



Wattle Range
COUNCIL

Wattle Range - a great place to live and work

 WATTLE RANGE COUNCIL 2022 / 2026 



Des Noll OAM
Mayor



Back (Left to Right): Cr Chris Brodie, Cr Richard Cassidy, Cr Emma Castine, Cr Deb Agnew, Cr Peter Dunicliff (Deputy Mayor), Cr Dennis Muhovics, Cr David Walshaw and Cr Dale Price.
Front (Left to Right): Cr Sharon Cox, Mr Ben Gower (Chief Executive Officer), Mayor Des Noll, Cr Moira Neagle and Cr. John Drew.



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 Council Chambers, Civic Centre, Corner George Street & Ridge Terrace, Millicent on Tuesday 14 November 2023 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



ORDER OF BUSINESS

Tuesday 14 November 2023

1	Opening of the Meeting - Civic Prayer - Acknowledgement of Country - Recording of Meetings	5
2	Present	6
3	Apologies	6
4	Disclosure of Interests.....	6
5	Confirmation of Minutes	7
5.1	Ordinary Meeting of Council - 10 October 2023 (Folio 10912 - Folio 10922).....	7
6	Matters Arising from the Minutes	32
7	Adjournments	33
8	Mayoral Communications.....	34
8.1	Mayoral Communications	34
9	Deputations.....	39
9.1	Deputation - OneFortyOne - Deon Kriek - General Manager and Janeth Mackenzie - Planning and Compliance Manager, Green Triangle Forest	39
9.2	Deputation - Scott Altschwager - Transfer Yards at Saleyards	59
9.3	Deputation - Tamara Cockrum & Chad Cockrum - Millicent Swimming Lake	60
10	Petitions	67
11	Reports from Council Members	68
12	Questions with Notice.....	69
13	Questions without Notice	70

14 Reports from Council Committees	71
14.1 Greenrise Lake Advisory Committee.....	71
14.2 Lake McIntyre Management Committee.....	83
15 Reports from Council Officers	87
15.1 Chief Executive Officer	87
15.1.1 Monthly Project Status Report.....	87
15.1.2 Electric Vehicle.....	98
15.1.3 Member Behavioural Management Policy - Review.....	101
15.1.4 Elected Member Leadership Mandatory Training - Update.....	118
15.2 Director Corporate Services	127
15.2.1 Monthly Financial Performance Report.....	127
15.2.2 Annual Financial Statements 2022/2023.....	132
15.2.3 Budget Review 1 - 2023/2024	214
15.2.4 Community Land Management Plans for Penola Common	223
15.2.5 Wattle Range Youth Development Foundation	238
15.3 Director Development Services	245
15.3.1 Australia Day Awards Selection Committee.....	245
15.3.2 Lions Park Upgrade Concept Design - Consultation Feedback.....	254
15.4 Director Engineering Services	278
15.4.1 Plant and Equipment Asset Management Plan.....	278
15.4.2 Millicent Swimming Lake	285
16 Correspondence	300
16.1 Four Reasons Why.....	300
16.2 Release of a wide-ranging discussion paper as part of the Participation and Elections Review & draft State/Local Government Accord	309
16.3 Kalangadoo Police Station and House.....	312
16.4 Rural Living Code Amendments.....	315
16.5 State Funding of Public Libraries.....	319

16.6 LCLGA GM Meeting Summary and Minutes - 13 October 2023	322
16.7 Limestone Coast Local Government Association - Charter.....	342
16.8 Millicent Business Community Association	367
17 Motions on Notice	370
17.1 Motion on Notice - Cr Dale Price - Yearly Function for Elected Members & Staff...	370
17.2 Motion on Notice - Cr Sharon Cox - Millicent Saleyards - Truck Wash Fees	371
18 Urgent Motions without Notice	372
19 Items for Consideration in Confidence	373
19.1 Confidential - Review of Eligible Section 184 - Sale of Properties for Unpaid Rates	373
20 Meeting Closure	378

1 Opening Of The Meeting - Civic Prayer - Acknowledgement Of Country - Recording Of Meetings

Civic Prayer

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.

Acknowledgement of Country

We acknowledge the Boandik people as the traditional custodians of the land on which we meet. We pay respect to all Australians who have made and continue to make a positive contribution to our culture and way of life.

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

No apologies have been received at the point of publishing the Agenda.

4 Disclosure Of Interests

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

General Conflicts of Interest

A member of a council has a **general conflict of interest** in a matter to be discussed at a meeting of the council if an impartial, fair-minded person might consider that the member's private interests might result in the member acting in a manner that is contrary to their public duty.

75B – Dealing with General Conflicts of interest

If a member of a council has a general conflict of interest in relation to a matter to be discussed at a meeting of the council, the member must deal with the interest in a transparent and accountable way and, in particular, must inform the meeting of—

- (a) the member's interest in the matter; and
- (b) whether or not the member proposes to participate in the meeting in relation to the matter; and
- (c) if the member proposes to participate in the meeting in relation to the matter—
 - (i) how the member intends to deal with the general conflict of interest, including whether the member intends to vote on the matter; and
 - (ii) the member's reasons for participating (and, if relevant, voting) in relation to the matter.

Material Conflicts of Interest

A member of a council has a **material conflict of interest** in a matter to be discussed at a meeting of the council if any persons related or known to the member as per the list S75(1) (on back of this form) would gain a benefit, or suffer a loss, (whether directly or indirectly and whether of a personal or pecuniary nature) depending on the outcome of the consideration of the matter at the meeting.

75C – Dealing with Material Conflicts of Interest

- (1) If a member of a council has a material conflict of interest in a matter to be discussed at a meeting of the council, the member must—
 - (a) inform the meeting of the member's material conflict of interest in the matter; and
 - (b) leave the meeting room (including any area set aside for the public) such that the member cannot view or hear any discussion or voting at the meeting and stay out of the meeting room while the matter is being discussed and voted on.

For further information please consult the *Local Government Act 1999* via [this link](#):
[Local Government Act 1999](#)

5 Confirmation Of Minutes

5.1 Ordinary Meeting of Council - 10 October 2023 (Folio 10912 - Folio 10922)

Report Type	Minutes from Previous Meeting
File Reference	GF/9.24.1/1
Attachments	1. coumin council 101023 [5.1.1 - 11 pages]

RECOMMENDATION

That the Minutes of the Audit & Risk Committee dated 10 October 2023 be taken as presented and confirmed.

WATTLE RANGE COUNCIL

Minutes of the Ordinary Meeting of Wattle Range Council held in the Millicent Council Chamber, George Street, Millicent on 10 October 2023 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 C Brodie
 Cr R Cassidy
 Cr E Castine [arrived at 5.02 pm]
 Cr S Cox
 Cr J Drew
 Cr P Dunicliff
 Cr D Muhovics
 Cr M Neagle
 Cr D Price
 Cr D Walshaw

Mr BJ Gower (Chief Executive Officer)
 Mr PA Duka (Director Corporate Services)
 Ms EF Clay (Director Development Services)
 Ms CP Allen (Executive Assistant)

3. APOLOGIES NIL

4. DISCLOSURE OF INTERESTS

NIL

5. CONFIRMATION OF THE MINUTES

[Cr Castine attended the meeting at 5.02 pm]

5.1 Ordinary Meeting of Council – 12 September 2023 (Folio 10704 – Folio 10906)

Cr Dunicliff moved that the Minutes of the Ordinary Meeting dated 12 September 2023 be taken as presented and confirmed.

Cr Price seconded

CARRIED

5.2 Confidential Meeting of Council – 12 September 2023 (CM 1059 – CM 1061) – Fully Released

Cr Drew moved that the Minutes of the Confidential Meeting dated 12 September 2023 be taken as presented and confirmed.

Cr Muhovics seconded

CARRIED

6. MATTERS ARISING FROM THE MINUTES

NIL

7. ADJOURNMENTS**NIL****8. MAYORAL COMMUNICATIONS**

8.1 Mayoral Communications

Cr Walshaw moved that Mayoral Communications be received and noted.

Cr Brodie seconded

CARRIED**9. DEPUTATIONS**

[Tony Elletson and Colin Byles commenced their deputation at 5.13 pm]

9.1 Deputation by Tony Elletson, Connected and Active Communities Officer and Colin Byles, Interim Executive Officer, Limestone Coast Local Government Association

Tony Elletson and Colin Byles made a presentation to Council in regard to Connected and Active Communities.

[Tony Elletson and Colin Byles ended their deputation at 5.40 pm]

[Superintendent Campbell Hill commenced his deputation at 5.40 pm]

9.1 Deputation by Superintendent Campbell Hill, Local Service Area Commander - SA Police

Campbell Hill made a presentation to Council in regard to various Police matters.

[Cr Cox left the meeting at 5.44 pm]

[Cr Cox resumed the meeting at 5.44 pm]

[Cr Walshaw left the meeting at 5.59 pm]

[Cr Walshaw resumed the meeting at 6.00 pm]

[Superintendent Campbell Hill ended his deputation at 6.19 pm]

10. PETITIONS**NIL****11. REPORTS FROM COUNCIL MEMBERS**

Cr Neagle advised that she attended the Wattle Range Council Photographic Competition along with Mayor Noll and Director Development Services, Emma Clay.

Cr Dunicliff advised that he attended the Teagle Excavations ARB Pines Enduro which was very well organised.

12. QUESTIONS WITH NOTICE**NIL**

13. QUESTIONS WITHOUT NOTICE

[Cr Agnew left the meeting at 6.31 pm]

[Cr Agnew resumed the meeting at 6.31 pm]

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

ADJOURNMENT OF MEETING

Cr Dunicliff moved that the meeting be adjourned for dinner until 7.15 pm

Cr Price seconded

CARRIED

The meeting adjourned at 6.40 pm.

The meeting reconvened at 7.15 pm.

14. REPORTS FROM COUNCIL COMMITTEES

14.1 Lake McIntyre Management Committee - Minutes of Meeting held on 13 September 2023

Cr Drew moved that the Minutes of the Lake McIntyre Management Committee Meeting dated 13 September 2023 be received and noted.

Cr Castine seconded

CARRIED

15. REPORTS FROM COUNCIL OFFICERS

15.1 Chief Executive Officer

15.1.1 Monthly Project Status Report

Cr Brodie moved that Council receive and note the report.

Cr Walshaw seconded

CARRIED

15.2 Director Corporate Services

15.2.1 Monthly Financial Performance Report

Cr Cassidy moved that Council receive and note the 2023/24 September Financial Performance Report.

Cr Brodie seconded

CARRIED

15.2.2 Revocation of Community Land Classification - Allotment 9, 22 Campbell Street, Millicent

Cr Muhovics moved that:

1. Pursuant to Section 194 (3)(b) of the *Local Government Act 1999*, revoke the community land classification of the land known as Allotment 9 in Deposited Plan 41436, contained in Certificate of Title Volume 5249 Folio 722 - (22 Campbell Street, Millicent).

Folio 10915

Cr Cox seconded **CARRIED**

15.2.3 Annual Financial Statements 2022/23 - Late Report

Cr Price moved that:

1. Receive and note the Annual Financial Statements Report for the year ended 30 June 2023.

Cr Castine seconded **CARRIED**

Cr Brodie moved that:

2. The Chief Executive Officer and the Mayor sign the “Certification of Financial Statements” for the 2022/23 Annual Financial Statements as presented, pursuant to Section 14 of the Local Government (Financial Management) Regulations 2011.

Cr Walshaw seconded **CARRIED**

15.3 Director Development Services

15.3.1 Public Art on Private Assets - Grant application

Cr Agnew moved that Council:

1. Receive and note the report.

Cr Castine seconded **CARRIED**

Cr Cox moved that Council:

2. Having assessed application in accordance with the Public Art on Private Assets Grants Guidelines, award a grant to the value of \$975 to Fiona Telfer for the mural and surfboard sculpture to be located at 4 Railway Terrace, Beachport.

Cr Agnew seconded **CARRIED**

15.3.2 Mount Burr Entrance Signage - Consultation Summary

Cr Agnew moved that Council:

1. Receive and note the report.

Cr Drew seconded **CARRIED**

Cr Agnew moved that Council:

2. Endorse the preferred Mount Burr Entrance signage concept with the suggested modifications, being inclusion of green and gold as shown as Concept #E.1d.

Cr Neagle seconded **CARRIED**

15.4 Director Engineering Services

15.4.1 Coast Protection Board Grant Program

Cr Cassidy moved that Council:

1. Receive and note the report.

Cr Castine seconded

CARRIED

Cr Cassidy moved that Council:

2. Apply to the Coast Protection Board Grant Program for relocation of sand to address urgent erosion in Southend seeking \$80,000 contribution. Budget variation of \$5,000 required to meet Council's contribution in the 23/24 Financial Year.
3. Apply to the Coast Protection Board Grant Program for funding at Beachport to repair groynes north of the jetty seeking \$240,000 contribution. Note this project is not proposed to be delivered until 2024/25 Financial Year and requires a Council contribution of \$60,000.
4. Proceed to undertake modelling at Southend of T-structures to assess the viability of this solution in the capturing of sand and identified any impact and likely costs and bring back a report on the outcomes for consideration of Council.
5. Write to Department of Infrastructure Transport to seek a meeting to further discuss the funding and development of an additional groyne north of the Beachport Jetty.

Cr Brodie seconded

CARRIED

16. CORRESPONDENCE

16.1 Letter from Minister for Local Government - Hon Geoff Brock MP re South Australian Local Government Grants Commission

Cr Castine moved that the correspondence from Hon Geoff Brock MP dated 28 September 2023 regarding the recommendations of the South Australian Local Government Grants Commission for the distribution of the Australian Government Financial Assistance Grants and the Supplementary Local Road Funding for 2023/24 to South Australian Councils be received and noted.

Cr Agnew seconded

CARRIED

16.2 Limestone Coast Local Government Association Charter

Cr Walshaw moved that the correspondence from Colin Byles dated 25 September 2023 regarding the Limestone Coast Local Government Association Charter:

1. Be received and noted.

Cr Castine seconded

CARRIED

Cr Drew moved:

2. That Council note the number of errors in the current document and recommend that it be reviewed and re-presented for further consideration.

Cr Walshaw seconded

CARRIED

16.3 Limestone Coast Local Government Association - Sporting Ecosystem Scoping Study

Cr Castine moved that the correspondence from Colin Byles, Interim Executive Officer dated 26 September 2023 regarding the Limestone Coast Sporting Ecosystem be received and noted.

Cr Dunnicliff seconded

CARRIED

16.4 Foodbank - Thank You

Cr Brodie moved that correspondence from Greg Pattinson dated 17 August 2023 regarding Council's donation of \$2,000 be received and noted.

Cr Muhovics seconded

CARRIED

16.5 Limestone Coast Connect (LCC)

Cr Dunnicliff moved that the correspondence from Patrick Smith dated 1 October 2023 regarding the cessation of Limestone Coast Connect (LCC) be received and noted.

Cr Brodie seconded

CARRIED

17. MOTIONS ON NOTICE

17.1 Motion on Notice - Cr Moira Neagle - Millicent Saleyards

Cr Neagle moved that Council change from an individual fee to transit stock through the Millicent Saleyards to an annual fee of \$500 to be paid by each stock agent.

Cr Cox seconded

CR NEAGLE WITHDREW HER MOTION WITH THE APPROVAL OF THE SECONDER

Cr Dunnicliff moved that:

- 1 The Chief Executive Officer facilitate the administrative processes associated with transferring stock within the facility.
- 2 The expenditure on the transit yards be postponed until such time as the Audit & Risk Committee receive a report in February 2024 in relation to usage and operation.
- 3 Council proceeds with the upgrades to the truck wash, as proposed.

Cr Price seconded

CARRIED

DIVISION

Cr Neagle called for a division:

The Mayor declared the result of the vote set aside.

Members voting in the affirmative:

Crs Walshaw, Price, Dunnicliff, Drew, Cassidy, Brodie

Members voting in the negative:

Crs Neagle, Muhovics, Cox, Castine, Agnew

The Mayor declared the motion CARRIED

18. URGENT MOTIONS WITHOUT NOTICE

NIL

19. ITEMS FOR CONSIDERATION IN CONFIDENCE**19.1 Confidential - Beachport Depot workshop - Tender Evaluation**

Cr Muhovics 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
 - Ms EF Clay – Director Development Services
 - Ms C Allen – Executive Assistant / Minute Taker

To enable the Council to consider Item 19.1 in confidence on the basis 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 and the carrying out of works.

Specifically, the present matter relates to the Beachport Depot Workshop Tender.

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 Brodie seconded

CARRIED

Cr Brodie moved that Council:

1. Receive and note the report.

Cr Cassidy seconded

CARRIED

Cr Dunnicliff moved that Council:

2. Delegate to the Chief Executive Officer (CEO) to enter into contract negotiations with Tenderer 1, 3MP Pty Ltd for the design and construct of the Beachport Depot workshop to the value of \$226,070.
3. Approve a budget variation of \$10,000 for works quoted and allow for site preparation and reinstatement.

Cr Castine seconded

CARRIED

Cr Walshaw moved that Council having considered Item 19.1 in confidence under Section 90(2) and (3)(k) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act **orders that the Report and Minutes related to this item be released to the public.**

Cr Price seconded

CARRIED

19.2 Confidential - Planning Code Amendment Investigations and Needs Analysis

Cr Walshaw moved that:

1. Pursuant to Sections 90(2) and 90(3)(b) 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 19.2, excepting the following persons:
 - Mr BJ Gower – Chief Executive Officer
 - Mr PA Duka – Director Corporate Services
 - Ms EF Clay – Director Development Services
 - Ms C Allen – Executive Assistant / Minute Taker

To enable the Council to consider Item 19.2 in confidence on the basis 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 19.2:

information the disclosure of which:

- (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
- (ii) would, on balance, be contrary to the public interest;

Specifically, the present matter relates to Planning Code Amendment - Investigations and details of quotes received from consultants on Council's Engineering Panel Contract to complete the work.

The Council has considered the public interest in relation to whether to make this order. The prevailing public interest in these circumstances is Council's ability to obtain best value for money.

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 Castine moved that Council:

1. Receive and note the report.

Cr Cox seconded

CARRIED

Cr Cox moved that Council:

2. Authorise the CEO to advise the Minister for Planning that Council wishes to vary its Proposal to Initiate a Code Amendment by removing the following sites:
 - Site 3 - Millicent Rural Living Zone
 - Site 4 - Millicent Lossie Road
 - Site 6 - Millicent Mount Gambier Road (portion to the north of Mount Gambier Road only)
 - Site 8 - Penola Deferred Urban
 - Site 14 - Furner

Cr Price seconded

CARRIED

Cr Brodie moved that:

3. Authorise the CEO to engage Tonkin Engineering to undertake the Technical Investigations to the sites as outlined in Table 1 as amended to include Millicent Railway Precinct, to a maximum value of \$68,360 and increase the 2023/24 budget by \$38,360 to accommodate this.

Cr Agnew seconded

CARRIED

Cr Price moved that:

1. Having considered Item 19.2 in confidence under section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act **orders that the Report, Attachment and Minutes related to this item be released to the public.**

Cr Castine seconded

CARRIED

19.3 Confidential – Litigation – HWL Ebsworth

Cr Cassidy moved that:

1. Pursuant to Sections 90(2) and 90(3)(h)(i) 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 19.3, excepting the following persons:
 - Mr BJ Gower – Chief Executive Officer
 - Mr PA Duka – Director Corporate Services
 - Ms EF Clay – Director Development Services
 - Ms C Allen – Executive Assistant / Minute Taker

To enable the Council to consider Item 19.3 in confidence on the basis 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 19.3:

information the disclosure of which would involve the unreasonable disclosure

Folio 10921

of information concerning legal advice.

Specifically, the present matter relates to legal advice provided by HWL Ebsworth.

Information relating to actual litigation, or litigation that the Council or Council Committee believes on reasonable grounds will take place, involving the Council or an employee of the Council.

Specifically, the present matter relates to a litigation claim.

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 Brodie seconded

CARRIED

Cr Castine moved that Council:

1. Receive and note the report.

Cr Muhovics seconded

CARRIED

Cr Dunicliff 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)(h)(i) of the Act:

- **The Report of Item 19.3 of 10 October 2023**
- **The Attachment(s) of Item 19.3 of 10 October 2023**

On the grounds that the document(s) (or part) relates to information the disclosure of which would involve the unreasonable disclosure of information concerning legal advice.

Specifically, the present matter relates to legal advice provided by HWL Ebsworth.

Information relating to actual litigation, or litigation that the Council or Council Committee believes on reasonable grounds will take place, involving the Council or an employee of the Council.

Specifically, the present matter relates to a litigation claim.

This order shall operate **until further order of the Council** 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 Walshaw seconded

CARRIED

Meeting closed at 9.47 pm.

Taken as presented and confirmed.

.....
MAYOR

.....
DATE

5.2 Confidential Meeting of Council - 10 October 2023 (CM 1062 - CM 1066) - Fully Released

Report Type	Minutes from Previous Meeting
File Reference	GF/9.24.1/1
Attachments	1. coumin con council 101023 - Fully Released [5.2.1 - 5 pages]

RECOMMENDATION

That the Minutes of the Audit & Risk Committee dated 10 October 2023 be taken as presented and confirmed.

WATTLE RANGE COUNCIL

Minutes of the Confidential Meeting of Wattle Range Council held in the Millicent Council Chamber, George Street, Millicent on 10 October 2023 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 C Brodie
 Cr R Cassidy
 Cr E Castine [arrived at 5.02 pm]
 Cr S Cox
 Cr J Drew
 Cr P Dunnicliff
 Cr D Muhovics
 Cr M Neagle
 Cr D Price
 Cr D Walshaw

Mr BJ Gower (Chief Executive Officer)
 Mr PA Duka (Director Corporate Services)
 Ms EF Clay (Director Development Services)
 Ms CP Allen (Executive Assistant)

3. APOLOGIES

NIL

19. ITEMS FOR CONSIDERATION IN CONFIDENCE

19.1 Confidential - Beachport Depot workshop - Tender Evaluation

Cr Muhovics moved that:

- 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
- Ms EF Clay – Director Development Services
- Ms C Allen – Executive Assistant / Minute Taker

To enable the Council to consider Item 19.1 in confidence on the basis 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 and the carrying out of works.

Specifically, the present matter relates to the Beachport Depot Workshop Tender.

- 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.

CM 1063

Cr Brodie seconded

CARRIED

Cr Brodie moved that Council:

1. Receive and note the report.

Cr Cassidy seconded

CARRIED

Cr Dunnicliff moved that Council:

2. Delegate to the Chief Executive Officer (CEO) to enter into contract negotiations with Tenderer 1, 3MP Pty Ltd for the design and construct of the Beachport Depot workshop to the value of \$226,070.
3. Approve a budget variation of \$10,000 for works quoted and allow for site preparation and reinstatement.

Cr Castine seconded

CARRIED

Cr Walshaw moved that Council having considered Item 19.1 in confidence under Section 90(2) and (3)(k) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act **orders that the Report and Minutes related to this item be released to the public.**

Cr Price seconded

CARRIED

19.2 Confidential - Planning Code Amendment Investigations and Needs Analysis

Cr Walshaw moved that:

1. Pursuant to Sections 90(2) and 90(3)(b) 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 19.2, excepting the following persons:
 - Mr BJ Gower – Chief Executive Officer
 - Mr PA Duka – Director Corporate Services
 - Ms EF Clay – Director Development Services
 - Ms C Allen – Executive Assistant / Minute Taker

To enable the Council to consider Item 19.2 in confidence on the basis 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 19.2:

information the disclosure of which:

- (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
- (ii) would, on balance, be contrary to the public interest;

Specifically, the present matter relates to Planning Code Amendment - Investigations and details of quotes received from consultants on Council's Engineering Panel Contract to complete the work.

The Council has considered the public interest in relation to whether to make this

CM 1064

order. The prevailing public interest in these circumstances is Council's ability to obtain best value for money.

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 Castine moved that Council:

1. Receive and note the report.

Cr Cox seconded

CARRIED

Cr Cox moved that Council:

2. Authorise the CEO to advise the Minister for Planning that Council wishes to vary its Proposal to Initiate a Code Amendment by removing the following sites:
 - Site 3 - Millicent Rural Living Zone
 - Site 4 - Millicent Lossie Road
 - Site 6 - Millicent Mount Gambier Road (portion to the north of Mount Gambier Road only)
 - Site 8 - Penola Deferred Urban
 - Site 14 - Furner

Cr Price seconded

CARRIED

Cr Brodie moved that:

3. Authorise the CEO to engage Tonkin Engineering to undertake the Technical Investigations to the sites as outlined in Table 1 as amended to include Millicent Railway Precinct, to a maximum value of \$68,360 and increase the 2023/24 budget by \$38,360 to accommodate this.

Cr Agnew seconded

CARRIED

Cr Price moved that:

1. Having considered Item 19.2 in confidence under section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act **orders that the Report, Attachment and Minutes related to this item be released to the public.**

Cr Castine seconded

CARRIED

19.3 Confidential – Litigation – HWL Ebsworth

Cr Cassidy moved that:

1. Pursuant to Sections 90(2) and 90(3)(h)(i) 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 19.3, excepting the following persons:
 - Mr BJ Gower – Chief Executive Officer
 - Mr PA Duka – Director Corporate Services

CM 1065

- Ms EF Clay – Director Development Services
- Ms C Allen – Executive Assistant / Minute Taker

To enable the Council to consider Item 19.3 in confidence on the basis 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 19.3:

information the disclosure of which would involve the unreasonable disclosure of information concerning legal advice.

Specifically, the present matter relates to legal advice provided by HWL Ebsworth.

Information relating to actual litigation, or litigation that the Council or Council Committee believes on reasonable grounds will take place, involving the Council or an employee of the Council.

Specifically, the present matter relates to a litigation claim.

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 Brodie seconded

CARRIED

Cr Castine moved that Council:

1. Receive and note the report.

Cr Muhovics seconded

CARRIED

Cr Dunicliff 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)(h)(i) of the Act:

- **The Report of Item 19.3 of 10 October 2023**
- **The Attachment(s) of Item 19.3 of 10 October 2023**

On the grounds that the document(s) (or part) relates to information the disclosure of which would involve the unreasonable disclosure of information concerning legal advice.

Specifically, the present matter relates to legal advice provided by HWL Ebsworth.

Information relating to actual litigation, or litigation that the Council or Council Committee believes on reasonable grounds will take place, involving the Council or an employee of the Council.

Specifically, the present matter relates to a litigation claim.

This order shall operate **until further order of the Council** and will be reviewed at least annually in accordance with the Act.

CM 1066

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 Walshaw seconded

CARRIED

Taken as presented and confirmed.

.....
MAYOR

.....
DATE

5.3 **Audit & Risk Committee Meeting - 10 October 2023 (Folio 10906 - Folio 10911)**

Report Type	Minutes from Previous Meeting
File Reference	GF/9.24.1/1
Attachments	1. Audit & Risk Committee Minutes 101023 [5.3.1 - 6 pages]

RECOMMENDATION

That the Minutes of the Audit & Risk Committee dated 10 October 2023 be taken as presented and confirmed.

WATTLE RANGE COUNCIL

Minutes of the Audit & Risk Committee Meeting of Wattle Range Council held in the Council Chambers, Civic Centre, Corner George Street & Ridge Terrace, Millicent on Tuesday, 10 October 2023 at 2.10 pm.

1. PRESENT

Committee Members

Mr Michael Schultz (Presiding Member)
His Worship the Mayor (Des Noll)
Cr David Walshaw

Council Staff

Mr Ben Gower (Chief Executive Officer)
Mr Paul Duka (Director Corporate Services)
Ms Kristine Todd (Manager Financial Services)
Mr Aaron Peek (Finance Planning Analyst)
Ms Claire O'Loughlin (Human Resources & Risk Manager)
Mr Craig Turner (Program Manager)
Miss Lauren Newman (Minute Taker)

Attendees

Cr Sharon Cox [attended the meeting at 4:17pm]

2. APOLOGIES

Committee Members

Cr John Drew

3. DISCLOSURE OF INTERESTS

NIL

4. CONFIRMATION OF THE MINUTES

4.1 Audit & Risk Committee Meeting Minutes – 13 July 2023 (Folio 10680 – Folio 10684)

Mr Schultz (Presiding Member) moved that the Minutes of the Audit & Risk Committee Meeting held on 13 July 2023 be taken as presented and confirmed noting the changes below (caused by the re-order of agenda items):

- the re-numbering of Correspondence from Item 9 to Item 8 and
- the re-numbering of Risk Management Reports from Officers from Item 8 to Item 9

so that the minutes reflect the order of items considered at the meeting and on the agenda.

Cr Walshaw seconded

CARRIED

4.2 Confidential Audit & Risk Committee Meeting Minutes – 13 July 2023 (CM 1049 – CM 1051) – Fully Released

Mr Schultz (Presiding Member) moved that the Minutes of the Confidential Audit & Risk Committee Meeting held on 13 July 2023 be taken as presented and confirmed.

Mayor Noll seconded

CARRIED

5. MATTERS ARISING FROM THE MINUTES

NIL

6. QUESTIONS WITH NOTICE

6.1 Questions with Notice – Mayor Des Noll

Mayor Noll submitted Questions with Notice on July 30, 2023, prior to the Audit & Risk Committee Meeting regarding the Millicent Truck Wash & Transition Yarding Expenditure.

The questions and information requested by Mayor Noll and the response provided by CEO Ben Gower on July 31, 2023, are detailed in Item 8.6 - Millicent Saleyards Update.

7. QUESTIONS WITHOUT NOTICE

7.1 Millicent Swimming Lake – Cr Walshaw

Cr Walshaw questioned how Council will communicate the Millicent Swimming Lake repairs project. Ben Gower advised that Council will be sharing the core steps of the process with the community as they start to occur so that they are updated and encourage the community to contact Council for further information.

8. REPORTS

8.1 Audit & Risk Committee Annual Work Plan

Mr Schultz (Presiding Member) moved that the Audit and Risk Committee:

1. Receive and note the updated Audit & Risk Committee Annual Work Plan.

Mayor Noll seconded

CARRIED

8.2 Review Terms of Reference

Cr Walshaw moved that the Audit and Risk Committee:

1. Recommend to Council that the Terms of Reference of the Committee be updated to include the following;
 - Change in membership of the Committee to include 3 independent members and 2 elected members.
 - Change the functions of the Committee to be consistent with the legislative changes.

- Prepare meeting procedures for the Committee that allow for attendance by electronic and telephonic means.

Mayor Noll seconded

CARRIED

8.3 Internal Audit

Mayor Noll moved that the Audit and Risk Committee:

1. Receive and note the report.

Cr Walshaw seconded

CARRIED

8.4 Annual Financial Statements 2022-2023 – Late Report

Discussion was had regarding the capital budget vs actual spend. This time the Audit & Risk Committee will consider risks more holistically (ie: psychological, reputational and stresses more generally on the systems/processes).

The Audit & Risk Committee members noted the quality of the report and timing of the completion being one month ahead of last year.

Mr Schultz (Presiding Member) moved that the Audit and Risk Committee:

1. Receive and note the Annual Financial Statements Report for the year ended 30 June 2023.
2. Recommend to Council that the Chief Executive Officer and the Mayor sign the "Certification of Financial Statements" for the 2022/23 Annual Financial Statements as presented, pursuant to Section 14 of the Local Government (Financial Management) Regulations 2011.

Cr Walshaw seconded

CARRIED

8.5 Plant & Equipment Asset Management Plan for Consultation

Cr Walshaw Moved that the Audit and Risk Committee:

1. Receive and note the report.

Mayor Noll seconded

CARRIED

8.6 Millicent Saleyards Update

Mayor Des Noll submitted the following Question(s) with Notice:

Questions and Information Requested:

1. The expenditure that has been delivered thus far for both these elements since the saleyard closure. What has it cost the rate payer so far as you bring both these elements online and to standards required.?
2. What is the expenditure gap between what it cost Council to run and deliver these services against what income these services are generating?

3. Can you also include an estimation around what it has cost for staff time to action these services. This would also include time staff spend at Section 41 committee meetings.

Answer:

No money has been spent on the Saleyards since it was closed. We are still waiting for the fabricator's availability to install the new elevated ramp and yarding required to address the SafeWork SA Safety Improvement Notices. They have advised that they may be available in September at the earliest and potentially as late as January next year.

In addition to the SafeWork rectification work, we are investigating options to install ear tag readers and video surveillance cameras at the ramps to enable us to track and manage stock movements. We don't have any cost estimates yet but anticipate it will cost a few thousand dollars.

Staff hours will be very difficult to collate as we don't collect timesheet data for this type of work. I can confidently say that hundreds of internal labour hours will be spent reconfiguring the facility to accommodate these changes, complete the infrastructure upgrades and decommission the rest of the site. A significant proportion of this time would have been required regardless of the decision.

I have updated the calculations provided at the Special Council Meeting where this item was debated to include the increase in Truck Wash fees to \$1.50 per minute. The revised operating deficit is now anticipated to be around \$110,000 per annum. There may be an opportunity to reduce this deficit through a reduction in our EPA licensing requirements due to the reduction in overall stock movements through the yards, but we need to confirm that with the EPA. The breakdown is revenue and cost estimates are as follows.

