Dunnicliff moved that Council:

1. Lift item 15.2.3 – Procedure Review – Complaints Under Council Member Code of Conduct, dated 8 December 2020 off the table.

Cr Price seconded

**CARRIED**

*Council resumed the debate of 8 December 2020 at the point of interruption as indicated below (noting that a member who has spoken in the debate would require leave of the meeting to speak again and the mover of the motion retains the right of reply)*

**AMENDMENT**

Cr Drew moved that Council adopts the Complaints Handling under Council Members' Code of Conduct Procedure subject to Item 3.3.3 being amended by removing the second dot point.

Cr Neagle seconded

**CR DREW WITHDREW HIS AMENDMENT WITH THE APPROVAL OF THE SECONDER**

Cr Slarks moved that Council adopts the Complaints Handling under Council Members' Code of Conduct Procedure as presented.

Cr Burrow seconded

**CARRIED**

## 15.2.6 Annual Financial Statements 2019/20

Cr Price moved that Council pursuant to Sections 127 (1) and (2) of the *Local Government Act 1999* and Part 4 of the *Local Government (Financial Management) Regulations 2011*, adopt the Annual Financial Statements 2019/20 as presented.

Cr Cox seconded

**CARRIED**

## 15.2.7 Annual Report 2019/20

Cr Burrow moved that Council pursuant to Section 131 and Schedule 4 of the *Local Government Act 1999*, adopt the Wattle Range Council Annual Report for the financial year ending 30 June 2020 as presented.

Cr Cox seconded

**CARRIED**

## 15.3 Director Development Services

## 15.3.1 Penola Masterplan and Placemaking Strategy Draft Masterplan

Cr Paltridge moved that Council receive and note the report.

Cr Burrow seconded

Cr Dunnicliff asked that the motion be put

**CARRIED**

Folio 9263

Cr Paltridge moved that Council endorse the Draft Penola Masterplan and Placemaking Strategy for community consultation.

Cr Burrow seconded

**CARRIED**

#### **ADJOURNMENT OF MEETING**

**Cr Dunnicliff moved that the meeting be adjourned for dinner until 7.10 pm**

**Cr Price seconded**

**CARRIED**

**The meeting adjourned at 6.38 pm.**

**The meeting reconvened at 7.10 pm.**

15.3.2 Southern Ocean Tourist Park – Extension of Managers' Contract

Cr Dunnicliff moved that Council receive and note the report.

Cr Slarks seconded

**CARRIED**

Cr Dunnicliff moved that Council authorise the Chief Executive Officer to negotiate and enter into a contract with Dan & Heidi Prouse for the provision of contract services to operate the Southern Ocean Tourist Park for a period of three years with the option, subject to appropriate performance and both parties agreeing, for an additional two years.

Cr Cox seconded

**CARRIED**

15.3.3 Millicent Saleyards Update

Cr Cox moved that Council receive and note the report.

Cr Agnew seconded

**CARRIED**

15.4 Director Engineering Services

15.4.1 Mowing and Slashing Program

Cr Price moved that Council receive and note the report.

Cr Cox seconded

**CARRIED**

Cr Price moved that Council develop Guidelines for Mowing and Slashing of Roadsides and Open Spaces.

Cr Drew seconded

**CARRIED**

15.4.2 Railway Lands Millicent Contamination Report

Cr Neagle moved that Council receive and note the report.

Cr Slarks seconded

**CARRIED**

Cr Drew moved that Council:

1. No longer pursue the Strategic Action "Procure, rehabilitate and develop the Millicent Railway Lands precinct".
2. Advise State Government that it has an interest in a licence to have care and control of Section 1058, 1074 and 1075 and for the licence to allow for Council to upgrade the area for open space purposes.

Cr Neagle seconded

**CARRIED**

#### 15.4.3 Millicent Premix Shed Renewal – Tender Evaluation

Cr Burrow moved that Council receive and note the report.

Cr Muhovics seconded

**CARRIED**

Cr Dunnicliff moved that Council:

1. Enter into an 'Agreement for the Purchase of Goods (One Off)' with Bissen Pty Ltd (trading as Blackbird Industries, ABN 87 094 943 950).
2. Allocate additional funding in the order of \$56,741.00 for successful completion of the project.

Cr Price seconded

**CARRIED**

## 16. CORRESPONDENCE

### 16.1 Australian Local Government Association – Calling Notices of Motion for National General Assembly 2021

Cr Cox moved that the correspondence from Adrian Beresford-Wylie, CEO dated 27 November 2020 be received and noted.

Cr Dunnicliff seconded

**CARRIED**

Cr Dunnicliff moved that the following Motion be lodged by Friday, 26 March 2021:

That Elected Member allowances be tax free up to \$50,000.

Cr Drew seconded

**CARRIED**

### 16.2 Limestone Coast Local Government Association

Cr Neagle moved that Limestone Coast Local Government Association Minutes and Key Outcomes of Meeting dated 11 December 2020 be received and noted.

Cr Agnew seconded

**CARRIED**

### 16.3 900 New Towers – Improving Mobile Coverage – Media Release

Cr Cox moved that the Media Release from The Hon Michael McCormack MP and The Hon Mark Coulton MP dated 9 January 2021 be received and noted.

Cr Slarks seconded

**CARRIED**

Folio 9265

**16.4 2020 Regional Voice Survey – Business SA**

Cr Cox moved that the correspondence from Business SA dated 22 December 2020 be received and noted.

Cr Agnew seconded

**CARRIED****16.5 Stand Like Stone – Annual Report 2019/20**

Cr Paltridge moved that the correspondence from Anne Kerr, Stand Like Stone dated 21 December 2020 be received and noted.

Cr Cox seconded

**CARRIED****16.6 South Australian Regional Organisation of Councils (SAROC) Annual Business Plan 2021-2022**

Cr Burrow moved that the correspondence from SAROC dated 5 January 2021 be received and noted.

Cr Agnew seconded

**CARRIED****16.7 Building Better Region Fund (Round Five) Guidelines**

Cr Cox moved that the correspondence from The Hon Michael McCormack MP regarding Building Better Region Fund (Round Five) Guidelines be received and noted.

Cr Agnew seconded

**CARRIED****16.8 Coonawarra / Penola RSL Hall – Request for Letter of Support and Financial Assistance**

Cr Paltridge moved that the correspondence from Mr Peter DeGaris regarding Coonawarra / Penola RSL be received and noted.

Cr Price seconded

**CARRIED****16.9 National Heart Foundation of Australia**

Cr Cox moved that the correspondence from National Heart Foundation of Australia dated 12 January 2021 be received and noted.

Cr Burrow seconded

**CARRIED****17. MOTIONS ON NOTICE****17.1 Millicent Saleyards**

Cr Neagle moved that Council:

1. Continue the operations of the Millicent Saleyards until 30th June 2025.
2. Develop a Management Plan for the Millicent Saleyard's facility.
3. Consider an annual allocation of funds in its forward budgets that continues to maintain the Millicent Saleyards to an acceptable operational standard.



Folio 9266

4. Undertake a Strategic Review of the Millicent Saleyard's operations to be completed by January 2025.

Cr Muhovics seconded

### **ADJOURNMENT**

Cr Paltridge moved that the Item be adjourned until the 9 February 2021 Meeting but be discussed at the next Informal Gathering on 28 January 2021.

Cr Burrow seconded

**CARRIED**

### **18. URGENT MOTIONS WITHOUT NOTICE**

**NIL**

### **19. ITEMS FOR CONSIDERATION IN CONFIDENCE**

- 19.1 Confidential – Southern Ocean Tourist Park (SOTP) – Tenders for Construction of Recreation Hall and Camp Kitchen

[Cr Price left the meeting at 8.56 pm]

Cr Burrow moved that:

1. Pursuant to Sections 90(2) and 90(3)(k) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of this meeting relating to Item 19.1 excepting the following persons:

- Mr BJ Gower – Chief Executive Officer
- Mr PA Duka – Director Corporate Services
- Mr PA Halton – Director Engineering Services
- Mr SW Chapple – Director Development Services
- Ms EF Clay – Director Development Services
- Mr RMB Babolka – Manager Economic Development
- Mrs C Allen – Minute Taker

to enable the Council to consider Item 19.1 in confidence on the basis that the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 19.1 tenders for the supply of goods, the provision of services or the carrying out of works.

Specifically, the present matter relates to a tender for the construction of a new Recreation Hall and Camp Kitchen at the Southern Ocean Tourist Park, Beachport.

2. Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Cr Cox seconded

**CARRIED**

Folio 9267

Cr Agnew moved that Council receive and note the report.

Cr Cox seconded

**CARRIED**

[Cr Price resumed the meeting at 8.58 pm]

Cr Dunicliff moved that Council receive and note the report.

1. Council adjusts its 2020/2021 Budget by allocating an additional \$121,000 to Job Number 274013 – Construction of Recreation Hall and Camp Kitchen at the Southern Ocean Tourist Park.
2. Subject to part (2) of this recommendation being accepted, Council award the tender (Tender Number ENG:011.20/21) to Steplen Constructions Pty Ltd for an amount of \$294,935.20 + GST for the construction of a new Recreation Hall and Camp Kitchen at the Southern Ocean Tourist Park.

Cr Drew seconded

**CARRIED**

Cr Price moved that:

1. Pursuant to Section 91(7) of the Local Government Act 1999 Council orders **that the following document(s) (or part) shall be kept confidential**, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(k) of the Act:

- **The Report of Item No. 19.1 of 19 January 2021**

On the grounds that the document(s) (or part) relates to tenders for the supply of goods, the provision of services or the carrying out of works.

Specifically, the present matter relates to a tender for the construction of a new Recreation Hall and Camp Kitchen at the Southern Ocean Tourist Park, Beachport.

This order shall operate until **19 January 2022** and will be reviewed at least annually in accordance with the Act.

2. Pursuant to Section 91(9)(c) of the Act, the Council delegates to the Chief Executive Officer the power to revoke this order and must advise the Council of the revocation of this order as soon as possible after such revocation has occurred.

Cr Cox seconded

**CARRIED**

*Mayor Noll and Elected Members thanked Mr Steve Chapple for his commitment and diligence over the years whilst working for Wattle Range Council. They wished Steve and Marg all the best for their future endeavours.*

Meeting closed at 9.06 pm.

Taken as presented and confirmed.

.....  
**MAYOR**

.....  
**DATE**

## 5.2 Confidential Meeting of Council - 19 January 2021 (CM 898 to CM 900) - Released Immediately

Report Type	Minutes from Previous Meeting
File Reference	GF/9.24.1/1
Attachments	1. coumin concouncil 190121 [5.2.1 - 3 pages]

### RECOMMENDATION

That the Minutes of the Confidential Meeting dated 19 January 2021 be taken as presented and confirmed.

## WATTLE RANGE COUNCIL

Confidential Minutes of the Ordinary Meeting of Wattle Range Council held in the Supper Room, Millicent War Memorial Civic & Arts Centre, Ridge Terrace, Millicent on 19 January 2021 at 5.00 pm.

### 1. OPENING OF THE MEETING / CIVIC PRAYER / ACKNOWLEDGEMENT OF COUNTRY / RECORDING OF MEETINGS

#### 2. PRESENT

His Worship the Mayor D Noll  
 Cr D Agnew  
 Cr D Burrow  
 Cr S Cox [arrived at 5.05 pm]  
 Cr J Drew  
 Cr P Dunnicliff  
 Cr K McGrath  
 Cr D Muhovics  
 Cr M Neagle  
 Cr R Paltridge  
 Cr D Price  
 Cr G Slarks

Mr BJ Gower (Chief Executive Officer)  
 Mr PA Duka (Director Corporate Services)  
 Mr PA Halton (Director Engineering Services)  
 Mr SW Chapple (Director Development Services)  
 Ms EF Clay (Director Development Services)  
 Mr M Krishna SR (Project Manager - Engineering Services)  
 Mr RMB Babolka (Manager Economic Development)  
 Ms CP Allen (Executive Assistant)

#### 3. APOLOGIES

NIL

### 19. ITEMS FOR CONSIDERATION IN CONFIDENCE

19.1 Confidential – Southern Ocean Tourist Park (SOTP) – Tenders for Construction of Recreation Hall and Camp Kitchen

[Cr Price left the meeting at 8.56 pm]

Cr Burrow moved that:

1. Pursuant to Sections 90(2) and 90(3)(k) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of this meeting relating to Item 19.1 excepting the following persons:

- Mr BJ Gower – Chief Executive Officer
- Mr PA Duka – Director Corporate Services
- Mr PA Halton – Director Engineering Services
- Mr SW Chapple – Director Development Services
- Ms EF Clay – Director Development Services
- Mr RMB Babolka – Manager Economic Development
- Mrs C Allen – Minute Taker

CM 899

to enable the Council to consider Item 19.1 in confidence on the basis that the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item 19.1 tenders for the supply of goods, the provision of services or the carrying out of works.

Specifically, the present matter relates to a tender for the construction of a new Recreation Hall and Camp Kitchen at the Southern Ocean Tourist Park, Beachport.

2. Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Cr Cox seconded

**CARRIED**

Cr Agnew moved that Council receive and note the report.

Cr Cox seconded

**CARRIED**

[Cr Price resumed the meeting at 8.58 pm]

Cr Dunicliff moved that Council receive and note the report.

1. Council adjusts its 2020/2021 Budget by allocating an additional \$121,000 to Job Number 274013 – Construction of Recreation Hall and Camp Kitchen at the Southern Ocean Tourist Park.
2. Subject to part (2) of this recommendation being accepted, Council award the tender (Tender Number ENG:011.20/21) to Steplen Constructions Pty Ltd for an amount of \$294,935.20 + GST for the construction of a new Recreation Hall and Camp Kitchen at the Southern Ocean Tourist Park.

Cr Drew seconded

**CARRIED**

Cr Price moved that:

1. Pursuant to Section 91(7) of the Local Government Act 1999 Council orders **that the following document(s) (or part) shall be kept confidential**, being document(s) (or part) relating to a matter dealt with by the Council on a confidential basis under Sections 90(2) and 90(3)(k) of the Act:

- **The Report of Item No. 19.1 of 19 January 2021**

On the grounds that the document(s) (or part) relates to tenders for the supply of goods, the provision of services or the carrying out of works.

Specifically, the present matter relates to a tender for the construction of a new Recreation Hall and Camp Kitchen at the Southern Ocean Tourist Park, Beachport.

This order shall operate until **19 January 2022** and will be reviewed at least annually in accordance with the Act.

CM 900

2. Pursuant to Section 91(9)(c) of the Act, the Council delegates to the Chief Executive Officer the power to revoke this order and must advise the Council of the revocation of this order as soon as possible after such revocation has occurred.

Cr Cox seconded

**CARRIED**

Taken as presented and confirmed.

.....  
**MAYOR**

.....  
**DATE**

## **6 Matters Arising From The Minutes**

No matters have been presented at the point of publishing the Agenda.

## 7 Adjournments

### 7.1 Adjournment - Motion on Notice - Millicent Saleyards - Cr Moira Neagle (from 19 January 2021)

Report Type	Motions on Notice
Author	Deputy Mayor Moira Neagle
File Reference	GF/9.24.1/6
Attachments	Nil

Deputy Mayor Moira Neagle moved the following Motion on Notice in regard to Millicent Saleyards Facility at the 19 January 2021 Council Meeting:

Cr Neagle moved that Council:

1. Continue the operations of the Millicent Saleyards until 30<sup>th</sup> June 2025.
2. Develop a Management Plan for the Millicent Saleyard's facility.
3. Consider an annual allocation of funds in its forward budgets that continues to maintain the Millicent Saleyards to an acceptable operational standard.
4. Undertake a Strategic Review of the Millicent Saleyard's operations to be completed by January 2025.

Cr Muhovics seconded

Cr Paltridge moved that the Item be adjourned until the 9 February 2021 Meeting but be discussed at the next Informal Gathering on 28 January 2021.

Cr Burrow seconded

**CARRIED**

***Council will need to continue debate from where this item was adjourned i.e. at Cr Neagle's motion.***



## *Rationale*

- *The public meeting held in January 2019 demonstrated that there is strong support to keep the Millicent Saleyards open; I believe this public sentiment still exists.*
- *From that meeting, a group was formed to look at the future of the saleyards. This group has taken a number of actions to address the throughput.*
- *One of these actions was to move the Millicent Sale to Wednesday afternoons to follow on from the Mount Gambier Sale through 2020 while numbers at Mount Gambier allowed this to happen. This proved to be pivotal to increasing and cementing support for our yards by vendors and buyers. This increased support has been maintained when the sales reverted to Thursday mornings.*
- *Buyers have stated that our sales are integral to their supply of high-quality stock.*
- *The throughput has been maintained and the number of vendors has increased.*
- *This community is financially reliant on the agriculture of our district. Our saleyards are a fundamental facility for this sector of our ratepayers.*
- *The smaller producers are highly supportive of our yards and deserve to be catered for and the associated financial impact remains in our community.*
- *Financial numbers cannot be the only determining factor in addressing this decision. Our Council spends hundreds of thousands of dollars on other public assets which are either used infrequently or by a very small cohort.*

## 8 Mayoral Communications

### 8.1 Mayoral Communications

Report Type	Mayoral Report
Author	Mayor Noll
File Reference	GF/9.24.1/2
Attachments	1. Mayoral Communication - February 2021 [8.1.1 - 1 page]

#### RECOMMENDATION

That the Mayoral Communications be taken as presented and confirmed.

## Mayoral Communication

9th February 2021

**Welcome:** A warm community welcome to Emma Clay and her family. We know that you are going to enjoy your employment with the Wattle Range Council in your position as Director Development Services. We are pleased to have you as part of our dynamic team.

**Australia Day Celebrations and Citizenship Ceremony:** Congratulations to all of the award winners who were of the highest calibre. Thank you also to our Elected Members who took part in presenting at the various locations on Australia Day.

A special thank you to Journalist and Australia Day Ambassador, Samela Harris. Truly a special lady.

Congratulations to our nine new Australian Citizens. Thank you also to Nick McBride MP, Member for MacKillop for attending and assisting with the Citizenship Ceremony at Beachport.

**Millicent Target Country Closure:** Huge community disappointment in Millicent. The store closed on Saturday 23<sup>rd</sup> of January 2021. After serving as a department store under various trading names since 1964, the doors closed at 5.00 pm. Our thoughts are with those local employees who made it a great place to shop.

Attended:

- Commissioning of the Transperineal Biopsy Machine - Mount Gambier Hospital – 19/1/21
- Dinner with Samela Harris. Wattle Range Council Guest for Australia Day Celebrations – Journalist. Critic. Blogger. MEAA President Journalist SA. Member Journalist Hall of Fame. Australia Day Ambassador. Lover of pelicans, cats, spiders and truth - 24/1/21
- Australia Day Celebrations & Citizenship Ceremony at Beachport 26/1/21
- Australia Day Celebrations at Tantanoola – 26/1/21
- Australia Day Celebrations at Southend – 26/1/21
- Wattle Range Council Informal Meeting – 28/1/21
- LCLGA Mayoral Zoom Meeting catch up – 29/1/21
- Meeting with Southend Progress Association Chair re upcoming WRC budget projects – 30/1/21
- Wattle Range Council Staff Christmas social function - 30/1/21
- Kalangadoo History Group Meeting – 1/2/21
- Disability Access & Inclusion Plan 2019-2023 Working Group meeting – 2/2/21
- Monbulla Country Fire Service training/BBQ – 3/2/21
- RSL, BBQ at Lake McIntyre – 4/2/21
- Millicent Saleyard Cattle Sale – 4/2/21
- Wattle Range Suicide Prevention Network Committee meeting – 4/2/21
- LCLGA Mayoral Zoom meeting catch-up – 5/2/21
- Noorla Yo-Long Blue Light Youth Program climbing wall opening – 9/2/21



## 9 Deputations

### 9.1 Disability Access & Inclusion Plan 2019-23 - Working Group

Report Type	Deputations
Organisation	Disability Access and Inclusion Plan (DAIP) – Working Group
Representative	Mary Irwin-Davies
File Reference	GF/9.24.1/2
Attachments	Nil

Mary Irwin-Davies will make a presentation to Council regarding the actions and improvements being carried out by the Disability Access and Inclusion Plan Working Group.

# 10 Petitions

No petitions have been presented at the point of publishing the Agenda.

# 11 Reports From Council Members

No reports have been submitted at the point of publishing the Agenda.

# 12 Questions With Notice

No Questions with Notice have been received at the point of publishing the Agenda.

# 13 Questions Without Notice

Questions without Notice from Elected Members may be forthcoming at this point in the Meeting.



## 14 Reports From Council Committees

### 14.1 Greenrise Lake Advisory Committee

Report Type	Reports from Council Committees
Committee	Greenrise Lake Advisory Committee
File Reference	GF/16.14.1/10
Attachments	1. GLAC Minutes 1 st February 2021 [ <b>14.1.1</b> - 3 pages]

#### RECOMMENDATION

That the Minutes of the Meeting dated 1 February 2021 of the Greenrise Lake Advisory Committee be received and noted.



# Wattle Range COUNCIL

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## GREENRISE LAKE ADVISORY COMMITTEE

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### **NOTICE OF MEETING:**

A Meeting of the Greenrise Lake Advisory Committee will be held at Riddoch Information Centre ,  
27 Arthur St Penola on Monday 1<sup>st</sup> February , 2021 at 7 pm.

Pete Bissell  
.....

**PRESIDING MEMBER**

### **DISTRIBUTION LIST:**

[council@wattlerange.sa.gov.au](mailto:council@wattlerange.sa.gov.au) (Wattle Range Council)

Rick Paltridge (Wattle Range Council Representative)  
Victoria Marshall (Penola Community Representative)  
Catherine Robinson (Penola Community Representative- Secretary)  
Brendan Provis (Penola Community Representative)  
Peter Bissell (Penola Community Representative)  
Kevin Jarrad (Penola Community Representative)

Norman Vaughan (Penola Community Representative)

Ben Gower (Wattle Range Council CEO)  
Peter Halton (Wattle Range Council Director Engineering Services)

## Greenrise Lake Advisory Committee Minutes – 01.02.21

1. PRESENT: Peter Bissell, Kevin Jarrad, Victoria Marshall. Brendan Provis
  
2. APOLOGIES: Norman Vaughan, Peter Halton, Rick Paltridge, Catherine Robinson
  
3. 4 attendees constitutes a quorum of current members.
  
4. CONFIRMATION OF THE MINUTES:
  - 4.1 Greenrise Lake Advisory Committee Meeting; 7<sup>th</sup> December 2020  
RECOMMENDATION: That the minutes be taken as presented and confirmed.  
  
Moved:- Kevin Jarrad  
Seconded:- Victoria Marshall
  
5. MATTERS ARISING FROM THE MINUTES:  
  
No matters arising from the minutes
  
6. CORRESPONDANCE:
  - 6.1 Geo-Venture offer to plant 500 natives at Greenrise, October 2021 received via Peter Halton. Possibilities of planting some shrubs in the arboretum around hole at east end, and on the path around Greenrise Lake near the ponds at the back.  
  
 Agreed to ask for plant details for planning planting areas. PJB to write.
  
  - 6.2 RecfishSA Received proposal submitted to the Federal Senate Inquiry into Regional Australia. Proposal is for development of fishing and water recreation in the Limestone Coast lakes, dubbed Kakadu of the South Project. Greenrise listed in this proposal.  
  
 Letter of support for the proposal was sent to Chair of committee Tony Pasin , however reporting of committee has been delayed from Jan 31<sup>st</sup> to Dec 2021
  
  - 6.3 Wattle Range Council has received one nomination for empty Community Representative on our committee, in progress .
  
- 7.0 ENGINEERING SERVICES DIRECTOR REPORT via email
  - 7.1 Pathway to Greenrise from town location update  
 Sealing contractor is programmed for end Feb, preparation works will start soon. Poplar runner removal to start this week .
  
  - 7.2 New pathways inside arboretum planning update.  
 Once the track/path has sealed the Arboretum will be done. Just the one path along the Fenceline, subject to budgets.

7.3 Removal of dirt from Caravan Park paddock – Fill material stockpile – Penola Commonage – Dohnt Land division  
Council Lawyers still to provide advice.

8. GENERAL BUSINESS:

8.1 Advice on boundaries of GLAC advice and other Charter updates.

No update on this.

8.2 Working bees -remove dead trees.

Monday 14<sup>th</sup> December the date for the working bee, two loads done to Recycling depot, one Monday and one Tuesday. Still a lot more to remove, vintage will remove some people from helping from end Feb to April.

Thursday 18<sup>th</sup> Feb will be the next tree removal working bee, Brendan and PJB will bring chainsaws and trailers, everyone welcome, 9 am start.

Kevin Jarrad will try and get the post driller to install extra posts and finish signage, date and time to be set.

8.3 Kevin currently growing replacement trees Lemon scented gums for avenue. Will replant later in the season.

8.4 Mens shed seats are at the WRC depot waiting for installation around west BBQ area.

8.5 Lu-Wei Landscapes SA Ecologist, still waiting for her to schedule a visit to the pond.

9. NEXT MEETING:

The next meeting of the Greenrise Lake Advisory Committee will be held on Monday 1<sup>st</sup> March 2021, 7 pm.

# 15 Reports From Council Officers

## 15.1 Chief Executive Officer

### 15.1.1 Monthly Project Status Report

Report Type	Officer Report
Department	Executive
Author	Mr. (Muni) Munivenkata Krishna SR., Project Manager, Engineering Services
Disclosure of Interest	No Council officers or contractors have declared a conflict of interest regarding the matter under consideration.
Current Risk Rating	Medium
Strategic Plan Reference	<p><b>Theme 1 - Community Vibrancy &amp; Presentation</b></p> <p>1.1 Enhance public space areas including parks, public places, car parking, street lighting and streetscapes to provide vibrant, attractive areas.</p> <p>1.2 Through appropriate planning, develop vibrant, presentable townships throughout the Wattle Range area.</p> <p>1.3 Provide sustainable, vibrant community facilities.</p> <p><b>Theme 4 - Infrastructure &amp; Asset Sustainability</b></p> <p>4.1 Create a sustainable stock of assets, with appropriate long term asset planning and optimal use.</p> <p>4.2 Plan and provide for a safe local road network that meets the future and current needs of our community.</p> <p>4.4 Plan for and optimise Council's stock of building assets whilst meeting the future and current needs of community.</p> <p>4.5 Plan and provide for the expansion and replacement of Council's stock of footpaths, walkways, and trails to meet the future and current needs of our community.</p> <p><b>Theme 5 - Organisational Excellence</b></p> <p>5.2 Govern in a responsible and responsive way.</p>
File Reference	GF/7.73.1/4
Attachments	1. 2020-2021 Capital Projects January 2021 [ <b>15.1.1.1</b> - 1 page]

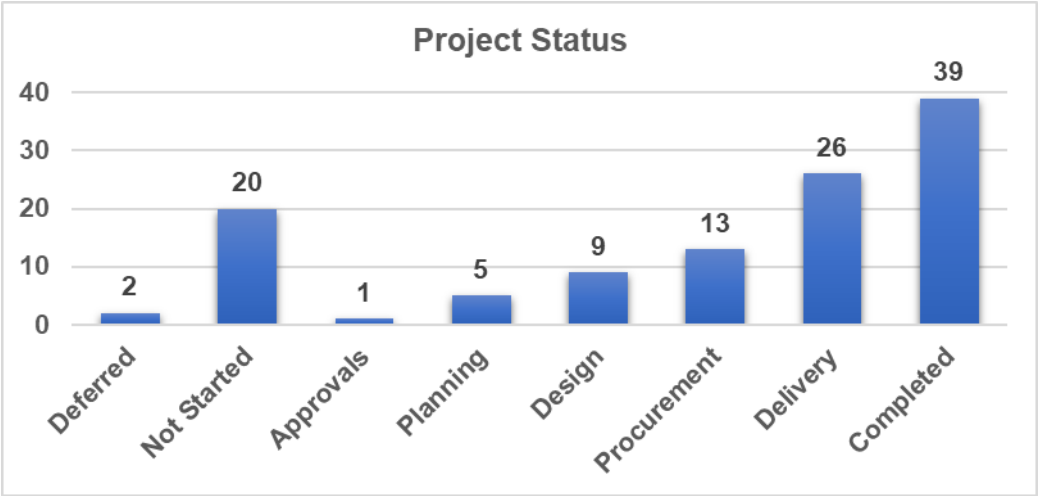
#### Purpose of Report

To provide an update on the progress of works and financial status of Council's capital projects.