	2023	+ Stock Transfer	Factor
Avdata	\$ 12,681	\$ 27,174	100%
Other Income	\$ 3,517	\$ -	0%
Truck Wash	\$ 682	\$ 1,461	100%
Yard Fees	\$ 55,991	\$ -	0%
Total Income	\$ 72,871	\$ 28,635	39%
Audit Fees	\$ 62	\$ 62	100%
Cleaning	\$ 2,089	\$ 2,089	100%
Depreciation	\$ 58,429	\$ 29,215	50%
Electricity	\$ 8,076	\$ 6,057	75%
Emergency Maintenance	\$ 2,162	\$ 1,622	75%
Wages (+ 50% oncosts)	\$ 81,270	\$ 40,635	50%
Fuel	\$ 189	\$ -	0%
Insurance	\$ 9,920	\$ 7,440	75%
Licence Fees	\$ 10,704	\$ 5,352	50%
Minor Equipment	\$ 272	\$ -	0%
Pest Control	\$ 581	\$ 581	100%
Registration	\$ 137	\$ -	0%
Routine Maintenance	\$ 57,671	\$ 28,836	50%
Signs	\$ 260	\$ 195	75%
Subscriptions	\$ 625	\$ -	0%
Telephone	\$ 1,512	\$ -	0%
Uniforms	\$ 79	\$ -	0%
Water Licence	\$ 244	\$ 244	100%
Water Sampling	\$ 15,900	\$ 15,900	100%
Total Expende	\$ 250,182	\$ 138,227	55%
Surplus/(Deficit)	-\$ 177,311	-\$ 109,592	62%

Cr Walshaw Moved that the Audit and Risk Committee:

1. Receive and note the report.
2. Recommend that the Chief Executive Officer facilitate the administrative processes associated with transferring stock within the facility.
3. Recommend that expenditure on the transit yards be postponed until such time as the Audit & Risk Committee receive a report in February 2024 in relation to usage and operation.
4. Recommend that Council proceed with the upgrades to the truck wash, as proposed.

Mr Schultz (Presiding Member) seconded

CARRIED

8.7 Council Service Centre

Mr Schultz (Presiding Member) Moved that the Audit and Risk Committee:

1. Receive and note the report.

Mayor Noll seconded

CARRIED

9. RISK MANAGEMENT REPORTS FROM OFFICERS

9.1 Risk Register

Mr Schultz (Presiding Member) moved that the Audit and Risk Committee:

1. Receive and note the report.

Cr Walshaw seconded

CARRIED

[Cr Sharon Cox attended the meeting at 4:17pm]

9.2 Coast Protection Board Grant Program

Mayor Noll moved that the Audit and Risk Committee:

1. Receive and note the report.

Cr Walshaw seconded

CARRIED

10. CORRESPONDENCE

NIL

11. MOTIONS ON NOTICE

NIL

12. URGENT MOTIONS WITHOUT NOTICE

NIL

13. ITEMS FOR CONSIDERATION IN CONFIDENCE

NIL

14. MEETING CLOSURE

Meeting closed at 4:20 pm.

Taken as presented and confirmed.

.....
CHAIRPERSON

.....
DATE

6 Matters Arising From The Minutes

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

7 Adjournments

No adjourned reports are included in this Agenda.

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 - November 2023 [8.1.1 - 3 pages] 2. Celebrating Democracy [8.1.2 - 1 page]

RECOMMENDATION

That the Mayoral Communications be taken as presented and confirmed.



Mayoral Communication – 14th November 2023

Libraries – Public Libraries: The LGA undertook a successful campaign lobbying the State Government to retain CPI in its funding agreement for public libraries. The collaboration agreement between the Libraries Board and the LGA allocates \$20.7M towards funding public libraries but without CPI included in the funding agreement, councils stood to lose \$16M over a five years of the agreement. This budget has not addressed any additional funding, but this will remain the priority for the LGA.

School Community Libraries: The LGA has participated in a review of funding of School Community Libraries. The review is being undertaken by the Libraries Board and the Department of Education as anticipated in the Collaboration Agreement entered into between the LGA and the Libraries Board 2022. Engagement with each SCL on the options paper will include; Council CEO, senior staff responsible for the SCL

- School Principals
- SCL Library staff

Engagement with councils is planned for November 2023.

\$18M for South Australia’s local roads: “Special Local Roads Program Projects 2023/24” Councils have now been sent letters confirming successful applicants under the latest rounds of the special local roads program. Almost \$18 million will be injected across 23 councils to help improve and maintain the state’s local roads network through this program, which is unique to South Australia. WRC did not attract any funding in 2023/24. It demonstrates that Federal Road funding is flowing into regional South Australia. \$1,521,000 was received across the Limestone Coast. Last time Wattle Range Council received funding within this program was 2021/22 for the upgrade of Dergholm Road, Penola.

LGA Quarterly Presentation to State Cabinet: LGA President Dean Johnson, CEO Clinton Jury and ALGA President Councillor Linda Scott presented at State Cabinet advocating for various council/community issues.

Limestone Coast Local Government Assoc: New Executive Officer Appointed: Adrian Maywald has been appointed by the Board as the new Executive Officer for the LCLGA. Adrian is a local person living in Naracoorte and comes from a career in education. It is Adrian’s intention to visit our Council soon.

Millicent Swimming Lake Re-Structure – Councillor Consultation at Millicent Show Stand: The public consultation stand at the Millicent Show was very successful. Council’s presence did not go unnoticed. Not a lot of the public visited the stand but for those who did a better understanding of the current lake re-build situation was forthcoming.

My recommendation is that we continue this public consultation concept in 2024’s Millicent show. A framework of how this concept will work can be established.

Millicent High School – Maruwinya Mraat Meeting Place: I had the privilege of visiting this special place that has been developed by the school's indigenous students. A place of learning culture and sharing stories. The students are currently refreshing the meeting place and using it to provide them with educational opportunities. Indigenous support provided by Cathy Bell, Jenny Rigney and the school community is moving this program forward.



SA Parliamentary Country Cabinet Meeting – Bordertown: Attended the recent SA Parliamentary Country Cabinet with D/Mayor Peter Dunncliff and Director Paul Duka. Conversations with Hon Stephen Mulligan MP, Treasurer – Hon Susan Close MP, D/Premier – Independent Hon Jeff Brock MP. CEO John Whelen – DIT. Supported LCLGA presentation delivered to Cabinet Ministers by Mayor Goossens of Tatiara. Asked Premier Hon Peter Malinauskas MP, question that a SCOSA review of Local Government audits be conducted. Minister Koutsantonis was an apology.

Local Government Association Annual General Meeting – Thursday 26 October 2023:

Business Items:

1. LGA Board and Committee Member Allowances & Expenses
Voted **Against** – Motion **Carried**
A 9% fee increase was effective following the acceptance. The first increase in fees for six years. LGA President \$52,300 – Directors & Immediate Past President \$4,680. Claims paid accordingly.
2. SAROC and GAROC Terms of Reference be ratified.
Voted **For** – Motion **Carried**
3. ESCOSA Fee Re-Structure
Voted **Against** – Motion **Carried**
Means that if the ESCOSA fee was changed, the fee charged for ESCOSA service would be allocated to councils on a proportional basis. Smaller councils get charged less, larger councils are charged more.
4. Youth participation in post-secondary education – Youth Allowance Eligibility criteria change
Voted **For** – Motion **Carried**
Advocate for removal of the parental income test as a qualifying criterion for Youth Allowance eligibility for regional students relocating to pursue post-secondary education.
5. SAPN (SA Power Networks) Dispute Regarding Tree Management.
Voted **Against** – Motion **Carried**
Regarding limitations on the types of vegetation that can be planted near powerlines.
6. Animal Impounding/Rehoming
Voted **Against** – Motion **Carried**
Investigate capacity/rehoming issues for dogs and cats and undertake a statewide feasibility study.
7. Reducing Heat Island Impacts on Road Infrastructure.
Voted **Against** – Motion **Carried**
Partnering with Councils to cost share works undertaken.

8. Conflict of Interest Regional Subsidiary

Voted **Against** – Motion **Carried**

These issues are covered by recent Statutes Amendment (Local Government Review) Act 2021. Section 75A of the LG Act (Exemptions) covers various circumstances.

Attended

- Berri Gymnastic Club, Berri with Director of Millicent Gym Club visiting the new Berri Gymnastic Club facility – 12/10/23
- Meeting with Berri/Bamara Council Mayor (Ella Winnall) & Councillor on the planning, construction, and funding of the Berri Gymnastic facility – 12/10/23
- LCLGA General Meeting – Kingston – 13/10/23
- Department for Infrastructure and Transport (DIT) meeting – CEO John Whelan, Deputy CEO Wayne Buckerfield, Russell Troup, (DIT), Chair of Green Triangle Freight Action Committee and Peter Halton, Director of Engineering Wattle Range Council - Naracoorte – 16/10/23
- Meeting with Minister Clare Scriven MP, Katherine Bartolo VG, Hon Nick McBride MP, Minister Nick Champion MP – CEO Gower – Director Peter Halton in relation to Land Value Rating for Forestry – Primary Production and Wind Turbines – Via Teams – 16/10/23
- Elected Member Mandatory Training – WRC Chamber - 17/10/23
- LGLGA Executive Officer Applicant Interview – Mount Gambier – 18/10/23
- Meeting with Local RSL Committee Members – Regarding Remembrance Day – 18/10/23
- Millicent Geltwood Festival Opening – Millicent Art Gallery Quilting Exhibition - 20/10/23
- Mount Burr Primary School – Time Capsule Opening Celebration – 21/10/23
- Millicent Community Market Day – 21/10/23
- Unveiling of the Artworks in the Domain (On Easels) – 21/10/23
- Geltwood Afternoon Tea – Ants Redgum Gallery – 22/10/23
- Mount Burr Trails Inc. Annual General Meeting – 23/10/23
- Maruwinya Mraat Meeting Place visit – Millicent High School – 24/10/23
- WRC Elected Member Information Briefing – Sprutt – Streetscaping – Millicent & Penola – 24/10/23
- Meeting with Independent Minister Brock and his Chief of Staff – 25/10/23
- Local Government Association (LGA) Conference and AGM – 26/10/23
- SA Parliament Country Cabinet Meeting & Presentation – Bordertown – 27/10/23
- Penola Show – 28/10/23
- Seniors Month – Australian Lions Hearing Dog Display & Morning Tea – 30/10/23
- Closing of Celebrate Seniors Month and Presentation of Senior of the year award 2023 – 31/10/23
- WRC Elected Member Mandatory Training - Values, Ethics & Behaviour – 31/10/23
- Penola Men’s Shed – 1/11/23
- Opening of Mount Gambier Head to Health Program – 3/11/23
- Millicent Show – Wattle Range Council Public Consultation regarding Swimming Lake re-build – 3rd & 4th/11/23
- Youth Advisory Committee (YAK) Graduation – 6/11/23
- Wattle Range Council Elected Member Mandatory Training – Civic & Legal Bundle – 7/11/23
- Health Advisory Committee (HAC) – Millicent Hospital – AGM – 9/11/23
- Remembrance Day 2023 – Millicent Cross of Sacrifice – 11/11/23
- Wattle Range Council Ordinary Meeting – 14/11/23

Celebrating Democracy

This article is the personal thoughts of Mayor Des Noll, and not those of Wattle Range Council.

In a world where divisive issues often dominate headlines, Australia's recent referendum stands as a shining example of democracy in action. Australians headed to the polls to cast their votes, and the resounding "no" result demonstrated the strength of the nation's democratic principles.

The referendum in question revolved around a crucial and contentious topic. Many Australians were deeply divided over the proposed change, which sought to alter a fundamental aspect of the nation's constitution. Yet, it is precisely in the midst of such divisive issues that the democratic process shines the brightest. The "no" vote was not a rejection of progress, but rather an affirmation of the democratic values that underpin Australia's society.

One of the remarkable aspects of this referendum was the level of civic engagement it generated. Citizens from all walks of life participated in the democratic process, casting their votes and engaging in passionate but respectful debates. This display of civic responsibility is a testament to Australia's strong democratic tradition and the respect that its citizens have for the process.

Furthermore, the "no" vote serves as a reminder of the importance of balance and moderation in a democratic society. Not every proposed change, no matter how well-intentioned, is necessarily the right one. The outcome of this referendum reaffirms the notion that change should be carefully considered, ensuring that the values and principles of the nation are preserved, while still evolving to meet the needs of a changing society.

Australia's "no" vote is also a reflection of the trust that Australians have in their democratic institutions. The referendum process allows citizens to directly influence the course of their nation. Even when the outcome is not what some individuals may have hoped for, they can take solace in the fact that their voices were heard, and the result was a reflection of the collective will of the people.

It's essential to remember that a "no" vote in a referendum does not mean stagnation. It simply indicates that the people have decided to maintain the status quo, at least for the time being. Future discussions and debates can still lead to changes, but they will do so within the framework of the existing democratic process.

In conclusion, the "no" vote in Australia's 2023 referendum is a testament to the strength of the nation's democratic values, the active engagement of its citizens, and the trust they have in their institutions. Democracy, after all, is not just about enacting change but also about preserving the core values that define a nation. Australia's democratic process has shown its resilience, and it continues to serve as an inspiring example for the world.

Supporting Indigenous communities in light of the Australian referendum results is a crucial endeavor that requires a multifaceted approach. Remember that there is no one-size-fits-all approach to supporting Indigenous communities. Building meaningful relationships, listening, and adapting your support to their specific requirements is essential. Ultimately, it's about fostering a more inclusive, equal, and respectful society for all Australians. As a community we will continue to value and respect the richness our indigenous community members bring.

Des Noll

Mayor

9 Deputations

9.1 Deputation - OneFortyOne - Deon Kriek - General Manager and Janeth Mackenzie - Planning and Compliance Manager, Green Triangle Forest

Report Type	Deputations
Organisation	OneFortyOne
Representative	Deon Kriek, General Manager Janeth Mackenzie, Planning and Compliance Manager Green Triangle Forests
File Reference	GF/9.24.1/2
Attachments	1. OFO Forest Management System Presentation to Wattle Range Council Nov 2023 [9.1.1 - 19 pages]

Deon Kriek and Janeth Mackenzie from OneFortyOne will be attending the meeting to update Council on its activities and native vegetation.



GT Forests Forest Management System (FMS) and Environmental Management

the creative fibre group



About OneFortyOne

OneFortyOne is a forestry and sawmilling business. We operate throughout the Green Triangle region of Australia and the Nelson, Tasman and Marlborough regions of New Zealand. We manage over 160,000 hectares of land including pine plantation and conservation areas. OneFortyOne is a significant regional employer, we employ more than 500 people directly and over 3,000 indirectly as contractors.

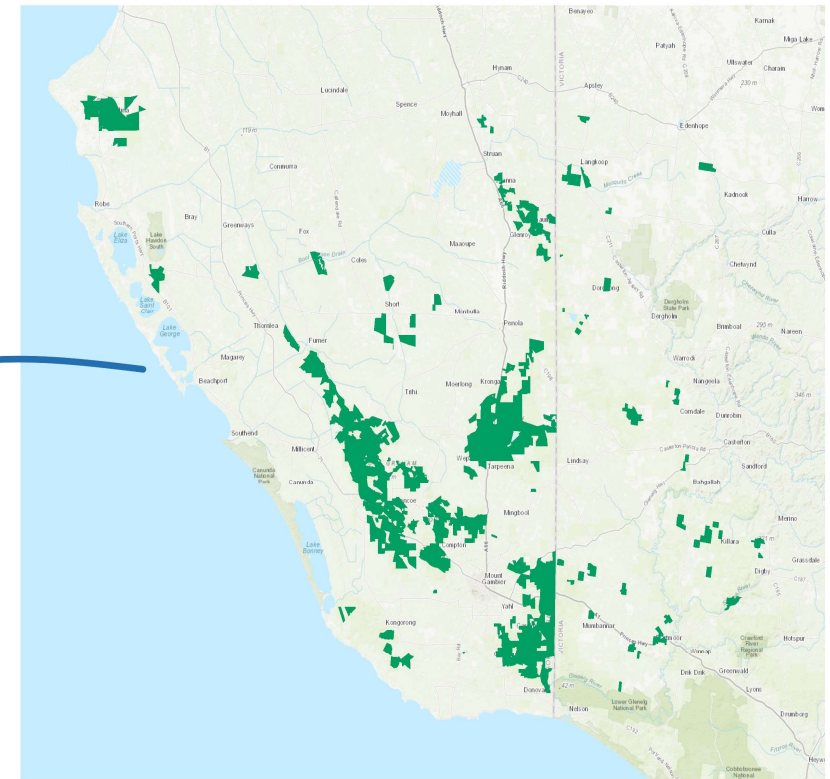
We are committed to communities where our people live and strive to grow a better tomorrow through our environmental actions and community involvement, including our PINE Community Grants Program.



OneFortyOne

Our Estate in the Green Triangle

Our forest estate is located in the GT region of SA and Victoria and spread between Robe in the west, Edenhope to the north and Dartmoor to the east. It includes areas in Noolook, Cave Range, Comaum, Penola, Mt Burr, Mt Gambier and Myora. We have offices and depots in the SA towns of Mt Gambier, Nangwarry and Mount Burr and a nursery in Glencoe.



Land Types included in our forest areas in the Green Triangle



Pine
Plantation



Blue Gum
Plantation



Clearfell /
Fallow



Firebreaks



Native
Vegetation



Easements



Nursery



Airstrips



Biodiversity
Corridors



Wetlands



Karsts/Caves
System

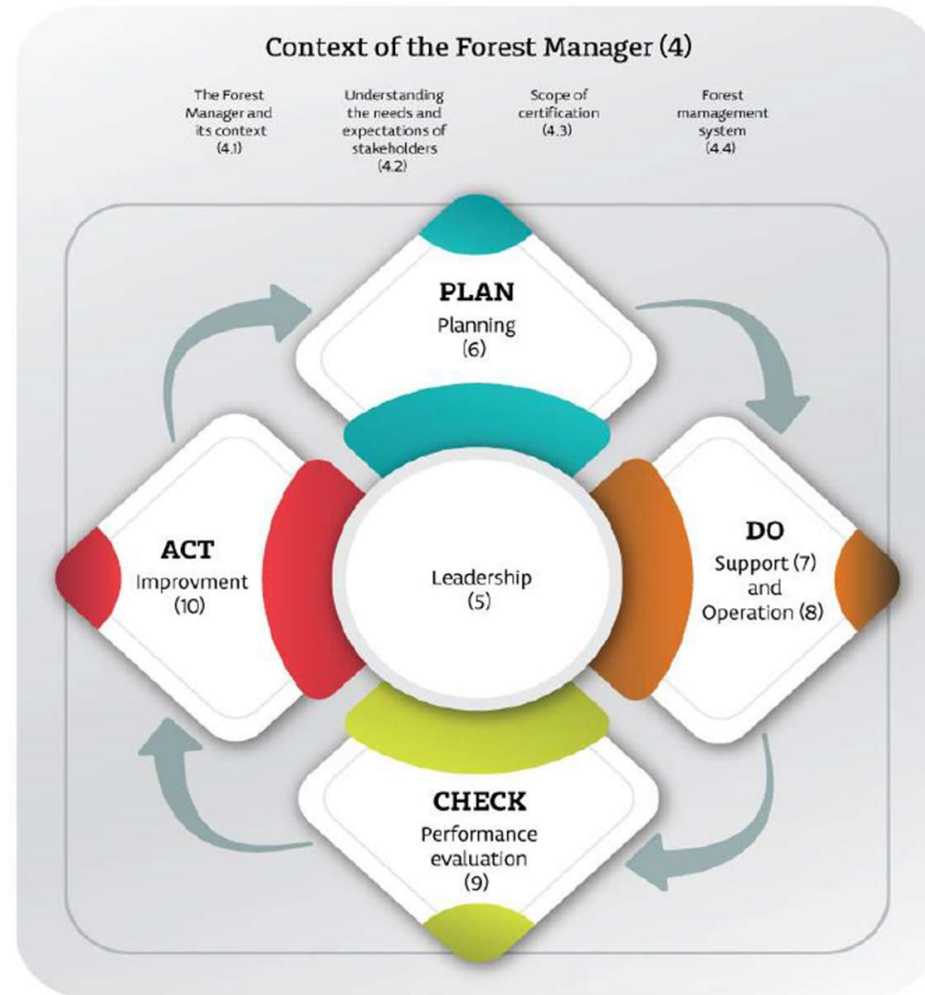
Conservation Values

Whilst OneFortyOne is focused on the production of plantation timber, conservation and protection of the natural resource forms an integral part of our estate management. This is part of our commitment to responsible and sustainable forest management



Our Certification

The OFO Plantation in the Green Triangle is certified to the Responsible Wood Standard for Sustainable Forest Management



Performance requirements for Sustainable Forest Management (11)

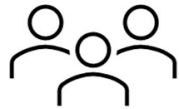


Benefits of Certification SFM & Chain of Custody

- Demonstration of best practice
- Ensuring our forest meet our needs and future generation's needs
- Variety of benefits to environment and people
- Social license
- Access to new markets, availability and choice
- Leadership in sustainability
- Compliance with legislation
- Promote forest as alleviation of the effects of climate change

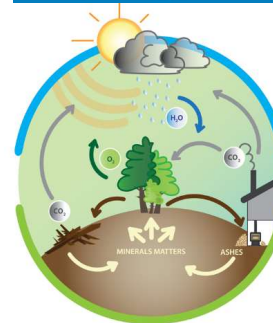


Requirements of the Standard for Sustainable Forest Management



Page 8
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- ▶ Systematic Approach
- ▶ Proactive Stakeholder Engagement
- ▶ Maintain Biological diversity
- ▶ Maintain Productive capacity of Forests and Land
- ▶ Maintain Forest health and vitality



- ▶ Protect Soil and Water Resources
- ▶ Maintain Forests Contribution to Carbon cycles
- ▶ Indigenous and non-indigenous values
- ▶ Long term social & economic benefits

GT Forests' forest management system in the context of the OneFortyOne business structure



the creative fibre group

Forest Management Objectives



Ensure our people arrive Home Safe and Well every day

Performance Measure: Evidence that the process indicators are effective in identifying potential hazards and preventing injuries or harm to people within our forest estate



Protect environmental and cultural values within our forest estate

Performance Measure: Evidence that the process indicators are effective in maintaining or improving biological diversity, soil and water values, First Nations heritage, and cultural heritage.



Increase the long-term value of our forest estate

Performance Measure: Evidence that the process indicators are effective in maintaining or improving long-term productivity, sustainable harvest levels, and carbon storage.



Engage with stakeholders and the community

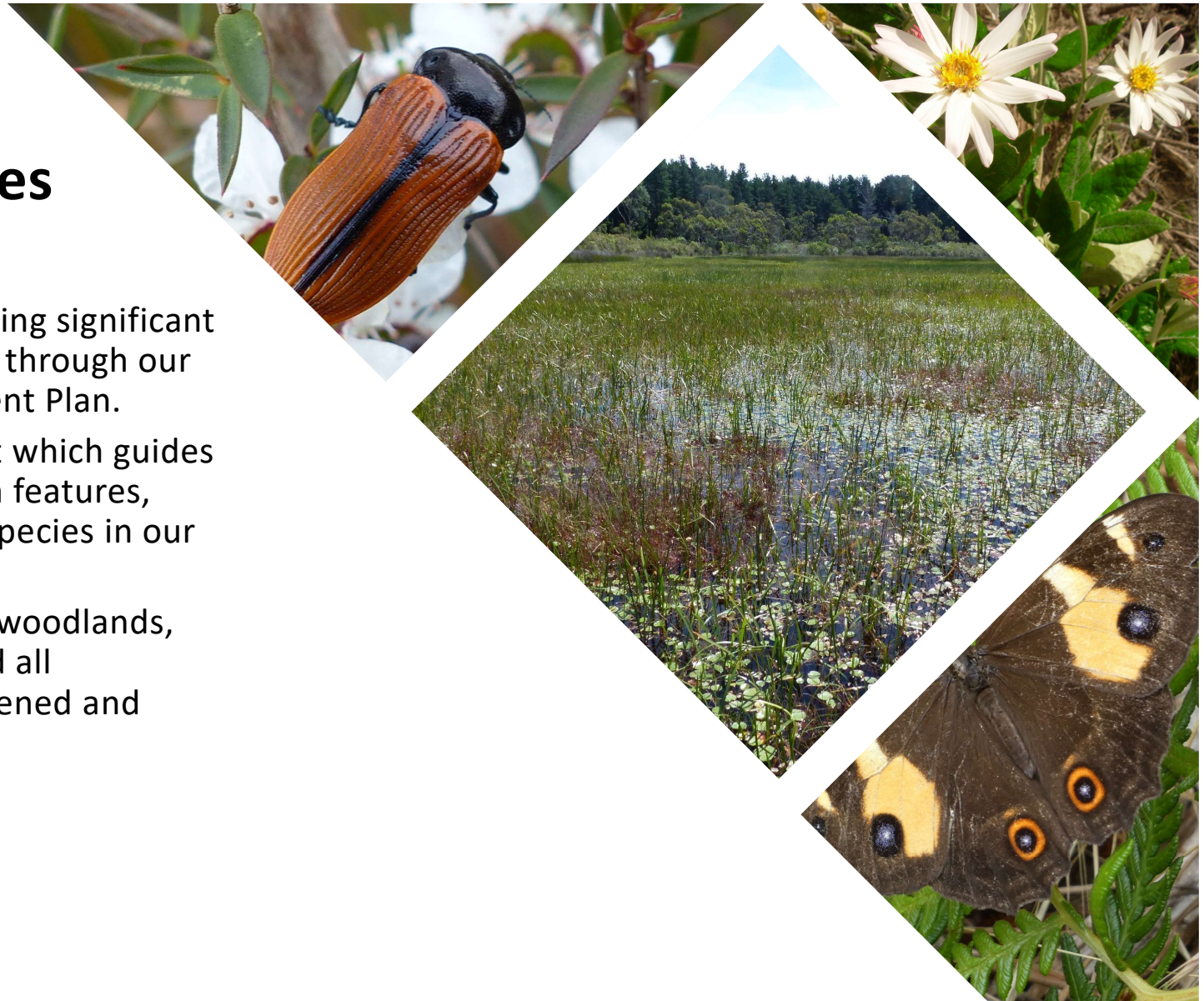
Performance Measure: Evidence that the process indicators are effective in maintaining or improving relationships with stakeholders.

Environmental Values

Our Environmental values, including significant biodiversity values, are managed through our Conservation Feature Management Plan.

This plan is an internal document which guides our management of conservation features, heritage values and threatened species in our forest.

Our priorities are high condition woodlands, wetlands, geological features and all potentially occurring rare, threatened and endangered species.



Forest Management Zones

General Management Zone



Conservation Zone



Transition Zone



- **General Management Zones:** Plantation, firebreaks, non-plantation about 90,000 hectares
- **Transition Zones:** Biodiversity Corridors about 100 hectares
- **Conservation Zones:** Wetlands, woodlands, cultural sites, orchards, caves, etc. about 4,300 hectares

Operational Controls

Through risk assessments we identify our operating conditions and set controls in place to ensure protection of values, including environmental ones.

We communicate these to our employees and contractors through Operations Plans and monitor them throughout the operational cycle.



Example of an Operation Plan



High Risk Plan Operation Plan - Chemical Use

	Date
Issued Plan	
LRM Active	
LRM Complete	

Event Number	1001572	Status	ENDORSED
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Event Details			
Forest:	Penola(5)	Locality/Compartment List:	Island Swamp(157) 158-167
Plantation Year:	0/1989		
Category:	Competition Control	Type:	Establishment Aerial
Subtype:	Specific Comp Control by Helicopter	Budget Year:	22/23
Treatment Area (Ha/Km):	227.93 HA	Contractor/Company:	HELIFARM PTY LTD
Management Zone:	General Forestry	Timing:	

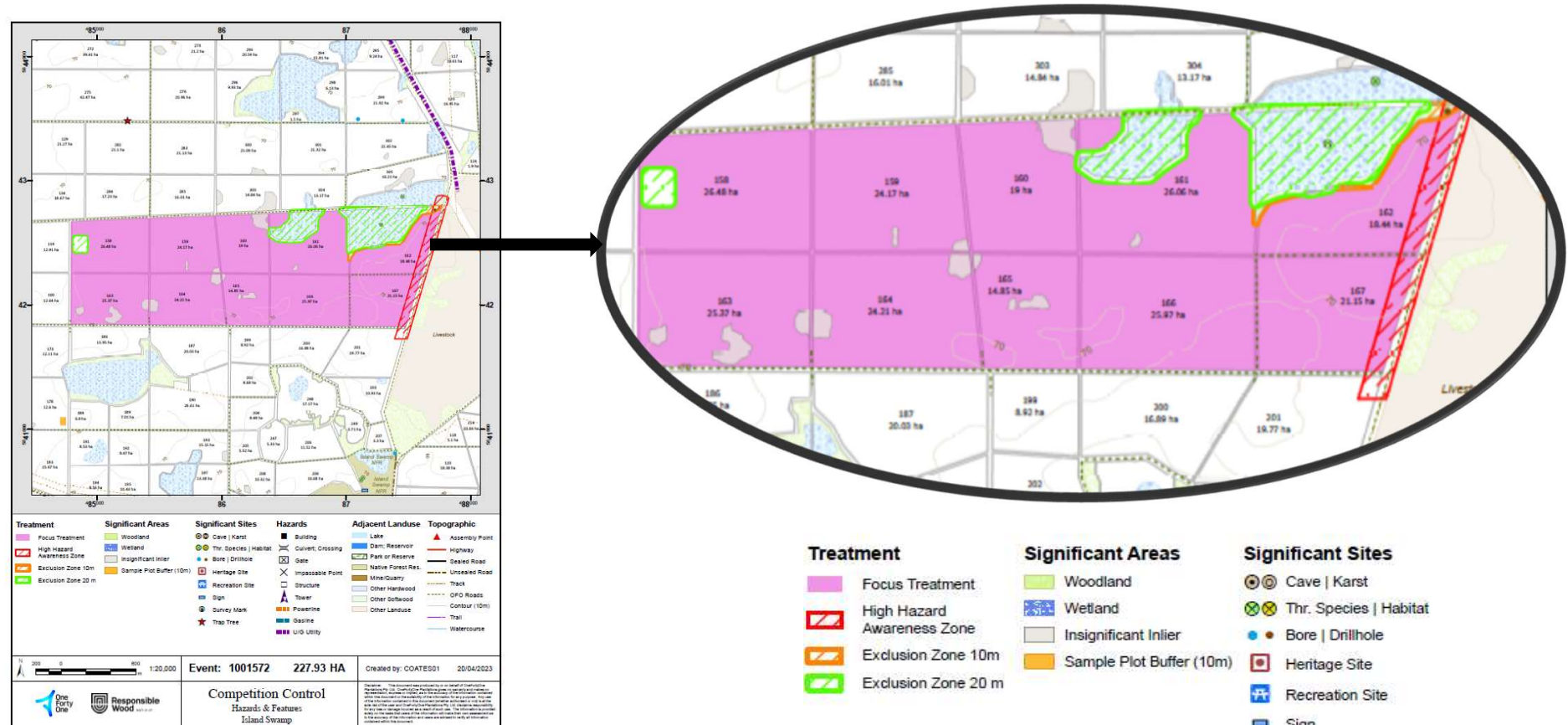
Supervisors	
Operation Supervisor	Adrian Lynch or nominated representative
Planning Forester	Sarah Coates

<input checked="" type="checkbox"/>	Chemical Use Records	Contractor must record chemical use, as per State legal requirements, and return copies to OneFortyOne within 24 hours. Attach records to the Operations Plan.
<input checked="" type="checkbox"/>	Weather Records	OneFortyOne will record weather for aerial operations, but the contractor is still required to keep records, as per the Chemical Use Record, for each State. For ground-based operations the contractor must keep hourly records and record this on the Chemical Use Record, as required for each State.
<input checked="" type="checkbox"/>	Chemical Transportation	Display hazardous goods symbols or class labels & hazchem signs, as required.
<input checked="" type="checkbox"/>	Training /Certification	All staff, operators and the contracting business must be suitable trained / certified to apply chemicals, within the State, where chemicals are being applied.