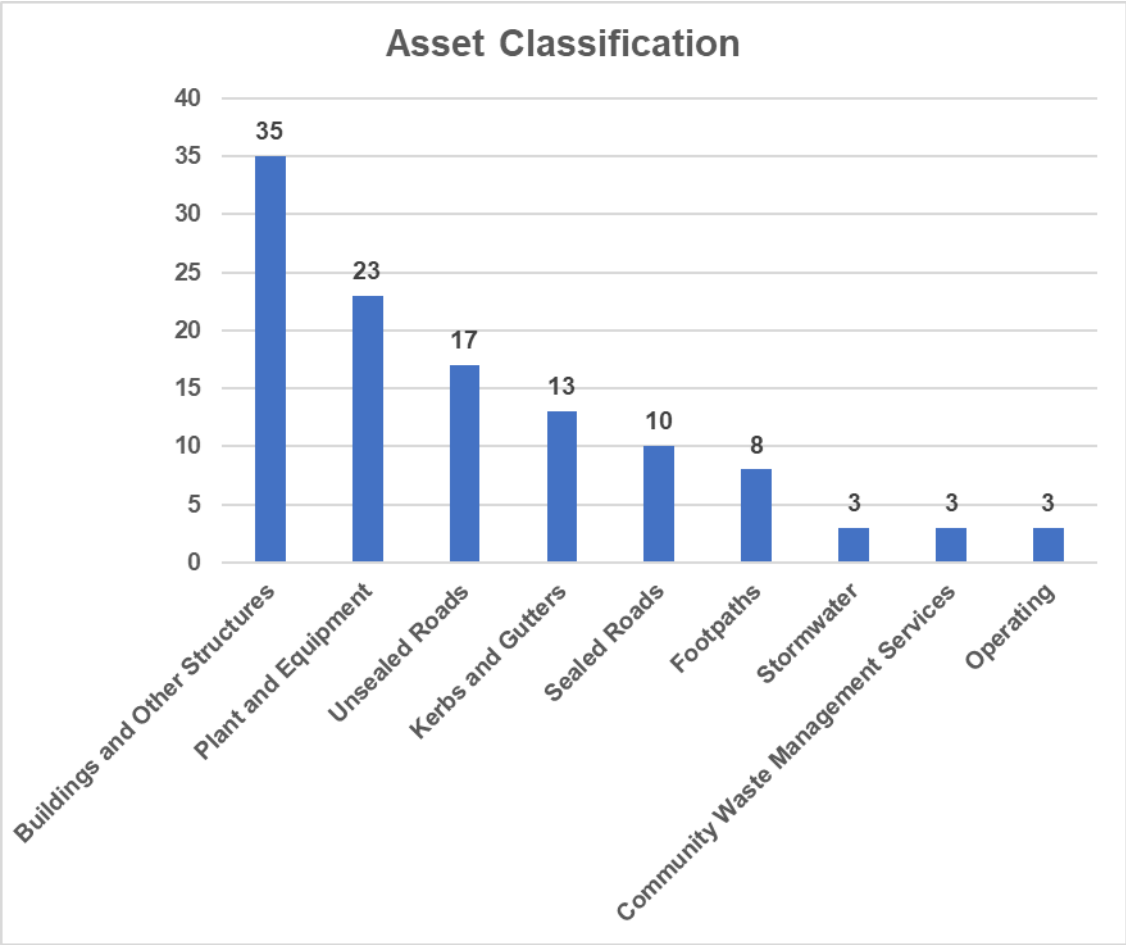
#### Report Details

Project Officers are continuing to deliver a number of 2020/21 capital projects which provide functional, safe, fit for purpose assets that meet the changing needs of the community. As of 29 January 2021, 115 capital projects have been listed in the 2020/21 Annual Business Plan. The capital project completion rate is currently at 54% with an expenditure rate of 35.85%.

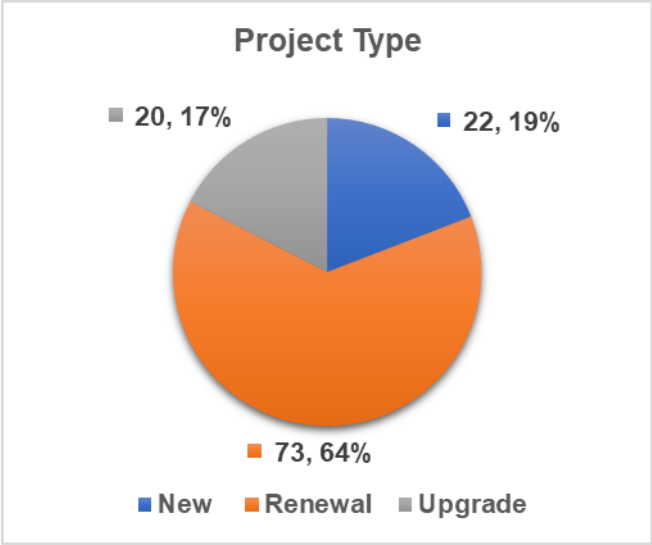
The planning, design, and procurement have commenced on several projects. The status of all capital projects is shown in the chart below:



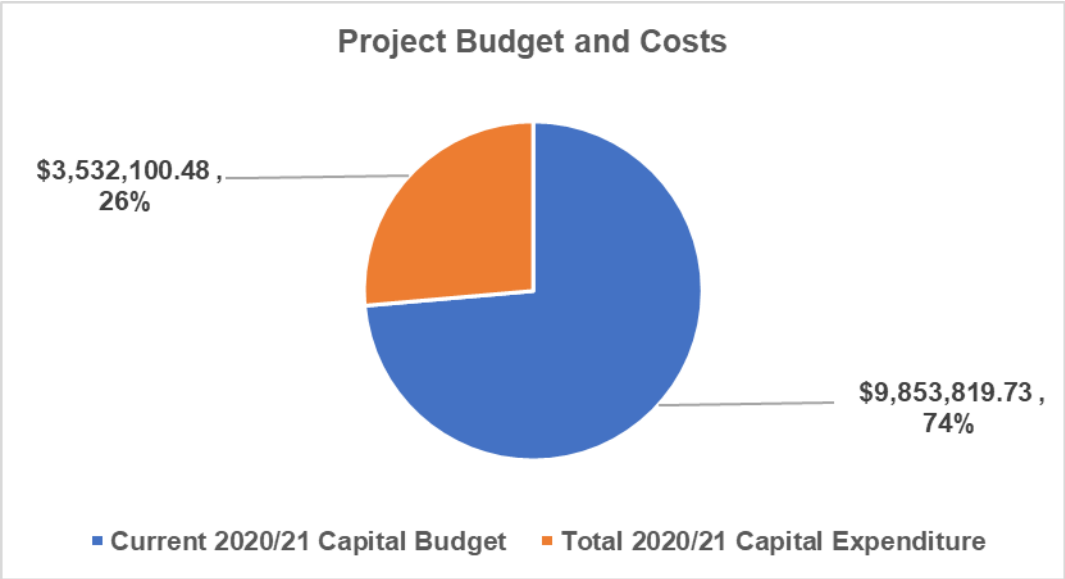
The 2020/21 capital program comprises of a range of infrastructure assets and services, and their numbers are shown in the chart below:



The distribution of capital projects resulting in the creation of new assets, and the management of ageing assets in need of renewal and replacement is shown in the chart below:



As of 29 January 2021, the total expenditure rate was at 35.84% of \$9,853,819.73 the total allocated capital budget.



## Capital Projects Status

**Council New Administration Centre** – Council has engaged Chapman Herbert Architects to continue with the design work and workshops will be scheduled in coming months to confirm the initial design criteria. The Terms of Reference for the Project Control Group is being developed. The project team is ensuring that the design is fit-for-purpose by calling for expressions of interest to join a small consultative committee to help channel the thoughts and ideas of many and work with both Executives and the Consultants over the next few months.

**Millicent Entry Marker** – the project saw the completion of detailed design of the sculpture and commencement of fabrication in January 2021. Officers are now planning for landscaping in readiness for the sculpture installation, which is planned for April 2021.



**Millicent Artwork** – Council has entered into a contract with Propeller Design (trading as Quentin Gore Design) for the design, construction, and installation of artwork for the Domain Playground precinct in Millicent. Development of detailed design for the artwork commenced in January 2021. The fabrication and installation of the artwork is planned in March and April 2021 respectively.





**Millicent Works Depot Renewal** – Council resolved to enter into an Agreement with Bissen Pty Ltd (trading as Blackbird Industries) at its January 2021 meeting for the construction of a new pre-mix shed, which will be used for storage of the flocon truck and materials used in the maintenance of sealed roads. Council has also allocated an additional funding in the order of \$56,741 for successful completion of the project. Detailed design is now being developed for Planning and Building approvals.



**Mount Burr Access Roads upgrades** – In January 2021 Council tendered for the upgrade of multiple unsealed service roads off Thomas Drive, Mt Burr, to the Department for Infrastructure and Transport standards for sealed roads. COVID-19 Stimulus funding has been allocated to this project. Community consultation was completed in December 2020.



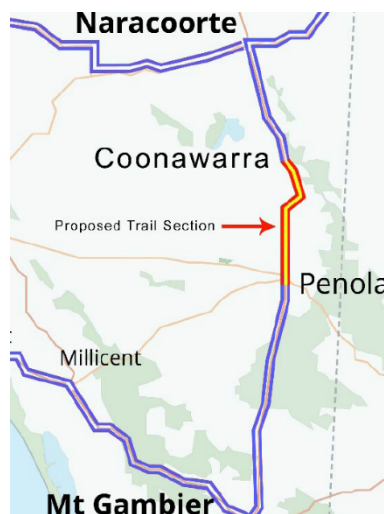
**Glencoe War Memorial** – construction of the memorial wall as well as landscaping is approaching completion. Officers are liaising with the Glencoe Progress Association and suppliers in developing a standard work procedure for ordering individual plaques for the Memorial Wall.

**Penola Entrance Signage** – Council has engaged contractors for the construction of two entrance signs on Riddoch Highway. Construction commenced in the week of 25 January 2021. The Landscaping component of the project is in the tender phase. Council expects to engage a landscape architect in February 2021 and develop detailed landscape architectural design commencing in March 2021.



**Beachport Bowling Club Building upgrades** – In January 2021 Council tendered for the renewal of a number of critical compliance and maintenance issues, besides upgrading some amenities in the facility so that the building can remain in active community use.

**Penola to Coonawarra Walking Track** – a report was presented to Council at its November 2020 meeting. Officers are currently negotiating the contractual terms and conditions with the Department of Infrastructure for using the disused rail corridor and developing a walking and cycling trail. The project is likely to provide many local jobs in the development.



**Heavy Vehicle Safety Productivity Program** – a report was presented to Council at its November 2020 meeting. Council issued tenders for both surveying and construction of the relevant roads and intersections in January 2021.

**Various Roadworks** – renewal works are continuing as planned on several roads, kerbs, footpaths, and pram ramps throughout the Council.

**Ridge Terrace Kerb (in progress)**



**McCourt Street Kerb (completed)**



**Brooks Road (completed)**



Project Officers are focusing on delivering several other capital projects listed in the 2020/21 Capital Works Program. A detailed list of capital projects is attached herewith for information. Should any explanation be required, Councillors are encouraged to contact the Director Engineering Services for clarification.

## Information Technology Projects Status

**The Datascape Project** – Datascape is the replacement software for the current legacy administration software SynergySoft. To date progress has been made in the following areas.

- **Antenno** – The Antenno app is now live and ready to download from Google Play or the App store. The two-way communication of public reporting back to Council will be implemented with the Customer Request Module mid-2021.
- **Online Bookings** – The Online Bookings module will allow the community greater access and control in managing their bookings for venues and resources by being able to browse and search for venues and resources, availability of venues, create, update, change or cancel bookings and pay online. User Acceptance Testing (UAT) has occurred and internal Go Live scheduled for February 10.
- **Finance Modules** – The Financial modules will allow the community to make payments online and to streamline Council's financial processes. The Solution Design Document (SDD) is planned for sign off in February 2021 and Datacom is currently building the environment.
- **Property and Rating** – Build work has commenced and will continue until March 2021. Training is being scheduled for March 2021.
- **SubscribeHR** – This software will streamline human resources functions such as the recruitment, onboarding and offboarding processes. The new software is integrated with Datapay and will create efficiencies in human resources and payroll functions once fully implemented. Training was held in January in preparation for UAT for recruitment, onboarding and offboarding.
- **Datapay** – Datapay is the payroll software which will integrate with Datascape and SubscribeHR. Access to a test environment has been provided to staff and a further workshop is to be scheduled.
- **Regulatory – Environmental Health** – Workshop was held in January to further discuss requirements around Environmental Health.
- All other modules design workshops have been scheduled with Datacom continuing from February 2021.

## Financial Considerations

Budget Allocation	\$9,853,819.73
Budget Spent to Date (including committed expenses)	\$3,532,100.48
Budget Variation Requested	\$0.00

## Risk Considerations

Refer to Wattle Range Council's SharePoint Risk Register – Capital Works Progress.

## Policy Considerations

There are no known policy considerations related to this report.

### **Legislative Considerations**

There are no known legislative considerations related to this report.

### **Environmental / Sustainability Considerations**

There are no known environmental or sustainability considerations related to this report.

### **Communication & Consultation Considerations**

A series of media releases have and will continue to be prepared for Capital Works projects to keep the community informed about their progress.

### **RECOMMENDATION**

That Council receive and note the report.



## 15.2 Director Corporate Services

### 15.2.1 Monthly Financial Performance Report

Report Type	Officer Report
Department	Corporate Services
Author	Jasmine Eyles
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	Not Applicable
Strategic Plan Reference	<b>Theme 5 - Organisational Excellence</b> 5.2 Govern in a responsible and responsive way.
File Reference	GF/7.73.1/4
Attachments	1. Monthly GL Report - January [15.2.1.1 - 3 pages]

#### Purpose of Report

Council consideration of the Monthly Financial Performance Report.

#### Report Details

The attached Financial Performance report for the year to 28 January 2021 shows that Council is currently within its approved 2020/21 budget based on current expenditure and income trends.