CAUTION Higher Risk Significant Features and Hazards				
Legal Register	Significant features or hazards	Location	Control Measures in Use / Specific Considerations	Confirm Controls in place
Y	GROUP 1 Chemical		Group 1 Herbicide (Clomac) is planned to be used. Ensure required qualifications, record keeping and chemical label requirements are met.	✓
Y	Sensitive Landuse	Chemical Sensitivity adjacent to Island Swamp Cpt(s) 161,162,166,167	Livestock Grazing and Agriculture crop (possibly pasture) located to the East of Cpt(s) 162,167. Refer to High Hazard Awareness Zone shown on map.	✓

Legal Register	Significant features and hazards identified and displayed within GIS	Location	Control Measures in Use / Reason for changing the value <i>*Supervising forester to tick control in place as discussed with operator/contractor</i>	Controls in place
Y	Adjacent Landuse	Livestock Grazing adjacent to Island Swamp Cpt(s) 162,167	No access to surrounding areas. Also, refer to High Hazard Awareness Zone shown on map.	✓
	Bores/Wells	Drillhole (unconfirmed) in Island Swamp Cpt(s) 162	Not identified in field (normally the case). Likely to have collapsed and caved in. If found, flag off a 2.5m machinery buffer around feature and report to Supervising Forester for feedback to planning.	✓
	Insignificant Inliers	Insignificant Inliers in Island Swamp Cpt(s) 159,160,161,163,164, 165	If native vegetation is present and is likely to have existed prior to previous rotation, avoid all damage; otherwise treat as normal. If in doubt, contact Supervising Forester for instruction.	✓
Y	Native Vegetation	Woodland Inlier in Island Swamp Cpt(s) 161,162	Minimum 10m. buffer. Use accuflow nozzles to mitigate off target drift. Pilot to be aware. Use KML file provided to operator prior to operations commencement. Additionally, comply with chemical label requirements.	✓
	Research Trials	Proposed Research Trial in Island Swamp Cpt(s) 158	Minimum 20m. buffer (requested by Research Manager). KML file provided to operator prior to operations commencement demarcating buffers. (Proposed trial not symbolised of the HF map, but area is demarcated on KML).	✓
Y	Threatened Flora/Fauna	Threatened Species adjacent to Island Swamp Cpt(s) 162	Moose Orchid (Cryptostylis subulata) Swamp Honey-myrtle (Melaleuca squamea) White Purslane (Montia australasica) Refer to Threatened Species Handout for species description. Threatened species within wetland protected by inlier 20m buffer.	✓
Y	Wetland	Wetland Inlier in Island Swamp Cpt(s) 161,162	Minimum 20m. buffer. Additionally, comply with chemical label requirements. KML file provided to operator prior to	✓

Example of an Operation Plan - Map



Native Forest Management

Prescribed Burning in Native Forest Areas

OFO worked with our partner Nature Glenelg Trust (NGT) to undertake a review of prescribed burning in the native forest inliers which are embedded within the OFO plantation estate.

The report recommended that OFO implement a prescribed burning program.

OFO has begun planning for implementing prescribed burns in a range of inliers which commenced in Autumn 2021.

Weed Control in Native Forest Areas

We have a program in place to eradicate weeds from native forest areas. This may include noxious weeds and woody weeds such as pine and coastal wattle regeneration.

Prior to harvesting operations, we engage NGT ecologists to complete an assessment of high conservation woodlands and wetlands that may be impacted, and they recommend the best way to go about approaching these areas.

Page 16
the creative fibre group



Prescribed burn of native forest inliers – OneFortyOne land at Puralka-2022

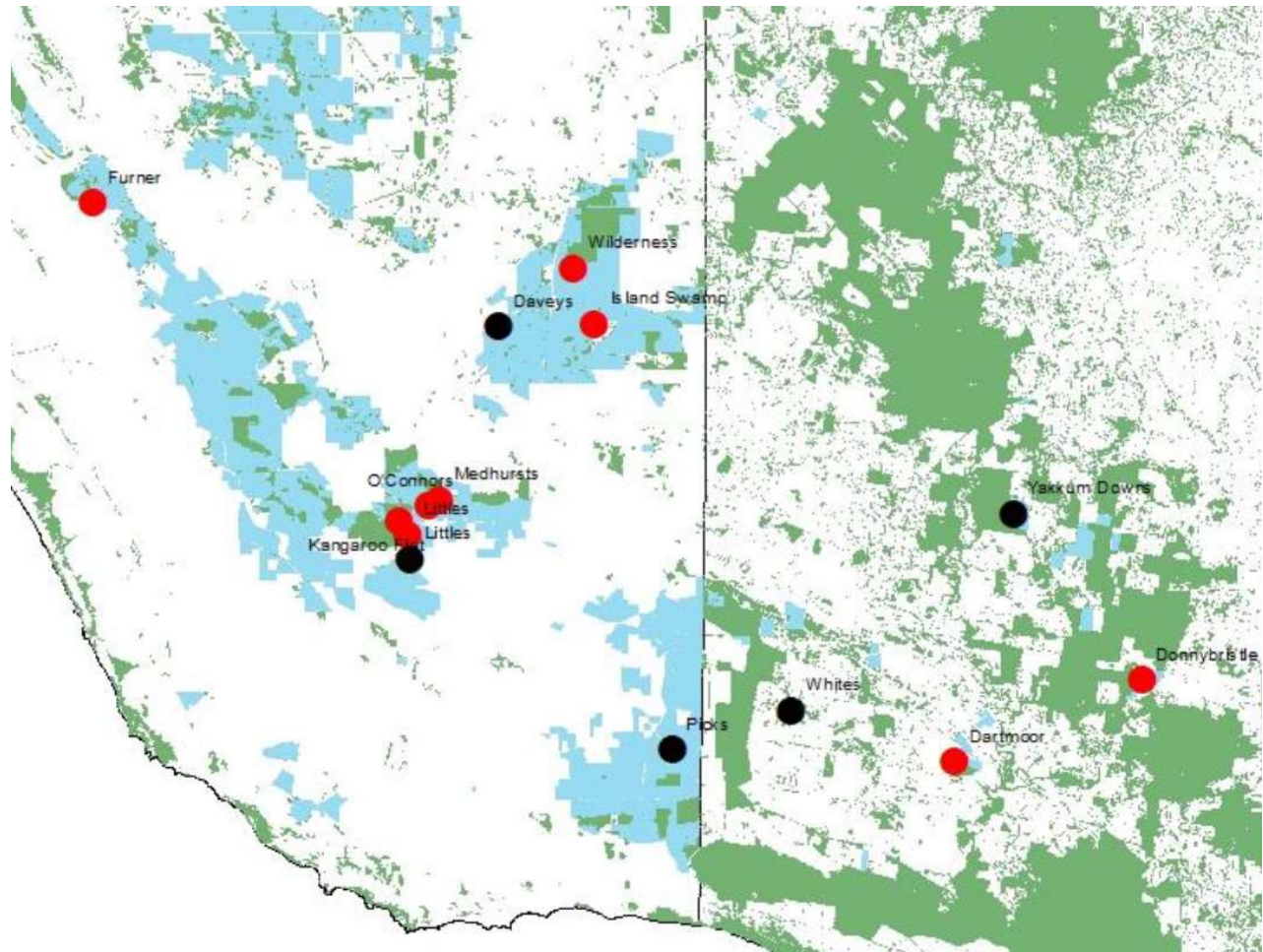
Inlier Assessments (Features: 1, Selected: 0)									
Locality:	Feature ID:	Inlier Type:	Original OFO Condition Rating:	Assessment Date:	Assessor Name:	Advice Rating:	Access Description:	Seasonal Access:	Wildling Pr. Rating:
Penola Road	INLR00003089	WETLAND	Moderate	2/22/2019, 12:00 PM	B Haywood	Moderate	No entry, except small section of 5m access on W side - refer to map	Summer to Autumn	None

Biodiversity Monitoring

OneFortyOne has also partnered NGT as the conservation local experts, to establish a monitoring program in some of our wetlands and woodlands. This is to determine the presence of significant and/or threatened vegetation communities and species, habitat, and fauna species in our conservation areas.

The monitoring also tracks results of management actions completed on these areas including revegetation and targeted weed control.

The recommendations from this monitoring guides future management actions and work prioritisation when it comes to our conservation areas.



Forest Protection – OneFortyOne GT Forests Programs



The main risk to our forest, including our native forest areas comes from fire, weed competition, pest plants and animals, and disease.



We are aware of additional threats including climate change and associated severe weather events.



Our annual programs include control of pests, diseases and weeds across our plantation estate.



We have a significant fire management program to ensure prevention, preparedness and readiness of response in case of a fire.

Thanks for your time!

Any questions?

the creative fibre group

9.2 Deputation - Scott Altschwager - Transfer Yards at Saleyards

Report Type	Deputations
Organisation	Elders
Representative	Scott Altschwager Area Manager of SE of SA
File Reference	GF/9.24.1/2
Attachments	Nil

Scott Altschwager will be speaking to Council regarding his perceptions around the Transfer Yards at Millicent Saleyards, providing increased understanding of how livestock movements can be facilitated whilst meeting regulatory requirements.

9.3 Deputation - Tamara Cockrum & Chad Cockrum - Millicent Swimming Lake

Report Type	Deputations
Organisation	Not Applicable
Representative	Tamara Cockrum and Chad Cockrum
File Reference	9.24.1/2
Attachments	1. Swimming Lake Presentation [9.3.1 - 6 pages]

Tamara Cockrum and her son Chad Cockrum will be speaking to Council regarding the Millicent Swimming Lake.



Why Millicent needs the Swimming Lake this Summer!

And every Summer!

PRESENTED TO WRC ON 14 | 11 | 2023

BY TAMARA COCKRUM

- *Mum of 4 – resident of Millicent all my life, our family use the Millicent Swimming Lake countless times over the summer period as do many other families I have recently spoken to;*
- *I am passionate about young people in our community, mental health and in general our local community;*
- *I work at Newbery Park Primary School as the Front Office Administration Officer and deal directly face to face with a lot of Millicent's lower socio families. I have a direct insight to these families and I understand the impact of closing the lake for a whole summer will have on them especially in the current economic climate;*
- *Small business partner of long standing business in Millicent;*
- *I am currently on the Millicent High School Governing Council Committee.*

About me.....

- *I fully understand maintenance is required to up-keep our famous Swimming Lake and I support this;*
- *I am well aware after speaking with councilors maintenance has not been scheduled to start, no one has yet to be contracted to carry out the works required. This being the case please give me a good reason why the Lake can't be opened for at least the summer holidays?*
- *All rate payers in the Wattle Range area deserve regular public consultation and updates, as currently to the outside eye it looks like no action is happening!*

Maintenance of the Millicent Swimming Lake

- *The Swimming Lake is an **iconic location** for Millicent, it brings families and visitors from far and wide, and is often referred to when people speak of Millicent;*
- ***Families are busier than ever**, mum and dad both work, parents are time poor, is it fair our families especially children miss out on our famous lake for one summer?*
- ***Current Economic Climate** – lets not kid ourselves we are currently in a silent depression whether we want to talk about it or not, many families are struggling financially;*
- ***Mental Health** - have you considered the impact closing the swimming lake for a whole summer will have on young people right through to our seniors? Did you know that since 2010, there has been a dramatic increase in rates of mental health disorders among our kids, including depression, anxiety and suicide. One of the best ways to support a person with mental health is by being active and social, both these things happen at the Millicent Swimming Lake;*
- ***Small Businesses** – this one does not affect me directly. But there is no doubt closing the lake for a whole summer will impact local businesses. Not just the fish and chip shop but our shops in local shopping precinct;*
- ***Seniors** – I am well aware a lot of people not only youth utilise the Swimming Lake, I often see a lot of senior residents swimming laps of a morning to keep active.*

Why should the Lake be opened this Summer even just for a short period.....



“The Jewel in Millicent’s Crown”

A snippet from the video of Millicent recently added to social media by former resident Leith Forrest highlighting all the amazing aspects of Millicent, the Swimming Lake being one of them. Currently at 13,000 views



*Yes to the Council, it is only one summer, but a quote which has always stuck with me **“We get 18 Summers with our children at the most – make every moment count”** Summer for so many families in this area means days and nights spent at the Millicent Swimming Lake. **Time is Precious.***

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	<ol style="list-style-type: none">1. GLAC Minutes Tuesday 3rd October 2023 [14.1.1 - 6 pages]2. GLAC Minutes Monday 23rd October 2023 [14.1.2 - 5 pages]

RECOMMENDATION

That the Minutes of the Meeting dated 3 October 2023 and 23 October 2023 of the Greenrise Lake Advisory Committee be received and noted.



Wattle Range

COUNCIL

GREENRISE LAKE ADVISORY COMMITTEE

NOTICE OF MEETING:

A Meeting of the Greenrise Lake Advisory Committee was held at Riddoch Information Centre History Room, 27 Arthur St Penola, on Tuesday 3rd October, 2023 at 7 pm.

Pete Bissell

.....
PRESIDING MEMBER 2023

DISTRIBUTION LIST:

1. Committee Members:
 1. Peter Bissell (Penola Community Representative)
 2. Victoria Marshall (Penola Community Representative)
 3. Catherine Robinson (Penola Community Representative)
 4. Ray Haines (Penola Community/Lions Representative)
 5. Norman Vaughan (Penola Community Representative)
 6. Chris Brodie (Wattle Range Council Representative)
 7. Emma Castine (Wattle Range Council Representative)
 8. Jacinta Jenkins (Penola Community Representative)
 9. Jodi Strother (Penola Community Representative)

2. Wattle Range Council - council@wattlerange.sa.gov.au

3. Peter Halton, Wattle Range Council Director of Engineering Services – peh@wattlerange.sa.gov.au

Minutes – Tuesday 3rd October 2023

1. PRESENT:

Pete, Peter Halton, Catherine, Jodi, Ben Gower, Denis Kuhlmann, Diana McDonald, Jacinta, Ray & Victoria

2. APOLOGIES:(Apologies to Pete 0427 852 315)

Norm, Chris

3. CONFLICT OF INTEREST DISCLOSURE – General & Material Conflicts

None

4. CONFIRMATION OF THE MINUTES:

Greenrise Lake Advisory Committee Meeting; Monday 29th May 2023.

RECOMMENDATION: That the minutes be taken as presented and confirmed.

Greenrise lake Advisory Committee MEETING Monday 29th May, 2023.

Recommendation ;Accept the minutes as a True and accurate record of last meeting.

Moved - Ray

Seconded - Jacinta

5. MATTERS ARISING FROM THE MINUTES:.

None

6. CORRESPONDENCE:

6.1 Correspondence In

6.2 Correspondence Out

7. GENERAL BUSINESS:

7.1 Community Land Management Plan – Presentation & Discussion

Denis presented to the GLAC on the two Land management plans and answered questions. Requirement to update the 2004 Community Land Management Plan for Penola Common. On advice from Norman Waterhouse Lawyers the Council has divided the 2004 Community Land Management Plan into two plans, Community Land Management Plan for Penola Common (Crown Land) and Community Land Management Plan for Penola Common (Council owned land). The reason behind this is that Crown and Council Land have different requirements and that it is too difficult to marry the two together under one plan. Crown Land has to acknowledge Native Title and has different requirements regarding impacts of building, clearing of land, contamination. There is an active Native Title claim (2017) that covers the whole of the SE and affects 50,000 parcels of Crown land.

The Community Land Management Plans for Penola Commonage - These plans allow for the Community to come up with uses for the land that benefit the Community and that the Community can use and that the Wattle Range Council manages on behalf of the Community. The only way that the land ceases to be Community Land is if the Land management plans are revoked and this can only take place after extensive Community consultation.

There was discussion regarding a prior trust brought up by Jodi.

Jodi to provide documents to Denis regarding trust/donation and email Catherine them as well to add to the Minutes.

Dog Park to be added to the land usage.

The plans are by nature very general. Committee members were encouraged to think about recommended uses to present at the next meeting.

7.2 Progress on paths in Arboretum.

Peter White has been busy working on the tracks, still one path still to be done and another track to be widened.

Meeting onsite on Wednesday 11th October @9.30am to discuss, all welcome.

7.3 Progress - Kevin Jarred Avenue History for the Plaque

Chris Brodie to ask Evelyn Bowden to write up a history on KJ for the Plaque.

Chris an apology, to be carried over to discuss at our next meeting.

7.4 Progress on Penola Town Entrances.

Plants brought for the Southern Entrance for the wetland pond areas, just wait for the area to dry out so that Peter's team can get in to plant them.

7.5 Progress on new toilets at Greenrise

Opening date 20th.October 2023

Septic still to go in.

Jodi suggested that some screening/planting be added to beautify the area and for the toilets to blend in more.

Peter Halton suggested that plantings could be done closer to the roadside.

7.6 Update on painting dead tree behind the South Entrance blue for Mental Health Awareness.

Work in progress – funding needs to be sourced to make this happen.

7.7 Herbiciding around young trees in RV area and Avenue

Peter Halton to research and advise whose job this is.

Pete has done some spraying inside the arboretum and around trees in the arboretum.

Peter Halton let us know that this is the Council's responsibility.

8. BUSINESS ARISING

8.1 Jazmin Bingham a 14 year old from Grant High School has given us 13 Red-Tailed Black Cockatoo nesting boxes to be wired onto trees near the Bullock and Stringybark trees in Greenrise to be part of the Lower South East SERTBC recovery plan. Ed will wire in the nesting boxes when the lift is in Penola, which will be when the Christmas banners go up along the main Street.

Jazmin also sent Pete the book she produced on 'Black Cockatoos in the Lower South East.

Catherine to write Jazmin a letter congratulating her on the amazing work she has done and for the nesting boxes that has given GLAC.

8.2 Need to make dates for working bees to tackle the filamentous algae and the dead branches and trees.

8.3 Jodi mentioned that we should probably have snakebite kits at Greenrise. Need to discuss storage and signage for these at our next meeting.

8.4 All members to come up with suggestions for Community usage for the Land Management Plan for the next meeting

8.5 Jacinta mentioned that the track is very slippery especially at the back of the lake from the bridge to the gate leading to the RV camping. Peter Halton suggested that grey metal screening be put down to counteract this and said that it has been a while since any screening has been put on the paths.

Peter Halton to organise this.

MEETING CLOSED – 8.45pm

9. Next Meeting Date – Monday 23rd October 7pm @ PIC.

Activity Time Sheet



This form must be filled out each time volunteers are engaged.

Activity: weeding Date:

DATE	VOLUNTEER'S NAME	TIME ARRIVED	TIME DEPART	ACTIVITY	COMMENTS
7/1/23	Pete Burch	10.00	12.00	Hoeng weeds.	
9/2/23	Pete Burch	9.00	11.00	Tying trees + weeding in RV area +	average.
10/2/23	Pete Burch	11.00	2.00	Tying trees + weeding in RV area +	average.
11/9/23	Pete Burch	2.00	4.30	Tying trees + weeding in RV area.	
11/9/23	Pete Burch	2.30	4.30	Weed herbicide -	
12/9/23	Pete Burch	11.30	12.50	Weed herbicide + remove plastic	free grounds.

Name of Supervisor and/or Coordinator: Ed Ross Signed: Date:

WATTLE RANGE



Wattle Range

COUNCIL

GREENRISE LAKE ADVISORY COMMITTEE

NOTICE OF MEETING:

A Meeting of the Greenrise Lake Advisory Committee was held at Riddoch Information Centre History Room, 27 Arthur St Penola, on Monday 23rd October, 2023 at 7 pm.

Pete Bissell

.....
PRESIDING MEMBER 2023

DISTRIBUTION LIST:

1. Committee Members:
 1. Peter Bissell (Penola Community Representative)
 2. Victoria Marshall (Penola Community Representative)
 3. Catherine Robinson (Penola Community Representative)
 4. Ray Haines (Penola Community/Lions Representative)
 5. Norman Vaughan (Penola Community Representative)
 6. Chris Brodie (Wattle Range Council Representative)
 7. Emma Castine (Wattle Range Council Representative)
 8. Jacinta Jenkins (Penola Community Representative)
 9. Jodi Strother (Penola Community Representative)

2. Wattle Range Council - council@wattlerange.sa.gov.au

3. Peter Halton, Wattle Range Council Director of Engineering Services – peh@wattlerange.sa.gov.au

Minutes – Monday 23rd October 2023

1. PRESENT:
Pete, Catherine, Chris, Jodi, Emma & Nathan (Public Gallery)

2. APOLOGIES:(Apologies to Pete 0427 852 315)
Jacinta, Ray.

3. CONFLICT OF INTEREST DISCLOSURE – General & Material Conflicts

None

4. CONFIRMATION OF THE MINUTES:
Greenrise Lake Advisory Committee Meeting; Monday 29th May 2023.
RECOMMENDATION: That the minutes be taken as presented and confirmed.
Greenrise lake Advisory Committee MEETING Tuesday 3rd October, 2023.
Recommendation ;Accept the minutes as a True and accurate record of last meeting.

Moved - Jodi
Seconded - Catherine

5. MATTERS ARISING FROM THE MINUTES:.

See General Business

6. CORRESPONDENCE:
 - 6.1 Correspondence In
Response to Thank you letter from Jazmin Bingham – Thank you so much it was a pleasure.

 - 6.2 Correspondence Out
Letter to Jazmin Bingham

7. GENERAL BUSINESS:

7.1 Community Land Management Plan – Discussion

Dog Park and Grazing still to be added to useage and the map fixed on the Community Land Management Plan – Council Land by WRC.

Discussed Dennis Kuhlmann's report – Penola Common Brief on Tenure History.

SA Titles office search indicates the commonage has always been crown land, that has been leased to various entities , then some transferred to WRC as freehold. No evidence of land being gifted to Penola from title holders. Agreed it was time to move on from the history of the commonage and to focus on ideas for the Community Land Management Plans and the future use of the commonage.

Jodi believes that the history of the commonage may be brought up at the Public Consultations.

7.2 Community Land Management Plan – Ideas for usage

- Make section D90641 Q30 into a public park.
- Landscape plan for entire area - define areas. Design for minimum maintenance and professional outcome. Plantings to mass planted to encourage native fauna, birds ,insects, bees...
- Walking trails.
- Running tracks.
- Horse Trails.
- Bicycle tracks.
- Signage for all tracks/trails – include Aboriginal names/wording.
- .Wetlands.
- Seating in all new areas.
- Pump Park..
- Picnic Area
- BBQ Area
- Toilets.
- Public Amenities.
- Off street parking
- Enclosed Dog Park with different activity zones. walking trails, separate areas for large and small dogs, drinking water, shelter, seating, signage, waste disposal, water feature.
- Cat Park.
- Playground.
- Grazing
- Food Forest.
- Community and Commercial Food Production Garden – Itinerant Family (Robe)
- Pony Club Area – Horse Arena. Overnight shelter, Camp Kitchen.
- Manage some areas for Caravan Park extension.
- Manage some areas for accommodation.
- Eco Cabins.

7.3 Progress on paths in Arboretum.

Meeting onsite on Wednesday 11th October @9.30am to discuss

Laying of screening on slippery path.

Tagged where the new track is to go. Widening of existing tracks and new track to be done around Easter.

Screening will go down onto slippery tracks at the back of the dry lake on the Adam Lindsay Gordon walk.

7.4 Progress - Kevin Jarred Avenue History for the Plaque

Chris Brodie to ask Evelyln Bowden to write up a history on KJ for the Plaque.

Discuss the draft note that Chris has drafted.

Ongoing – Pete will talk to Kevin about a photo and a quote.

7.5 Progress on Penola Town Entrances.

Ongoing maintenance at the Northern entrance.

No new progress at the Southern Entrance – Plantings, paths, signs. Seating done cut into a log.

7.6 Progress on new toilets at Greenrise

Septic in, toilets done, just need to connect the toilets up and landscape the space.

7.7 Dates for working Bees

Saturday 25th November 10am - 1pm at Greenrise. Removal of dead trees branches and pond weed. Please put in your diary and let Pete know if you are available to come.

7.8 Snakebite Kits

Refer to Council.

8. BUSINESS ARISING

- Seniors Day at Greenrise with the Penola Lions Club organised by Kat for WRC Seniors Week a great success. Seniors and Kat keen to do more activities like this.
- Chris spoke with Ray Haines Penola Lions Club re a bank account for GLAC opened by the Penola Lions Club. Chris suggested that a QR Code be put on the donations box. Pete said that we will need more professional signage at the donation box if we are to add a QR Code.
Chris to follow up with Ray and about the QR code.
Catherine to ask Cate Bell about the QR Code at the Generosity of Spirit Sculpture in the Town Square.

MEETING CLOSED – 8.35pm.

- 9 . Next Meeting Date – Monday 20th November 7pm PIC History Room.
Ross Clarke (Rare plant collector, he has also been involved in rail trail plantings in other areas) to present ideas for Greenrise and rail-trail plantings.

14.2 Lake McIntyre Management Committee

Report Type	Reports from Council Committees
Committee	Lake McIntyre Management Committee
File Reference	GF/16.14.1/9
Attachments	1. October 2023 [14.2.1 - 3 pages]

RECOMMENDATION

That the Minutes of the Meeting dated 11 October 2023 of the Lake McIntyre Management Committee be received and noted.

LAKE MCINTYRE MANAGEMENT COMMITTEE

Minutes of the Lake McIntyre Management Committee Meeting held at the South East Family History Group, 1 Mount Gambier Road Millicent, on 11th October 2023 at 7.00pm

1. PRESENT: Dennis Muhovics, Brian McIntyre, Angela Jones, John Drew, Deirdre Tiddy, Noel Boyle, Sheila Boyle, Rosey Pounsett

2. APOLOGIES: Peter Halton

3. CONFLICT OF INTEREST DISCLOSURE – General & Material Conflicts

4. CONFIRMATION OF THE MINUTES:

3.1 Lake McIntyre Management Committee Meeting 13th September 2023

Rosey moved that the minutes be taken as presented and confirmed.

Seconded Dee Tiddy

CARRIED

5. MATTERS ARISING FROM THE MINUTES:

5.1 Container – Dependent on Council

5.2 Toilet Upgrade – Dependent on Council

5.3 BBQ 1 Repairs – Wattle Range Council have repaired the struts around BBQ1 and placed trellis around a couple of the sides to reinforce the structure.

5.4 Website – Waiting to talk to Clint regarding the change over

5.5 Newspaper Article – SE Times

6. CORRESPONDENCE:

6.1 Komma Media – regarding discontinuation of website hosting.

7. FINANCIALS:

7.1	<u>K&S Fuels</u>	Diesel	\$43.00
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7.2	<u>Komma Media</u>	Webhosting 1 month	\$27.50
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8. GENERAL BUSINESS:

Lake McIntyre Management Committee

10.05.2023

8.1 Volunteer Activity Hours

Total number of volunteer activity hours since the previous meeting: 28 days - 316.5 hours. Lower than usual due to 2 volunteers away and one public holiday

8.2 Bird Count – Results 44 species next count November to be organised next meeting

8.3 Water Level – 1.8m 20th September 1.75m now last year 1.2m.

Discussion was held regarding the water in the quarry pond. Several people have been observed swimming in it, and with the swimming lake not open this year over summer, we are concerned there will be more people using this water for swimming. We would like to bring Council's attention to this and ask that they consider signage warning against the practice.

8.4 Any Other Business:

9. JOBS DONE:

- Finished cleaning up after storm damage.
- Received two notifications during the week that branches were blocking the walkway.
- Spent a considerable time working on the area around Foster's Hill – pruning, weeding, and using the push mower.
- A volunteer, who is also a retired nurse, gave a timely report on the action to take in case of snake bite and reminded the volunteers where the first aid kit is kept.
- It was also a timely reminder of the approaching warmer weather and to have plenty of drinking water, hats, and sunscreen.
- Spoke to the people that were having a wedding at the lake and made sure the section where it was being held was tidy.
- As daylight saving is now upon us the BBQ'S are now being cleaned on Wednesday as well as Monday and Friday.
- As the area around BBQ1 had been fenced off waiting for repairs, the grass had grown. This has now been cut.
- The area around the gas cylinder was cleaned up to give safer access.
- Made sure the area where a funeral was to be held was cleaned up.
- A club meeting was also held at the lake.
- The tall grass around the hop bushes on the covered walkway was whippet snipped.
- Report to Council that several people were swimming in the Quarry Pond where the Council pump water from.
- All footpaths raked.
- Overhanging limbs that affect the ride on lawnmower have been trimmed.
- Two tree stumps from various storms have been relocated to Butterfly Rise.
- Noel spoke on air to Rebecca at ABC Southeast Radio regarding water levels etc. She had read our minutes and was curious.
- After the interview 2 ladies from Kingston turned up at the Lake and told Noel they had just heard an interview on the radio and wanted to know where Lake

McIntyre was. Loved the lake and surrounds. They were on their way to see a friend locally.

- Whipper snipped the long grass behind the interpretive centre.
- Drove the ride on to WRC depot to have 2 new back tyres fitted.

10. SIGHTINGS:

100+ Little Pied Cormorants
 100+ Little Black Cormorants
 4 Great Egrets
 13 Cattle Egrets
 7 Hoary-headed Grebes
 Swamp Harrier – all on 23rd September early evening

22 Turtles sighted in the water at Gibb's seat.
 Cormorants little black – Sheila 40 + on 26 September approximately 4pm
 3 swans sighted at the lake, usually only 2.
 Quite a few more ducks have arrived including Shovelers and Hardheads.
 Bird count gleaned 44 species.

GATE ROSTER:

Thursday 12th October - Brian
 Saturday 14th October - Angela
 Saturday 21st October – Boyles
 Thursday 26th October - Brian
 Saturday 28th October - Brian
 Saturday 4th November - Boyles

Meeting Closed at 7.45pm

NEXT MEETING:

The next meeting of the Lake McIntyre Management Committee will be held on Wednesday 8th November at the South East Family History Group, 1 Mount Gambier Road Millicent, at 7.00pm

15 Reports From Council Officers

15.1 Chief Executive Officer

15.1.1 Monthly Project Status Report

Report Type	Officer Report
Department	Executive
Author	Craig Turner, Program 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	Theme 1 - Community Vibrancy & Presentation 1.1 Maintain and enhance public space areas including parks, public places, car parking, street lighting and streetscapes to provide vibrant, attractive areas. 1.2 Through appropriate planning, develop vibrant, presentable townships throughout the Wattle Range area. 1.3 Continue to provide sustainable, vibrant community facilities. Theme 3 - Infrastructure & Asset Sustainability 3.1 Create a sustainable stock of assets, with appropriate long term asset planning and optimal use. 3.2 Plan and provide for a safe local road network that meets the future and current needs of our community. 3.4 Plan for and optimise Council's stock of building assets whilst meeting the future and current needs of community. 3.5 Plan for the expansion and replacement of Council's stock of footpaths, walkways and trails, to meet the future and current needs of our community. Theme 4 - Organisational Excellence 4.2 Govern in a responsible and responsive way.
File Reference	GF/7.73.1/4
Attachments	1. Oct 23 \$ PDF [15.1.1.1 - 4 pages]

Purpose of Report

To provide an update on the status of Council's capital projects.

Report Details

Council resolved to fund 60 new capital projects for the 2023/24 FY to the value of \$10,788,164. As of 31st October 12% of these projects are completed, 23% in delivery, 32% are in the procurement phase and 33% have not yet been started.

39 Projects remain as work in progress (WIP) from the 2022-23 Financial Year of which 41% have been completed. 46% are in delivery and 8% in the procurement stage and 5% have not yet been started.

2023/24 Capital Program

Officers have received the requested upgrade from Datascape and are currently working on the Power BI dashboard for inclusion in future monthly project status reports.

Projects Status

Major Projects

Millicent – Swimming Lake Refurbishment – A full site survey was conducted by Cameron Lock Surveying early in October to plot levels and the location of all assets, plantings and fixtures. The Aquatic Engineers FMG Engineering have had its Geotech team on site 23rd and 24th of October to complete its investigation. Drilling and collecting soil samples from thirteen bores and digging four test pits through the lake floor to expose both sides of the wall to gather footing details. Wattle Range Council employees helped to cut and remove concrete, excavate and fill all test pits and make good.



Swimming lake boring and excavation

Millicent – Stock Transfer Facility - The suite of documents supporting the user induction package is completed and has been trialed to a small group at the facility. The procedure is finalised, and all updated facility signage has been purchased and erected. Letters will be sent to stock agents and common users of the truck wash inviting them to undertake the induction. Council's Operations department will run the inductions for all users of the facility, inductions will be booked via phone.



Facility signage upgrade

SE Asbestos has removed all the asbestos from the canteen building, including the upstairs floor tiles, roof lining and all wall cladding. Wall panels under the windows from downstairs offices was also highlighted as containing asbestos and has been removed. The weighbridge building was additionally addressed and is now clear of asbestos, the floor tiles, wall cladding and ceiling have all been removed.



Asbestos removal

Millicent Depot Shed – The entire floor has been fully sanded and the floor treatment sealing coat and final coat has been applied. Contractors have installed the side fence running along the southern boundary. The upstairs office bench tops have arrived and will be made up and placed into position. Final move in will be planned on completion of the easement which is currently with the Crown Land department awaiting signoff.



Depot shed floor treatment and fence

Council Service Centre – Officers have met with Norman Waterhouse to review the draft contract and tender documents both are currently being finalised.

Projects which have progressed since last report period

Millicent – Rotary Park & Lakeside Caravan Park Fence – Contractors have now completed work on the fence adjoining the two parks.



New Park fence

Beachport Museum – Officers are currently seeking quotes to undertake the improvement work with the proposed fire wall at the rear of the museum and the sealing of the wall gap inside the main building. Planning approval has been issued and final building approval is currently underway.

Millicent Town Entrance Signage – Requests for quote is currently out and submissions are due by 15th November 2023. Evaluation panel will sit soon after to determine the best photographer to produce the photos for Council's consideration.

Beachport - Boat Ramp Pontoons – The number one finger floating pontoon has been placed into position. Some defects have been highlighted that require attention prior to practical completion being issued. Bunting has been erected to limit use until the issues are resolved.



No 1 finger into position

Beachport - South Terrace Drainage – Contractors have completed works and Council staff have installed bollards and signage to manage the parking in this area to avoid any damage to the new underground infrastructure.



South Terrace upgrade

Penola - Stadium Upgrade - New external access doors have been installed this will allow users to access the toilets without full entry to the stadium. Work will then begin to upgrade the male toilets.

Millicent - Depot Fence Upgrade – Wattle Range Council employees have begun to clean up the garden bed at the Millicent depot to allow for the new fence and improved access to the office complex. Contractors have been engaged and are aiming to undertake the work early December 2023.

Penola - Green Rise Toilets – Work on the septic trench and soakage pit is planned for early November with final fit out to follow and full completion expected soon after.



Green Rise toilet

Penola - Arthur Street Toilets – Contractors have begun work on the female toilet upgrade. Most of the demolition and clean up has taken place ready for under floor plumbing. The cleaner's room will be painted and tiled during the last week in October. Work will begin simultaneously on the family room and the female toilets.



Female Toilets

Millicent and Penola – Street Scape – Sprutt has presented its detailed design to Council members at an Information Briefing session. Sprutt will make final changes and the plans will be used to prepare business cases for consideration in future budgets.

Beachport - Recreational Hall Roof – A local contractor has been awarded the work via the Panel of contracts to replace the leaking Skylights on the roof. Work expected to begin mid-November 2023.

Millicent - McLaughlin Park and Penola - McCorquindale Park – Fire Service – Using Lucid Consulting's plans, officers will now undertake a full survey of both sites to gather details to ascertain all underground services and fixtures to provide detailed quotes for future business case considerations.

Millicent - Rotunda Lighting Upgrade – The Rotunda uplighting is installed within the concrete base and has been trialed for several weeks. Stainless steel enclosures are being fabricated and will be fitted to house the electrical controls.



Rotunda uplighting

Beachport - Recreational Hall Carpark – Detailed plans are now finalised and a request for tender is being prepared. Council maintenance staff will upgrade the underground car park plumbing in preparation for the refurbishment.

Beachport - Works Depot Shed – Contract has been awarded to a local builder, awaiting confirmation on a start date expected to begin early 2024.

Various Plant Renewals

New tilt tray truck expected delivery Dec 23

Excavator (6 tonne) expected delivery Nov 23

Front Deck Kubota mower expected delivery Nov 23

Flo-Con is ordered and expected delivery is 18 months

Financial Considerations

Budget	\$10,774,000
Budget Spent to Date (including commitments)	\$3.04M

Risk Considerations

Risk Assessment: Medium

Assessed as a reputational risk. Determined as Moderate severity with a likelihood of possible. Risk reduction action is fortnightly review with engineering services to monitor status on each project and detailed monthly report for Council.

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.

WATTLE RANGE COUNCIL 2023/2024 CAPITAL BUDGET							
WO#	Project Name	Description	Type	Project Status	Budget	Actual	% Complete
		WIP Projects 22/23					
WO.1997	Glencoe West/Telfer place sealed bellmouth		Upgrade	Not Started	\$ 5,000		0%
WO.1996	Glencoe west road dairy crossing repairs		Upgrade	Deffered	\$ 50,000		0%
WO.1806	Beachport Museum Fire Upgrades	The Building Fire Safety Committee have raised concerns about the Beachport Museum and have informally requested that additional work be completed. No formal advice has been received about the scope of works, but it is understood that there needs to be investment in the roof adjoining Bompas, as well as the two sides of the machinery shed that are on boundaries.	Upgrade	Procurement	\$ 50,000	\$ 2,027	10%
WO.1822	Susan Wilson Playground - additional play equipment	additional play equipment for younger children	New	Procurement	\$ 39,000	\$ 35,309	50%
WO.1450	Mount Burr Signage & Entrance Signs	Provision of new entrance signage for Mount Burr Township	New	Procurement	\$ 30,000	\$ 25,182	30%
WO.1118	Beachport Depot Shed	Beachport Depot Shed Replacement	Renewal	Delivery	\$ 275,000	\$ 75	30%
WO.1795	Library Roof and Air Conditioning	There are significant leaks in the library roof, particularly over the children's library and due to the box gutters. The heating and cooling units are also at end of life and it is necessary to remove them to replace the roof underneath.	Renewal	Delivery	\$ 240,000	\$ 179,109	30%
WO.1821	RV Dump Point in Kalangadoo	Installation of an RV dump point in Kalangadoo to encourage self contained motor homes to stay in the town and support local businesses.	New	Delivery	\$ 21,500	\$ 12,047	70%
WO.1444	Millicent Depot Upgrade	New Mechanical Workshop and Stores	New	Delivery	\$ 1,283,000	\$ 1,104,093	90%
WO.1662	Saleyards Infrastructure	Upgrade of 4 fixed ramps and replacement of double height ramp, upgrade of truck wash area, renewal or replacement of office/amenity building	New	Delivery	\$ 977,025	\$ 394,132	50%
WO.1448	Beachport Boat Ramp	Provision of replacement pontoons and new gang plank and handrail	Renewal	Delivery	\$ 133,750	\$ 112,394	90%
WO.1426	Border Road	Detailed Design of Border Road from Dergholm Road to Old Telegraph Road (1.8km section)	Upgrade	Delivery	\$ 25,234	\$ 25,234	50%
WO.1099	Intersection Upgrade HVSPB Border and Casterton Road	Design of intersection to address road safety issues	Upgrade	Delivery	\$ 117,726	\$ 91,214	50%
WO.1116	Penola Stadium	Roofing Renewal and toilet Upgrade Works	Renewal	Delivery	\$ 282,260	\$ 296,449	80%
WO.1985	Toyota Hilux Single Cab Utility	Replacement	Renewal	Delivery	\$ 43,000	\$ 20,638	10%
WO.1979	Iseki 72" SF370 Front Deck Mower with cabin	Replacement	Renewal	Delivery	\$ 66,000	\$ 65,165	10%
WO.1818	New Tilt tray Truck	New Tilt Tray Truck see attached for description	New	Delivery	\$ 252,000	\$ 252,323	70%
WO.1794	Arthur Street Toilet Upgrade	Renewal of the men's, ladies, disabled and baby change to incorporate a new family friendly facility with accessibility for all.	Renewal	Delivery	\$ 150,000	\$ 209,139	60%
WO.1792	Greenrise Toilet Upgrade	An upgrade to the toilets at Greenrise in Penola, including electricity to the building	Upgrade	Delivery	\$ 120,000	\$ 130,665	80%
WO.1798	Millicent RRC Office & CCTV	Renewal works on the entrance to the office building at the Millicent Resource Recovery Centre (RCC) including replacement of wall, door frames, door, deck and installation of a veranda to protect it in future.	Renewal	Delivery	\$ 40,000	\$ 9,772	70%
WO.1793	Rendelsham Hall Renewal Works	Renewal works at Rendelsham Hall including replacement of the flooring and doors from the foyer to the hall, replacement of the lower windows, repairs to the roof, replacement of the water damaged ceiling in the toilets and repairs to the emergency exit door in the hall.	Renewal	Delivery	\$ 20,000	\$ 10,628	70%
WO.1977	Camry	Replacement Chris Tully	Renewal	Delivery	\$ 33,000	\$ 26,531	80%
WO.1980	Kubota ZD1011-54AU Zero Turn Mower SN10284 - Millicent	Replacement	Renewal	Delivery	\$ 25,007	\$ 24,900	80%
WO.1451	Millicent Domain Rotunda Repair	Refurbish of rotunda and provision of lighting	Renewal	Completed	\$ 33,000	\$ 24,141	100%
WO.1541	South Terrace Beachport Drainage	Installation of kerbing at intersections of Foster St and South Terrace and French St and South Tce and undertake drainage works on Foster Street	Renewal	Completed	\$ 209,521	\$ 199,114	100%
WO.1115	Kalangadoo Hall	Roof Renewal Works (supper room)	Renewal	Completed	\$ 20,101	\$ 6,507	100%
WO.1096	Millicent Swimming Lake Amenities	Roof Replacement and upgrade to change room	Renewal	Completed	\$ 22,000	\$ 21,032	100%
WO.1117	Kalangadoo Hall	Toilet Renewal Works	Renewal	Completed	\$ 27,500	\$ 8,285	100%
WO.1452	Rymill Hall Storage Facility and Stage Access	Construction of a storage area for Rymill Hall to remove the risk of tables falling on users, reduce fire hazard and access issues at the back of the stage and maximise the floor space available for hire.	Upgrade	Completed	\$ 132,000	\$ 114,057	100%
WO.1044	Millicent Street scape	WAXX 13 stage street beautification town centres	New	Completed	\$ 55,000	\$ 37,644	100%
WO.1050	Penola Street scape	WAXX 13 stage street beautification town centres	New	Completed	\$ 55,000	\$ 37,644	100%
WO.1819	6 ton excavator	New six ton excavator see attached	New	Completed	\$ 149,700	\$ 149,700	100%
WO.1817	New Front Mounted Flail mower, 85HP Tractor and a 3point linkage spray unit	New front mounted Flail mower and tractor to be used on the Penola rail trail. The front mounted flail mower would be able to tilt down and mow the rail trail banks while the tractor stays up on the top of the track. The tractor would have turf tyres which will be more gentle on the bitumen. A 3 point linkage spray unit could be mount on the rear of the tractor for spraying along the trail	New	Completed	\$ 153,782	\$ 153,782	100%
WO.1976	Ford Mondeo LX Wagon	Replacement	Renewal	Completed	\$ 45,000	\$ 32,312	100%
WO.1441	Millicent Saleyards Lighting Upgrade	New public lighting of Millicent Saleyards	Upgrade	Completed	\$ 51,357	\$ 30,887	100%
WO.1814	Green rise Lighting	Installation of lighting in the BBQ and picnic area at Green rise requested by Penola Lions to support Driver Reviver and encourage use of the facilities	New	Completed	\$ 12,000	\$ -	100%

WO#	Project Name	Description	Type	Project Status	Budget	Actual	% Complete
WO.1808	Penola Main Park - Subsurface Irrigation	Replacement of sprinklers in the Main Park in Penola with subsurface irrigation to reduce the staining on buildings. The groundwater in Penola has a very high iron content, causing orange staining on buildings, monuments, paths and other park infrastructure.	Upgrade	Completed	\$ 50,000	\$ 44,874	100%
WO.1445	Millicent Depot Access Gates	Installation of automatic gate for three entrances to depot	New	Completed	\$ 75,500	\$ 78,343	100%
WO.1975	Toyota Prado	Replacement	Renewal	Completed	\$ 74,647	\$ 74,647	100%
				Total 22/23	\$ 5,444,610	\$ 4,039,995	74%
CARRYOVER PROJECTS 2022/23							
WO.1802	Southern Ocean Tourist Park (Electrical renewal)	Replacement of main switchboard and submains cable to enable further electrical works in the park in the future. SA Power Networks have replaced the transformer on the site to enable Council to undertake electrical works to improve supply across the park. A staged approach will be developed as part of the 10 year plan for Southern Ocean Tourist Park (SOTP), however the scope has already been developed for this stage 1.	Renewal	Not Started	\$48,000	\$1,704	0%
WO.1796	Beachport Visitor Information Centre (Building Works)	One external wall on the Beachport Visitor Information Centre needs to be replaced as it is no longer waterproof. The remaining walls are of a different material and are weatherproof. The project will include internal and external painting (only the new wall) and replacement of the large sign.	Renewal	Not Started	\$20,000	\$0.00	0%
WO.1474	Centennial Park Beachport-Stormwater pump	Installation of new concrete weir and stormwater pump in the Centennial Park Wetlands	Renewal	Procurement	\$165,000	\$1,818	0%
WO.1499	Millicent Town Entrance Signs	Replacement of two picture board signs on the Princes Hwy on the approach to Millicent, if funding allows also replace the smaller sign on Mt Burr Rd	Renewal	Procurement	\$20,000	\$0	10%
WO.1823	Beachport Recreation Hall (Carpark Works)	Upgrade of the existing car park including kerb, drainage, line marking and sealed surface	New	Procurement	\$165,000	\$500	10%
WO.1436	Beachport Cinema (Building Works)	Repairs to wall and ceiling following Air Conditioner refurbishment and roof repairs	Renewal	Delivery	\$9,000	\$210	10%
WO.1123	Beachport Medical Centre (Building Works)	Repairs to the roof and awning to the building	Renewal	Delivery	\$14,270	\$1,583	80%
WO.1482	Fire Service - McLaughlin Park, Millicent	Detailed design and associated approval to address water supply issues to comply with Building Fire Services requirement for the existing buildings	Renewal	Completed	\$282,000	\$39,562	80%
WO.1483	Fire Services - McCorquindale Park, Penola	Detailed design and associated approval to address water supply issues to comply with Building Fire Services requirement for the existing buildings	Renewal	Completed	\$42,000	\$31,740	100%
WO.2172	Light Vehicle replacement program	Toyota Hilux dual cab (S926BY) P283	Renewal	Differed	\$45,000	\$0.00	0%
WO.2169	Heavy Vehicle replacement program	Tip Truck Hino (SB35B) P4028	Renewal	Not Started	\$150,000	\$0.00	0%
WO.2187	Penola Resource Recovery Centre	Concrete by Metal storage space	Renewal	Not Started	\$61,000	\$0.00	0%
WO.2153	Beachport Treatment Facility	Replacement of failed sprinklers	Renewal	Not Started	\$20,000	\$0.00	0%
WO.2154	Penola Treatment Facility	Replacement of all sprinklers	Renewal	Not Started	\$80,000	\$0.00	0%
WO.2188	Civic and Arts Centre Fittings and Fixtures	Replacement of heavy, round tables (50 years old and no longer WHS compliant and very difficult to manipulate) to lighter more functional round tables.	Renewal	Not Started	\$20,000	\$0.00	0%
WO.2215	Tantanoola Picnic and BBQ Area	purchase and fit a second BBQ under the shelter with stainless steel bench with power and water and two new picnic tables and bench seats.	New	Not Started	\$15,000	\$0.00	0%
WO.2204	Tantanoola Reserve (new tables and bins)	Supply and fit new bench seat, table and rubbish bin at the Childrens playground North Tce Tantanoola. Some form of shade or plantings for sun protection.	New	Not Started	\$11,000	\$0.00	0%
WO.2205	Cape Buffon Drive	Supply Concept Design for footpath, Bridges drive	Upgrade	Not Started	\$30,000	\$0.00	0%
WO.2189	Information Systems	Pursue mobile IT solutions that improve remote connectivity and productivity in the field	New	Not Started	\$20,000	\$0.00	0%
WO.2190	Wayfinding Tourism Signage	Implementation of standard Wayfinding capability for the broad range of tourism assets on offer in the Council area	New	Not Started	\$100,000	\$0.00	0%
WO.2191	Council Service Centre	Staged funding for the construction phases of the new Council office	New	Not Started	\$3,000,000	\$0.00	0%
WO.2192	Scenic Drive Beachport Realignment (Design)	Retreat from coastal erosion at the Salmon Hole and Post Office Rocks and realign Scenic Drive around the Pool of Siloam. Funding to complete detailed design.	New	Not Started	\$150,000	\$0.00	0%

WO#	Project Name	Description	Type	Project Status	Budget	Actual	% Complete
WO.2193	Saleyards (Minor Capital Works)	Ensure that the Millicent Saleyards are maintained to a safe, compliant and sustainable standard, and that their ongoing use is actively promoted by the Stock Agents that are licenced to operate it. Funding to allow for continued replacement of failed assets.	Renewal	Not Started	\$50,000	\$0.00	0%
WO.2194	Council Visitor Information Centre (Design)	Commence the evolution of Council's VICs into community hub facilities that allow for best practices in visitor service models, enhancing visitor destination experiences and provide a functional space for local community members to enjoy	Renewal	Not Started	\$10,000	\$0.00	0%
WO.2195	Street Lighting	Review current street lighting network and identify any priority black spot areas for infill and/or expansion	Renewal	Not Started	\$20,000	\$0.00	0%
WO.2197	Queen Street Penola Road and Drainage Upgrade	Provision of Drainage, new kerbing and road construction (Phase 1, multi year project)	New	Not Started	\$300,000	\$0.00	0%
WO.2198	Civic and Arts Centre Fittings and Fixtures	Upgrade the Sound system in the Civic Centre. If the Centre is to become multi-functional there must be the ability to hold films, conferences, meetings and community functions and promote the centre as a contemporary space. To enable this the sound system, projection capabilities, and lighting must be at a level where by the hirer and patrons can enjoy the experience. Such technology today ensures that the experience is first-class: Promoting ease of use - currently, we must have a person on hand (often a volunteer) to enable access to systems. This presents a significant risk if there is no one else available with the expertise. Technology now affords us the opportunity to operate professionally and with ease. Please note we are awaiting quote.	New	Not Started	\$25,000	\$0.00	0%
WO.2182	Gladys Smith Early Learning Centre	Update Wallaby Room, replace back fence and air conditioner	Renewal	Procurement	\$125,000	\$1,814	0%
WO.2199	Cat Impounding Facility, Millicent	Seeking to transform cleaning storage shed located directly next to the pound into a cat holding facility.	New	Procurement	\$7,000	\$0.00	10%
WO.2201	Beachport Footpath Lighting on Millicent Road,	Installation of solar light towers to light the footpath in Beachport. Estimated to be \$7,500 per light and installation 50m apart.	New	Procurement	\$45,000	\$0.00	5%
WO.2185	Domain Playground	Replacement of existing Softfall (rubber soft fall)	Renewal	Procurement	\$90,000	\$0.00	0%
WO.2186	Mount Burr BBQ	Replacement of BBQ and works to repair shelter	Renewal	Procurement	\$15,000	\$3,733	0%
WO.2166	Heavy Vehicle replacement program	Backhoe Loader Caterpillar 432E (S56SUW) P4041	Renewal	Procurement	\$200,000	\$0.00	0%
WO.2167	Heavy Vehicle replacement program	Motor Grader Caterpillar 12M (S35SYL) P4040	Renewal	Procurement	\$450,000	\$0.00	0%
WO.2168	Heavy Vehicle replacement program	Self Propelled Vibrating Roller Caterpillar (NVP-092) P4023	Renewal	Procurement	\$200,000	\$0.00	0%
WO.2151	Millicent Swimming Lake Valve Replacement	Replacement of valve	Renewal	Procurement	\$7,000	\$0.00	10%
WO.2207	Road Reseals	Annual Road Reseals Budget	Renewal	Procurement	\$865,442	\$0.00	0%
WO.2174	Light Vehicle replacement program	Ford Ranger (includes lifting device) (S744BOS) P266	Renewal	Procurement	\$65,000	\$0.00	0%
WO.2184	Millicent Swimming Pool	Repairs to concrete and address major leak	Renewal	Procurement	\$600,000	\$64,698	10%
WO.2155	Penola Pump Station	Replacement of controller units in all pump stations, replacement of two pumps, renewal of three concrete chambers	Renewal	Procurement	\$170,000	\$0.00	0%
WO.2156	Kalangadoo Pump Station	Replacement of pump stations including new switch board and controllers	Renewal	Procurement	\$90,000	\$0.00	0%
WO.2157	Beachport Pump Station	Replacement of several pumps, controller and new switch board	Renewal	Procurement	\$45,000	\$0.00	0%
WO.2202	Lake McIntyre Mower Container	supply and fit into position a second-hand container to be used to safely house the volunteer's lawn mower. To remove the risk of slips trips and falls due to current work practice and storage restrictions.	New	Procurement	\$7,000	\$0.00	10%

WO#	Project Name	Description	Type	Project Status	Budget	Actual	% Complete
WO.2203	Millicent Depot front fence and entrance landscaping	Due to installation of new security access gates and the condition of current fence an upgrade to the front fence is required for safety and security purposes. A new concrete path from PA gate to office entrance for visitor access and improved landscaping and sealing of carpark spaces and entrances.	Renewal	Delivery	\$60,000	\$17,128	20%
WO.2149	Reseal (2nd coat) Kennedy Road Glencoe	A second coat reseal is required to complete the upgrade of Kennedy Road Glencoe	New	Delivery	\$357,007	\$421,563	10%
WO.2183	Beachport Recreation Centre	Replacement of sections rusted roof and walls to main hall	Renewal	Delivery	\$60,000	\$11,000	5%
WO.2165	Heavy Vehicle replacement program	Flocon - Isuzu FVD 1000 (S859KS) P4051	Renewal	Delivery	\$350,000	\$373,290	0%
WO.2173	Light Vehicle replacement program	Ford Ranger Crew cab 4WD (S764BOS) P264	Renewal	Delivery	\$45,000	\$46,755	0%
WO.2208	Footpath renewal program	Footpath renewal program to comply with Asset Management Plans and council's asset sustainability ratio.	Renewal	Delivery	\$196,000	\$0.00	0%
WO.2164	Kerb renewal program	Renewal of kerb to meet asset management program and Council's asset sustainability ratio	Renewal	Delivery	\$220,000	\$0.00	0%
WO.2175	Minor Plant Renewal	Minor plant replacement program to meet the asset management plan and Council's asset sustainability ratio.	Renewal	Delivery	\$40,000	\$15,000	40%
WO.2170	Renewal road Resheet program	Resheet of unsealed roads to meet asset management plan and Council's assets sustainability ratio.	Renewal	Delivery	\$1,330,945	\$0.00	0%
WO.2152	Drainage renewal program	culvert renewal on various un sealed roads	Renewal	Delivery	\$30,000	\$10,057	0%
WO.2150	Nangwarry Stormwater Retention Basin	Increase the size of the current retention basin to address flooding issue	New	Delivery	\$30,000	\$5,065	10%
WO.2196	Penola Rail Trail (Signage)	In conjunction with the DIT, SATC, and the Coonawarra Vignerons Association, pursue funding opportunities to construct a walking/cycling trail within the rail corridor between Penola and Coonawarra (finalise signage installation)	New	Delivery	\$80,000	\$73,554	20%
WO.1432	Annual Computer Replacement (Public)	Annual computer replacement for public computers based on 20 All In One Desktops over 5 years	Renewal	Completed	\$5,500	\$4,555	0%
WO.1433	Annual Computer Replacement (Staff)	Annual computer replacement based on 46 Surface Pro's & 41 Desktops over 5 years	Renewal	Completed	\$35,000	\$34,147	0%
WO.2200	Boundary Fence between Lakeside Caravan Park and Rotary Park Millicent	Remove Overgrown vegetation, remove old fallen fence, and fit new fence to existing fence and to boundary	Renewal	Completed	\$15,000	\$9,636	100%
WO.2206	Old School House, Millicent	replace box gutters, flashing and carpet	Upgrade	Completed	\$35,000	\$24,400	60%
WO.2171	Light Vehicle replacement program	Toyota Rav4 GXL (S160CCZ) P284	Renewal	Completed	\$45,000	\$32,416	100%
		Total 2023/24 PROJECTS			\$10,788,164	\$1,225,928	11%

15.1.2 Electric Vehicle

Report Type	Officer Report
Department	Executive
Author	Ben Gower
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	Theme 2 - Environmentally Sustainable 2.1 Protect Council's natural assets through proactive planning in climate adaptation and structured infrastructure replacement and enhancements.
File Reference	GF/8.55.1
Attachments	Nil

Purpose of Report

To update Council on the performance of its first electric vehicle and consider future regional infrastructure requirements for this emerging technology.



Report Details

In March 2023, Council adopted its first Climate Change Action Plan that included an action to achieve a 100% electric/hybrid light vehicle fleet by 2030. The CEO's Toyota Prado was scheduled for replacement as part of the 2022/23 Annual Business Plan and Budget and it was decided that it would be replaced with an electric vehicle (EV) to trial this emerging technology. The purpose of the trial was to ascertain whether electric vehicles were a suitable light vehicle alternative and to guide future advocacy and/or investment in electric vehicle infrastructure.

Four EVs were shortlisted as part of the procurement process that were deemed suitable from a regional context – the Tesla Model 3; Polestar 2; Hyundai Ioniq 5; and the Kia EV6. They all had similar extended ranges, technical functionality, and price, however only the

Hyundai and Kia had a regional dealership that offered local technical support. None of these vehicles had the option of a bull bar – a standard requirement for Council’s small vehicle fleet to mitigate the risk of wildlife strikes. Given the extremely long wait times for the Hyundai, the Kia EV6 was chosen as the preferred vehicle.

A GT-Line 2WD EV6 was ordered in November 2022 and arrived nine months later in August 2023. The vehicle has travelled over 8,000 km in its first three months – which was expected given the CEO averages between 30,000 and 40,000 km in any given year. 85% of this travel has been for business related purposes.

The EV6 should be very cost effective to operate. Its first service consisted of a software update and a top up of the windscreen wiper fluid as there is no requirement to maintain an engine or transmission system. It costs \$14 to “fill” at the Council charging station (18c/kWh) and \$46 at the Keith fast-charging station (60c/kWh). In comparison to the CEO’s former Toyota Prado, it has consumed one third of the cost of fuel/km, saving 450 litres of diesel which equates to approximately \$3,600 per annum at \$2 per litre.

Despite an advertised range of 528 km, the EV6 has an observed range of only 324 km when driven on regional roads (60%). This is due to the nature of regional vs city driving, where there is significantly less regenerative braking used to recharge the battery.

It takes nine hours to charge the vehicle via the Council’s 11 kWh AC charging station, and 32 hours via a 240V AC adaptor. There are no DC fast charging stations within a 100 km radius of Millicent to enable EV6 to be charged midway through a journey, with the nearest fast charging station in Keith 187 km away. As a result, the vehicle needs to be charged daily whenever it is not in use to ensure it maintains a full battery.

The RAA is rolling out a number of Charge Fox stations across the Limestone Coast on behalf of the South Australian Government. Most of these stations have a slow 7 kWh charging capacity and are designed for overnight or extended stays in the one location. These are ideal if you are stopping in a location for several hours but are of limited use when transiting through a region.

The Charge Fox station in Keith is rated at 350 kWh (in comparison to Council’s 11 kWh charger) and will charge an EV in less than 30 minutes. There are only three of these fast-charging stations south of Adelaide (Keith, Tailem Bend and Murray Bridge) and without them EVs could not travel between the Limestone Coast and Adelaide in a day.

A combination of both slow and fast charging stations is critical to unlocking EV access to the Limestone Coast. Slow charging stations are relatively cheap and easy to install as they rely on simple 240V AC power connections. Fast-charging stations use a combination of AC and DC power to charge EVs at extremely fast rates. They cost around \$75,000 and require access to large electrical transformers.

The location of charging stations should also be carefully considered, with slow chargers being more suited to private accommodation providers and long-term car parks, and fast chargers suited to conveniently located short stay locations like main street coffee shops and food vendors. Council should therefore consider installing slow chargers at the proposed new Council Administration Centre and advocating for fast chargers to be installed near our main street shopping precincts. Without them, EV owners will bypass our region.

Given the significant range limitations of the EVs that are currently on the market, consideration should be given to procuring plug in hybrid vehicles (PHEV) which combine the best of both worlds from a regional context. Unlike conventional hybrids, these vehicles have small to medium sized batteries that are charged just like an EV. They operate as a fully

electric vehicle until the battery reaches approximately 15% of its charge when it converts to a standard petrol driven hybrid vehicle. They have all the benefits of an EV for the first 50 km and the range of a conventional vehicle for longer distance travel. Like EV's, they are also exempt from Fringe Benefits tax.

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 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:

1. Receive and note the report.

15.1.3 Member Behavioural Management Policy - Review

Report Type	Officer Report
Department	Corporate Services
Author	John Wright
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	Theme 4 - Organisational Excellence 4.2 Govern in a responsible and responsive way.
File Reference	GF/9.63.2/1
Attachments	1. Behavioural- Management- Policy- Elected- Members [15.1.3.1 - 15 pages]

Purpose of Report

To review the operation of the Council's Behavioural Management Policy as required by section 262B of the *Local Government Act 1999* (the Local Government Act).

Report Details

Background

The 2021 reforms of the Local Government Act included the establishment of a Behavioural Management Framework for Council Members. The Framework included the requirement for all Councils to have a Behavioural Management Policy that sets out the process for dealing with complaints about the behaviour of Council Members.

The attached Behavioural Management Policy was adopted at the Ordinary Council Meeting on 29 November 2022 (Refer to Attachment 1 and Folio 10387, Agenda item 15.1.7). It outlines the administrative process to be followed when there has been an alleged breach of the Behavioural Standards for Council Members, the Behavioural Management Policy and/or the Behavioural Support Policy adopted by Council.

It is a requirement of section 262B(7) of the Local Government Act that Councils review the operation of their Behavioural Management Policy within 12 months after the conclusion of each periodic election.

Discussion

Since the adoption of the Behavioural Management Policy, there have been no reported instances of a breach of the Behavioural Management Framework as set out in the Local Government Act by a Council Member. Accordingly, it has not been necessary to implement the provisions of the policy and Council has no information on which to base a review of its efficacy. It is therefore recommended that, having given consideration to the operation of the policy as required by the Local Government Act, no amendments are made to the Behavioural Management Policy at this time.

If it becomes necessary to enact the provisions of the policy due to a breach of the Behavioural Management Framework, the policies operation can be reviewed at any time to

ensure operation of the policy is effective. However, if there is no requirement to adjust the policy, the next review will be within 12 months after the next periodic election as required by 262B(7) the Local Government Act.

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

The review of the Behavioural Management Policy relates to the following categories on the Council's Risk Register:

1. Elected Member Legislative Compliance – Regulatory - Medium risk rating.
2. Policy and Procedure Review Cycle – Regulatory - Medium risk rating.

Policy Considerations

Behaviour Support Policy

Legislative Considerations

This report has been prepared to meet Council's statutory requirements under section 262B(7) of the Local Government Act to review the operation of their Behavioural Management Policy within 12 months after the conclusion of each periodic election.

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:

1. Receive and note the report.
2. Endorse the operation of the Behavioural Management Policy as presented.

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

1. STATEMENT

This policy has been prepared and adopted pursuant to section 262B of the *Local Government Act 1999* (the Local Government Act).

This Behavioural Management Policy forms part of the Behavioural Management Framework for Council members and sets out Council's approach to the management of complaints about the behaviour of Council members. It describes the process to be followed where there has been an alleged breach of the Behavioural Standards for Council Members, this Behavioural Management Policy and/or any Behavioural Support Policy adopted by Council (***the behavioural requirements***).

2. DEFINITIONS

Behavioural Management Framework – The framework has four components, the:

1. Legislative framework within which all Council members must operate
2. Behavioural Standards for Council Members, determined by the Minister for Local Government, which apply to all Council members in South Australia
3. Mandatory Behavioural Management Policy (this document) relating to the management of the behaviour of Council members and adopted pursuant to section 262B of the Local Government Act
4. Optional Behavioural Support Policy (or policies) designed to support appropriate behaviour by Council members and adopted pursuant to section 75F of the Local Government Act.

Behavioural requirements – refers collectively and individually to the Behavioural Standards for Council Members, the Behavioural Management Policy and any Behavioural Support Policies adopted by Council.

Behavioural Standards for Council Members – established by the Minister for Local Government and published as a notice in the SA Government Gazette specifying the standards of behaviour to be observed by members of Councils.


Behavioural Standards Panel – an independent statutory authority with powers to impose sanctions on Council members who breach the behavioural requirements.

Frivolous – includes without limitation, a matter of little weight or importance, or lacking in seriousness.

Misbehaviour – defined in section 262E of the Local Government Act as:

1. A failure by a member of a Council to comply with a requirement of the Council under section 262C(1), or
2. A failure by a member of Council to comply with a provision of, or a requirement under, the Council's Behavioural Management Policy,
3. A failure by a member of a Council to comply with an agreement reached following mediation, conciliation, arbitration or other dispute or conflict resolution conducted in relation to complaint under Division 1 of the Local Government Act.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
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 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

Person responsible for managing the complaint means, subject to any resolution of the Council to the contrary:

1. the Mayor
2. if the complaint relates to or involves the Mayor, the Deputy Mayor
3. if the complaint relates to or involves the Mayor and Deputy Mayor, another Council member appointed by Council.

Repeated misbehaviour – is defined in section 262E of the Local Government Act as a second or subsequent failure by a member of a Council to comply with Chapter 5 Part 4 Division 2 (Ch 5 – Members of Council, Pt 4 – Member integrity and behaviour, Div 2 – Member behaviour).

Serious misbehaviour - is defined in section 262E of the Local Government Act as a failure by a member of a Council to comply with section 75G (Health and safety duties).

Trivial – includes without limitation, a matter of little worth or importance; that is trifling or insignificant.

Vexatious – includes a matter raised without reasonable grounds or for the predominate purpose of causing annoyance, delay or detriment, or achieve another wrongful purpose.


3. PRINCIPLES

Nothing in this Policy is intended to prevent Council members from seeking to resolve disputes and complaints in a proactive, positive and courteous manner before they are escalated.

The following principles will apply:

- where a Council member considers there has been a behaviour that is inconsistent with the **behavioural requirements**, a Council member may, in appropriate circumstances, seek to respectfully and constructively raise this issue with the member concerned, without the need to lodge a complaint under this Policy
- if a matter proceeds to a complaint, all Council members will continue to comply with the procedures set out in this Policy and support the person responsible for managing the complaint
- a consistent approach to the assessment, investigation and resolution of complaints will be adopted to facilitate timely and efficient resolution and the minimisation of costs
- where required, Council may engage the assistance of skilled advisors and support persons in the assessment, investigation and resolution of complaints and avoid adopting an unreasonably legalistic approach
- ongoing training and relevant resources will be provided to all council members to ensure they have the skills and knowledge necessary to perform their role in accordance with the behavioural requirements and the Local Government Act
- training and relevant support will be provided to persons with specific obligations under this Policy to facilitate the management, reporting and resolution of complaints alleging a breach of the **behavioural requirements**.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
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 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

Council will manage complaints under this Policy with as little formality and technicality and with as much expedition as the requirements of the matter and the Local Government Act allow and with proper consideration of the matter. Council is not bound by rules of evidence but will inform itself in the manner considered most appropriate given the nature of the complaint.