The 2020/21 Financial Performance Report provides a snapshot of Council's financial performance for the period to 28 January 2021. The report includes the year to date actual expenditure and income for both operating and capital comparative to the adopted 2020/21 original budget. In addition, the report also provides an update of the Key Financial Indicators used to measure Council's Financial Sustainability.

#### Operating Expenditure and Revenue

The attached Income Statement shows that after the completion of seven (7) months of the 2020/21 financial year, Council is within its overall budget parameters and is expected to remain so at year end when accounts are completed.

#### Capital Expenditure

Council's current capital budget is \$9.797M of which \$3.532M has been spent and/or committed for expenditure.

#### Balance Sheet

Council did not budget to borrow any funds in 2020/21. Repayment of existing loans is scheduled for various times throughout 2020/21. Council's current loan principal is \$4.6M.

## Rates Debtors

Aged Rates Debtors constitute 5.53% (\$0.843M) of total rates raised in 2020/21. The number of properties with rates outstanding more than three years is 22. It should be noted that the amount of rates debts outstanding are more than at the same time as last financial year.

### **Financial Considerations**

Budget Allocation	Refer to Attachment
Budget Spent to Date	Refer to Attachment
Budget Variation Requested	Refer to Attachment

The financial implications are as detailed in the attached report.

### **Policy Considerations**

Information reflected in this report forms part of Council's 2020/21 Annual Business Plan and Budget, which is required to be reviewed periodically by Council, in accordance with the *Local Government Act 1999* and *Local Government (Financial Management) Regulations 2011*.

### **Legislative Considerations**

There are no known legislative considerations related to this report.

### **Environmental / Sustainability Considerations**

There are no known environmental or sustainability considerations related to this report.

### **Communication & Consultation Considerations**

There are no known communication and consultation considerations related to this report.

### **RECOMMENDATION**

That Council receive and note the 2020/21 January Financial Performance Report.



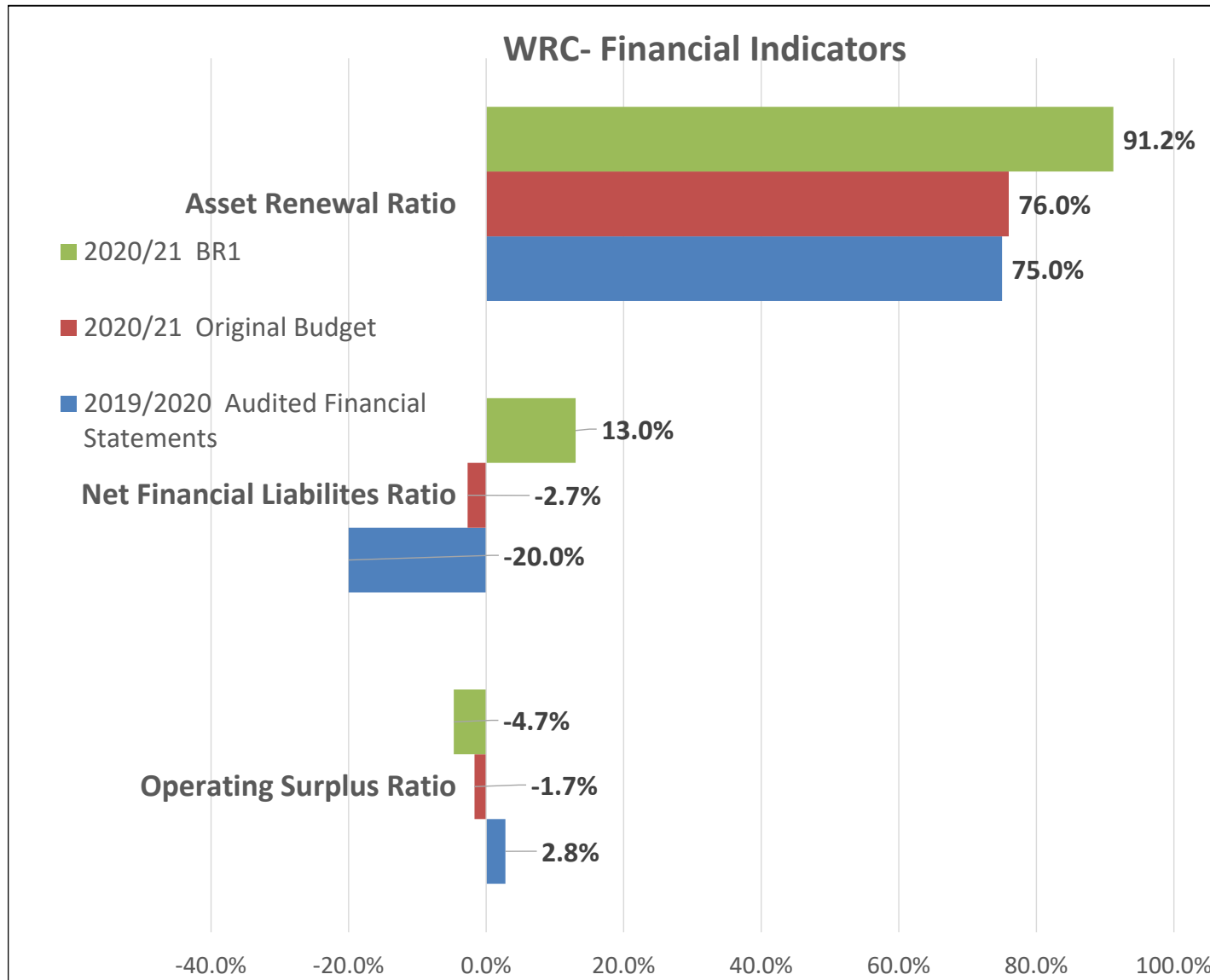
**WATTLE RANGE COUNCIL**  
**2020/21 MONTHLY BUDGET REPORT**  
**AS AT**  
**28-January-2021**

<b>OPERATING ACTIVITIES</b>							
Adopted 2020/21 BUDGET \$'000		YTD 2020/21 BUDGET \$'000	BR1 2020/21	YTD 2020/21 ACTUAL \$'000	YTD 2020/21 VARIANCE \$'000	YTD 2020/21 VARIANCE %	NOTE
	<b>OPERATING INCOME</b>	<b>A</b>		<b>E</b>	<b>=A-E</b>		
19,086	Rates	19,110	19,108	19,129	(19)	0.1%	
294	Statutory Charges	214	294	260	(46)	21.5%	6
2,251	User Charges	1,307	2,240	1,187	120	-9.2%	1 & 9
4,124	Grants Subsidies and Contributions	2,424	4,256	1,379	1,045	-43.1%	1
58	Investment Income	34	58	69	(35)	102.6%	1 & 7
402	Other	233	413	280	(47)	20.2%	1
<b>26,215</b>	<b>Total Operating Income</b>	<b>23,321</b>	<b>26,370</b>	<b>22,304</b>	<b>1,018</b>	<b>4.4%</b>	
	<b>OPERATING EXPENSES</b>						
10,151	Wages and Salaries	5,919	10,148	5,511	(407)	-6.9%	1
11,229	Materials, contracts & other expenses	6,851	12,185	4,125	(2,726)	-39.8%	1 & 5
349	Finance Costs	204	349	156	(48)	-23.4%	2
4,936	Depreciation, amortisation & impairment	2,879	4,936	2,387	(492)	-17.1%	3
<b>26,665</b>	<b>Total Operating Expenses</b>	<b>15,852</b>	<b>27,617</b>	<b>12,179</b>	<b>(3,673)</b>	<b>-23.2%</b>	
	<b>OPERATING SURPLUS/(DEFICIT)</b>						
<b>(450)</b>	<b>A BEFORE CAPITAL AMOUNTS</b>	<b>7,469</b>	<b>(1,248)</b>	<b>10,125</b>	<b>(2,655)</b>	<b>-35.6%</b>	
	<b>CAPITAL ACTIVITIES</b>						
	<b>Net Outlays in Existing Assets</b>						
4,438	Capital Expenditure on renewal and replacement of Existing Assets	165	5,472	1,796	1,631	988.4%	1 & 4
(4,936)	Depreciation, Amortisation and Impairment	(2,879)	(4,936)	(2,387)	492	-17.1%	3
(190)	B Proceeds from Sale of Replaced Assets	(77)	(130)	(57)	20	-26.0%	1 & 8
<b>(688)</b>		<b>(2,791)</b>	<b>406</b>	<b>(648)</b>	<b>(2,143)</b>	<b>76.8%</b>	
	<b>Net Outlays on New and Upgraded Assets</b>						
3,838	C Capital Expenditure on New and Upgraded Assets	124	4,325	1,010	886	717.0%	1 & 4
(970)	D Amounts received specifically for New and Upgraded Assets	(235)	(970)	(577)	(342)	145.3%	1
-	Proceeds from Sale of Surplus Assets	-		(314)	(314)	100.0%	10
<b>2,868</b>		<b>(111)</b>	<b>3,355</b>	<b>119</b>	<b>(231)</b>	<b>206.9%</b>	
<b>(2,630)</b>	<b>Net Lending / (Borrowing) for Financial Year (A-B-C)</b>	<b>10,372</b>	<b>(5,009)</b>	<b>10,654</b>	<b>282</b>	<b>2.7%</b>	
	<b>Net Operating Surplus / Deficit (A+B+C+D)</b>	<b>7,281</b>	<b>1,977</b>	<b>10,501</b>	<b>(3,220)</b>	<b>-44.2%</b>	

**WATTLE RANGE COUNCIL  
2020/21 MONTHLY BUDGET REPORT  
AS AT  
28-January-2021**

**NOTES**

#	Description	Status	Action Required
1	Timing issue between when budgets for activities are scheduled to occur and when the activities actually occur.		No Action Required
2	Accrued Interest for 19/20. Will be corrected when 20/21 year end process is completed.		No Action Required
3	Depreciation for buildings and structures for July, August, September, October, November, December, and January 20/21 yet to be allocated.		Depreciation for buildings and structures to be processed.
4	Project completion time frames do not always match the expected budget time lines for completion as this information was unavailable at the time of the initial budget upload.		Budget timings for projects to be updated to correlate with expected completion dates at BR 2
5	Expenditure on roads is less than current budgeted amount due to inclement weather conditions resulting in less work on roads being undertaken.		No Action Required
6	Development applications received to date are greater than originally budgeted for.		No Action Required
7	LGFA bonus interest on deposits were greater than originally budgeted for.		Adjust at BR 2
8	Trade in/disposal of assets can not be completed until annual financial statements are audited and signed off.		No Action Required
9	January period receipting not yet completed for the Southern Ocean Tourist Park		To be receipted
10	Sale of land not originally budgeted for.		Adjust at BR 2



## 15.2.2 2020/21 Fees & Charges Schedule Update

Report Type	Officer Report
Department	Corporate Services
Author	Jessica Robinson
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	Not Applicable
Strategic Plan Reference	<b>Theme 5 - Organisational Excellence</b> 5.2 Govern in a responsible and responsive way.
File Reference	GF/7.11.3
Attachments	1. Appendix A - Current Fees and Charges Schedule [ <b>15.2.2.1</b> - 1 page] 2. Appendix B - Suggested Changes for Fees and Charges Schedule - Watermark [ <b>15.2.2.2</b> - 3 pages]

### Purpose of Report

To consider a review of the wording for the 2020 / 21 Fees & Charges Schedule for Hire of Council's Facilities and Resources.

### Report Details

As part of the Datascape software transition project staff have been working through the new "online booking facilities module". As part of the implementation, staff reviewed the available spaces / rooms and buildings that could be hired out within the online bookings environment and made two changes being:

- Removing the Beachport Visitor Information Centre Meeting Room
- Adding in the Fees and Charges for the Penola Visitor Information Centre History Room

In addition to the above changes, staff have made the following wording changes to provide consistency and streamline hiring options including:

- Removing hire of hall, supper room and kitchen and replacing it with "whole facility".
- Broadened the use of a "pre function set up fee / rehearsal for most facilities".
- Inclusion of a bond on facilities where alcohol may be served.
- Splitting the history room and meeting room into individual areas that can be booked in the library.
- Inclusion of the option for charitable organisations to receive a 75% fee reduction in bookings to be consistent with community groups.

A copy of the current fees and charges are attached at Appendix A and the amended fees and charges schedule are attached at Appendix B.

### **Financial Considerations**

Budget Allocation	N/A
Budget Spent to Date	N/A
Budget Variation Requested	N/A

### **Risk Considerations**

There are no known risk considerations related to this report.

### **Policy Considerations**

There are no known policy considerations related to this report.

### **Legislative Considerations**

There are no known legislative considerations related to this report.

### **Environmental / Sustainability Considerations**

There are no known environmental or sustainability considerations related to this report.

### **Communication & Consultation Considerations**

There are no known communication and consultation considerations related to this report.

### **RECOMMENDATION**

That Council adopt the 2020/21 amended fees and charges schedule with the inclusion of the Council building and room facilities hire.

## Appendix A

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	STATUTORY FEE	2020 / 21
<b>COMMUNITY SERVICES</b>				
Hire of Buildings *Community Group Hire 25% of the normal rate *Community Group Rate free for rehearsals	<b>Millicent War Memorial Civic and Arts Centre / Gallery &amp; Library</b>	Taxable		
	<b>Auditorium and Associated Areas</b>			
	<b>Bond payable for functions where alcohol is to be served</b>			\$500.00
	Auditorium and Foyer			\$286.00
	Auditorium including kitchen, supper room, foyer and bar - Unlicensed functions (Dinners, Luncheons)			\$395.00
	Auditorium including kitchen, supper room, foyer and bar - Licensed functions (Dinners, Weddings, Cabarets)			\$500.00
	Auditorium including dressing rooms (Stage Productions) - does not include kitchen and supper room			\$580.00
	<b>Function Room/Supper Room Areas</b>			
	Function Room/Supper Room including Foyer (Meetings) - does not include kitchen			\$106.00
	Function Room/Supper Room including kitchen, foyer, bar (e.g. Dinners, Receptions)			\$186.00
	<b>Extra Charges</b>			
	Piano			\$110.00
	Rehearsals/Set Up (per hour)			\$30.00
	Tablecloths (Hire of)			\$11.00
	<b>Gallery Area</b>			
	Gallery Area - does not include kitchen (Full Day Hire)			\$106.00
	Gallery Area - does not include kitchen (Half Day Hire)			\$64.00
	<b>Meeting Room / History Room Areas</b>			
	Meeting Room/History Room - does not include kitchen (Full Day Hire)			\$53.00
	Meeting Room/History Room - does not include kitchen (Half Day Hire)			\$32.00
	Meeting Room/History Room - does not include kitchen (Hourly Hire)			\$20.00
	<b>Millicent Council Chambers</b>			
	Full Day (includes tea / coffee)			\$90.00
	Half Day (includes tea / coffee)			\$65.00
	Hourly Hire			\$20.00
	<b>Millicent RSL Hall</b>	Taxable		
	<b>Bond payable for functions where alcohol is to be served</b>			\$500.00
	Hall Only			\$151.00
	Hall, Kitchen & Bar			\$195.00
	Hourly Hire (Hall Only)			\$20.00
	<b>Tantanoola Institute Hall</b>	Taxable		
	Supper Room Only			\$25.00
Supper Room (Including Kitchen)			\$75.00	
Hall (Including Kitchen)			\$150.00	
Hourly Hire (Hall Only)			\$20.00	
<b>Bond payable for functions where alcohol is to be served</b>			\$500.00	
<b>Kalangadoo Hall</b>	Taxable			
Supper Room Only			\$25.00	
Supper Room (Including Kitchen)			\$75.00	
Hall (Including Kitchen)			\$150.00	
Hourly Hire (Hall Only)			\$20.00	
<b>Bond payable for functions where alcohol is to be served</b>			\$500.00	

WATTLE RANGE COUNCIL FEES &amp; CHARGES SCHEDULE | 3

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	STATUTORY FEE	2020 / 21
Hire of Buildings (cont) *Community Group Hire 25% of the normal rate *Community Group Rate free for rehearsals	<b>Rendelsham Hall</b>	Taxable		
	Supper Room Only			\$25.00
	Supper Room (Including Kitchen)			\$75.00
	Hall (Including Kitchen)			\$150.00
	Hourly Hire (Hall Only)			\$20.00
	<b>Bond payable for functions where alcohol is to be served</b>			\$500.00
	<b>Rymill Hall</b>	Taxable		
	<b>Bond payable for functions where alcohol is to be served</b>			\$500.00
	Hall Only			\$151.00
	Hall, Supper Room and Kitchen			\$195.00
	Supper Room Only			\$111.00
	Hourly Rate (Hall Only)			\$20.00
	<b>John Shaw Nielsen Meeting Room (Penola Visitor Information Centre)</b>	Taxable		
	Full Day (Includes tea / coffee)			\$90.00
	Half Day (Includes tea / coffee)			\$65.00
	Hourly Rate			\$20.00
	<b>Penola Stadium</b>	Taxable		
	Hire Fees (per hour)			\$20.00
	<b>Meeting Room (Beachport Visitor Information Centre)</b>	Taxable		
	Full Day (Includes tea / coffee)			\$90.00
	Half Day (Includes tea / coffee)			\$65.00
	<b>Beachport Recreation Centre</b>	Taxable		
	<b>Bond payable for functions where alcohol is to be served</b>			\$500.00
	<i>Hire Fees (per hour) - (Minimum Fee \$5.00/hour)</i>			
	Casual Private / Club Bookings (per person)			\$2.15
	13 years & under (per person)			\$1.05
	Private Functions (excluding Kitchen)			\$164.00
Private Functions (Full Hire)			\$218.00	
Kitchen			\$22.00	
<b>Road Traffic Centre</b>	Taxable			
Full Day Hire (9am - 5pm) (Building Only) - Fee Exemption for Educational Purposes Only			\$40.00	
<b>Key Deposit</b>	Taxable			
Key Deposit for Council Buildings			\$35.00	

## Appendix B

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	STATUTORY FEE	2020 / 21
<b>COMMUNITY SERVICES</b>				
Hire of Council Facilities and Resources *Community Groups and Charitable Organisations Hire - 75% off the normal rate	<b>Millicent War Memorial Civic and Arts Centre / Gallery &amp; Library</b>	Taxable		
	<b>Auditorium and Associated Areas</b>			
	<b>Bond payable for functions where alcohol is to be served</b>			\$500.00
	Auditorium and Foyer			\$286.00
	Whole Facility (Auditorium, Function Room and Kitchen) - Unlicensed functions			\$395.00
	Whole Facility (Auditorium, Function Room and Kitchen) - Licensed functions			\$500.00
	Whole Facility (Auditorium, Function Room, Kitchen, Dressing Room) - Stage Productions			\$580.00
	<b>Function Room</b>			
	Function Room (excluding kitchen)			\$106.00
	Function Room (including kitchen)			\$186.00
	<b>Extra Charges</b>			
	Piano			\$110.00
	Hourly Hire Rehearsals/Set Up (maximum of 3 hours)			\$30.00
	Hire of Tablecloths			\$11.00
	<b>Library and Gallery Complex</b>			
	<b>Gallery Area</b>			
	Full Day Hire			\$106.00
	Half Day Hire			\$64.00
	<b>Meeting Room</b>			
	Full Day Hire (excluding kitchen)			\$53.00
	Half Day Hire (excluding kitchen)			\$32.00
	Hourly Hire (up to 4 hours)			\$20.00
	<b>History Room</b>			
	Full Day Hire (excluding kitchen)			\$53.00
	Half Day Hire (excluding kitchen)			\$32.00
	Hourly Hire (up to 4 hours)			\$20.00
	<b>Millicent Council Chambers</b>			
	Full Day Hire (includes tea / coffee)			\$90.00
	Half Day Hire (includes tea / coffee)			\$65.00
	Hourly Hire (up to 4 hours)			\$20.00
<b>Millicent RSL Hall</b>		Taxable		
<b>Bond payable for functions where alcohol is to be served</b>				\$500.00

Whole Facility		\$195.00
Hall Only		\$151.00
Hourly Hire (Hall Only) (up to 4 hours)		\$20.00
<b>Tantanoola Institute Hall</b>	Taxable	
<b>Bond payable for functions where alcohol is to be served</b>		\$500.00
Whole Facility		\$150.00
Supper Room Only		\$25.00
Supper Room (including kitchen)		\$75.00
Hourly Hire (Hall Only)		\$20.00
<b>Kalangadoo Hall</b>	Taxable	
<b>Bond payable for functions where alcohol is to be served</b>		\$500.00
Whole Facility		\$150.00
Supper Room Only		\$25.00
Supper Room (Including Kitchen)		\$75.00
Hourly Hire (Hall Only)		\$20.00
<b>Rendelsham Hall</b>	Taxable	
<b>Bond payable for functions where alcohol is to be served</b>		\$500.00
Whole Facility		\$150.00
Supper Room Only		\$25.00
Supper Room (Including Kitchen)		\$75.00
Hourly Hire (Hall Only)		\$20.00
<b>Rymill Hall</b>	Taxable	
<b>Bond payable for functions where alcohol is to be served</b>		\$500.00
Whole Facility		\$195.00
Hall Only		\$151.00
Supper Room Only		\$111.00
Hourly Hire (Hall Only) (up to 4 hours)		\$20.00
<b>Penola Visitor Information Centre</b>	Taxable	
<b>History Room</b>		
<b>Bond payable for functions where alcohol is to be served</b>		\$500.00
Full Day Hire		\$90.00
Half Day Hire		\$65.00
Hourly Hire (up to 4 hours)		\$20.00
<b>John Shaw Neilson Room</b>		



	<b>Bond payable for functions where alcohol is to be served</b>		<b>\$500.00</b>
	Full Day Hire (includes tea / coffee)		<b>\$90.00</b>
	Half Day Hire (Includes tea / coffee)		<b>\$65.00</b>
	Hourly Hire (up to 4 hours)		<b>\$20.00</b>
	<b>Penola Stadium</b>	Taxable	
	<b>Bond payable for functions where alcohol is to be served</b>		<b>\$500.00</b>
	Hourly Hire		<b>\$20.00</b>
	<b>Beachport Recreation Centre</b>	Taxable	
	<b>Bond payable for functions where alcohol is to be served</b>		<b>\$500.00</b>
	<i>Hire Fees (per hour) - (Minimum Fee \$5.00/hour)</i>		
	Casual Private / Club Bookings (per person)		<b>\$2.15</b>
	13 years & under (per person)		<b>\$1.05</b>
	Whole Facility (Full Hire)		<b>\$218.00</b>
	Courts (excluding Kitchen)		<b>\$164.00</b>
	Kitchen Only		<b>\$22.00</b>
Road Traffic Centre - Fee Exemption for Educational Purposes Only	<b>Amenities Building</b>	Taxable	
	Full Day Hire		<b>\$40.00</b>
Key Deposit	<b>Key Deposit</b>	Taxable	
	Key Deposit for Council Buildings		<b>\$35.00</b>
Pre Function Set Up	<b>Pre Function Set Up</b>	GST Free	
	Hourly Hire Pre Function Set Up (maximum 2 hours)		<b>\$30.00</b>

## 15.2.3 Greenrise Lake Advisory Committee Vacancy

Report Type	Officer Report
Department	Corporate Services
Author	Kaitlin Creek
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	N/A
Strategic Plan Reference	<b>Theme 5 - Organisational Excellence</b> 5.2 Govern in a responsible and responsive way.
File Reference	GF/16.14.1/10
Attachments	1. Greenrise- Lake- Advisory- Committee- Charter-25112014 [ <b>15.2.3.1</b> - 4 pages]

### Purpose of Report

To review nominations received for an existing vacancy on the Greenrise Lake Advisory Committee.

### Report Details

The Greenrise Lake Advisory Committee (the Committee) is a Section 41 Committee of Council with a Charter that outlines its membership (Attachment 1).

As advised, Council has recently received a resignation from Graham Hinze, who was a Penola community representative member on the Committee. In December 2020 Council commenced public consultation in relation to the vacancy and at the conclusion of consultation on the 20<sup>th</sup> January 2021, Council received one nomination for the vacancy being a local community member Ray Haines. Ray Haines' nomination form is provided for reference (Attachment 2).

As prescribed, it is a matter for the Council to consider the nomination received and to make an appointment to the Committee if appropriate.

As per clause 5.4 of the Charter, the term of office for the appointment is for the balance of the term of the person who now ceases to hold office. The term coincides with the 4-year term of the current Council and will end on 11 November 2022.

### Financial Considerations

Budget Allocation	N/A
Budget Spent to Date	N/A
Budget Variation Requested	N/A

There are no known financial considerations related to this report.

### Risk Considerations

There are no known risk considerations related to this report.

## **Policy Considerations**

Greenrise Lake Advisory Committee Charter

## **Legislative Considerations**

*Local Government Act 1999*

## **Environmental / Sustainability Considerations**


There are no known environmental or sustainability considerations related to this report.

## **Communication & Consultation Considerations**

The Committee's vacancy has been advertised through various news outlets. These include on Council's website on 21 December 2020. Through Facebook posts on 24<sup>th</sup> December 2020 and on the 13<sup>th</sup> January 2021. An advertisement regarding the vacancy was published in the Border Watch on 8<sup>th</sup> January 2021. Further advertisement regarding the position was completed via Council's Antenno App, subscription notifications were posted on the 13<sup>th</sup> January 2021.

## **RECOMMENDATION**

That pursuant to section 41(3) of the *Local Government Act 1999*, Council appoints Ray Haines (Penola Community Representative) as a member of the Greenrise Lake Advisory Committee, for a period coinciding with the four-year term of Council, expiring on 11 November 2022.

 Wattle Range COUNCIL	<b>CHARTER #3</b>	Version:	6
	Greenrise Lake Advisory Committee	Date Adopted:	10 February 2015
		Next Review Due:	November 2018

## 1. NAME

The name of the Committee shall be the Greenrise Lake Advisory Committee (hereinafter called 'the Committee').

## 2. ESTABLISHMENT

1. The Greenrise Lake Advisory Committee is a Committee established by the Wattle Range Council (hereinafter called 'the Council') pursuant to Section 199 of the Local Government Act, 1934.
2. The Committee was further reviewed by the Council pursuant to Section 41 of the Local Government Act, 1999 (hereinafter referred to as 'the Act') on 8th November 2005 (Refer to Folio 3566; Item 1.22)
3. The Committee was further reviewed by the Council pursuant to Section 41 of the Act on 7th November 2006 (Refer to Folio 3759; Item 11.1.5.2)
4. The Committee was further reviewed by the Council pursuant to Section 41 of the Act on 10th August 2010 (Refer to Folio 4421; Item 11.1.6)
5. The Committee was further reviewed and dissolved by the Council pursuant to Section 41 of the Act on 21st January 2014 (Refer to Folio 5257-5258; Item 12.2.3)
6. The Committee was re-established by Council pursuant to Section 41 of the Act on 10th June 2014 (Refer to Folios 5297-5298; Item 12.2.3)
7. The Committee was further reviewed and amended by the Council pursuant to Section 41 of the Act on 25th November, 2014 (Refer to Folio 5641; Item 3)
8. The Committee was further reviewed and amended by the Council pursuant to Section 41 of the Act on 10th February, 2015 (Refer to Folio 5665; Item 11.2.6)

## 3. PURPOSE FOR WHICH THE COMMITTEE IS ESTABLISHED


The Greenrise Lake Advisory Committee is a Committee charged with the responsibility to co-ordinate and develop the Greenrise Recreation area and lake in accordance with the Greenrise Lake Management Plan. (hereinafter called "the purpose").

## 4. FUNCTIONS

The functions of the Committee shall be to undertake any action, as appropriate, in pursuance of the above purposes. Such actions will include, but not be limited to, the following:-

1. To consider, and advise Council of the requirements of all users of the Greenrise Recreation area and lake.
2. To liaise and consult with persons, groups and organisations in relation to the operation, use and development of the Greenrise Recreation area and lake.
3. To actively promote the use of the Greenrise Recreation area and lake.
4. To regularly report to, and consult with, the Council on the progress and performance of the Committee and its purposes.
5. To recommend to Council the need to appoint a representative of an organisation or organisations as additional members to the Committee from time to time.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/16.14.1/10	Public	Corporate Services	Director Corporate Services	4 Yearly (After Every General Election)
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	<b>CHARTER #3</b>	Version: 6
	Greenrise Lake Advisory Committee	Date Adopted: 10 February 2015
		Next Review Due: November 2018

6. To carry out such other acts, and to do all such other things as are incidental to, or conducive to the attainment of the objects and the exercise of the powers of the Committee.