4. COMPLAINT MANAGEMENT PROCESS

This Policy sets out the procedures for dealing with an allegation of a breach of the **behavioural requirements** applying to council members. These procedures do not apply to complaints about council employees or the council as a whole. A complaint made in accordance with this Policy must be lodged within six months of the behaviour that is inconsistent with the **behavioural requirements** occurring. A decision may be made to accept a complaint lodged more than six months after the behaviour that is inconsistent with the behavioural requirements occurring on a case-by-case basis, at the discretion of the person responsible for managing the complaint. Community members can lodge a complaint with the Council in accordance with this Policy but cannot lodge a complaint directly with the Behavioural Standards Panel.

4.1 Dispute versus Complaint

It is important to distinguish between a dispute and a complaint. A dispute is generally a difference of opinion or disagreement between two parties. It may involve a heated discussion or some other unsatisfactory exchange between parties but may not amount to conduct inconsistent with the **behavioural requirements**. Ideally disputes will be handled directly by the parties involved and will not escalate to a complaint requiring action (even informal action) under this Policy. The Mayor (or another person) may play a role in facilitating a resolution to a dispute.

This Policy is intended to deal with matters where conduct is alleged to have been inconsistent with the **behavioural requirements**, rather than where members of Council have differences of opinion, even when robustly put.

4.2 Confidentiality


Complaints made in accordance with this Policy will be managed on a confidential basis until such time as they are required to be reported to Council in a public meeting in accordance with this Policy or are otherwise lawfully made public or disclosed.

Access to information relating to complaints and information about complaints will be limited to parties to the complaint and individuals with a responsibility within the complaint handling process or as otherwise provided for within this Policy¹.

A person who has access to information about a complaint (including the complainant and the person complained about) must not directly, or indirectly disclose to any person (including to a council member) that information except:

¹ There are circumstances in the Work Health and Safety Act 2012 where information must be disclosed. For example, where the health and safety of an employee is at risk.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

- for the purpose of dealing with the complaint
- where required by law
- for the purpose of obtaining legal advice or legal representation, or medical or psychological assistance from a medical practitioner, psychologist or counsellor
- where the disclosure is made to an external party, investigating the complaint, or mediator/conciliator engaged in accordance with this Policy
- where the information has been made public in accordance with this Policy or this Policy otherwise authorises or requires the disclosure of the information.

This is not to be confused with formal consideration at a Council Meeting of any matter arising from application of this Policy. Items presented to Council must be assessed on a case-by-case basis in accordance with the requirements of section 90 of the Local Government Act.

A complainant may request their identity be kept confidential from the person complained about. This does not constitute an anonymous complaint. The person responsible for managing the complaint will consider such requests on a case-by-case basis, having regard to any applicable legal requirements.

4.3 Stages of Action

This Policy has three distinct stages to the approach that will be taken to address complaints about the behaviour of Council Members:

- Part 1: Informal Action: Where the matter can be resolved directly between the parties.
- Part 2: Formal Action: Where the matter cannot be resolved using informal action and a formal process of consideration is required.
- Part 3: Referrals to the Behavioural Standards Panel: the circumstance under which the Mayor, the Council or other authorised person(s) will make a referral.


4.4 Part 1: Informal Action

Council encourages informal resolution of concerns regarding behaviour alleged to be contrary to the **behavioural requirements**. A person may therefore consider raising the matter directly with the Council member concerned.

Alternatively, a person may raise their concern with the Mayor on an informal basis. If the concerns relate to or involve the Mayor the person may raise the matter with the Deputy Mayor (if appointed) or other Council member appointed by the Council as the person responsible for managing complaints under this Policy.

If the Mayor or person responsible for managing the complaint considers that access to resources to support impacted parties and facilitate early resolution of the matter should be provided, the Mayor or person responsible for managing the complaint will request the Chief Executive Officer (CEO) to facilitate access to relevant resources. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

4.4.1 Record keeping

Where the Mayor or person responsible for managing the complaint addresses the matter through informal action, a record should be made setting out:

- details of the complainant
- details of the person complained about
- a summary of the matter
- a summary of actions taken in response
- details of agreed actions (if any).

If informal action does not successfully resolve the matter, the record may be made available to an investigation process as provided for under this Policy or to the Behavioural Standards Panel.

4.5 Part 2: Formal Action


This Part sets out the process for formal action in response to a complaint regarding the behaviour of Council members and addresses the manner in which a complaint will be:

- received
- assessed
- investigated
- resolved
- recorded.

A complaint made under this Behavioural Management Policy must:

- be received in writing. Subject to an alternative resolution of the Council, a complaint should be marked with “Confidential Council Member Complaint” and forwarded to the relevant email or physical address as published on the Council’s website
- provide the:
 - name of the Council member who has allegedly breached the **behavioural requirements**
 - name and contact details of the complainant
 - name and contact details of the person submitting the complaint (if different to the complainant) and
 - name and contact details of any witnesses or other persons able to provide information about the complaint
- be specific (including identifying the behavioural requirements the complainant alleges have been breached)
- provide as much supporting evidence as possible to assist an investigation, including the grounds and circumstances of the complaint (e.g. where, when, impact of the behaviour, actions taken to try to resolve the issue, relevant records or documents)
- identify the outcome being sought

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
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 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

- be lodged within six months of the alleged conduct occurring on the basis that it is important to address alleged breaches of **behavioural requirements** in a timely manner (with discretion provided to the person responsible for managing the complaint to allow a longer time limit to apply in particular cases. This will be assessed on a case-by-case basis).

4.5.1 Receipt of a Complaint

This step is an administrative process undertaken by the CEO or delegate and involves:

- receipt
- initial acknowledgement
- record keeping, and
- allocation of the matter to the person responsible for managing the complaint.

The CEO or delegate does not undertake an assessment of the merits of the complaint.

Receipt of the complaint will be acknowledged within two business days or as soon as reasonably practicable and a copy of this Policy will be provided to the person making the complaint.

The complaint should be directed to the person responsible for managing the complaint in accordance with this Policy.

A complainant may withdraw their complaint at any stage.

4.5.2 Initial complaint assessment

An initial assessment is not an investigation or adjudication of a complaint and no findings as to the merits of the complaint will be made at this stage.

Step 1


The person responsible for managing the complaint will undertake an assessment of it to determine whether the content of the complaint relates to the **behavioural requirements** and whether the conduct occurred in the context of the Council member carrying out their official functions and duties.

In undertaking the assessment, the person responsible for managing the complaint will have regard to the following matters²:

- the person who is making the complaint (or on whose behalf the complaint has been made) has a sufficient interest in the matter
- the complaint is trivial, frivolous or vexatious or not made in good faith

² The person managing the complaint will also have regard to whether the Council has obligations to report the matter to either the Local Government Association Mutual Liability Scheme (LGAMLS) or the Local Government Association Workers Compensation Scheme (LGAWCS), pursuant to the Rules of those schemes and Council's agreement with those bodies.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
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 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

- the complaint has been lodged with another authority
- the subject matter of the complaint has been or is already being investigated by the Council or another body
- it is unnecessary or unjustifiable for the Council to deal with the complaint
- the Council has dealt with the complaint adequately.

Step 2

If the person responsible for managing the complaint considers the matter warrants further consideration, the person complained about should be advised that a complaint has been received and is undergoing an initial assessment in accordance with this Policy. They should be provided a summary of the matter, at a sufficient level of detail, to understand the nature of the allegations and enable them to provide a preliminary response. This may be achieved by a discussion between the person responsible for managing the complaint and the person complained about, taking into account the principles of this Policy. The person complained about may have a support person present during any discussions.

The person complained about should be given a reasonable opportunity, but no more than ten business days, to provide a response to support the initial assessment. The person responsible for managing the complaint may provide a longer period of time for provision of a response at their discretion. The person responsible for managing the complaint should have regard to any response provided in determining the action resulting from the initial assessment.

Action from initial assessment


The person responsible for managing the complaint will determine what action will result from the initial assessment. A matter may proceed to formal consideration under this Policy, unless there are grounds to take one of the following actions pursuant to section 262B(2)(b):

- refusing to deal with the complaint³
- determining to take no further action
- referring to an alternative resolution mechanism or to propose training for relevant parties (e.g. facilitated discussion, provision of training, mediation, arbitration, conflict resolution, etc.)
- referring the matter to another body or agency (e.g., the Ombudsman SA or the Behavioural Standards Panel).

The outcome of the initial assessment will be advised to the complainant and person complained about in writing as far as is permitted by law.

³ Section 270(4a)(a)(i) of the Local Government Act precludes a review of a decision to refuse to deal with the complaint.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

Refusing to deal with the complaint/Determining to take no further action

Where the person responsible for managing the complaint makes a decision not to proceed with formal consideration of the matter the following steps should be taken:

- the complainant must be provided written reasons explaining the decision⁴
- the person complained about should be provided with a brief summary of the complaint and the reasons for not proceeding
- a record of these steps and the decision not to proceed should be made.

Whilst a matter may not proceed, the person responsible for managing the complaint may discuss the issues informally with the parties and identify strategies to build skills, facilitate positive relationship development and reduce the likelihood of repeat occurrences.

Decision to refer to alternative resolution mechanism

The person responsible for managing the complaint may form the view that the optimal way to deal with the complaint is to implement an alternative resolution mechanism such as facilitated discussion, mediation, arbitration, conflict resolution or training.

The person responsible for managing the complaint should discuss the use of a proposed alternative resolution mechanism with the complainant and the person complained about to determine whether there is support for this approach.

If so, the person responsible for managing the complaint should request the CEO take steps to facilitate access to appropriate internal or external support (not being for the purposes of obtaining legal advice) for parties to the complaint. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.

The complainant and the person complained about should be provided written confirmation of the alternative resolution mechanism to be used for the purposes of resolving the complaint.

Decision to refer to another body or agency


Where the person responsible for managing the complaint makes a decision to refer the matter to another body or agency the person will follow any direction from that body or agency regarding what information is to be provided to the complainant and the elected member complained about regarding the referral.

Decision to proceed to formal consideration

Where the person responsible for managing the complaint makes a decision to proceed to formal consideration the following steps should be taken:

⁴ Refer to Section 262D of the Local Government Act.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

- the person complained about should be provided with a copy of this Policy, contact details of the person responsible for managing the complaint and a summary document setting out:
 - the specific provision(s) of the behavioural requirements alleged to have been breached; and
 - the circumstances where this breach is alleged to have occurred.

In circumstances where the complainant has not requested their identity be kept confidential, a copy of the complaint may be provided in full.

- the complainant should be advised of the decision to proceed and the contact details of the person responsible for managing the complaint.

4.5.3 Formal consideration

Where a decision to formally consider the complaint has been made the person responsible for managing the complaint will determine how to proceed:

- the person responsible for managing the complaint may determine that they are the appropriate person to formally consider the complaint, or
- the person responsible for managing the complaint may determine to engage a third party to formally consider the complaint, for example:
 - an investigator who will report to the person responsible for managing the complaint, or
 - an external service provider with skills relevant to the matter who will report to the person responsible for managing the complaint.

If the person responsible for managing the complaint determines a third party should be engaged, they will request the CEO to facilitate engagement of an appropriate service provider. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.


The person responsible for managing the complaint will advise both the complainant and the person complained about that they are able to have a support person accompany them during discussions relating to the complaint.

It is the expectation of Council that both the complainant and the person complained about will cooperate with any such process to consider the complaint and, if requested, participate in meetings in a timely manner:

Failure by the elected member complained about to comply with this requirement may be taken into account when considering the actions to be taken under section 262B(2)(e) of the Local Government Act and may constitute grounds for referral to the Behavioural Standards Panel for misbehaviour.

Further consideration by the person responsible for managing the complaint (or the third party engaged), may (at the discretion of that person) involve:

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

- exploring the complaint with the complainant and the person who is the subject of the complaint
- speaking with other persons who have been nominated by the parties to have observed the behaviour
- speaking directly with witnesses to the conduct complained about
- requesting the provision of information or documents relevant to the investigation, which may include access to audio or video recordings of meetings.

During the formal consideration of a matter appropriate records should be kept by the person responsible for managing the complaint.

4.5.4 Report

The person responsible for managing the complaint (or the third party engaged) should ensure a report is prepared summarising the matter and setting out their findings, conclusions and recommendations. The report should set out:

- allegations made in the complaint
- summary of evidence to which the investigation had regard
- findings
- conclusions
- recommendations.

A report will generally include a recommended action for the parties to consider and/or participate in such as, but not limited, to the imposition of sanctions as per the Local Government Act:


- discussions with parties to the complaint to seek agreement
- formal mediation if not already undertaken
- Conciliation
- Arbitration
- education and further training.

A copy of the draft report should be provided to the parties to the complaint who should be given a reasonable opportunity, but no more than ten business days, to make submissions in relation to the draft report. The person responsible for managing the complaint (or the third party engaged) may provide a longer period of time for lodgement of submissions to the draft report at their discretion. The person responsible for managing the complaint (or the third party engaged) should have regard to any submissions made in preparing a final report.

Outcome – No breach found

Where the finding is that no breach of the **behavioural requirements** has occurred a final report should be prepared by the person responsible for managing the complaint (or third party engaged) and provided to the complainant and the person complained about.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

The complaint will remain confidential in accordance with the requirements of this Policy except at the request of the person complained about. If such a request is made, a copy of the final report will be tabled⁵ at the next practicable Council meeting. If no such request is received, no further action will be taken.

Outcome – agreed actions (breach found)

Where the finding is that a breach of the **behavioural requirements** has occurred and the complainant and the person complained about⁶ agree to a path for resolution, that agreement will be documented including matters such as:

- actions to be undertaken
- responsibility for completing actions
- timeframes for completion of actions
- what will occur if there is a repeat of the behaviours complained about
- monitoring arrangements for completion of actions
- what will occur if the actions aren't completed
- confirmation that the matter is considered resolved.

The agreement reached will be made in writing, including a commitment by parties to the complaint to abide by the agreement (which may be by electronic means). A copy of the agreement will be retained by each party and a copy held in Council records.

The complaint will remain confidential in accordance with the requirements of this Policy except at the request of the person complained about. If such a request is made, a copy of the final report will be tabled⁷ at the next practicable Council meeting. The matter must be reported in the Council's Annual Report which must contain the information required by the regulations⁸.

Outcome – no agreed action (breach found)

Where the finding is that a breach of the **behavioural requirements** has occurred and the parties to the complaint have failed to reach agreement as to the resolution of the matter, a final report should be presented to Council for determination. The person responsible for managing the complaint should request the CEO to include the final report in the Council Agenda as soon as practicable.


⁵ Note that the complaint's identity may need to be redacted.

⁶ Where the conduct complained about is not raised by the person directly affected by the conduct it will usually be appropriate to discuss the proposed resolution with that person prior to finalising agreement. This is intended to apply in a circumstance where the 'victim' is not the complainant to provide them with a reasonable opportunity to have input into the resolution.

⁷ Note that the complainant's identity may need to be redacted.

⁸ Refer to Schedule 4(1)(d) of the Local Government Act.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

4.5.5 Report

Where the parties are not able to agree on an approach to resolve the matter, the matter will be provided to Council to determine the actions to be taken, which may include:

- taking no further action
- passing a censure motion in respect of the member
- requiring the member to issue a public apology (in a manner determined by the Council)
- requiring the member to undertake a specified course of training or instruction
- removal or suspension from one or more offices held in the member's capacity as a member of the Council or by virtue of being a member of the Council – but not the office of Member of the Council.

If Council determines to take action, a report on the matter must be considered at a meeting open to the public⁹.

Where Council determines to take no further action, the complainant will be advised of this along with reasons, which may include the ground that:

- a. having regard to all the circumstances of the case, it is unnecessary or unjustifiable for the council to deal with or continue to deal with the complaint
- b. the subject matter of the complaint has been or is already being investigated, whether by the council or another person or body, or
- c. the council has dealt with the complaint adequately.

In making a determination under section 262C(1), Council should be reasonably prescriptive about the manner and time periods in which the action must be completed. Section 262E defines a failure to comply with a requirement of the Council under 262C(1) as 'misbehaviour' which may result in a referral to the Behavioural Standards Panel. The matter must be reported in the Council's Annual Report, which must contain the information required by the regulations¹⁰.

4.6 Behavioural Standards Panel


The Behavioural Standards Panel is an independent statutory authority consisting of three members and has powers to impose sanctions on council members who breach the **behavioural requirements**.

In accordance with section 262Q of the Local Government Act, a complaint alleging misbehaviour, repeated misbehaviour or serious misbehaviour may be made to the Panel by certain persons as set out below. The Panel's jurisdiction arises in the circumstances set out below:

⁹ Refer to Section 262C(2) of the Local Government Act.

¹⁰ Refer to Schedule 4(1)(d) of the Local Government Act.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version: 1
	Behavioural Management	Date Adopted: 29/11/2022
		Next Review Due: November 2026

Legislative definition	Plain language explanation
<p>Misbehaviour means –</p> <ol style="list-style-type: none"> A failure by a member of a Council to comply with a requirement of the Council under section 262C(1), or A failure by a member of a Council to comply with a provision of, or a requirement under, the Council's behavioural management policy, or A failure by a member of a Council to comply with an agreement reached following mediation, conciliation, arbitration or other dispute or conflict resolution conducted in relation to a complaint under Division 1. 	<p>Misbehaviour means:</p> <ol style="list-style-type: none"> A Council member fails to take the action required by Council, or A Council member fails to comply with this policy, or A Council member fails to comply with an agreement reached pursuant to this policy.
<p>Repeated misbehaviour means a second or subsequent failure by a member of a Council to comply with Chapter 5 Part 4 Division 2.</p>	<p>A second or subsequent breach of the behavioural requirements.</p>
<p>Serious misbehaviour means a failure by a member of Council to comply with section 75G.</p>	<p>A breach of health and safety duties (including sexual harassment) as set out in section 75G of the Local Government Act.</p>

A complaint alleging misbehaviour, repeated misbehaviour or serious misbehaviour by a member of council may be referred to the Panel by¹¹:


- a resolution of the Council
- the Mayor, or
- at least three members of the Council
- responsible person under 75G of Local Government Act – direction not to attend meeting.

4.7 Behavioural Standards Panel Contact Officer

Council must appoint a person as the contact officer for matters referred to the Behavioural Standards Panel. The contact officer is responsible for the provision of information to and receipt of notice from the Behavioural Standards Panel.

¹¹ Refer to Section 262Q of the Local Government Act.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

5. RESPONSIBILITIES

The Mayor, Deputy Mayor (if appointed) or other council member appointed by the council as the person responsible for managing complaints is responsible under this Policy to:

- perform the tasks bestowed upon the person responsible for dealing with a complaint pursuant to this Policy
- in consultation with the CEO, facilitate access to resources to support impacted parties and resolve the concerns raised in a timely manner prior to the matter becoming serious, or escalating to a formal complaint
- in consultation with the CEO, engage external resources to assist with investigation and resolution of matters.

The CEO (or delegate) is responsible under this Policy to:

- manage the administrative receipt, acknowledgement, record keeping and allocation of a complaint lodged in accordance with this Policy
- facilitate access to external resources to support the resolution of complaints lodged in accordance with this Policy.

The Behavioural Standards Panel Contact Officer (appointed by the Council) is responsible under this Policy to:

- comply with any lawful request of the Panel for information related to a matter under consideration
- receive and respond to notices relating to matters under consideration by the Panel.

Where the Behavioural Standards Panel Contact Officer is not the CEO, the Contact Officer should keep the CEO informed of the status of matters under consideration by the Panel.

6 AVAILABILITY


This Policy is available without charge on the Council Website: www.wattlerange.sa.gov.au.

A copy of the Policy may be purchased from the Principal Council Office, Civic Centre, George Street, Millicent, upon payment of a prescribed fee in accordance with Council's Schedule of Fees and Charges.

7 REVIEW

Pursuant to s262B(7) of the Local Government Act, Council must review the operation of this policy within 12 months after the conclusion of each periodic election.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 592	Version:	1
	Behavioural Management	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

8 REFERENCES & FURTHER READING

References	<ul style="list-style-type: none"> Local Government Association of SA (2022) Local Government Behavioural Management Framework
Relevant Legislation:	<ul style="list-style-type: none"> <i>Independent Commission Against Corruption Act 2012</i> <i>Local Government Act 1999</i> <i>Ombudsman Act 1972</i> <i>Public Interest Disclosure Act 2018</i>
Relevant Policies / Procedures / Guidelines	<ul style="list-style-type: none"> Local Government Association of SA (2022) Model Behavioural Management Policy Fraud and Corruption Prevention Policy Public Interest Disclosure

9 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	29/11/22	Council	New policy as required by s262B of the Local Government Act	Folio 10387; Item 15.1.7

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Director Corporate Services	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

15.1.4 Elected Member Leadership Mandatory Training - Update

Report Type	Officer Report
Department	Executive
Author	Ben Gower
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	Theme 4 - Organisational Excellence 4.2 Govern in a responsible and responsive way.
File Reference	GF/9.63.2/1
Attachments	1. Behavioural- Support- Policy [15.1.4.1 - 5 pages]

Purpose of Report

To subscribe to the commitments made at the Mandatory Council Member Leadership Training conducted on Tuesday 17 October 2023.

Report Details

Section 80A of the *Local Government Act 1999* (the Local Government Act) and Regulation 8AA of the *Local Government (General) Regulations 2013* (the General Regulations), set out the legal requirements for training and development for council members.

In preparation for the 2022 Local Government Elections and in response to reforms arising from the passage of the *Statutes Amendment (Local Government Review) Act 2021*, the LGA Training Standards for Council Members (the Training Standard) were revised to include additional, mandatory training requirements for all Council Members.

A key inclusion in the revised Training Standards, and consistent with the changes made to the roles of Members (section 58 and 59, Local Government Act) is the requirement for the completion of Leadership Training by all Elected Members. In response to this change, the CEO is required to arrange a workshop that may include (and not be limited to):

- An opportunity to build connections (between council members and council members with CEO/key staff).
- Identify shared values and aspirations for delivering outcomes for the community.
- Provide an overview of existing strategic priorities, plans and strategies of Council.
- Establish effective working relationships and team culture in the context of defined roles and responsibilities.

The workshop was intended to gain commitments for members to behave consistent with the new Behavioural Standards for Council Members and other legislative obligations, which require that leadership is exhibited by both the Mayor and Councillors and that constructive working relationships are fostered throughout the Council term.

Council's Leadership Training, conducted on Tuesday 17 October 2023 resulted in a number of commitments being made by Members for the 4-year Council term.

As part of the Council Leadership Workshop a range of matters relating to the way Council Members wish to work together were discussed and agreed between members as follows:

- Committed to our purpose – serving the residents and businesses of our region.
- Trusting and trustworthy:
 - We will act with integrity and being considerate.
 - We will be honest – telling it as it is.
- Positive and optimistic.
- Strong communicators who work with others in an adult manner:
 - We will question.
 - We will coach.
 - We will listen to and seek out and respect others' views.
 - It is ok to have a contrary view.
 - We will pick up what's unacceptable.
 - We will operate on a 'no surprises' basis.
- Team players. We will come together regularly as a team. We will support and value each other.
- Supportive of the majority.
- Diligent in undertaking our community leadership role but not taking ourselves too seriously - we will lighten up – displaying humor.
- We will invite deputations when an external view helps us reach the optimal solution.
- We are committed to strategic planning:
 - We will suspend standing orders when appropriate to ensure we have robust debate.
 - We will focus on results, setting our priorities for the term and monitoring progress against them.
 - We will not always give in to the squeaky wheel.
 - We will back our judgement.
 - In meetings we will summarise where we are.
 - We recognise that there is wisdom in the room, and we will seek it out and welcome contributions from all.
- We will get things done and celebrate our successes with our community.
- We will not countenance:
 - Undermining each other.
 - Point scoring.
 - Attacking the person not the issue.

For the duration of our four-year term, we will strive to ensure that our community view us as having:

- inspired confidence.
- been respectful and respecting of others.
- good listeners who acted in a cooperative manner.
- reduced negativity and inspired a positive vibe.
- achieved – we are seen as a Council that got things done, providing services efficiently and meeting most of our resident's needs.
- been prepared to make the hard decisions.
- acted with integrity – we were honest.

- delivered major works on time and budget.
- being fiscally responsible and sustainable.
- been a solid advocate for our community and the Councillors have represented the whole council.
- connected and worked in partnership.
- sought out and seized opportunities.
- been progressive and innovative with decision making.
- been responsible and transparent.
- been a cohesive team.

The workshop outcomes and this report intend to assist Council to meet its obligation.

Council is committed to delivering outcomes that positively benefit the community. The Council Leadership Workshop and the Behavioural Support Policy reinforces Council's commitment to maintain a positive reputation with the community. Council members working in close collaboration with each other, and with the CEO and Executive throughout their term and enjoying constructive working relationships, will ensure an effective Council to best serve the Wattle Range community.

Financial Considerations

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

If Council Members comply with the behavioural standards and the behavioural support policy commitments are kept throughout the term, Council minimises the risk of potential legal or consultant costs associated with Council investigating any alleged behavioural complaint.

Risk Considerations

The adoption of a behavioural support policy aims to proactively manage the risk of alleged behavioural complaints against Members and uphold Council's reputation. In the event these commitments are not maintained, Council is obligated to investigate any alleged behavioural complaint.

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:

1. Receive and note the report.
2. Acknowledges and subscribes to the Council Member commitments made in the Council Leadership Training workshop.

 Wattle Range COUNCIL	POLICY	Version:	1
	Behavioural Support	Date Adopted:	11 July 2023
		Next Review Due:	11 July 2027

1. STATEMENT

This Behavioural Support Policy has been prepared pursuant to section 75F of the *Local Government Act 1999* (the Local Government Act).

The policy is intended to support appropriate behaviour by Council members and forms part of the Behavioural Management Framework that resulted from the *Statutes Amendment (Local Government Review) Act 2021*. The policy sets out the behaviour that members of the Wattle Range Council agree to observe in addition to the statutory Behavioural Standards published by the Minister for Local Government (refer SA Government Gazette, 17 November 2022, p. 6658).

A breach of the Behavioural Support Policy will be dealt with in accordance with the Council's Behavioural Management Policy and may be referred to the Behavioural Standards Panel in accordance with section 262Q of the Local Government Act.

2. DEFINITIONS

Behavioural Management Framework – The framework comprises the following four components, the:

1. Legislative framework within which all Council members must operate
2. Behavioural Standards for Council members, determined by the Minister for Local Government, which apply to all Council members in South Australia
3. Mandatory Behavioural Management Policy relating to the management of the behaviour of Council members pursuant to section 262B of the Local Government Act. (This policy was adopted by Council at its meeting on 29 November 2022, Folio 10387; Item 15.1.7.)
4. Optional Behavioural Support Policy (this document) designed to support appropriate behaviour by Council members pursuant to section 75F of the Local government Act.

Behavioural Standards for Council Members – established by the Minister for Local Government and published as a notice in the SA Government Gazette specifying the standards of behaviour to be observed by Council members.

Council meeting – includes a Council meeting, a meeting of a Council subsidiary and applies to a Council member at any other meeting where the person is performing duties as a Council member.


3. PRINCIPLES

Council members in South Australia have an obligation to serve the best interests of the people within the community they represent and to discharge their duties conscientiously, to the best of their ability, and for public, not private, benefit at all times.

To serve the community well, Council members must work together constructively as a Council. This will foster community confidence and trust in the Council and local government more generally.

Council members will make every effort to ensure they have current knowledge of both statutory requirements and the required standards of practice relevant to their position. Wattle

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Chief Executive Officer	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY	Version:	1
	Behavioural Support	Date Adopted:	11 July 2023
		Next Review Due:	11 July 2027

Range Council is committed to providing training and education opportunities that will assist Council members to meet their responsibilities under the Local Government Act.

4. POLICY STATEMENT

We, the Council members of Wattle Range Council, commit to the following statement of values and behaviours:


1. *Value and Respect* – We engage with each other in a respectful manner at all times. We listen to others' views and direct our comments to the issue and not the person/s.
2. *Optimism* – We are positive, constructive and creative in our problem solving. We are open minded and willing to learn from each other and from the advice provided by Council staff.
3. *Integrity* – We are well prepared, read background papers and reports and stay focused on agreed strategic priorities. We uphold the decisions of Council. When a Council decision is not unanimous, we respectfully communicate the decision to others.
4. *Connected* – We ensure we provide a safe and supportive environment where people are listened to and where communication is open, courteous and transparent.
5. *Excellence* - We value leading clear strategic goals and implementing outcomes that benefit the community as a whole.

4.1 Council member commitments

To support our shared values and behaviours, we, the Council members of the Wattle Range Council agree:

1. That as the currently elected custodians, entrusted to oversee the affairs of the Wattle Range Council, we have a duty to put the interests of the community before our own interests.
2. As most Council members will serve at least a four-year term together on Council, it is important to spend time building and maintaining positive and constructive relationships and participating in workshops and undertaking training together.
3. To fulfill our duties, we will establish and maintain relationships of respect, trust, confidentiality, collaboration and cooperation with other Council members and Council employees.
4. As a democratic tier of government in South Australia, we acknowledge our role in representing a diversity of viewpoints within the community. We:
 - a. recognise that it is appropriate and important for a range of views to be expressed at Council meetings.
 - b. accept we are likely to disagree at times but we will always show respect in our differences.
 - c. undertake that when we do disagree, we will do so respectfully. In particular, we undertake that when disagreeing with others we will focus on the merits of the arguments and not make personal or derogatory remarks about other Council members or Council employees.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Chief Executive Officer	4 Yearly
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY	Version:	1
	Behavioural Support	Date Adopted:	11 July 2023
		Next Review Due:	11 July 2027

5. At Council meetings we will engage with each other in a respectful and polite manner, and we will exercise care in expressing views regarding the conduct of other Council members and Council employees to ensure any comments are respectful.
6. The Mayor has the primary role in maintaining good order at Council meetings. However, all Council members will demonstrate supportive and constructive behaviour in Council decision making.
7. If relationships between Council members become strained, all Council members will work collegially and constructively to resolve the conflict and restore positive relationships.
8. When engaging and communicating with Council employees, we will do so in accordance with the requirements of the Chief Executive Officer and relevant legislation, recognising the separation of powers between Council members and the Chief Executive Officer and the importance of working together to achieve positive outcomes for the community.

To support the undertakings made above, the members of the Wattle Range Council additionally commit to participating in activities to monitor and review the shared values and behaviours throughout the term of Council.

5. AGREED COUNCIL MEMBER BEHAVIOUR

We, the Council members of the Wattle Range Council, agree that all Council members will act in accordance with the following specific obligations:

5.1 Media


1. The Local Government Act provides that the Mayor is the principal spokesperson for Council unless the Council has appointed another Council member to act as its principal spokesperson either at all times or on specific issues.
2. Subject to this section, Council members should refrain from making any public comment that is inconsistent with the resolutions of Council.
3. Council members may express their individual personal views through the media. When this occurs, it must be clear that any such comment is a personal view and does not represent the position of Council.
4. If Council members choose to express dissent in the media, they should address the policy issues in relation to their disagreement and not make personal criticism of other Council members or Council staff. Any such commentary should not include any remarks that could reasonably be construed as being derogatory, defamatory or insulting to any person.
5. For clarity, this policy does not prevent robust public debate on issues considered by Council but provides guidance on how views should be expressed.

5.2 Social Media

1. Council recognises that social media is an important platform for communication and public engagement and, as such, Council members may establish and maintain their own social media sites.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Chief Executive Officer	4 Yearly

Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.

 Wattle Range COUNCIL	POLICY	Version:	1
	Behavioural Support	Date Adopted:	11 July 2023
		Next Review Due:	11 July 2027

2. Wattle Range Council's website is the principal source of Council's public information, supported by social media platforms.
3. Council members may link and disseminate key information from official Council media platforms in messaging to the community but should not change the information.
4. Council members should refrain from linking or disseminating information that is inconsistent with the resolutions of Council.

5.3 Communication and Engagement

Council is open and transparent in its decision making. Council members, as representatives of Council, will communicate and engage with the community on Council's key directions, providing factual information on the challenges and opportunities respectfully and in accordance with the resolutions of Council.

6. AVAILABILITY

This Policy is available free of charge on the Council's Website: www.wattlerange.sa.gov.au.


A printed copy of the Policy may be purchased from the Principal Council Office, Civic Centre, George Street, Millicent, upon payment of a prescribed fee in accordance with Council's Schedule of Fees and Charges.

7. REVIEW

Pursuant to Section 75F of the Local Government Act, Council must review the operation of this policy within 12 months after the conclusion of each periodic election.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Chief Executive Officer	4 Yearly

Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.

 Wattle Range COUNCIL	POLICY	Version:	1
	Behavioural Support	Date Adopted:	11 July 2023
		Next Review Due:	11 July 2027

8. REFERENCES & FURTHER READING

References	<ul style="list-style-type: none"> Local Government Association of SA (2022), Local Government Behavioural Management Framework
Relevant Legislation:	<ul style="list-style-type: none"> <i>Local Government Act 1999</i>
Relevant Policies/ Procedures/ Guidelines	<ul style="list-style-type: none"> Behavioural Management Policy (Policy 592)

9. 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	11 July 2023	Council	Council adopted Behavioural Support Policy as part of Behavioural Management Framework introduced by <i>Statutes Amendment (Local Government Review) Act 2021</i> .	Folio 10675; Item 16.2.2

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
9.63.1/4	Public	Corporate Services	Chief Executive Officer	4 Yearly

Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.

15.2 Director Corporate Services

15.2.1 Monthly Financial Performance Report

Report Type	Officer Report
Department	Corporate Services
Author	Aaron Peek
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	Theme 4 - Organisational Excellence 4.2 Govern in a responsible and responsive way.
File Reference	GF/7.73.1/4
Attachments	1. Datascope October - 2023 [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 31 October 2023 shows that the Council is currently within its approved 2023/24 budget based on current expenditure and income trends.

The 2023/24 Financial Performance Report provides a snapshot of Council's financial performance for the period to 31 October 2023. The report includes the year-to-date actual expenditure and income for both operating and capital comparative to the adopted 2023/24 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 four months of the 2023/24 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 \$10.77M of which \$4.64M has been spent and/or committed for expenditure.

Balance Sheet

Council did not budget to borrow any funds in 2023/24. Repayment of existing loans is scheduled for various times throughout 2023/24. Council's current loan principal is \$3.128M.

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 2023/24 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 2023/24 October Financial Performance Report.



WATTLE RANGE COUNCIL
2023/24 MONTHLY BUDGET REPORT
AS AT
31-October-2023

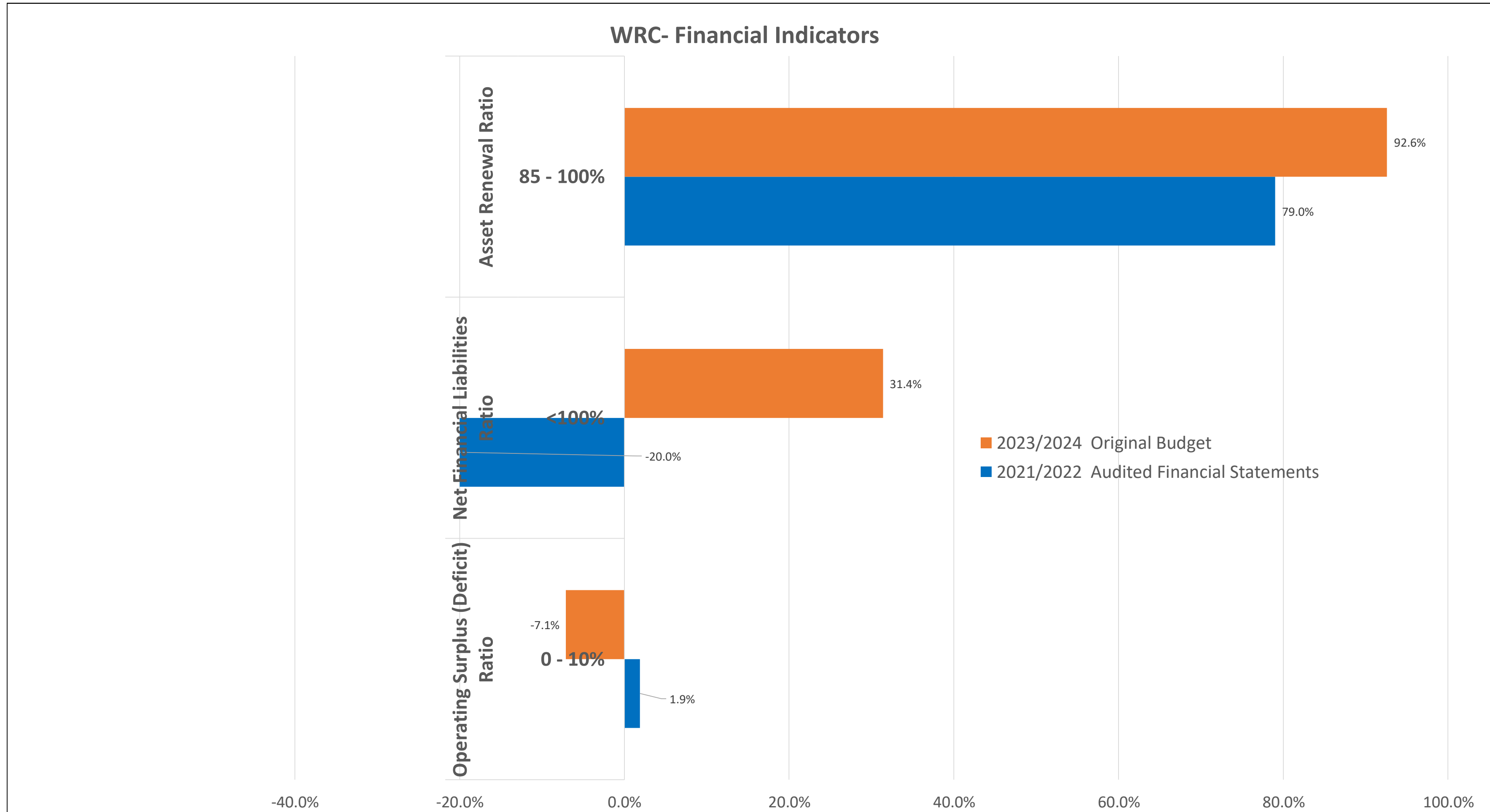
OPERATING ACTIVITIES							
Annual Plan Budget 2023/24 \$'000			YTD 2023/24 BUDGET \$'000	YTD 2023/24 ACTUAL \$'000	YTD 2023/24 VARIANCE \$'000 C=A-B	YTD 2023/24 VARIANCE %	NOTE
OPERATING INCOME							
22,162		Rates	22,162	22,155	7	(0.03%)	
358		Statutory Charges	207	185	22	(10.7%)	1
2,883		User Charges	961	796	165	(17.1%)	6
5,886		Grants Subsidies and Contributions	1,962	267	1,695	(86.4%)	1 & 7
195		Investment Income	65	73	(8)	11.8%	2
32		Reimbursements	11	76	(66)	608.5%	8
151		Other	50	77	(26)	52.5%	1
31,667		Total Operating Income	25,419	23,630	1,789	(7.0%)	
OPERATING EXPENSES							
13,397		Wages and Salaries	4,138	3,764	373	(9.0%)	5
13,250		Materials, contracts & other expenses	4,232	3,255	977	(23.1%)	1
255		Finance Costs	35	20	15	(43.8%)	3
7,028		Depreciation, amortisation & impairment	2,343	-	2,343	(100.0%)	4
33,930		Total Operating Expenses	10,747	7,038	3,708	(34.5%)	
(2,263)	A	OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS	14,672	16,591	(1,919)	(13.1%)	
CAPITAL ACTIVITIES							
Net Outlays in Existing Assets							
6,425		Capital Expenditure on renewal and replacement of Existing Assets	2,142	980	1,162	(54.3%)	1
(7,028)		Depreciation, Amortisation and Impairment	(2,343)	-	(2,343)	(100.0%)	4
(385)		Proceeds from Sale of Replaced Assets	(128)	(68)	(60)	(46.9%)	1
(988)	B		(329)	911	(1,241)	(376.8%)	
Net Outlays on New and Upgraded Assets							
4,349		Capital Expenditure on New and Upgraded Assets	1,450	933	517	(35.6%)	1
-		Amounts received specifically for New and Upgraded Assets	-	-	-		
-		Proceeds from Sale of Surplus Assets	-	(182)	182	100.0%	
4,349	C		1,450	751	698	(48.2%)	
(5,624)		Net Lending / (Borrowing) for Financial Year (A-B-C)	13,552	14,928	(1,377)	(10.2%)	



WATTLE RANGE COUNCIL
2023/24 MONTHLY BUDGET REPORT
AS AT
31-October-2023

NOTES

#	Description	Status	Action Required
1	Some timing issues between forecasted budget and actuals.		No Action Required
2	Higher investment income received than anticipated due to higher interest rates.		Adjust Budget at BR2
3	Accrued interest posted at the end of the year will correct the balance of amount paid.		Year end process
4	Depreciation for July - October is to be allocated when the Financial Statements have been signed off by Auditors.		Year end process
5	Wages tracking under budget due to timing issues, more capital work was done and the onset costs were recovered against the wage bill.		No Action Required
6	Income from Southern Ocean Tourist Park which is lower than budgeted significantly contributed to the variance. The Council has not received the SOTP income report for October 2023.		No Action Required
7	YTD Budget includes Federal assisted grants that were prepaid in June 2023.		Adjust Budget at BR2
8	Increase in reimbursements year to date related to reimbursement contribution towards the Penola Stadium Toilet and refund of Software Subscriptions -Subscribe HR		Adjust Budget at BR2



15.2.2 Annual Financial Statements 2022/2023

Report Type	Officer Report
Department	Corporate Services
Author	Aaron Peek
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	Theme 4 - Organisational Excellence 4.2 Govern in a responsible and responsive way.
File Reference	GF/7.8.1/2
Attachments	<ol style="list-style-type: none"> 1. Annual Financial Statements- GPF S-2023 [15.2.2.1 - 47 pages] 2. 2023 Audit Completion Report - Wattle Range Council [15.2.2.2 - 10 pages] 3. 2023 Interim Management Report - Wattle Range Council [15.2.2.3 - 21 pages]

Purpose of Report

To adopt the Council's 2022/23 Annual Financial Statements.

Report Details

The Annual Financial Statements pertaining to the operations of Wattle Range Council for the financial year ending on 30 June 2023 were prepared pursuant to Sections 127 (1) & (2) of the *Local Government Act 1999* and Part 4 of the *Local Government (Financial Management) Regulations 2011*.

In summary Council's financial position as at the 30 June 2023 is as follows;

- An Operating Deficit of \$772K represented by an Operating Surplus ratio of (-2.5%). When accounting for the movement in prepayments in Grants Commission funds in the past two years of \$963K, the adjusted Operating Surplus Ratio decreases further to (-5.5%).
- Council's Net Financial Liabilities is now negative \$4.970M, meaning Council holds more cash than debt. This is represented by a Net Financial Liabilities ratio of (-16%) in 2022/23 (adjusted for the prepayments the underlying adjusted ratio is (-4%).
- Total Assets of \$272.74M with an Asset Renewal Funding Ratio of 82%.

Statement of Comprehensive Income

In 2022/23 Council achieved an Operating Deficit of \$0.772M before capital revenues. The operating deficit result is lower than the 2021/22 Operating Surplus of \$0.553M. The greatest drivers for the change in result can be attributed to an increase in employee costs due to increase in employee positions and enterprise bargaining wage increases coupled with an increase in depreciation following a desktop indexation revaluation.

Balance Sheet

Council's 2022/23 Balance Sheet indicates that Net Assets have increased by \$19.329M from the 21/22 financial year.

The increase in Net Assets is largely attributed to the large adjustment in non-current asset values of over \$20M following the completion of a desktop indexation revaluation. The increase in valuation of non-current assets is partially offset by reductions in current assets and lower current and non-current liabilities. Largely, these changes are attributed to the following:

Current Assets

- Decrease in cash & cash equivalent holdings of \$1.504M (decrease is attributed to the following);
 - increase in employee costs, and
 - decrease in proceeds from sale of surplus assets and grants received for new and upgraded assets that help offset the capital expenditure costs.
- Decrease in account receivables of \$434K. (decrease in prepayments being the largest contributor to the decline)
- Increase in inventory of \$21K. (increase in value of stock)

Liabilities

- Decrease in trade and other payables by \$706K. At the end of the financial year, invoices on a number of operating and capital projects were outstanding. A significant number of these invoices were received in July and posted back to 2022/23 due to the invoice date. Both the quantum of invoices and the amounts involved in processing were significantly less than the previous financial year.
- Decrease in borrowings \$383K (repayments of borrowings and no new borrowings for 2022/23 were required).
- Increase in provision liabilities of \$175K. This increase is largely due to increase in employees.

Equity

- Increase in asset revaluation reserve \$21.402M following the desktop indexation revaluation.

Capital Expenditure

Council's revised capital budget for 2022/23 was \$12.384M of which \$7.887M was spent as at 30 June 2023. Note 7 of the attached Annual Financial Statements 2022/23 details the amounts expended / capitalised in 2022/23 on each asset class and their corresponding carrying amounts.

It should be noted that funds for any projects that have not been completed as at 30 June 2023 will be carried over to 2023/24 and used to complete the project. In addition, it should also be noted that some items originally budgeted for under capital did not reach the capitalisation threshold for their asset classes and therefore were acknowledged as operating expenditure rather than being capitalised as assets.

Financial Indicators

Note 14 in the attached Annual Financial Statements details the financial indicators required to be reported on in accordance with legislation and the Model Financial Statements. The note also explains what each indicator measures and how it is calculated.

Financial indicators provide an indication of historical trends and comparative information and are an important component of long-term financial planning and performance measurement, in particular the financial sustainability of a Council. Indicators can be used to achieve short, medium and long-term financial performance targets. The following analysis is provided: -

- Council's Operating Surplus has resulted in an Operating Surplus Ratio of (-2.5%) compared to 1.9% in the previous year.
- An Adjusted Operating Surplus Ratio has also been calculated taking into account the prepayments of the Federal Assisted Grants in 22/23. The adjusted Operating Surplus Ratio for 22/23 was (-5.5%) compared to (-1.5%) in 21/22. This is below the industry target range of 0% to 15%.
- The Net Financial Liabilities Ratio is (-16%), in 21/22 this ratio was (-20%).
- The Asset Renewal Funding Ratio is 82% which is a decrease of 8% when compared to 21/22.

Audit

As per the *Local Government Act 1999* Council's auditors are required to annually provide audit opinions to Council on both Council's financial internal control systems, specifically whether adequate systems are in place for the financial year and Council's Financial Statements specifically, whether the figures presented are true and fair.

Dean Newbery and Associates (Council's Auditors) attended Council to conduct its audit of the annual financial statements on the 11 & 12 October 2023.

In respect to the 2022/23 Annual Financial Statements, the Audit & Risk Committee as part of its annual works program and as required under Section 126 (4) of the *Local Government Act 1999*, is required to review the Annual Financial Statements to ensure that they present a true and fair assessment of Council's financials as at 30 June.

The auditors have provided a preliminary audit opinion and have found that the Annual Financial Statements are presented true and fair.

The Audit & Risk Committee are scheduled to review the Annual Financial Statements at the Committee's meeting held 14 November 2023 where they will consider the final audit opinions and the external audit management report before recommending to Council to adopt the "Annual Financial Statements" for the 2022/23 financial year as presented.

Financial Considerations

There are no known financial considerations related to this report.

Risk Considerations

There are a variety of risk considerations that are outlined within the attachments to this report.

Policy Considerations

There are no known policy considerations related to this report.

Legislative Considerations

Council's 2022/23 Annual Financial Statements have been prepared in accordance with Sections 127 (1) & (2) of the *Local Government Act 1999* and Part 4 of the *Local Government (Financial Management) Regulations 2011*.

Environmental / Sustainability Considerations

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

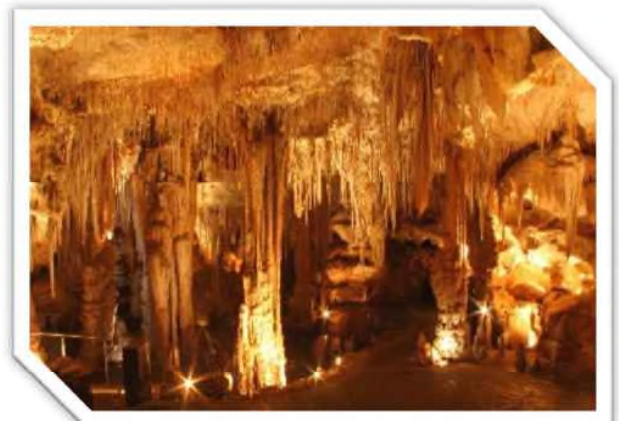
Communication & Consultation Considerations

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

RECOMMENDATION

That Council:

1. Receive and note the Interim Management Report 2022/23 Financial Year external audit prepared by Dean Newbery & Associates.
2. Receive and note the Audit Completion Report for the year ended 30 June 2023.
3. Adopt the Annual Financial Statements for the year ended 30 June 2023 as presented.



Wattle Range Council

Annual Financial Statements

2022 - 2023

Wattle Range Council

General Purpose Financial Statements

for the year ended 30 June 2023

Contents	Page
Council certificate	3
Principal Financial Statements	
Statement of Comprehensive Income	4
Statement of Financial Position	5
Statement of Changes in Equity	6
Statement of Cash Flows	7
Notes to and forming part of the Financial Statements	8
Independent Auditor's Report – Financial Statements	42
Independent Auditor's Report – Internal Controls	44
Certificates of Audit Independence	
Council Certificate of Audit Independence	46
Audit Certificate of Audit Independence	47

Wattle Range Council

General Purpose Financial Statements

for the year ended 30 June 2023

Council certificate

Certification of Financial Statements

We have been authorised by the Council to certify the financial statements in their final form.

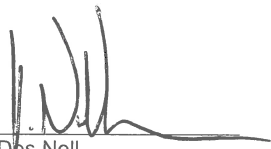
In our opinion:

- the accompanying financial statements comply with the *Local Government Act 1999, Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards,
- the financial statements present a true and fair view of the Council's financial position at 30 June 2023 and the results of its operations and cash flows for the financial year,
- internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year,
- the financial statements accurately reflect the Council's accounting and other records.



Ben Gowat
Chief Executive Officer

Date: 10/10/2023



Des Noll
Mayor

Date: 10/10/2023

Wattle Range Council

Statement of Comprehensive Income

for the year ended 30 June 2023

\$ '000	Notes	2023	2022
Income			
Rates	2a	20,481	19,617
Statutory charges	2b	420	396
User charges	2c	3,149	2,768
Grants, subsidies and contributions - capital	2g	798	629
Grants, subsidies and contributions - operating	2g	5,815	5,666
Investment income	2d	347	95
Reimbursements	2e	85	115
Other income	2f	322	373
Total income		<u>31,417</u>	<u>29,659</u>
Expenses			
Employee costs	3a	13,013	11,207
Materials, contracts and other expenses	3b	11,888	11,203
Depreciation, amortisation and impairment	3c	7,017	6,470
Finance costs	3d	271	226
Total expenses		<u>32,189</u>	<u>29,106</u>
Operating surplus / (deficit)		<u>(772)</u>	<u>553</u>
Asset disposal and fair value adjustments	4	(1,534)	(344)
Amounts received specifically for new or upgraded assets	2g	233	407
Net surplus / (deficit)		<u>(2,073)</u>	<u>616</u>
Other comprehensive income			
Amounts which will not be reclassified subsequently to operating result			
Changes in revaluation surplus - I,PP&E	9a	21,402	-
Total amounts which will not be reclassified subsequently to operating result		<u>21,402</u>	<u>-</u>
Total other comprehensive income		<u>21,402</u>	<u>-</u>
Total comprehensive income		<u>19,329</u>	<u>616</u>

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Wattle Range Council

Statement of Financial Position

as at 30 June 2023

\$ '000	Notes	2023	2022
ASSETS			
Current assets			
Cash and cash equivalent assets	5a	11,335	12,839
Trade and other receivables	5b	1,382	1,816
Inventories	5c	415	394
Total current assets		<u>13,132</u>	<u>15,049</u>
Non-current assets			
Trade and other receivables	6	117	124
Infrastructure, property, plant and equipment	7	259,489	239,150
Total non-current assets		<u>259,606</u>	<u>239,274</u>
TOTAL ASSETS		<u>272,738</u>	<u>254,323</u>
LIABILITIES			
Current liabilities			
Trade and other payables	8a	2,010	2,716
Borrowings	8b	357	420
Provisions	8c	2,468	2,140
Total current liabilities		<u>4,835</u>	<u>5,276</u>
Non-current liabilities			
Borrowings	8b	2,808	3,128
Provisions	8c	221	374
Total non-current liabilities		<u>3,029</u>	<u>3,502</u>
TOTAL LIABILITIES		<u>7,864</u>	<u>8,778</u>
Net assets		<u>264,874</u>	<u>245,545</u>
EQUITY			
Accumulated surplus		67,059	69,333
Asset revaluation reserves	9a	194,898	173,496
Other reserves	9b	2,917	2,716
Total council equity		<u>264,874</u>	<u>245,545</u>
Total equity		<u>264,874</u>	<u>245,545</u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Wattle Range Council

Statement of Changes in Equity
for the year ended 30 June 2023

\$ '000	Notes	Accumulated surplus	Asset revaluation reserve	Other reserves	Total equity
2023					
Balance at the end of previous reporting period		69,333	173,496	2,716	245,545
Net surplus / (deficit) for year		(2,073)	–	–	(2,073)
Other comprehensive income					
- Gain (Loss) on Revaluation of I,PP&E	7a(i)	–	21,402	–	21,402
Other comprehensive income		–	21,402	–	21,402
Total comprehensive income		(2,073)	21,402	–	19,329
Transfers between reserves	9b	(201)	–	201	–
Balance at the end of period		67,059	194,898	2,917	264,874
2022					
Balance at the end of previous reporting period		68,947	173,496	2,486	244,929
Net surplus / (deficit) for year		616	–	–	616
Total comprehensive income		616	–	–	616
Transfers between reserves	9b	(230)	–	230	–
Balance at the end of period		69,333	173,496	2,716	245,545

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Wattle Range Council

Statement of Cash Flows

for the year ended 30 June 2023

\$ '000	Notes	2023	2022
Cash flows from operating activities			
<u>Receipts</u>			
Rates		20,468	19,504
Statutory charges		420	396
User charges		3,149	2,768
Grants, Subsidies and Contributions (operating purpose)		5,815	5,666
Investment receipts		347	95
Reimbursements		85	115
Other receipts		500	557
<u>Payments</u>			
Payments to employees		(13,354)	(11,176)
Payments for materials, contracts and other expenses		(11,865)	(13,247)
Finance payments		(271)	(226)
Net cash provided by (or used in) operating activities	10b	5,294	4,452
Cash flows from investing activities			
<u>Receipts</u>			
Grants utilised for capital purposes		798	629
Amounts Received Specifically for New/Upgraded Assets		233	407
Sale of replaced assets		386	163
Sale of surplus assets		50	1,184
Repayments of loans by community groups		7	7
<u>Payments</u>			
Expenditure on renewal/replacement of assets		(6,011)	(4,521)
Expenditure on new/upgraded assets		(1,877)	(3,740)
Net cash provided (or used in) investing activities		(6,414)	(5,871)
Cash flows from financing activities			
<u>Receipts</u>			
Proceeds from bonds and deposits		35	70
<u>Payments</u>			
Repayments of Borrowings		(411)	(464)
Repayment of lease liabilities		(8)	(10)
Net cash provided by (or used in) financing activities		(384)	(404)
Net increase (decrease) in cash held		(1,504)	(1,823)
plus: cash & cash equivalents at beginning of period		12,839	14,662
Cash and cash equivalents held at end of period	10a	11,335	12,839

Additional information:

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Contents of the Notes accompanying the General Purpose Financial Statements

Note	Details	Page
1	Summary of Significant Accounting Policies	9
2	Income	15
3	Expenses	17
4	Asset disposal and fair value adjustments	18
5	Current assets	19
6	Non-current assets	19
7	Infrastructure, Property, Plant & Equipment	20
8	Liabilities	24
9	Reserves	25
10	Reconciliation to Statement of Cash Flows	27
11(a)	Functions	28
11(b)	Components of functions	29
12	Financial instruments	30
13	Financial indicators	34
14	Uniform presentation of finances	37
15	Leases	38
16	Superannuation	39
17	Contingencies and assets/liabilities not recognised in the balance sheet	40
18	Related party transactions	41

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 1. Summary of Significant Accounting Policies

The principal accounting policies adopted by Council in the preparation of these consolidated financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

(1) Basis of preparation

1.1 Compliance with Australian Accounting Standards

This general purpose financial report has been prepared on a going concern basis using the historical cost convention in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

The financial report was authorised for issue by certificate under regulation 14 of the *Local Government (Financial Management) Regulations 2011*.

1.2 Critical accounting estimates

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates and requires management to exercise its judgement in applying Council's accounting policies.

The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of these Notes.

1.3 Rounding

All amounts in the financial statements have been rounded to the nearest thousand (\$'000).

(2) The local government reporting entity

Wattle Range Council is incorporated under the South Australian Local Government Act 1999 and has its principal place of business at 1 George Street, Millicent. These financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 1. Summary of Significant Accounting Policies (continued)

(3) Income recognition

Wattle Range Council recognises revenue under *AASB 1058 Income of Not-for-Profit Entities* (AASB 1058) or *AASB 15 Revenue from Contracts with Customers* (AASB 15) when appropriate.

In cases where there is an 'enforceable' contract with a customer with 'sufficiently specific' performance obligations, the transaction is accounted for under AASB 15 where income is recognised when (or as) the performance obligations are satisfied (i.e. when it transfers control of a product or service to a customer). Revenue is measured based on the consideration to which the Council expects to be entitled in a contract with a customer.

In other cases, AASB 1058 applies when a not-for-profit (NFP) entity enters into transactions where the consideration to acquire an asset is significantly less than the fair value of the asset principally to enable the entity to further its objectives. The excess of the asset recognised (at fair value) over any 'related amounts' is recognised as income immediately, except in the case where a financial asset has been received to enable the council to acquire or construct a recognisable non-financial asset that is to be controlled by the council. In this case, the council recognises the excess as a liability that is recognised over time in profit and loss when (or as) the entity satisfies its obligations under the transfer.

In recent years the payment of untied grants (financial assistance grants / local roads / supplementary grants) has varied from the annual allocation as shown in the table below:

	Cash Payment Received	Annual Allocation	Difference
2019/20	\$3,756,816	\$4,367,514	- \$610,725
2020/21	\$3,891,737	\$3,745,312	+ \$146,425
2021/22	\$4,117,718	\$3,580,933	+ \$536,785
2022/23	\$4,929,648	\$3,777,306	+ \$1,152,342

Because these grants are untied, the Australian Accounting Standards require that payments be recognised upon receipt. Accordingly, the operating results of these periods have been distorted compared to those that would have been reported had the grants been paid in the year to which they were allocated.

The Operating Surplus Ratio disclosed in Note 14 has also been calculated after adjusting for the distortions resulting from the differences between the actual grants received and the grants entitlements allocated.

Construction contracts

Construction works undertaken by Council for third parties are generally on an agency basis where the third party reimburses Council for actual costs incurred, and usually do not extend beyond the reporting period. Reimbursements not received are recognised as receivables and reimbursements received in advance are recognised as "payments received in advance".

For works undertaken on a fixed price contract basis, revenues are recognised over time using the input method, with costs incurred compared to total expected costs used as a measure of progress. When it is probable that total contract costs will exceed total contract revenue, the expected loss is recognised as an expense immediately.

(4) Cash, cash equivalents and other financial instruments

Cash Assets include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Receivables for rates and annual charges are secured over the subject land, and bear interest at rates determined in accordance with the Local Government Act 1999. Other receivables are generally unsecured and do not bear interest.

All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

All financial instruments are recognised at fair value at the date of recognition, except for trade receivables from a contract with a customer, which are measured at the transaction price. A detailed statement of the accounting policies applied to financial instruments forms part of Note 12.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 1. Summary of Significant Accounting Policies (continued)

(5) Inventories

Inventories held in respect of stores have been valued by using the weighted average cost on a continual basis, after adjustment for loss of service potential. Inventories held in respect of business undertakings have been valued at the lower of cost and net realisable value.

(6) Infrastructure, property, plant and equipment

6.1 Initial recognition

All assets are initially recognised at cost. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition.

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Capital works still in progress at balance date are recognised as other non-current assets in Note 7 and transferred to relevant infrastructure, property, plant & equipment asset categories when completed ready for use.

6.2 Materiality

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by Council for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life.

Examples of Capitalisation thresholds applied during the year are given in Note 7. No capitalisation threshold is applied to the acquisition of land or interests in land.

6.3 Subsequent recognition

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Significant uncertainties exist in the estimation of fair value of a number of asset classes including land, buildings and associated structures and infrastructure. Further detail of these uncertainties, and of existing valuations, methods and valuers are provided at Note 7.

6.4 Depreciation of non-current assets

Other than land, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of Council, best reflects the consumption of the service potential embodied in those assets.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually.

Major depreciation periods for each class of asset are shown in Note 7. Depreciation periods for infrastructure assets have been estimated based on the best information available to Council, but appropriate records covering the entire life cycle of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

6.5 Impairment

Assets whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if Council were deprived thereof, are not subject to impairment testing.

Other assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash inflows or value in use).

Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in Asset Revaluation Reserve, any excess being recognised as an expense.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 1. Summary of Significant Accounting Policies (continued)

(7) Payables

7.1 Goods & Services

Creditors are amounts due to external parties for the supply of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid 30 days after the month of invoice. No interest is payable on these amounts.

7.2 Payments Received in Advance & Deposits

Amounts other than grants received from external parties in advance of service delivery, and security deposits held against possible damage to Council assets, are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

(8) Borrowings

Borrowings are carried at their principal amounts which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period to which it relates, and is recorded as part of "Payables".

(9) Employee benefits

9.1 Salaries, Wages & Compensated Absences

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms.

Weighted avg. discount rate 4.05% (2022, 3.009%)

Weighted avg. settlement period 1 year (2022, 1 year)

No accrual is made for sick leave as Council experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. Council does not make payment for untaken sick leave.

9.2 Superannuation

The Council makes employer superannuation contributions in respect of its employees to the Hostplus Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and Council's involvement with the schemes are reported in Note 17.

(10) Leases

The Council assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

10.1 Council as a lessee

The Council recognises lease liabilities to make lease payments and right-of-use assets representing the right to use the underlying assets.

i) Right-of-Use-Assets

The Council recognises right-of-use assets at the commencement date of the lease. Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. The cost of right-of-use assets includes the amount of lease liabilities recognised, initial direct costs incurred, lease payments made at or before the commencement date less any lease incentives received and the estimate of costs to be incurred to restore the

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 1. Summary of Significant Accounting Policies (continued)

leased asset. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets, as follows:

Buildings	3 years
-----------	---------

The right-of-use assets are also subject to impairment. Refer to the accounting policies above - Impairment of non-financial assets.

ii) Lease Liabilities

At the commencement date of the lease, the Council recognises lease liabilities measured at the present value of lease payments to be made over the lease term. In calculating the present value of lease payments, the Council uses its incremental borrowing rate or the interest rate implicit in the lease.

iii) Short-term leases and leases of low-value assets

The Council applies the short-term lease recognition exemption to its short-term leases of machinery and equipment (i.e., those leases that have a lease term of 12 months or less from the commencement date). It also applies the low-value assets recognition exemption to leases of office equipment that are considered to be low value. Lease payments on short-term leases and leases of low-value assets are recognised as expense on a straight-line basis over the lease term.

(11) GST implications

In accordance with UIG Abstract 1031 "Accounting for the Goods & Services Tax"

- Receivables and creditors include GST receivable and payable.
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable.
- Non-current assets and capital expenditures include GST net of any recoupment.
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

(12) New accounting standards and UIG interpretations

Council applied for the first time certain new standards and amendments to existing standards, which are effective for annual periods beginning on or after 1 January 2022. Council has not early adopted any other standard, interpretation or amendment that has been issued but is not yet effective.

Amendments to Australian Accounting Standards – AASB 2020-3: Annual Improvement 2018-2020 and Other Amendments

Council adopted AASB 2020-3 which makes some small amendments to a number of standards including the following: AASB1, AASB 3, AASB 9, AASB 116, AASB 137 and AASB 141.

The adoption of the amendment did not have a material impact on the financial statements.

AASB 2020-6: Amendments to Australian Accounting Standards – Classification of Liabilities as Current and NonCurrent

AASB 2020-6 defers the effective date for applying the requirements added to AASB 101 in AASB 2020-1 from annual reporting periods beginning on or after 1 January 2022 to annual reporting periods beginning after 1 January 2023, with earlier application permitted.

The adoption of the amendment did not have a material impact on the financial statements.

Standards issued by the AASB not yet effective

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2023, these standards have not been adopted by Council and will be included in the financial statements on their effective date. The following list identifies all the new and amended Australian Accounting Standards, and Interpretation, that were issued but not yet effective at the time of compiling these illustrative statements that could be applicable to Council.

Effective for annual report periods beginning on or after 1 January 2023.

AASB 2022-6: Amendments to Australian Accounting Standards – Non current Liabilities with Covenants.

Effective for annual report periods beginning on or after 1 January 2024.

AASB 2022-5: Amendments to Australian Accounting Standards – Lease Liability in a Sale and Leaseback

Effective for annual report periods beginning on or after 1 January 2025.

continued on next page ...

Page 13 of 47

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 1. Summary of Significant Accounting Policies (continued)

AASB 2014-10: Amendments to Australian Accounting Standards – Sale or Contribution of Assets between an investor and its Associate or Joint Venture

Council has assessed the impact of new and changed Australian Accounting Standards and Interpretations not yet effective and concluded that they will not have a material in the financial statements.

(13) Comparative figures

To ensure comparability with the current reporting period's figures, some comparative period line items and amounts may have been reclassified or individually reported for the first time within these financial statements and/or the notes.