## 5. MEMBERSHIP

1. The membership of the Management Committee shall comprise eight (8) persons being
  - a) Seven (7) persons nominated by the Penola Community and;
  - b) one (1) Elected Member appointed by Council.
2. Any person appointed pursuant to sub clause (1) hereof shall be appointed for a term coincident with the four (4) year term of the Council.
3. Any person appointed pursuant to sub clause (1) hereof shall cease to hold office if the organisation they represent goes into recess or is wound up or dissolved in accordance with the provisions of the Associations Incorporation Act 1985, or if that person ceases to be a member of the organisation they represent.
4. Provided, however, that upon any person appointed pursuant to sub clause 5.1 hereof ceasing to hold office, a further person nominated by the respective organisation shall be appointed by the Council to fill the casual vacancy for the balance of the term of the person so ceasing to hold office.

## 6. REGISTER OF INTEREST

The provisions of Chapter 5; Part 4; Division 2 of the Local Government Act, 1999 do not apply to members of the Committee.

## 7. PRESIDING MEMBER


1. The Committee shall appoint a Presiding Member to be chosen by the members of the Committee from amongst their own number and shall hold office for such term as may be determined by the Committee.
2. The Presiding Member shall preside at all meetings of the Committee and in the event of the Presiding Member being absent from a meeting, the members present shall appoint a member who shall preside for that meeting or until the Presiding Member is present.

## 8. DUTIES OF PRESIDING MEMBER

The Presiding Member shall –

1. Call all meetings of the Committee in accordance with Clause 9;
2. Preside at all meetings of the Committee at which he or she is present and preserve order there at so that the business may be conducted in due form and with propriety;
3. Upon confirmation of the minutes sign them in the presence of the meeting; and
4. Be an official spokesperson for the Committee.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/16.14.1/10	Public	Corporate Services	Director Corporate Services	4 Yearly (After Every General Election)
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	<b>CHARTER #3</b>	Version:	6
	Greenrise Lake Advisory Committee	Date Adopted:	10 February 2015
		Next Review Due:	November 2018

## 9. CALLING OF MEETINGS

1. The Members of the Committee shall meet at least four (4) times per year.
2. The Presiding Member may convene a special meeting of the Committee at his or her own volition and shall convene a meeting upon the written demand of at least two members of the Committee.
3. Subject to the provisions of Clause (4) hereof, notice of every meeting shall be given in writing to every member at least four (4) days prior to such meeting. Notice shall be deemed to have been given a day following posting, or delivery of such notice. The notice shall contain the date, time and place of the meeting and the business to be transacted thereat.
4. The Presiding Member may call a special meeting of the Committee at any time provided that notice of such meeting shall be given to all members at least four hours before the commencement of the meeting.

## 10. QUORUM

No business shall be transacted at a meeting of the Committee unless one more than half the members, if there is an even number of members, or a majority of the whole number, if there is an uneven number of members, is present.

## 11. PROCEEDINGS OF MEETINGS

1. The meeting procedures of the Committee may be determined by the Committee.
2. Every meeting of the Committee shall be open to the public but, if the Presiding Member is of the opinion that a matter should be discussed in private, he or she may, after advising all present at such meeting of the reasons for forming such opinion and with the agreement of a simple majority of members present at the meeting, cause all persons not being representatives or officers or others attending at the Presiding Member's pleasure to withdraw from the meeting.


## 12. VOTING

1. All questions arising at a meeting of the Committee shall be decided by the majority of votes cast by Committee members present at such meeting.
2. Every member of the Committee shall have a deliberate vote at meetings of the Committee. In the event of an equality of votes, the Presiding Member shall have a casting vote in addition to his or her deliberate vote.

## 13. ADJOURNMENTS

1. The representatives present at any meeting may from time to time adjourn such a meeting.
2. If at any meeting there is not a quorum present within 30 minutes after the time appointed for the meeting or if, at any time after the meeting has commenced and before any business to be transacted is completed, there is not a quorum present, the meeting shall be adjourned to a future meeting to be advised in the usual manner.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/16.14.1/10	Public	Corporate Services	Director Corporate Services	4 Yearly (After Every General Election)
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	<b>CHARTER #3</b>	Version:	6
	Greenrise Lake Advisory Committee	Date Adopted:	10 February 2015
		Next Review Due:	November 2018

#### 14. SECRETARY

1. The Committee shall appoint a Secretary to be chosen by the members of Committee from amongst their own number who shall hold office for such term (not exceeding four years) as maybe determined by the Committee.
2. In the event of the Secretary being absent from a meeting, the members present shall appoint a member who shall act as Secretary for that meeting or until the Secretary is present.

#### 15. DUTIES OF THE SECRETARY

The Secretary shall;

1. Attend all meetings of the Committee;
2. Attend to all correspondence and deal with it as instructed by the Committee;
3. Deal with the business referred by the Presiding Member of the Committee;
4. Keep the minutes of all meetings of the Committee setting out all reports received and resolutions passed out other business transacted by the Committee and forward a copy to each member of the Committee and the Council;
5. Keep such records as instructed by the Committee from time to time.

#### 16. MEETING MINUTES

The Committee shall present copies of their meeting minutes to the Council for information and consideration.

#### 17. DIRECTION BY COUNCIL

The Committee is subject to the direction and control of the Council. A direction given by the Council must be in writing.

#### 18. AMENDMENTS, ALTERATIONS AND ADDITIONS TO THE RULES

These rules may be amended, altered or added to by a resolution of the Council made pursuant to Schedule 2 clause 3(5) of the Local Government Act, 1999.

#### 19. ADOPTION & AMENDMENT HISTORY

The table below sets out the adoption, review and amendment history of the policy.

Version No:	Issue Date:	Authorised by:	Description of Change:	Minutes Reference:
1	7 November 2006	Council	Adopted	
2	10 August 2010	Council	Adopted Amendment	Folio 4421; Item 11.1.6
3	21 January 2014	Council	Reviewed	Folio 5257-5258; Item 12.2.3
4	10 June 2014	Council	Adopted	Folio 5297-5298; Item 12.2.3
5	25 November 2014	Council	Adopted Amendment	Folio 5641; Item 3
6	10 February 2015	Council	Amended	Folio 5665; Item 11.2.6

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/16.14.1/10	Public	Corporate Services	Director Corporate Services	4 Yearly (After Every General Election)
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

**15.3 Director Development Services**

No Reports from the Director Development Services have been received at the point of publishing the Agenda.



## 15.4 Director Engineering Services

### 15.4.1 Penola Entrance Signage and Landscaping Project Status Update

Report Type	Officer Report
Department	Engineering Services
Author	(Muni) Munivenkata Krishna S.R. Project Manager
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	Medium
Strategic Plan Reference	<b>Theme 1 - Community Vibrancy &amp; Presentation</b> 1.1 Enhance public space areas including parks, public places, car parking, street lighting and streetscapes to provide vibrant, attractive areas.  <b>Theme 2 - Economic Prosperity</b> 2.1 Support and advocate for improved infrastructure that enhances and creates economic and business opportunities.
File Reference	GF/20.64.1/5
Attachments	Nil

#### Purpose of Report

Summarise the project status and propose next steps in the project.

#### Report Details

##### **Background**

Wattle Range Council (the “Council”) is managing the construction of two Entrance Signs for the town of Penola. Council has made the following considerations for the signs:

- An enduring statement for the main entrance into the town of Penola.
- Draw visitors from the proposed bypass into the township to explore and enjoy what the town has to offer.
- Encapsulate the essence and uniqueness of Penola and surrounds.
- Promote the “WOW factor”.
- Be different from all other Entrance Markers in the Wattle Range region, and
- A good design, a simple statement, interesting, bold but with great style.

Council is also intending to landscape the two intersections on the northern and southern end of the bypass, Riddoch Highway A66 and Church Street. The landscaping is seen as important project to transform the underutilised areas into attractive and welcoming entrances to the town, thereby bringing tourists into Penola and mitigating the impact of both bypass and COVID19 pandemic to the businesses in Penola.

### ***Progress to date***

In September 2015, Penola District Business and Tourism Association (now known as the Riddoch Business and Community Association) commissioned Sphere Garden Design Studio to complete a Penola Entrance concept design. Tonkin Consulting, Mount Gambier, was engaged to supply structural design drawings for the concept proposal.

Council assumed the management of the Project in early 2020 using the original concept design with the scope of the project changing to two entrance signs at the Northern and Southern entrances of the township.

Department of Planning, Transport and Infrastructure and Council Development Approval for the concept design have been completed (DA 894/002/17).

At the Council meeting, March 2020, Director of Development services provided an update report on the Penola Entrance Signage with a recommendation. The recommendation to not proceed with the project until \$10,000 had been received from Penola District Business and Tourism Association was moved and carried. It was then moved and seconded that the question lie on the table. Penola and District Business & Tourism Association tabled a letter at the same March Council meeting to provide funding of \$10,000 in two equal instalments in June 2020 and December 2020 of \$5,000. For more details, refer Wattle Range Council Ordinary Meeting 10 March 2020 Agenda Item 15.3.1.

At the Council Meeting, June 2020, Director of Engineering Services presented an Officer Report relating to the Federal Government Infrastructure Stimulus funding, in which Council supported funding the township entrance signage and landscaping of the town entrances to the order of \$155,000. In the body of the report, it details that the two signs are in the order of \$55,000 and the remaining \$100,000 for landscaping. For more details, refer Wattle Range Council Ordinary Meeting 9 June 2020 Agenda Items 16.4.2 and 16.4.3.

Following a competitive tender process, Council has engaged cost-effective and responsive suppliers for the construction of two entrance signs in early January 2021. The construction of the two entrance signs commenced in the week of 25 January 2021.

The Landscaping component of the project is in the tendering phase. Council expects to engage a landscape architect in February 2021 and develop detailed landscape architectural design commencing in March 2021.

## Requirements

Design elements in entrance markers are as follows:

- Limestone to represent our underground limestone. Mount Gambier stone selected rather than paddock stone to give clean lines and allow the lettering to stand out and be the important part of the design.
- Grape vines on top of stone wall reflecting one of our region's important industries.
- Stone wall low enough for tourists to sit on for photos – “a perfect place to pause” – and one of the suggestions which came from our last public consultation at the 2014 AGM.
- Corten to represent the red earth of our region.
- Red Gum reflecting the many majestic red gums in our district. To be built as horizontal slabs reminding us of the slab huts built by some of our past residents.
- Reclaimed red gum post to hold changeable banners to advertise important events throughout the year:

January:	Coonawarra Cup
February:	Rodeo
March / April:	Coonawarra After Dark
May:	Penola / Coonawarra Arts Festival
June:	TBD
July:	Coonawarra Cellar Dwellers
August:	Mary MacKillop Feast Day
October:	Cabernet Weekend
November:	Penola Show
December:	Christmas in Penola

The image below shows the different elements in the entrance sign:



#### Guidelines for use of Banners:

- Banners are to be used exclusively to advertise Events within Penola and surrounding districts.
- An Event is one that brings economic, social, or cultural benefit, to our town or district.
- An Event may also recognise any important celebration linked to our history.
- Banners will not be used to advertise individual businesses where the business will obtain a direct economic benefit from the said advertising.
- Council will develop an administrative process for hanging the banner (advertising a particular Event) in consultation with the Riddoch Business and Community Association.
- The group wishing to advertise its Event, will be asked to contribute towards the initial cost of the banners in conjunction with the Riddoch Business and Community Association.
- All banners will be made to a uniform size, by the same company.
- Banners will be changed monthly, or as required, by Wattle Range Council staff.
- Banners will be stored to be used each calendar year, as appropriate.
- Banners to have advertising on one side only.

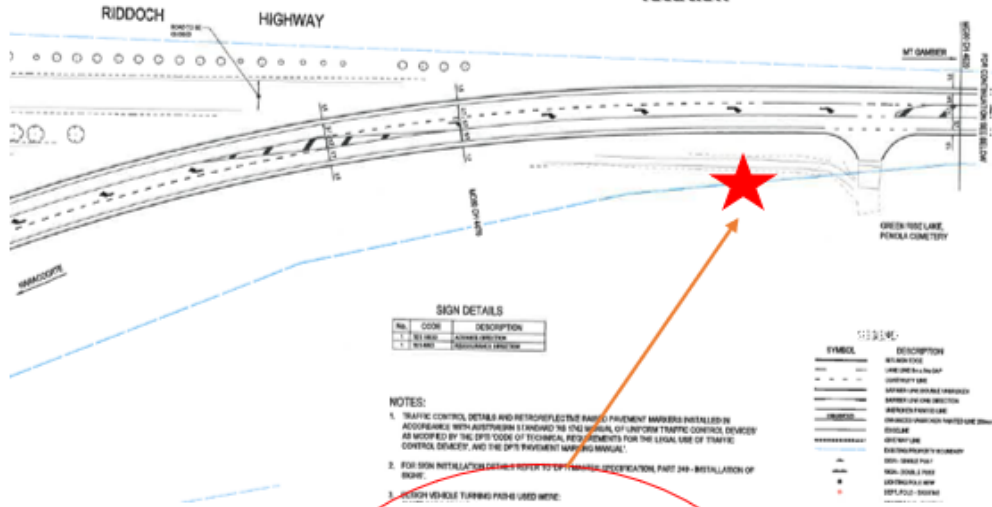
#### Expected Outcomes from use of Banners:

- Events will be widely advertised to the travelling public as they enter our town.
- The aim is to encourage tourists to divert from the bypass and come into our town to stop, see, experience and shop and / or choose to stay. Visitors will be able to say that – Penola was indeed the perfect place to pause.
- Changing the banners monthly will showcase the diversity of our events and create fresh interest for tourists and those who travel through Penola on a regular basis.

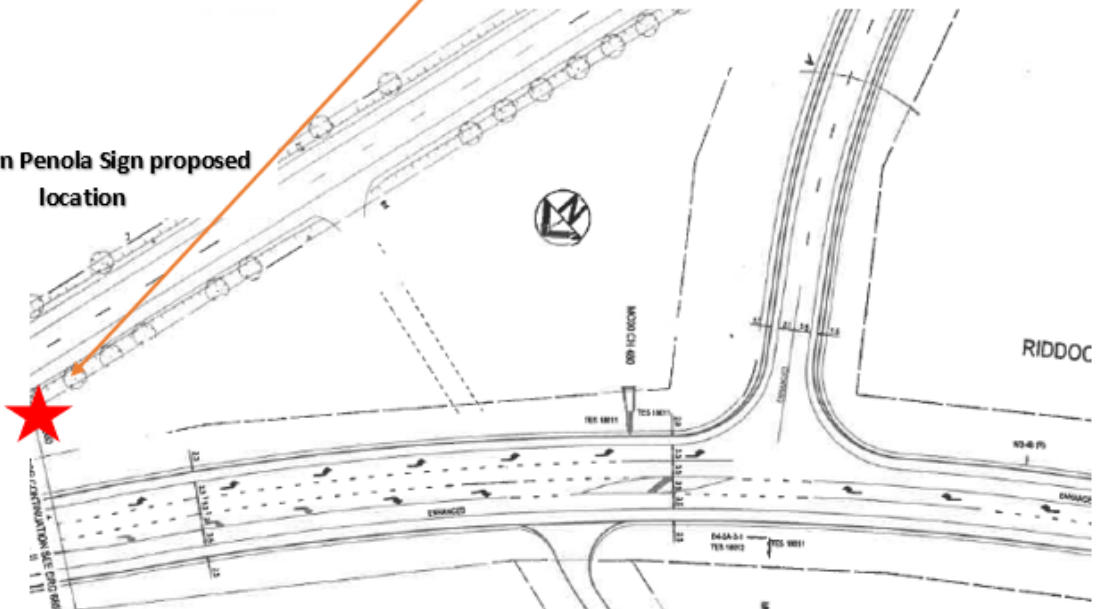
#### Site Locations:

- Refer map below indicating the site locations for the construction of two entrance signage on Riddoch Highway in Penola.

### Southern Penola Sign proposed location



### Northern Penola Sign proposed location



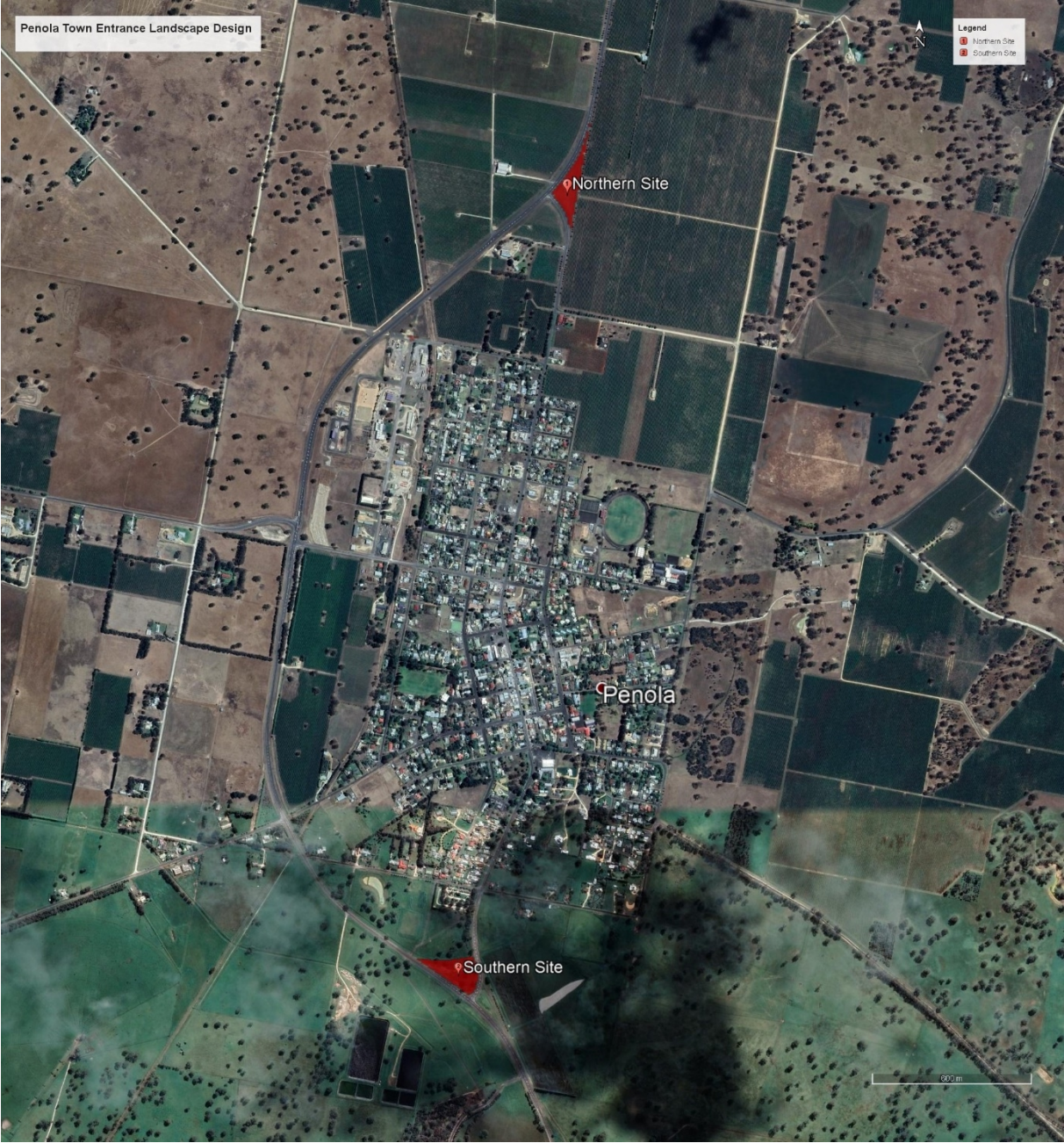


Northern Sign Location  
37 22 41 South  
140 50 24 East



Southern Sign Location  
37 23 29 South  
140 50 24 East

Refer Google maps views below showing the location of two sites for landscaping.



### Northern Site



### Southern Site





## The Tender

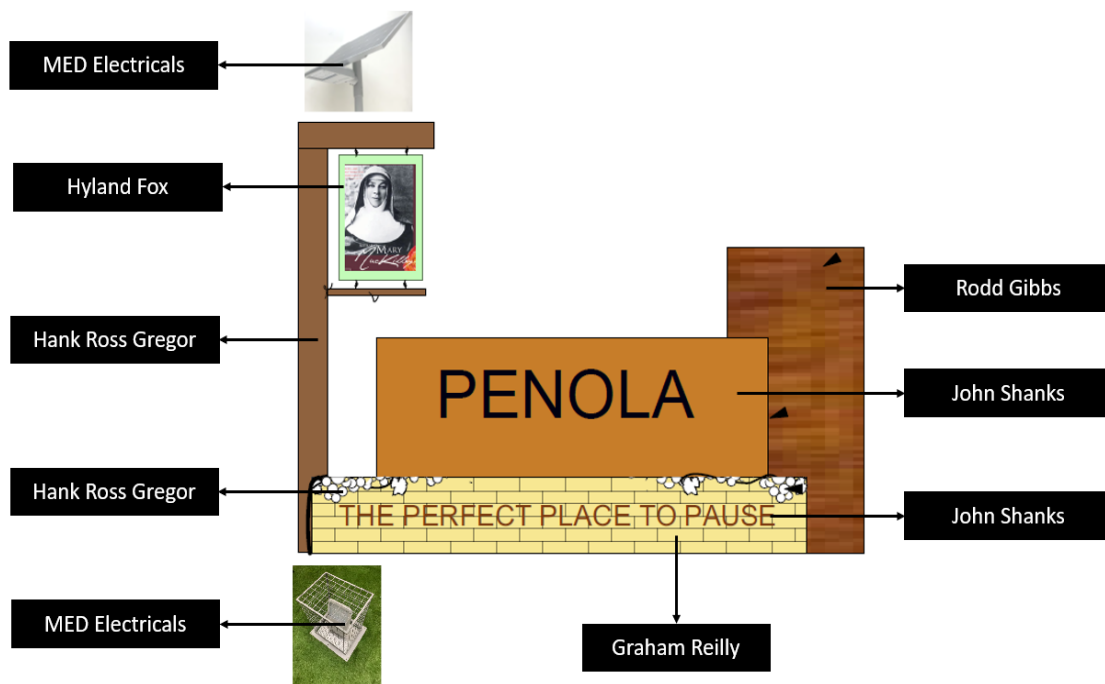
Council (Engineering Services) received quotes from a number of builders and suppliers, between May and July 2020, for the construction of the limestone walls; supply and installation of redgum slab walls, corten signs and letters on limestone walls, solar lights, timber signposts and wrought iron grape wines.

The evaluation panel comprised of Peter Halton, Director Engineering Services and (Muni) Munivenkata Krishna S.R., Project Manager.

The evaluation panel evaluated the quotes for compliance with mandatory criteria as well as for the value for money. The criteria and weightage are shown in the table below:

Selection Criteria	Weightage
1. Financials (Price - excl. GST)	30%
2. Project Appreciation and Methodology	15%
3. Capacity to Deliver Quality Services	15%
4. Experience and Proven Performance	10%
5. Innovation	10%
6. Risk Management	10%
7. Conformity with Contract Terms & Conditions	5%
8. Local Supplier	5%
<b>Total</b>	<b>100%</b>

Based on the evaluation matrix, following suppliers were preferred and approached to negotiate a mutually beneficial outcome as well as to discuss availability, lead-times, sequencing, and coordination of works.



- **Graham & Julie Reilly** – for the construction of limestone walls
- **Rodd Gibbs** – for the supply of redgum slab walls
- **Hank Ross Gregor** – for the supply and installation of wrought iron grape vines and supply of timber signpost
- **J&M Shanks Engineering** – for the supply of corten signage and letters, and installation of timber signposts and redgum slab walls
- **MED Electrical** – for the supply and installation of solar LED lights (note the Project Manager is still investigating the option of mains supply for the southern entrance statement)

The above-mentioned suppliers were determined to be the most cost-effective and reliable suppliers. A coordination meeting with all suppliers in attendance was held on 11 January 2021 to discuss lead-times, sequencing, and coordination of works.

The entrance signage will be built with best quality materials to keep them strong against all weather conditions for years.

### ***Schedule of Works***

The sequence of works planned for the construction of the entrance signs is as follows:

- Activity 1 – Issue Purchase Order to preferred suppliers – January 2021
- Activity 2 – Issue Construction drawings – January 2021
- Activity 3 – Establish site – February 2021
- Activity 4 – Build mounds – February 2021
- Activity 5 – Build concrete foundation – March 2021
- Activity 6 – Construct limestone wall – March 2021
- Activity 7 – Install corten signage – March 2021
- Activity 8 – Install redgum plank – March 2021
- Activity 9 – Install timber signpost – March 2021
- Activity 10 – Install wrought iron grapes – April 2021
- Activity 11 – Install electrical conduits in the ground – April 2021
- Activity 12 – Install solar lighting – April 2021
- Activity 13 – Clean and make good the disturbed areas – May 2021
- Activity 14 – Practical completion and handover – May 2021

As mentioned earlier, the Landscaping component of the project is in the tendering phase. Council expects to engage a landscape architect in February 2021 and develop detailed landscape architectural design commencing in March 2021. The term of the Landscape Design Services Contract is estimated to be for a period of two months, from March 2021 to April 2021. The landscaping is expected to commence in May 2021 and completed in June 2021. At this stage, Council intends to implement the approved landscape architectural design through its own Parks and Gardens staff; however, if the circumstances change, the Landscape Architect may be required to provide contract drawings and specifications for

issuance of tender, and to provide contract administration including inspection services for the deliverables.

### **Next Steps in the Project**

1. Advise Riddoch Business and Community Association on the current status and proposed plans for the project.
2. Manage risks and issues throughout the project.
3. Engage and communicate regularly with stakeholders within the Council and the Riddoch Business and Community Association.

### **Financial Considerations**

Entrance Signage:

Budget Allocation	\$55,000.00 (exclusive of GST)
Budget Spent to Date	\$0.00
Budget Variation Requested	\$0.00

Landscaping:

Budget Allocation	\$100,000.00 (exclusive of GST)
Budget Spent to Date	\$0.00
Budget Variation Requested	\$0.00

### **Risk Considerations**

There are no known risk considerations related to this report.

### **Policy Considerations**

The tendering and evaluation have been undertaken in accordance with Council's Procurement Policy.

### **Legislative Considerations**

There are no known legislative considerations related to this report.

### **Environmental / Sustainability Considerations**

There are no known environmental or sustainability considerations related to this report.

### **Communication & Consultation Considerations**

There are no known communication and consultation considerations related to this report.

### **RECOMMENDATION**

That Council receive and note the report.

## 16 Correspondence

### 16.1 LGA Ordinary General Meeting - 30 April 2021 - Proposed Items of Business

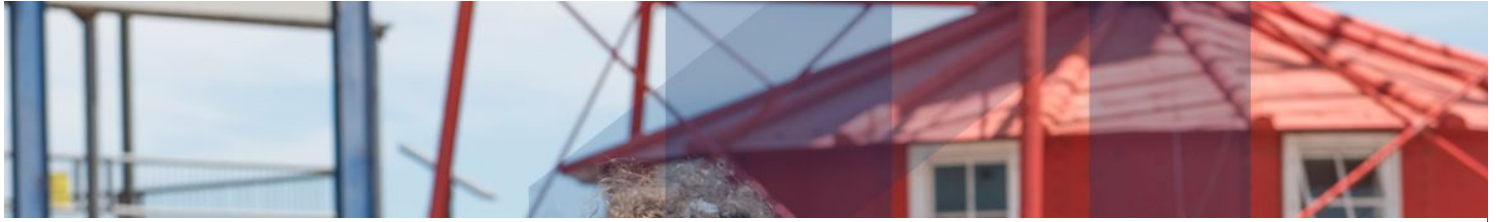
Report Type	Correspondence
Correspondent	Local Government Association of SA
File Reference	GF/10.14.3/1
Attachments	<ol style="list-style-type: none"><li>1. Reminder_ LGA Ordinary General Meeting on 30 April 2021 - Proposed Items of Business_ LGA South Aus [<b>16.1.1</b> - 2 pages]</li><li>2. ECM 678831 v3 LGA General Meeting Proposed Item of Business form 1 [<b>16.1.2</b> - 1 page]</li><li>3. ECM 725401 v 7 FA Q- Proposing-an- Item-of- Business-to-the- LG A- Board [<b>16.1.3</b> - 7 pages]</li></ol>

#### RECOMMENDATION

That:

1. The correspondence from the Local Government Association of SA regarding the Ordinary General Meeting to be held on 30 April 2021 be received and noted.
2. The following proposed items of business be considered for inclusion on the Agenda by SAROC:

.....