(14) Disclaimer

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

Wattle Range Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2023

Note 2. Income

\$ '000	2023	2022
(a) Rates		
General rates		
General rates	16,719	15,894
Less: mandatory rebates	(180)	(193)
Less: discretionary rebates, remissions and write-offs	(56)	(48)
Total general rates	16,483	15,653
Other rates (including service charges)		
Landscape levy	1,037	1,022
Waste Collection & Disposal	1,581	1,634
Community Wastewater Management Systems (CWMS)	1,307	1,246
Total other rates (including service charges)	3,925	3,902
Other charges		
Penalties for late payment	73	62
Total other charges	73	62
Total rates	20,481	19,617
(b) Statutory charges		
Development Act fees	243	230
Health and septic tank inspection fees	32	27
Animal registration fees and fines	138	134
Other licences, fees and fines	7	5
Total statutory charges	420	396
(c) User charges		
Aerodrome Fees	40	41
Beachport Boatramp	26	24
Cemetery Fees	166	149
Childcare Fees	1,669	1,420
Caravan Park Fees	849	748
Hall Hire	19	14
Livestock Saleyards	77	195
Rental / Lease Fees	110	128
Sundry	193	49
Total user charges	3,149	2,768

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 2. Income (continued)

\$ '000	2023	2022
(d) Investment income		
Interest on investments		
- Local Government Finance Authority	344	93
- Loans to community groups	3	2
Total investment income	347	95
(e) Reimbursements		
Private works	15	22
Other	70	93
Total reimbursements	85	115
(f) Other income		
Insurance & Other Recoupments	42	87
Sundry	280	286
Total other income	322	373
(g) Grants, subsidies and contributions		
Amounts received specifically for new or upgraded assets	233	407
Total	233	407
Other grants, subsidies and contributions - capital		
Untied - Local Roads and Community	798	629
Total Other grants, subsidies and contributions - capital	798	629
Other grants, subsidies and contributions		
Untied - Financial Assistance Grant	4,930	4,640
Roads to Recovery	547	547
Supplementary Local Road Funding	269	-
Library and communications	33	40
Sundry	7	350
Coastal Protection	-	40
Green Waste	29	49
Total other grants, subsidies and contributions	5,815	5,666
Total grants, subsidies and contributions	6,846	6,702
The functions to which these grants relate are shown in Note 12.		
(i) Sources of grants		
State Government	6,846	6,702
Total	6,846	6,702
(ii) Individually significant items		
Grant Commission (Financial Assistance Grant) recognised as income	3,842	2,879

On 30 June 2023, Council received payment of the complete payment of the 2023/24 Grant Commission (FAG) grant. In 2016/17, 2017/18, 2018/19, 2019/20, 2020/21 & 2022/2023 a prepayment of FAG grants was made.

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 3. Expenses

\$ '000	Notes	2023	2022
(a) Employee costs			
Salaries and wages		10,292	9,359
Employee leave expense		1,454	919
Superannuation - defined contribution plan contributions	16	1,043	830
Superannuation - defined benefit plan contributions	16	116	146
Workers' compensation insurance		340	281
Income Protection Insurance		251	166
Less: capitalised and distributed costs		(483)	(494)
Total operating employee costs		13,013	11,207
Total number of employees (full time equivalent at end of reporting period)		139	134
(b) Materials, contracts and other expenses			
(i) Prescribed expenses			
Auditor's remuneration			
- Auditing the financial reports		24	25
Bad and doubtful debts		10	8
Elected members' expenses		270	251
Election expenses		68	15
Subtotal - prescribed expenses		372	299
(ii) Other materials, contracts and expenses			
Contractors		5,208	4,956
Energy		559	496
Legal expenses		192	198
Levies Paid to Government - Landscape levy		1,042	1,025
Sundry		138	41
Materials		1,539	1,776
Fuel		700	498
Insurance		635	543
Telephone		119	114
Water		120	118
Subscriptions		274	227
Financial Assistance		251	105
Licence Fees		518	572
Advertising		62	83
Postage		36	36
Registration		123	116
Subtotal - Other material, contracts and expenses		11,516	10,904
Total materials, contracts and other expenses		11,888	11,203

Wattle Range Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2023

Note 3. Expenses (continued)

\$ '000	2023	2022
(c) Depreciation, amortisation and impairment		
(i) Depreciation and amortisation		
Infrastructure		
- Sealed roads	1,586	1,390
- Unsealed roads	1,229	1,169
- Kerb & Gutter	362	328
- Stormwater	122	112
- CWMS	812	730
- Footpaths	415	333
Right-of-use assets	8	10
Plant and equipment	896	795
Furniture and fittings	11	14
Buildings	1,006	1,033
Structures	570	556
Subtotal	7,017	6,470
Total depreciation, amortisation and impairment	7,017	6,470

(d) Finance costs

Interest on loans	271	225
Interest on leases	-	1
Total finance costs	271	226

Note 4. Asset disposal and fair value adjustments

\$ '000	2023	2022
Infrastructure, property, plant and equipment		
(i) Assets renewed or directly replaced		
Proceeds from disposal	386	163
Less: Carrying Amount of Assets Sold & Disposed	(290)	(538)
Gain (loss) on disposal	96	(375)
(ii) Assets surplus to requirements		
Proceeds from disposal	50	1,184
Less: Carrying Amount of Assets Sold & Disposed	(1,680)	(1,153)
Gain (loss) on disposal	(1,630)	31
Net gain (loss) on disposal or revaluation of assets	(1,534)	(344)

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 5. Current assets

\$ '000	2023	2022
(a) Cash and cash equivalent assets		
Cash on hand and at bank	100	237
Short term deposits and bills, etc.	11,235	12,602
<u>Total cash and cash equivalent assets</u>	<u>11,335</u>	<u>12,839</u>

(b) Trade and other receivables

Rates - general and other	828	815
Accrued revenues	28	8
Debtors - general	281	257
GST recoupment	165	299
Prepayments	92	439
Loans to community organisations	7	7
<u>Subtotal</u>	<u>1,401</u>	<u>1,825</u>
Less: provision for expected credit losses	(19)	(9)
<u>Total trade and other receivables</u>	<u>1,382</u>	<u>1,816</u>

(c) Inventories

Stores and materials	415	394
<u>Total inventories</u>	<u>415</u>	<u>394</u>

Aggregate write-downs and other losses recognised as an expense, and reversals of these, were not material in amount in either year. All such reversals occurred principally as a result of clerical inaccuracies during stores operations.

Note 6. Non-current assets

\$ '000	2023	2022
Trade and other receivables		
Receivables		
Loans to community organisations	117	124
<u>Total receivables</u>	<u>117</u>	<u>124</u>
<u>Total financial assets</u>	<u>117</u>	<u>124</u>

Wattle Range Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2023

Note 7. Infrastructure, Property, Plant & Equipment

Infrastructure, property, plant and equipment

\$ '000	Fair Value Level	as at 30/06/22				Asset movements during the reporting period						as at 30/06/23			
		At Fair Value	At Cost	Accumulated Depreciation	Carrying amount	Asset Additions New / Upgrade	Asset Additions Renewals	WDV of Asset Disposals	Depreciation Expense (Note 3c)	WIP Transfers	Revaluation Increments to Equity (ARR) (Note 9)	At Fair Value	At Cost	Accumulated Depreciation	Carrying amount
Capital work in progress		–	2,700	–	2,700	595	1,480	–	–	(2,207)	–	–	2,568	–	2,568
Land	3	10,332	–	–	10,332	–	–	(1,545)	–	–	3,157	11,944	–	–	11,944
Land - other	2	6,914	1,300	–	8,214	65	–	(135)	–	–	1,178	9,322	–	–	9,322
Infrastructure															
- Sealed roads	3	128,601	5,285	(43,758)	90,128	55	967	–	(1,586)	296	9,469	148,012	1,037	(49,720)	99,329
- Unsealed roads	3	28,691	3,060	(13,471)	18,280	21	1,231	–	(1,229)	9	1,849	34,947	1,260	(16,046)	20,161
- Kerb & Gutter	3	22,719	411	(9,734)	13,396	–	109	(12)	(362)	–	1,261	25,259	108	(10,975)	14,392
- Stormwater	3	12,203	886	(4,292)	8,797	–	55	(4)	(122)	105	811	14,291	158	(4,807)	9,642
- CWMS	3	41,274	88	(11,096)	30,266	–	23	(11)	(812)	–	2,784	45,139	24	(12,913)	32,250
- Footpaths	3	9,859	422	(4,325)	5,956	366	213	(4)	(415)	1,693	570	11,238	2,268	(5,127)	8,379
Right-of-use assets		30	–	(22)	8	37	–	–	(8)	–	–	67	–	(30)	37
Plant and equipment		–	12,804	(6,792)	6,012	718	1,506	(201)	(896)	37	–	–	13,519	(6,343)	7,176
Furniture and fittings		–	369	(274)	95	10	15	–	(11)	–	–	–	394	(285)	109
Buildings	2	143	20	(5)	158	–	–	–	(4)	–	–	143	20	(9)	154
Buildings	3	45,040	1,492	(14,947)	31,585	21	23	(23)	(1,002)	34	236	45,227	1,536	(15,889)	30,874
Structures	3	12,130	7,554	(6,461)	13,223	27	387	(35)	(570)	33	87	12,103	7,971	(6,922)	13,152
Total infrastructure, property, plant and equipment		317,936	36,391	(115,177)	239,150	1,915	6,009	(1,970)	(7,017)	–	21,402	357,692	30,863	(129,066)	259,489
Comparatives		319,763	28,859	(109,572)	239,050	3,740	4,521	(1,691)	(6,470)	–	–	317,936	36,391	(115,177)	239,150

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 7. Infrastructure, Property, Plant & Equipment (continued)

Valuation of Infrastructure, Property, Plant & Equipment

Valuation of assets

General Valuation Principles

Accounting procedure: Upon revaluation, the current new replacement cost and accumulated depreciation are re-stated such that the difference represents the fair value of the asset determined in accordance with AASB 13 Fair Value.

Measurement: accumulated depreciation is taken to be the difference between current new replacement cost and fair value. In the case of land, fair value is taken to be the current replacement cost.

Highest and best use: For land which Council has an unfettered right to sell, the "highest and best use" recognises the possibility of the demolition or substantial modification of some or all of the existing buildings and structures affixed to the land.

Much of the land under Council's care and control is Crown land or has been declared as community land under the provisions of the Local Government Act 1999. Other types of restrictions also exist.

For land subject to these restrictions, the highest and best use is taken to be the "highest and best use" available to Council, with a rebuttable presumption that the current use is the "highest and best use". The reason for the current use of a large proportion of Council's assets being other than the "highest and best use" relates to Council's principal role as the provider of services to the community, rather than the use of those assets for the generation of revenue.

For buildings and other structures on and in the land, including infrastructure, "highest and best use" is determined in accordance with the land on and in which they are situated.

Information on valuations

Fair value hierarchy level 2 valuations - Certain land, and the buildings and structures thereon, are shown above as being based on fair value hierarchy level 2 valuation inputs. They are based on prices for similar assets in an active market, with directly or indirectly observable adjustments for specific advantages or disadvantages attaching to the particular asset.

Fair value hierarchy level 3 valuations of land - Valuations of Crown land, community land and land subject to other restrictions on use or disposal, shown above as being based on fair value hierarchy level 3 valuation inputs, are based on prices for similar assets in an active market, but include adjustments for specific advantages or disadvantages attaching to the particular asset that are not directly or indirectly observable in that market, or the number and / or amount of observable adjustments of which are so great that the valuation is more fairly described as being based on level 3 valuation inputs.

Fair value hierarchy level 3 valuations of buildings, infrastructure and other assets - There is no known market for buildings, infrastructure and other assets. These assets are valued at depreciated current replacement cost. This method involves:

- The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.
- The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council.

This method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques.

Capitalisation Thresholds

	2023	2022
Buildings	\$5,000	\$5,000
Structures - Major	\$5,000	\$5,000
Other Community Assets - Minor	\$5,000 - \$85,000	\$5,000 - \$85,000
Road construction & reconstruction	\$5,000	\$5,000
Paving & Footpaths, Kerb & Gutter	\$1,000	\$1,000
Stormwater	\$1,000	\$1,000

continued on next page ...

Page 21 of 47

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 7. Infrastructure, Property, Plant & Equipment (continued)

CWMS	\$5,000	\$5,000
Office Furniture & Equipment	\$1,000	\$1,000
Other Plant & Equipment	\$2,000	\$2,000
Other Assets	\$1,000	\$1,000

Estimated Lives

<i>Plant, Furniture & Equipment</i>	2023	2022
Office Equipment	5 to 10 years	5 to 10 years
Office Furniture	5 to 20 years	5 to 20 years
Vehicles and Road-making Equipment	5 to 20 years	5 to 8 years
Other Plant & Equipment	1 to 25 years	5 to 15 years

Building & Other Structures

Sub Structure	5 to 200 years	100 to 200 years
Super Structure	10 to 200 years	100 to 200 years
Roof	40 to 150 years	75 to 150 years
Services (Electrical)	30 to 80 years	30 to 60 years
Services (Fire)	10 to 40 years	20 to 40 years
Services (Hydraulics)	30 to 80 years	30 to 70 years
Services (Mechanical)	12 to 40 years	30 to 70 years
Services (Security)	20 to 40 years	20 to 40 years
Services (Transport)	25 to 50 years	25 to 50 years
Site Infrastructure	45 to 90 years	45 to 90 years
Site Services	30 to 60 years	30 to 60 years
Fitouts & Fittings	30 to 60 years	30 to 60 years
Fitouts (Floor Coverings)	8 to 60 years	25 to 60 years
Sheds/Shelters	40 to 120 years	40 to 120 years
Playground Equipment	20 to 40 years	20 to 40 years
Lighting	25 to 50 years	25 to 50 years
Effluent Disposal Point	30 to 60 years	30 to 60 years
Fencing	25 to 100 years	25 to 100 years

Infrastructure

Sealed Roads - Surface	20 to 100 years	20 to 100 years
Sealed Roads - Pavement /Sub Base	30 to 560 years	30 to 560 years
Unsealed Roads	30 to 140 years	35 to 175 years
Bridges - Concrete	80 to 100 years	80 to 100 years
Paving & Footpaths, Kerb & Gutter	15 to 100 years	15 to 100 years
Drains	80 to 100 years	80 to 100 years
Culverts	50 to 75 years	50 to 75 years
Bores	10 to 40 years	10 to 40 years
Stormwater - Pipes	100 to 125 years	60 to 80 years
Stormwater - Other	15 to 125 years	15 to 100 years
CWMS – Pipes	25 to 100 years	60 to 100 years
CWMS – Mechanical & Electrical	25 to 50 years	25 to 50 years
CWMS – Other	25 to 100 years	25 to 120 years

Other Assets

Various Other Assets	5 to 50 years	5 to 50 years
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Page 22 of 47

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 7. Infrastructure, Property, Plant & Equipment (continued)

Land

Council being of the opinion that it is not possible to attribute a value sufficiently reliably to qualify for recognition; land under roads has not been recognised in these reports. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

Freehold land and land over which Council has control, but does not have title, is recognised on the cost basis. No capitalisation threshold is applied to the acquisition of land or interests in land.

Land is recognised at Fair Value. The last revaluation was derived by utilising the valuations as at 30th June 2023 by the Valuer Generals Office. Additions are recognised on the cost basis.

Buildings & Other Structures

Building and other structures assets were valued by Australian Pacific Valuers (APV) at market and depreciated current replacement cost as at the 1st July 2020. All acquisitions made after the respective date of valuation are recorded at cost.

Infrastructure

Unsealed road and Sealed road assets were valued by Council officers & Tonkins Consulting Systems based on a condition assessment completed by Tonkins Consulting Systems. The condition assessment and assets were valued at depreciated current replacement cost as at the 1st July 2019. Unsealed and Sealed roads were indexed 10.0% as at 1st July 2022 by Assetc Pty LTD. All acquisitions made after the respective dates of valuation are recorded at cost.

Kerb & Gutter assets were valued by HDS Australia at depreciated current replacement cost during the reporting period beginning 1st July 2020. Kerb & Gutter assets were indexed 9.2% as at 1st July 2022 by Assetc Pty Ltd. All acquisitions made after the respective dates of valuation are recorded at cost.

Footpath assets were valued by HDS Australia at depreciated current replacement cost during the reporting beginning 1st July 2020. Footpath assets were indexed 9.2% as at 1st July 2022 by Assetc Pty Ltd All acquisitions made after the respective dates of valuation are recorded at cost.

Stormwater Drainage assets were valued by Tonkins at depreciated current replacement cost during the reporting period beginning 1st July 2020. Stormwater Drainage assets were indexed 9.2% as at 1st July 2022 by Assetc Pty Ltd. All acquisitions made after the respective dates of valuation are recorded at cost.

Community Wastewater Management Schemes (CWMS) were valued by Council Staff, and peer reviewed by HDS Australia, at depreciated current replacement cost as at the 1st July 2020. CWMS assets were indexed 9.2% as at 1st July 2022 by Assetc Pty Ltd. All acquisitions made after the respective dates of valuation are recorded at cost.

Plant, Furniture & Equipment

These assets are recognised on the cost basis.

All other assets

These assets are recognised on the cost basis.

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 8. Liabilities

\$ '000	2023 Current	2023 Non Current	2022 Current	2022 Non Current
(a) Trade and other payables				
Goods and services	1,028	–	1,696	–
Payments received in advance	443	–	365	–
Accrued expenses - employee entitlements	97	–	438	–
Accrued expenses - other	284	–	94	–
Deposits, retentions and bonds	158	–	123	–
<u>Total trade and other payables</u>	<u>2,010</u>	<u>–</u>	<u>2,716</u>	<u>–</u>

\$ '000	Notes	2023 Current	2023 Non Current	2022 Current	2022 Non Current
(b) Borrowings					
Loans		355	2,773	411	3,128
Lease Liabilities	15	2	35	9	–
<u>Total Borrowings</u>		<u>357</u>	<u>2,808</u>	<u>420</u>	<u>3,128</u>

All interest bearing liabilities are secured over the future revenues of the Council

(c) Provisions

Annual Leave - (including on costs)	1,005	–	1,010	–
Long Service Leave - (including on costs)	1,463	221	1,130	374
<u>Total provisions</u>	<u>2,468</u>	<u>221</u>	<u>2,140</u>	<u>374</u>

Wattle Range Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2023

Note 9. Reserves

\$ '000	as at 30/06/22		Transfers	Impairments	as at 30/06/23	
	Opening Balance	Increments (Decrements)			Closing Balance	
(a) Asset revaluation reserve						
Land	8,300	3,157	-	-		11,457
Land - other	-	1,178	-	-		1,178
Infrastructure						
- Sealed roads	61,817	9,469	-	-		71,286
- Unsealed roads	28,806	1,849	-	-		30,655
- Kerb & Gutter	3,466	1,261	-	-		4,727
- Stormwater	8,926	811	-	-		9,737
- CWMS	20,546	2,784	-	-		23,330
- Footpaths	5,789	570	-	-		6,359
Buildings	28,678	236	-	-		28,914
Structures	7,168	87	-	-		7,255
Total asset revaluation reserve	173,496	21,402	-	-		194,898
Comparatives	173,496	-	-	-		173,496

\$ '000	as at 30/06/22		Tfrs from Reserve	Other Movements	as at 30/06/23	
	Opening Balance	Tfrs to Reserve			Closing Balance	
(b) Other reserves						
Waste Management Reserve	1,471	1,667	(1,686)	-		1,452
Community Waste Water Scheme Reserve	1,003	760	(540)	-		1,223
Other Reserves	125	-	-	-		125
Land Development	92	-	-	-		92
Service Station	25	-	-	-		25
Total other reserves	2,716	2,427	(2,226)	-		2,917
Comparatives	2,488	2,438	(2,210)	-		2,716

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 9. Reserves (continued)

Purposes of reserves

Asset revaluation reserves

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non current assets (less any subsequent impairment losses, where applicable).

Waste Management Reserve

The Waste Management Reserve is used to record transactions related to income and expenses for waste collection/disposal. The funds in this reserve are available for future maintenance of waste collection/disposal.

Community Waste Water Scheme Reserve

The Community Waste Water Scheme Reserve is used to record transactions related to income and expenses for Councils Community Waste Water Schemes (CWMS). The funds in this reserve are available for future maintenance of CWMS.

Other Reserve

Other Reserve consists of a number of miscellaneous reserves that have been in existence for a number of years for a multitude of activities. Over the next twelve months these reserves will be reviewed and the number of specific items reduced.

Land Development

This reserve holds the funds received (net of expenditure) following the sale of Mount Burr House.

Service Station Sinking Fund

As per the Lease with the Service Station a contribution can be charged which will be used for future works associated with the Service Station, Millicent.

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 10. Reconciliation to Statement of Cash Flows

\$ '000	Notes	2023	2022
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(a) Reconciliation of cash

Cash assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

Total cash and equivalent assets	5	11,335	12,839
Balances per Statement of Cash Flows		11,335	12,839

(b) Reconciliation of change in net assets to cash from operating activities

Net surplus/(deficit)		(2,073)	616
Non-cash items in income statements			
Depreciation, amortisation and impairment		7,017	6,470
Grants for capital acquisitions treated as investing activity		(1,031)	(1,036)
Net (gain)/loss on disposals		1,534	344
		5,447	6,394
Add (less): changes in net current assets			
Net (increase)/decrease in receivables		424	(362)
Change in allowances for under-recovery of receivables		(10)	(8)
Net (increase)/decrease in inventories		(21)	248
Net (increase)/decrease in other assets		20	16
Net increase/(decrease) in trade and other payables		(741)	(1,783)
Net increase/(decrease) in other provisions		175	(53)
Net cash provided by (or used in) operations		5,294	4,452

(c) Financing arrangements

Unrestricted access was available at balance date to the following lines of credit:

Corporate credit cards	13	16
LGFA cash advance debenture facility	7,760	7,760

Council has immediate access to a short-term draw-down facility, and variable interest rate borrowings under a cash advance facility, both from the Local Government Finance Authority of SA.

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 11(a). Functions

Income, Expenses and Assets have been directly attributed to the following Functions / Activities. Details of these Functions/Activities are provided in Note 11(b).										
\$ '000	INCOME		EXPENSES		OPERATING SURPLUS (DEFICIT)		GRANTS INCLUDED IN INCOME		TOTAL ASSETS HELD (CURRENT AND NON-CURRENT)	
	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022
Functions/Activities										
Business Undertakings	982	997	2,032	2,636	(1,050)	(1,639)	(798)	(629)	20,288	27,527
Community Services	1,873	1,664	3,313	2,955	(1,440)	(1,291)	–	–	9,956	13,516
Culture	4	27	89	159	(85)	(132)	–	–	130	178
Library Services	45	42	545	573	(500)	(531)	33	40	2,361	3,207
Economic Development	59	184	1,058	936	(999)	(752)	–	–	147	204
Environment	70	222	3,290	691	(3,220)	(469)	–	89	41,892	22,196
Recreation	27	101	3,026	2,763	(2,999)	(2,662)	–	–	21,598	29,323
Regulatory Services	472	505	1,402	2,049	(930)	(1,544)	–	–	619	840
Transport & Communication	1,658	1,435	6,989	7,885	(5,331)	(6,450)	1,614	897	142,260	118,260
Governance Services	25,983	24,257	8,779	8,308	17,204	15,949	4,937	5,269	26,311	35,712
Unclassified Activities	244	225	1,666	151	(1,422)	74	29	–	7,176	3,360
Total Functions/Activities	31,417	29,659	32,189	29,106	(772)	553	5,815	5,666	272,738	254,323

Revenues and expenses exclude net gain (loss) on disposal or revaluation of assets, amounts received specifically for new or upgraded assets and physical resources received free of charge.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 11(b). Components of functions

The activities relating to Council functions are as follows:

Business undertakings

Effluent Drainage, Caravan Parks, Council Housing, Saleyards, Land Development, Private Works.

Community services

Childcare Centre, Community Halls, Public Toilets (Clean and Maintain), Community Grant Scheme, Community Event Support, Community and Youth Development, Civic and Arts Centre.

Culture

Local History and Galleries.

LIBRARY SERVICES

Millicent and Branch Libraries.

Economic development

Millicent, Beachport and Penola Visitor Centres Operation, Limestone Coast Regional and Promotional Marketing.

Environment

Storm Water Drainage (Construct and Maintain), Street Lighting, Street Cleaning, Coastal Protection, Operate and Maintain Domestic Waste Disposal and Collection Dumps and Transfer Stations.

Recreation

Parks and Gardens Maintenance, Sport Facilities, Sport and Recreation Grant Scheme, Swimming Lake and Pools.

Regulatory services

Development, Planning and Building Services, Dog Regulation and Control, Health Inspection, Fire Prevention and Parking Control.

Transport

Sealed and Unsealed Road Construction and Maintenance, Footpaths and Kerbing.

GOVERNANCE AND SUPPORT SERVICES

Elected Member Support, Council Offices, Legislative Compliance and Reporting, Risk Management, Corporate Services, Engineering Administration.

Unclassified activities

Public Debt Transactions, Plant and Machinery Operations, Depot Expenses.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 12. Financial instruments

Recognised financial instruments

Bank, deposits at call, short term deposits

Accounting Policy:

Initially recognised at fair value and subsequently measured at amortised cost; interest is recognised when earned.

Terms & Conditions:

Short term deposits an average interest rate between 1.05% and 4.30% (2022: 0.30% and 1.05%).

Carrying Amount:

Approximates fair value due to the short term to maturity.

Receivables - rates and associated charges

Accounting Policy:

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

Terms & Conditions:

Secured over the subject land, arrears attract interest of 0.480% (2022: 0.420%). Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.

Carrying Amount:

Approximates fair value (after deduction of any allowance).

Receivables - fees and other charges

Accounting policy:

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

Terms and conditions:

Unsecured, and do not bear interest. Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries.

Carrying amount:

Approximates fair value (after deduction of any allowance).

Receivables - other levels of government

Accounting policy:

Initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method.

Terms and conditions:

Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by Departments and Agencies of State and Federal Governments.

Carrying amount:

Approximates fair value.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 12. Financial instruments (continued)

Liabilities - creditors and accruals

Accounting policy:

Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.

Terms and conditions:

Liabilities are normally settled on 30 day terms.

Carrying amount:

Approximates fair value.

Liabilities - interest bearing borrowings

Accounting Policy:

Initially recognised at fair value and subsequently at amortised cost using the effective interest rate.

Terms & Conditions:

Secured over future revenues, borrowings are repayable (2 repayments per year with fixed terms between 7 and 20 years);; interest is charged at fixed (or variable - describe) rates between 5.80% and 7.00% (2022: 4.75% and 7.00%).

Carrying Amount:

Approximates fair value.

Liabilities - leases

Accounting Policy:

Accounted for in accordance with AASB 16 as stated in Note 16.

Wattle Range Council

Financial Statements 2023

Notes to and forming part of the Financial Statements
for the year ended 30 June 2023

Note 12. Financial instruments (continued)

\$ '000	Due < 1 year	Due > 1 year and ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial assets and liabilities					
2023					
Financial assets					
Cash and cash equivalents	11,335	–	–	11,335	11,335
Receivables	1,501	9	8	1,518	1,499
Total financial assets	12,836	9	8	12,853	12,834
Financial liabilities					
Payables	1,629	–	–	1,629	1,629
Current borrowings	537	–	–	537	357
Non-current borrowings	–	1,916	1,726	3,642	2,808
Total financial liabilities	2,166	1,916	1,726	5,808	4,794
Total financial assets and liabilities	15,002	1,925	1,734	18,661	17,628
2022					
Financial assets					
Cash and cash equivalents	12,839	–	–	12,839	12,839
Receivables	1,943	9	10	1,962	1,940
Total financial assets	14,782	9	10	14,801	14,779
Financial liabilities					
Payables	2,184	–	–	2,184	2,184
Current borrowings	615	–	–	615	420
Non-current borrowings	–	2,107	2,072	4,179	3,128
Total financial liabilities	2,799	2,107	2,072	6,978	5,732
Total financial assets and liabilities	17,581	2,116	2,082	21,779	20,511

The following interest rates were applicable to Council's borrowings at balance date:

\$ '000	2023		2022	
	Weighted Avg Interest Rate	Carrying Value	Weighted Avg Interest Rate	Carrying Value
Other variable rates	0.00%	–	2.00%	–
Fixed interest rates	5.86%	3,165	5.86%	3,548
		3,165		3,548

Net fair value

All carrying values approximate fair value for all recognised financial instruments. There is no recognised market for the financial assets of the Council.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 12. Financial instruments (continued)

Risk exposures

Credit Risk represents the loss that would be recognised if counterparties fail to perform as contracted. The maximum credit risk on financial assets of the Council is the carrying amount, net of any impairment. All Council investments are made with the SA Local Government Finance Authority and are guaranteed by the SA Government. Except as detailed in Notes 5 and 6 in relation to individual classes of receivables, exposure is concentrated within the Council's boundaries, and there is no material exposure to any individual debtor.

Market Risk is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of Council's financial assets are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor **currency risk** apply.

Liquidity Risk is the risk that Council will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates. Council also has available a range of bank overdraft and standby borrowing facilities that it can access.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Council has a balance of both fixed and variable interest rate borrowings and investments. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 13. Financial indicators

	Indicator 2023	Indicators 2022	Indicators 2021
Financial Indicators overview			
<i>These Financial Indicators have been calculated in accordance with Information paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.</i>			
1. Operating Surplus Ratio			
Operating surplus			
Total operating income	(2.5)%	1.9%	2.0%
<i>This ratio expresses the operating surplus as a percentage of total operating revenue.</i>			
2. Net Financial Liabilities Ratio			
Net financial liabilities			
Total operating income	(16)%	(20)%	(19)%
<i>Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.</i>			
Adjusted Operating Surplus Ratio			
Operating surplus			
Total operating income	(5.5)%	(1.5)%	1.5%
Adjustments to Ratios			
<i>In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. These Adjusted Ratios correct for the resulting distortion in key ratios for each year and provide a more accurate basis for comparison.</i>			
Adjusted Net Financial Liabilities Ratio			
Net financial liabilities			
Total operating income	(4)%	(11)%	(12)%
3. Asset Renewal Funding Ratio			
Asset renewals			
Infrastructure and Asset Management Plan required expenditure	82%	79%	74%
<i>Asset renewals expenditure is defined as capital expenditure on the renewal and replacement of existing assets relative to the optimal level planned, and excludes new capital expenditure on the acquisition of additional assets.</i>			

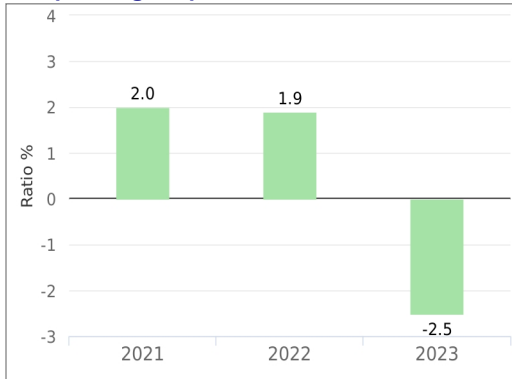
Wattle Range Council

Notes to and forming part of the Financial Statements
for the year ended 30 June 2023

Note 13. Financial indicators (continued)

Financial indicators - graphs

1. Operating Surplus Ratio



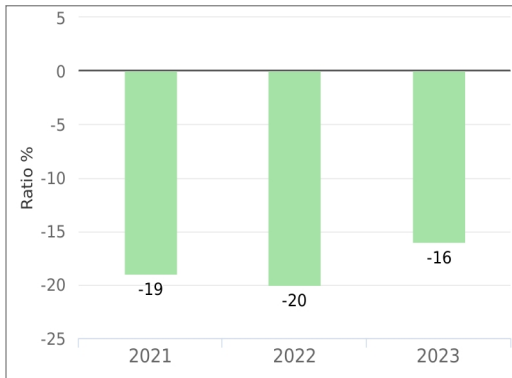
Purpose of operating surplus ratio

This indicator is to determine the percentage the operating revenue varies from operating expenditure

Commentary on 2022/23 result

2022/23 ratio (2.5)%

2. Net Financial Liabilities Ratio



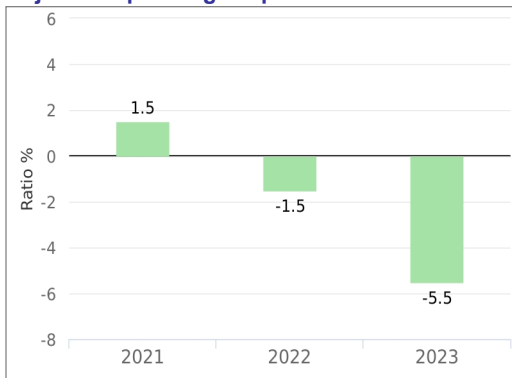
Purpose of net financial liabilities ratio

This indicator shows the significance of the net amount owed to others, compared to operating revenue

Commentary on 2022/23 result

2022/23 ratio (16)%

Adjusted Operating Surplus Ratio



Purpose of adjusted operating surplus ratio

This indicator is to determine the percentage the operating revenue (adjusted for timing differences in the Financial Assistance Grant) varies from operating expenditure

Commentary on 2022/23 result

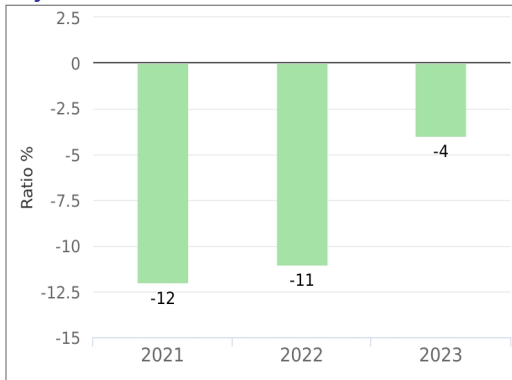
2022/23 ratio (5.5)%

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 13. Financial indicators (continued)

Adjusted Net Financial Liabilities Ratio



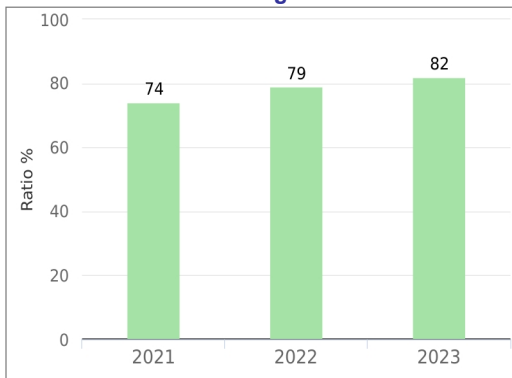
Purpose of adjusted net financial liabilities ratio

This indicator is to determine the percentage the operating revenue (adjusted for timing differences in the Financial Assistance Grant) varies from operating expenditure

Commentary on 2022/23 result

2022/23 ratio (4)%

3. Asset Renewal Funding Ratio



Purpose of asset renewal funding ratio

This indicator aims to determine if assets are being renewed and replaced in an optimal way

Commentary on 2022/23 result

2022/23 ratio 82%

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 14. Uniform presentation of finances

\$ '000	2023	2022
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>		
Income		
Rates	20,481	19,617
Statutory charges	420	396
User charges	3,149	2,768
Grants, subsidies and contributions - capital	798	629
Grants, subsidies and contributions - operating	5,815	5,666
Investment income	347	95
Reimbursements	85	115
Other income	322	373
Total Income	31,417	29,659
Expenses		
Employee costs	13,013	11,207
Materials, contracts and other expenses	11,888	11,203
Depreciation, amortisation and impairment	7,017	6,470
Finance costs	271	226
Total Expenses	32,189	29,106
Operating surplus / (deficit)	(772)	553
Adjusted Operating surplus / (deficit)	(772)	553
Net outlays on existing assets		
Capital expenditure on renewal and replacement of existing assets	(6,011)	(4,521)
Add back depreciation, amortisation and impairment	7,017	6,470
Add back proceeds from sale of replaced assets	386	163
	1,392	2,112
Net outlays on new and upgraded assets		
Capital expenditure on new and upgraded assets (including investment property and real estate developments)	(1,877)	(3,740)
Add back amounts received specifically for new and upgraded assets	233	407
Add back proceeds from sale of surplus assets (including investment property, real estate developments and non-current assets held for resale)	50	1,184
	(1,594)	(2,149)
Annual net impact to financing activities (surplus/(deficit))	(974)	516

Wattle Range Council

Notes to and forming part of the Financial Statements for the year ended 30 June 2023

Note 15. Leases

(i) Council as a lessee

Terms and conditions of leases

Asset Class Buildings

Council entered a contract as a lessee for the 12 Ridge Terrace, Millicent office.