# Reminder: LGA Ordinary General Meeting on 30 April 2021 - Proposed Items of Business

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Reminder: LGA Ordinary General Meeting on 30 April 2021 - Proposed Items of Business



## 19th January 2021

Proposed items of business to be considered for inclusion on the agenda of the 2021 LGA Ordinary General Meeting are due by Thursday 25 February 2021.

The LGA Ordinary General Meeting (OGM) is scheduled to be held on Friday 30 April 2021 at the Adelaide Entertainment Centre (subject to restrictions on gatherings). A key purpose of the OGM is to consider items of strategic importance to local government and the LGA, as recommended by SAROC, GAROC or the LGA Board of Directors.

In anticipation of the OGM being held in April as scheduled, member councils are invited to submit proposed items of business for consideration by SAROC, GAROC or the LGA Board of Directors.

To submit a proposal please complete the [LGA General Meeting - Proposed Item of Business](#) form. For items of business to be considered for the OGM on 30 April 2021, proposals must be received no later than 5pm on **Thursday 25 February 2021**.

Proposals received after this date will not be considered for the 2021 OGM.

Member councils may at any time throughout the year propose an item of business for a General Meeting. Any proposed items of business received after 25 February will be considered by SAROC, GAROC or the LGA Board of Directors for the next LGA Annual General Meeting in October 2021.

In order to be included on the agenda for a General Meeting, all proposed items of business should comply with the LGA's Guidelines, which are available at [LGA AGM and OGM](#).

Proposals should be accompanied by sufficient supporting information to assist SAROC, GAROC and the LGA Board of Directors to make informed decisions and recommendations. Councils are encouraged to discuss proposed items of business with the LGA Secretariat prior to being submitted.

Further information about LGA General Meetings, the LGA Board of Directors, SAROC and GAROC, the LGA Constitution and Ancillary Documents is available on the [LGA website](#).

[Download the Proposed Items of Business to the LGA Board frequently asked questions document here.](#)

For further information please contact Lisa Teburea, Executive Director Public Affairs at [lisa.teburea@lga.sa.gov.au](mailto:lisa.teburea@lga.sa.gov.au) or on 8224 2068.



**for more information...**

Phone: 08 8224 2000 • Email: [lgasa@lga.sa.gov.au](mailto:lgasa@lga.sa.gov.au)  
148 Frome St Adelaide SA 5000 • GPO Box 2693 Adelaide SA 5001  
ABN: 83 058 386 353  
[Disclosure Statement](#) | [Accessibility](#) | [Acknowledgement](#)

## LGA General Meeting – Proposed Item of Business

The purpose of this form is to request consideration by SAROC, GAROC or the Board of Directors of an item of business to be included on the agenda of an LGA General Meeting - refer Clause 16.3.1 of the LGA Constitution. Prior to submitting a proposed Item of Business, please refer to the Considering Proposed Items of Business for LGA General Meetings Guidelines.

<b>Council Name</b>	
<b>The body the item is being referred to</b>  <i>Proposals may only be submitted to the ROC of which council is a member, or to the LGA Board of Directors.</i>	Board of Directors <u>OR</u> SAROC <u>OR</u> GAROC ( <i>choose only one</i> )
<b>Subject of the proposed item of business</b>	
<b>Proposed motion for the General Meeting</b>	That the Annual / Ordinary General Meeting requests the LGA to .....
<b>Supporting information</b>  <i>Provide a summary of the issue(s), relevant background information, description of the impact on the sector and evidence that this is an item of strategic importance to local government.</i>	
<b>LGA Policy Manual</b>  <i>Does this item require a change to the LGA Policy Manual (new policy or amendment to existing policy)?</i>	( <a href="#">please click here to view the LGA Policy Manual</a> )
<b>LGA Strategic Plan reference</b>	( <a href="#">please click here to view the plan and identify the Key Initiative and Strategy reference</a> )  ( <i>choose only one Key Initiative and one Strategy</i> )
<b>Council Contact Officer submitting form</b>	(insert name)  (insert email address)  (insert telephone number)
<b>Council Meeting minute reference and date of meeting</b>	
<b>Date submitted to LGA</b>	

Please return Word version of completed form to [lgasa@lga.sa.gov.au](mailto:lgasa@lga.sa.gov.au).  
Refer to LGA Circulars in respect to deadlines for upcoming General Meetings.

# Items of business for LGA General Meetings

## Frequently Asked Questions

November 2020



## Items of business for LGA General Meetings

### *Introduction*

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

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

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

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

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

### *General overview of process*

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

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

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

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

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

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

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

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

### ***Frequently Asked Questions***

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

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

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

### ***What is a 'strategically important' issue?***

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

<sup>1</sup> [https://www.lga.sa.gov.au/data/assets/pdf\\_file/0032/467744/ECM\\_670949\\_v6\\_Guidelines-Considering-Proposed-Items-of-Business-for-LGA-General-Meetings-2.pdf](https://www.lga.sa.gov.au/data/assets/pdf_file/0032/467744/ECM_670949_v6_Guidelines-Considering-Proposed-Items-of-Business-for-LGA-General-Meetings-2.pdf)

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

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

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

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

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

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

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

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

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

### ***How do I submit a proposed item of business?***

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## 16.2 Millicent Saleyards - B & K Staude

Report Type	Correspondence
Correspondent	B & K Staude
File Reference	GF/4.37.1/3 I/183336
Attachments	1. I 183336 [16.2.1 - 1 page]

### RECOMMENDATION

That the correspondence from B & K Staude dated 2 February 2021 be received and noted.

## Reasons we believe that the Millicent Saleyards should not be closed

1. Saleyards built from "Red Scheme" money many years ago on land purchased by the Council so no big debt was incurred.
2. Saleyard land sold off to private business and the income not put back to saleyard revenue for maintenance and improvements.
3. Wattle Range Council has a lot of overhead from free libraries, pools, swimming lake, parks and gardens, playgrounds and tourist centres throughout the district, the council saleyards do bring in some income to cover their expenses.
4. Buyers, Agents, Stock sellers and farmers go to sales for fellowship, exchange ideas and improve the wellbeing for men's mental health.
5. Saleyards should make an income to help cover running costs and maintenance and should not be valued at inflated book value to suit accountants.
6. After cattle sales farmers and partners usually grocery shop, lunch, buy merchandise from local stores. Selling at other saleyards in the district will take money away from local traders.
7. If saleyards shut the extra expenses of sending stock to other centres to sell may make small holdings uneconomical, the bigger land owners or corporates buy the smaller holdings hence the population of Millicent will decline as families, stock agents and workers move away looking for employment. Local vets, rural suppliers, schools and shops will employ less employees or close their doors.
8. If saleyards close very little money will be recouped in the sale of secondhand panels and fittings.

How many councillors have visited the yards on sale days, know and talked to buyers, farmers and agents???

How many councillors know the different breeds and stock quality that passes through the Millicent saleyards? Remember every animal sold outside the Millicent saleyards is money for other areas.

How many councillors rely on selling stock through the saleyards to make a living?

LETTER NO:		1/183336	
FILE OF:		A-37.1/3	
DATE RCVD	02 FEB 2021		REFER TO:
			EA MED
CEO	DES	DES	DES
			FILE

Kathleen Staudé  
K Staudé

s. J. & K. M. Staudé  
"Trelaigh"  
Box 516  
Millicent, S. Aust. 5225

2/2/2021



## 16.3 Email from Samela Harris - 2021 Australia Day Ambassador

Report Type	Correspondence
Correspondent	Samela Harris - 2021 Australia Day Ambassador
File Reference	GF/2.38.1/2 EI2021/183252
Attachments	1. Email from Samela Harris [16.3.1 - 1 page]

### RECOMMENDATION

That the correspondence from Samela Harris dated 31 January 2021 be received and noted.

**From:** [Samela Harris](#)  
**To:** [Catherine Allen](#); [Sarah Marzec](#)  
**Subject:** EI2021/183252 - 2.38.1/2 - From 2021 Australia Day Ambassador, Samela Harris  
**Date:** Sunday, 31 January 2021 9:43:32 AM

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To Des Noll and Shari, Ben Gower and Sally, the Wattle Range Councillors and staff.

Thankyou all for the wonderful help and hospitality with which you showered me as Australia Day Ambassador 2021.

As you all know, I love the South East and have a special place in my heart for Penola. So, it was deeply warming to be so well-received and downright spoiled by everyone's generosity and kindness. You really are a very different council and I felt among you a freshness and openness which augurs well for the care and enrichment of the district's future, I feel it is an extremely good hands.

As was I.

I send also thanks and felicitations to Sarah and Catherine for their professionalism and good work on the Council staff.

My road trip was very enlightening. I met with hospitality and good manners in every town, people keen to make a visitor feel welcome. I also discovered things which are going to draw me back complete with family for future "staycations". Communicating these finds is, of course, the point of the blog <[angrypenguin.blogspot.com](http://angrypenguin.blogspot.com)> which has now been sent to the Australia Day Council of SA to go on the record there.

Councillors Paltridge and Burrow were particularly kind. Still Waters was really a treat, the garden as much as the gorgeous food.

I have been talking to quite a few people, Guy Detot, Marg Muller, Peter Rymill and Sally Gower among them, as to the strong potential for a film about Annie Brice. I shall continue to talk up this idea with the film and arts people in Adelaide.

Meanwhile, I reiterate my thanks and send you all buckets of good spirit

Samela

Samela Harris  
 Journalist, critic, blogger

Australia Day Ambassador

Member of the Journalism Hall of Fame

Resident Critic ABC Smart Arts  
 Convenor: Women In Media SA

Blog: [angrypenguin.blogspot.com](http://angrypenguin.blogspot.com)  
 Travelblog: [SaTrekBlog.blogspot.com](http://SaTrekBlog.blogspot.com)  
 Bio blog: [Ermmalley.net](http://Ermmalley.net)  
 Theatre: [thebarefootreview.com.au](http://thebarefootreview.com.au)

Twitter: @saline  
 0412 899 898

## 16.4 Millicent Saleyards - Millicent & Surrounds Health Support Group

Report Type	Correspondence
Correspondent	Millicent and Surrounds Health Support Group (MASHSG)
File Reference	GF/4.37.1/3 EI2021/183400
Attachments	1. Letter [16.4.1 - 1 page]

### RECOMMENDATION

That the correspondence from MASHSG dated 3 February 2021 be received and noted.



## Millicent and Surrounds Health Support Group

"A local initiative supporting & advocating for the improvement of health services"

Mayor Des Noll OAM  
Wattle Range Council

3<sup>rd</sup> February 2021

Millicent Saleyard Closure

Dear Mayor,

The MASHSG believe that the Millicent Saleyards has in the past and can into the future play a significant role in maintaining good mental health of our farming communities within the Wattle Range Council area.

Mental health for farming communities in today's constantly changing world is professionally researched and documented as being a critical issue for rural families. Isolation and difficulty accessing support services are some of the challenges facing our community.

Social inclusion opportunities that present at the Saleyard markets allow for engaging with friends and peers, it is well documented that this is a key component in mental wellbeing.

We are not familiar with the process that has been used to gather facts that will be considered in the final decision.

We would anticipate that a full analysis including Strengths, Challenges, Options, Responses and Effectiveness has been conducted, including costing of EPA requirements for Environmental management of on-site remediation.

Our understanding from the recent public forum on the 28th of January 2021 is that a vote will be taken at the next council meeting on Tuesday 9th February regarding the future operation of the Millicent Saleyards.

We strongly support the continued operation of the Millicent Saleyards considering the figures presented at the public forum and the importance of social inclusion opportunities that an operating saleyard provide to our farming community.

Yours sincerely

Ron Wood  
Secretary.

Box 686 Millicent SA 5280  
mashginc@gmail.com

## 16.5 Millicent Saleyards - P & J Gregurke

Report Type	Correspondence
Correspondent	Peter and Jan Gregurke
File Reference	GF/4.37.1/3 I183382
Attachments	1. I 183382 [16.5.1 - 1 page]

### RECOMMENDATION

That the correspondence from P & J Gregurke dated 2 February 2021 be received and noted.

Reasons we believe that the Millicent Saleyards should not be closed

1. Saleyards built from "Red Scheme" money many years ago on land purchased by the Council so no big debt was incurred.
2. Saleyard land sold off to private business and the income not put back to saleyard revenue for maintenance and improvements.
3. Wattle Range Council has a lot of overhead from free libraries, pools, swimming lake, parks and gardens, playgrounds and tourist centres throughout the district, the council saleyards do bring in some income to cover their expenses.
4. Buyers, Agents, Stock sellers and farmers go to sales for fellowship, exchange ideas and improve the wellbeing for men's mental health.
5. Saleyards should make an income to help cover running costs and maintenance and should not be valued at inflated book value to suit accountants.
6. After cattle sales farmers and partners usually grocery shop, lunch, buy merchandise from local stores. Selling at other saleyards in the district will take money away from local traders.
7. If saleyards shut the extra expenses of sending stock to other centres to sell may make small holdings uneconomical, the bigger land owners or corporates buy the smaller holdings hence the population of Millicent will decline as families, stock agents and workers move away looking for employment. Local vets, rural suppliers, schools and shops will employ less employees or close their doors.
8. If saleyards close very little money will be recouped in the sale of secondhand panels and fittings.

How many councillors have visited the yards on sale days, know and talked to buyers, farmers and agents???

How many councillors know the different breeds and stock quality that passes through the Millicent saleyards? Remember every animal sold outside the Millicent saleyards is money for other areas.

How many councillors rely on selling stock through the saleyards to make a living?

LETTER NO: 1/183382 (1/183336)					
FILE OF: 437 1/3 PFL					
DATE RCVD: 03 FEB 2021			OFFER TO: MED EA		
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F. INMISS BPOOR INVESTMENTS PTY LTD

PER PETER & JAN GREGORKE

*Gregorke* 2/2/21

# 17 Motions On Notice

No Motions on Notice have been presented at the point of publishing the Agenda.

# 18 Urgent Motions Without Notice

Urgent Motions without Notice may be raised at this point of the Meeting.