Set out below are the carrying amounts of right-of-use assets recognised within Infrastructure, Property, Plant and Equipment and the movements during the period:

(a) Right of use assets

\$ '000	Ridge Terrace Council Office
2023	
Opening balance	8
Additions to right-of-use assets	37
Depreciation charge	(8)
Balance at 30 June	37
2022	
Opening balance	18
Additions to right-of-use assets	-
Depreciation charge	(10)
Balance at 30 June	8

(b) Lease liabilities

Set out below are the carrying amounts of lease liabilities (included under interest-bearing loans and borrowings) and the movements during the period:

\$ '000	2023	2022
Balance at 1 July	8	18
Additions	37	-
Payments	(8)	(10)
Balance at 30 June	37	8
Classified as:		
Current	2	8
Non-current	35	-

The maturity analysis of lease liabilities is included in Note 13.

The Group had total cash outflows for leases of \$6K.

The following are the amounts recognised in profit or loss:

Depreciation expense of right-of-use assets	(8)	10
Total amount recognised in profit or loss	(8)	10

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 16. Superannuation

The Council makes employer superannuation contributions in respect of its employees to Hostplus Super (formerly Statewide Super). There are two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector with Salarylink benefits prior to 24 November 2009 have the option to contribute to the Accumulation section and/or Salarylink. All other employees (including casuals) have all contributions allocated to the Accumulation section.

Accumulation only members

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (10.50% in 2022/23; 10.00% in 2021/22). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

Salarylink (Defined Benefit Fund) members

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2020/21) of "superannuation" salary.

In addition, Council makes a separate contribution of 3% of ordinary time earnings for Salarylink members to their Accumulation account. Employees also make member contributions to the Salarylink section of the Fund. As such, assets accumulate in the Salarylink section of the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink section is a multi-employer sponsored plan. As the Salarylink section's assets and liabilities are pooled and are not allocated by each employer, and employees may transfer to another employer within the local government sector and retain membership of the Fund, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), Council does not use defined benefit accounting for these contributions.

The most recent actuarial investigation was conducted by the Fund's actuary, Louise Campbell, FIAA, of Willis Towers Watson as at 30 June 2020. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

Contributions to other superannuation schemes

Council also makes contributions to other superannuation schemes selected by employees under the "choice of fund" legislation. All such schemes are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Council.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 17. Contingencies and assets/liabilities not recognised in the balance sheet

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but knowledge is considered relevant to the users of the financial report in making and evaluating decisions about the allocation of scarce resources.

1. Land under roads

As reported in the Financial Statements, Council is of the opinion that it is not possible to attribute a value sufficiently reliably for these assets to qualify for recognition, and accordingly land under roads has not been recognised in the reports. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

At reporting date, Council controlled 1,795 km of road reserves of average width 20 metres.

2. Potential insurance losses

Council is a multi-purpose organisation providing a large range of building, parks infrastructure, playgrounds and other facilities accessible to the public. At any time, it is likely that claims will have been made against Council that remain unsettled.

Council insures against all known insurable risks using a range of insurance policies, each of which is subject to deductable "insurance excesses", the amount of which varies according to the class of insurance.

Council has recognised the potential losses arising from claims known at reporting date based on average historical net cost (including insurance excess) of similar types of claims. Other potential claims not reported to Council may have existed at reporting date.

3. Bank guarantees

Council has guaranteed certain loans and other banking facilities advanced to community organisations and sporting bodies, amounting to \$292,039 (2022: \$240,288) at reporting date.

Council does not expect to incur any loss arising from these guarantees.

4. Legal expenses

Council is the planning consent authority for its area under the Development Act 1993 (as amended). Pursuant to that Act, certain persons aggrieved by a planning decision of the Council may appeal. It is normal practice that parties bear their own legal costs. At the date of these reports, Council had notice of 0 appeals against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

Wattle Range Council

Notes to and forming part of the Financial Statements

for the year ended 30 June 2023

Note 18. Related party transactions

Key management personnel

Transactions with key management personnel

The Key Management Personnel of the Council include the Mayor, Councillors, CEO and certain prescribed officers under section 112 of the Local Government Act 1999. In all, 40 persons were paid the following total compensation:

\$ '000	2023	2022
The compensation paid to key management personnel comprises:		
Salaries, allowances & other short-term benefits	3,565	3,103
Total	3,565	3,103

Receipts from key management personnel comprise:

Other than amounts paid as ratepayers or residents (e.g. rates, swimming pool entry fees, etc.), Council received the following amounts in total:

Contributions for Fringe Benefits Tax purposes	43	48
Planning and building application Fees	5	2
Total	48	50

Key Management Personnel (KMP) and relatives of KMP's own a retail business from which various supplies were purchased as required either for cash or on 30-day account. Purchases from this one business was \$61,738.21 during the year on normal commercial terms.

Six (6) close family members of key management personnel are employed by Council in accordance with the terms of the Award, and as recorded in the public Register of Salaries maintained in accordance with section 105 of the Local Government Act 1999.

Four (4) key management personnel or close family members (including related parties) lodged planning and building applications during the year.

Independent Auditor's Report

To the members of the Wattle Range Council

Opinion

We have audited the accompanying financial report of the Wattle Range Council (the Council), which comprises the statement of financial position as at 30 June 2023, statement of comprehensive income, statement of changes in equity, the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information, and the Certification of the Financial Statements.

In our opinion, the financial report presents fairly, in all material aspects, the financial position of the Council as at 30 June 2023, and its financial performance and its cash flows for the year then ended in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulation 2011* and the Australian Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described as in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Council in accordance with the auditor independence requirements of the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants (Including Independence Standards)* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Council's Responsibility for the Financial Report

The Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* and for such internal control as Council determines is necessary to enable the preparation of the financial report to be free from material misstatement, whether due to fraud or error.

In preparing the financial report, Council is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless Council either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Council's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that the audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Council.
- Conclude on the appropriateness of the Council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DEAN NEWBERY



SAMANTHA CRETEN
Director

10/11/2023

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Dean Newbery
 ABN: 48 007 865 081

INDEPENDENT ASSURANCE REPORT ON THE INTERNAL CONTROLS OF THE WATTLE RANGE COUNCIL

Opinion

In our opinion, the Wattle Range Council (the Council) has complied, in all material respects, with Section 125 of the *Local Government Act 1999* in relation to the Internal Controls established by the Council relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities so as to provide reasonable assurance that the financial transactions of the Council have been conducted properly and in accordance with law for the period 1 July 2022 to 30 June 2023.

Basis for opinion

We have audited the Internal Controls of the Council under the requirements of *Section 125 of the Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities for the period 1 July 2022 to 30 June 2023 have been conducted properly and in accordance with law.

We conducted our engagement in accordance with Standard on Assurance Engagements *ASAE 3000 Assurance Engagements Other than Audits or Reviews of Historical Financial Information* and *ASAE 3150 Assurance Engagements on Controls* issued by the Auditing and Assurance Standards Board.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

The Council's Responsibility for the Internal Controls

The Council is responsible for implementing and maintaining an adequate system of internal controls, in accordance with *Section 125 of the Local Government Act 1999* to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and incurring of liabilities have been conducted properly and in accordance with law.

Our Independence and Quality Control

We have complied with the independence and other relevant ethical requirements relating to assurance engagements, and applying Auditing Standard *ASQC 1 Quality Control for Firms that Perform Audits and Review of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking the assurance engagement.

Assurance Practitioner's Responsibilities

Our responsibility is to express an opinion on the Council's compliance with *Section 125 of the Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, based on our procedures have been conducted properly and in accordance with law.

ASAE 3150 requires that we plan and perform our procedures to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the control objectives and the controls operating effectively through the period. ASAE 3000 also requires us to comply with the relevant ethical requirements for the Australian professional accounting bodies.

An assurance engagement to report on the design and operating effectiveness of controls involves performing procedures to obtain evidence about the suitability of the design of the controls to achieve the control objectives and the operating effectiveness of the controls throughout the period. The procedures selected depend on our judgement, including the assessment of the risks that the controls are not suitably designed or the controls did not operate effectively. Our procedures included testing the operating effectiveness to the controls that we consider necessary to achieve the control objectives identified. An Assurance engagement of this type also includes evaluating the suitability of the control objectives.

Limitation on Use

This report has been prepared for the members of the Council in accordance with *Section 129(1)(b) of the Local Government Act 1999* in relation to the Internal Controls specified above. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the members of the Council, or for any purpose other than that for which it was prepared.

Limitations of Controls

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and operating effectively, the control objectives may not be achieved so that fraud, error, or non-compliance with laws and regulations may occur and not be detected.

An assurance engagement on operating effectiveness of controls is not designed to detect all instances of controls operating ineffectively as it is not performed continuously throughout the period and the tests performed are on a sample basis. Any projection of the outcome of the evaluation of controls to future periods is subject to the risk that the controls may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

DEAN NEWBERY

SAMANTHA CRETEN
Director

10/11/2023

Wattle Range Council

General Purpose Financial Statements for the year ended 30 June 2023


Certification of Auditor Independence

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Wattle Range Council for the year ended 30 June 2023, the Council's Auditor, Dean Newbery & Partners has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) *Local Government (Financial Management) Regulations 2011*.



Ben Gower
Chief Executive Officer



Michael Schultz
Presiding Member

Date: 10 October 2023

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Certification of Auditor's Independence

I confirm that, for the audit of the financial statements of the Wattle Range Council for the year ended 30 June 2023, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Part 4A, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) *Local Government (Financial Management) Regulations 2011*.

**SAMANTHA CRETEN****Director****DEAN NEWBERY****10/11/2023**

Audit Completion Report

Year Ended 30 June 2023

Wattle Range Council



DeanNewbery

Executive Summary

9 November 2023

Mr Michael Schultz
Chair – Audit & Risk Committee
Wattle Range Council
PO Box 27
MILLICENT SA 5280

Dear Mr Schultz

This report has been prepared for the Audit & Risk Committee of the Wattle Range Council (**Council**) in relation to the 30 June 2023 external audit.

The purpose of this report is to provide members of the Audit & Risk Committee and those charged with governance a summary of the significant matters that have arisen from our audit which we believe covers material matters dealt within our work completed.

We are pleased to advise that subject to finalisation of the outstanding matters outlined within this report, our audit opinions for financial year ended 30 June 2023 are expected to be issued as unmodified audit reports.

I would like to take this opportunity to thank the Administration for the assistance provided throughout the year.

Your sincerely
DEAN NEWBERY



Samantha Creten
Director

Executive Summary

Scope

The audit procedures have been designed and carried out by the audit team in accordance with Australian Auditing Standards and per the audit scope prescribed under the *Local Government Act 1999* and applicable Regulations for the financial year ended 30 June 2023.

Independence

In accordance with our professional ethical requirements, we confirm that, for the financial year ended 30 June 2023, all members of our audit team have maintained their independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Part 4A, published by the Accounting Professional and Ethical Standards Board and in accordance with *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011*.

Audit Status

All requested audit adjustments have been processed and disclosures have been made within the financial report based on audit testing completed.

All requested information has been provided by the Administration during the course of the audit.

Subject to the finalisation of the matters outlined in this report, our audit opinion for the financial year ended 30 June 2023 will be signed without reference to any qualification.

Outstanding Matters

All requested audit adjustments have been processed and disclosures within the financial report appropriately modified based on audit testing completed.

Subject to the following work being satisfactorily completed, we expect unmodified audit opinions to be issued for the financial year:

- Undertake a review of subsequent events since 30 June 2023
- Complete a review of the draft Financial Statements and obtain certified financial statements as required
- Receipt of the signed Management Representation Letter

Fraud & Litigation

As part of our audit we have discussed with the Administration:

- The safeguards in place in relation to the prevention and detection of fraud
- The existence of any fraud
- The existence of any litigation and claims

We have not become aware of any matter which should be brought to the Council or Audit & Risk Committee's attention

Key Audit Matters Considered

As a result of the work we have recently completed, we have provided further detail below of the key audit matters and the outcomes from our testing completed.

Key Audit Matter Description	Audit Work Undertaken	Outcomes of Testing Completed
Infrastructure, Property, Plant & Equipment	<ul style="list-style-type: none"> Reviewed Note 7 Infrastructure, Property, Plant & Equipment movements recorded against the General Ledger and relevant asset registers and supporting documentation. Reviewed the Asset Revaluations processed for each asset class to ensure correct application per AASB 116. 	No exceptions were noted.
Work in Progress (WIP)	<ul style="list-style-type: none"> Reviewed WIP reconciliation to identify any long-term projects recorded to ensure correct ongoing classification of costs as WIP. Sample tested transactions allocated to WIP to ensure appropriate allocation of expenses incurred and capitalisation of completed projects in line with requirements per AASB 116. 	No exceptions were noted.
Bank Reconciliation	<ul style="list-style-type: none"> Review updates to procedures and internal controls over the preparation of the bank reconciliation process. 	Update to procedures have addressed previous audit issues raised in relation to this matter.
IT User Access Privileges & Controls	<ul style="list-style-type: none"> Consider work undertaken by the Administration to review and update IT user access privileges and system access controls. Review a sample of employee access privileges to assess reasonableness of access granted and segregation of duties across functions. 	Update to the user access permissions were undertaken by the Administration which have addressed previous audit issued raised in relation to this matter.
Grants Revenue Received	<ul style="list-style-type: none"> Reviewed Grant Agreements and identified specific performance obligation to assess whether there were any unrecorded liabilities, and the recognition of revenue was appropriate per accounting standards. Reviewed accounting treatment of funding received (e.g. Capital vs Operating) to ensure appropriate classification and disclosure per the Model Financial Statements. 	No exceptions were noted.

Summary of Misstatements

There remain no material misstatements that have not been adjusted by the Administration which were identified during the course of our audit.

All requested audit adjustments have been processed and disclosures with the financial report have been appropriately modified based on audit testing completed.

Matters to be Addressed in Future Financial Years

As a result of audit work completed, the following audit matters have been identified during the course of our audit which we have summarised below

Audit Matter	Audit Recommendation
Asset Condition Audit	Council is undertaking a condition audit of all Unsealed Roads, Sealed Roads, Footpath and Kerb assets in FY24. We recommend that all condition data and valuation updates are processed effective as from 1 July 2023 to ensure that future asset depreciation expense and asset carrying values used for financial reporting purposes are based on the most recent and up-to-date available data.
Update to Asset Management Plans	As a result of the work being undertaken for the condition audit of the above noted assets, Council will be in a position to undertake an update to all applicable Asset Management Plans to factor in the updated data available. To ensure that there is appropriate integration of this updated data across all of Council's strategic plans, we recommend that updates to Council's Long Term Financial Plan and Budget are also undertaken.
Civic Centre Upgrade – Project Management Controls	<p>Council is expected to commence the construction of its new Civic Centre in FY24 which will see the Council undertaking a significant volume of procurement and project management activities connected with a project of this kind. Accordingly, we recommend that Council ensures it has appropriate 'Project Management Plans' in place which incorporates appropriate reference to matters such as controls/processes over project variations, financial delegations and references back to existing applicable Council policies, and internal reporting obligations/requirements throughout the different stages of the Project.</p> <p>Council should ensure that all officers (both Council staff and external contractors) are aware of their respective delegated authority to ensure compliance with Council's internal controls and policies. This matter is especially significant in relation to the process around financial delegations over project variations and changes in project scope which will occur over the life of the Project.</p>

Draft Audit Report

INDEPENDENT AUDITOR'S REPORT

To the members of Wattle Range Council Report on the Audit of the Financial Report

Opinion

We have audited the accompanying financial report of the Wattle Range Council (the Council), which comprises the statement of financial position as at 30 June 2023, statement of comprehensive income, statement of changes in equity, the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information, and the Certification of the Financial Statements.

In our opinion, the financial report presents fairly, in all material aspects, the financial position of the Council as at 30 June 2023, and its financial performance and its cash flows for the year then ended in accordance with the Local Government Act 1999 and the Local Government (Financial Management) Regulation 2011 and the Australian Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described as in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Council in accordance with the auditor independence requirements of the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: Code of Ethics for Professional Accountants (Including Independence Standards) (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Council's Responsibility for the Financial Report

The Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 and for such internal control as Council determines is necessary to enable the preparation of the financial report to be free from material misstatement, whether due to fraud or error.

In preparing the financial report, Council is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless Council either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Council's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that the audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of financial report.

Draft Audit Report

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that the audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of the management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DEAN NEWBERY

Samantha Creten

Director

XX/XX/2023

Draft Assurance Report on Internal Controls

INDEPENDENT ASSURANCE REPORT ON THE INTERNAL CONTROLS OF THE WATTLE RANGE COUNCIL

Opinion

In our opinion, the Wattle Range Council (the Council) has complied, in all material respects, with *Section 125 of the Local Government Act 1999* in relation to the Internal Controls established by the Council relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities so as to provide reasonable assurance that the financial transactions of the Council have been conducted properly and in accordance with law for the period 1 July 2022 to 30 June 2023.

Basis for Opinion

We have audited the Internal Controls of the Council under the requirements of *Section 125 of the Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities for the period 1 July 2022 to 30 June 2023 have been conducted properly and in accordance with law.

We conducted our engagement in accordance with Standard on Assurance Engagements *ASAE 3000 Assurance Engagements Other than Audits or Reviews of Historical Financial Information* and *ASAE 3150 Assurance Engagements on Controls* issued by the Auditing and Assurance Standards Board.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

The Council's Responsibility for the Internal Controls

The Council is responsible for implementing and maintaining an adequate system of internal controls, in accordance with Section 125 of the Local Government Act 1999 to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and incurring of liabilities have been conducted properly and in accordance with law.

Our Independence and Quality Control

We have complied with the independence and other relevant ethical requirements relating to assurance engagements, and applying Auditing Standard *ASQC 1 Quality Control for Firms that Perform Audits and Review of Financial Reports and Other Financial Information*, and Other Assurance Engagements in undertaking the assurance engagement.

Assurance Practitioner's Responsibilities

Our responsibility is to express an opinion on the Council's compliance with *Section 125 of the Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, based on our procedures have been conducted properly and in accordance with law.

ASAE 3150 requires that we plan and performed our procedures to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the control objectives and the controls operating effectively through the period. ASAE 3000 also requires us to comply with the relevant ethical requirements for the Australian professional accounting bodies.

An assurance engagement to report on the designed and operating effectiveness of controls involves performing procedures to obtain evidence about the suitability of the design of the controls to achieve the control objectives and the operating effectiveness of the controls throughout the period. The procedures selected depend on our judgement, including the assessment of the risks that the controls are not suitably designed or the controls did not operate effectively. Our procedures included testing the operating effectiveness to the controls that we consider necessary to achieve the control objectives identified. An Assurance engagement of this type also includes evaluating the suitability of the control objectives.

Draft Assurance Report on Internal Controls

Limitation on Use

This report has been prepared for the members of the Council in accordance with *Section 129(1)(b) of the Local Government Act 1999* in relation to the Internal Controls specified above. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the members of the Council, or for any purpose other than that for which it was prepared.

Limitations of Controls

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and operating effectively, the control objectives may not be achieved so that fraud, error, or non-compliance with laws and regulations may occur and not be detected.

An assurance engagement on operating effectiveness of controls is not designed to detect all instances of controls operating ineffectively as it is not performed continuously throughout the period and the tests performed are on a sample basis. Any projection of the outcome of the evaluation of controls to future periods is subject to the risk that the controls may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate

DEAN NEWBERY

Samantha Creten
Director

XX/XX/2023

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Wattle Range Council

Interim Management Report

2022/23 Financial Year External Audit

July 2023

Table of Contents

1. Executive Summary.....	3
2. Prior Year Matters for Qualification of the Assurance Report on the Internal Controls – Update	4
3. Prior Year Audit Matters Update	8
4. Detailed Audit Findings – Interim Audit	17
5. Assessment of Audit Findings	20

1. Executive Summary

17 July 2023

Michael Schultz
Independent Chairperson – Audit and Risk Committee
Wattle Range Council

Dear Mr Schultz

We are pleased to advise that we have recently completed an audit attendance at the Council as part of the 2022/23 financial year external audit. We have now completed our Interim Audit Phase of the engagement and have prepared this Report which summarises our findings, observations and recommendations for the Council's consideration, through your Committee.

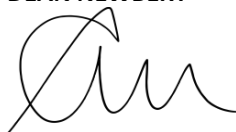
As a result of work undertaken to date, there are on-going matters raised from the prior financial year's audit which, if remain not addressed, may result in an adverse impact on our internal control audit opinion for the financial year. All outstanding matters are marked as "In-Progress" in Section 2 of this Report.

Please note that we still have further testing of controls to complete as well as further sample substantive testing prior to us being in a position to be able to finalise an audit opinion on the internal controls of the Council for the full financial year.

I would like to take this opportunity to thank the Council's Administration for the assistance provide during the recent audit process.

Should you require any further information, please contact me on 8267 4777 or sam@deannewbery.com.au.

Yours sincerely,
DEAN NEWBERY



Samantha Creten
Partner

C. Mayor
C. Chief Executive Officer

2. Prior Year Matters for Qualification of the Assurance Report on the Internal Controls – Update

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.1	26 August 2022	<p>Information requests related to core General Ledger Account Reconciliations were unable to be fulfilled by Council Administration as the Reconciliations were unavailable as at the time of request (20 July 2022) as they had not been completed since 30 June 2021. The exception to this finding relates to the following General Ledger Accounts which were inconsistently reconciled throughout Financial Year 2022:</p> <ul style="list-style-type: none"> - Sundry Creditors - Investments - Loans <p>Discussions with Council’s Administration identified the main reason these Reconciliations had not been completed was due to an error in the opening balance migration of data to the new Datascape system implemented as at 1 July 2021. This issue was not resolved until June 2022, which prevented Council Administration from having an accurate starting point for each reconciliation.</p> <p>The regular monitoring of core General Ledger Accounts by way of a month-end reconciliation is considered to be a core control under the Better Practice Model of Internal Controls and as a consequence of the controls not operating effectively, the risk of material misstatement and/or fraud going undetected and not addressed significantly increases.</p>	<p>A review of the General Ledger (GL) Reconciliation identified that Council is now completing monthly General Ledger Reconciliations with evidence of independent review being retained.</p> <p>As at the time of our attendance (17 May 2023), the operating bank account was last reconciled to the month of December 2022.</p> <p>Subsequent to our attendance the operating bank account reconciliations were provided for the period January 2023 – May 2023.</p> <p>Please refer to additional comments made below in section 4 – 1 concerning controls specifically to the bank reconciliation process.</p>	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.2	26 August 2022	<p>A review of Council’s adopted budgets held on Council’s website, and discussions with the Administration identified the following issues:</p> <ul style="list-style-type: none"> - FY2021 Budget Review 4 (Regulation 10 Report) was not completed; - FY2022 Budget Review 2 was adopted outside of the legislated timeframe; and - FY2022 Budget Review 3 had not been completed as at the time of writing this Report (which was past the legislated timeframe). <p>Based on the above findings, Council is in contravention of the <i>Local Government Act 1999</i> and the <i>Local Government (Financial Management) Regulations 2011</i>.</p> <p>Budget Reviews are considered a core internal control of the Better Practice Model of Internal Controls.</p> <p>As Budget Review 3 has not been completed, this presents a serious breakdown in the overall governance of Council’s financial management and review procedures which may lead to:</p> <ul style="list-style-type: none"> - Increased risk of undetected Material Misstatements; - Increased risk of the existing and outdated Budget Review 2 becoming unrealistic to meet Council’s Strategic Objectives; and - Increased risk of undetected budget overspends and project over-runs 	<p>A review of the Council’s adopted Budget Review reports for the FY23 period identified that all had been adopted within the appropriate legislated timeframe and under the appropriate format required by the <i>Local Government Act 1999</i> and the <i>Local Government (Financial Management) Regulations 2011</i>.</p>	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.3	26 August 2022	<p>A review of the User Access Report extracted from the Datascope software identified a number of Council employees had inappropriate access to system functions based on the employee's role and responsibilities.</p> <p>Discussions with Council's Administration identified that these access levels were in place since the new system went live as at 1 July 2021.</p> <p>The above identified system access environment prevents Council from achieving appropriate segregation of duties across core finance functions, being the General Ledger, Accounts Payable and the Rating Module. The inappropriate segregation of duties presents a significant weakness to the internal controls operating within these areas. With no adequate compensating controls identified (i.e. regular review of General Ledger Reconciliations or consistent application and independent review of Audit Trail Reporting) the resulting consequence is an increased risk of material misstatement and/or fraud going undetected and not addressed.</p>	<p>Discussions with the Administration identified that the change to the user access levels went live on the 15 May 2023 whereby increased restrictions were placed on individual user permission levels to address the matter raised.</p> <p>At the time of our attendance, a User Access Listing was provided to us by the Datacom consultant, however the information within the Report did not evidence/support the changes that had been made by Council.</p> <p>We note that the Administration are continuing to work with the Datacom to produce a User Access Report that supports the changes made.</p> <p>This remains an on-going matter which will be followed up during the Balance Date audit phase.</p>	In Progress

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.4	26 August 2022	<p>Audit procedures and discussions held with the Council Administration identified that any Officer with 'Rates Admin' access has the ability to create and post a 'Rates Credit Note/Invoice' (Rate Journal) within the system.</p> <p>A review of the system mechanics and discussion with Council Administration confirmed that there are no system controls currently in place that require these Rate Journals to have a secondary authoriser prior to posting to the system.</p> <p>It was further confirmed with Council's Administration that for the full Financial Year, no review of any Rate Journals had occurred to ensure those posted were appropriately authorised and free from error.</p> <p>Given the volume of system access provided to the Rates Admin function, the lack of system and manual controls in place and the fact that no General Ledger Reconciliations are being undertaken on a periodic basis, this presents a serious breakdown in internal controls. As a consequence, there is an increased risk of material misstatement and/or fraud that may go undetected and not addressed.</p>	<p>Follow-up discussions held with the Administration along with a review of additional documentation identified that Rate Journals are now being independently reviewed and approved prior to being processed in the Council's financial records.</p> <p>Evidence of these reviews are being retained by way of a physical folder.</p> <p>Further discussion identified that there has been no progress towards implementing a system workflow which would require electronic authorisation prior to posting the journal.</p> <p>A further Audit matter has been raised in Section 4 below in relation to this control.</p>	Completed

3. Prior Year Audit Matters Update

An update on prior financial year's outstanding audit matters raised has been provided below. Additional information has been obtained from the Administration during the Interim Audit Phase for each previously unresolved audit matter reported.

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.2.1	26 August 2022	<p>As at the time of our attendance, we identified the following:</p> <ul style="list-style-type: none"> - the number of users with this level of access totalled 105; - 31 listed users were not listed as Council employees (e.g. Datacom support staff and Southern Ocean Tourist Park); - There is no requirement for New Creditors created to be independently reviewed prior to creation; and - Compensating controls related to the independent review of the Audit Trail Reports had not been consistently applied/evidenced throughout the Financial Year (e.g. no evidence of independent review from July 2021 to November 2021 and the months of March 2022 to May 2022 were evidenced by way of electronic signature at the time of our attendance). <p>This level of access and inconsistent application of compensating controls creates a significantly weak internal control environment around the creation of new creditors and the Accounts Payable function which may well result in a creditor being created without authorisation or in error and paid without being detected.</p> <p>To strengthen the internal control environment, we recommend that the Council Administration work with the software provider to implement a preventative control whereby the creation of a new creditor requires dual formal authorisation within the system. We further recommend that the Accounts Payable Audit Trail Reports be consistently generated and independently reviewed by an Officer who does not have the ability to modify the Accounts Payable function.</p>	<p>Discussions held with the Administration and Datacom identified that work has been undertaken to address this matter.</p> <p>As at the time of our attendance, creditor creation could still be undertaken by any officer within Council who are required to raise a requisition order for goods & services.</p> <p>It is noted that only a select number of delegated staff can approve a requisition up to a certain delegated financial level as per the Procurement Policy.</p> <p>It was further confirmed that newly created creditors can not be paid unless approved within the system by an officer with Accounts Payable Admin permissions (four users).</p>	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.2	26 August 2022	<p>Our audit procedures identified the following in relation to Audit Trail Reporting:</p> <ul style="list-style-type: none"> - The new software system is not currently capable of generating an Audit Trail Report related to the General Ledger function; - Inconsistent review of the Payroll, Accounts Payable and Property Masterfile Audit Trail Reports (e.g. number of months with no evidence of review); <p>The information above presents a weakness to the internal control environment related to the Audit Trail Reporting which may result in unauthorised changes or changes made in error going undetected across multiple finance functions. This is particularly important given the level of inappropriate user access levels, mentioned in section 1 of this Report, inherently increases the risk of unauthorised changes being made.</p> <p>To strengthen the internal control environment across the finance department, we recommend the following measures be undertaken:</p> <ul style="list-style-type: none"> - Council's Administration work with their software provider (Datacom) to create an Audit Trail Report for the General Ledger function; - Month-end procedures are updated to ensure all finance functions have the Audit Trail Report independently reviewed each month; and - Council's Administration ensure that the review of these Audit Trail Reports is undertaken by an Officer who does not have access to modify the finance function under review. 	<p>Discussions with the Administration identified that the Audit Trail Report is now being reviewed monthly.</p> <p>An additional issue was identified through discussions with the Administration related to the Audit Trail Reporting – see matter in Section 4 below.</p>	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.3	26 August 2022	<p>Discussions with the Administration identified that Council does not have an adopted budget framework Policy.</p> <p>We recommend Council develop a budgeting framework document that details the principles and assumptions that underpin the decision-making process with respect to the allocation of resources each financial year and guides the development of the annual budget and budget reviews.</p> <p>Particular attention should be given, but not limited to, the following:</p> <ul style="list-style-type: none"> - Compliance with the Local Government Act 1999 and applicable Regulations; - Carry over of unexpended funds (i.e. Operating & Capital); and - Debt Management. 	The Council has subsequently adopted a Budget Framework Policy which includes guidance on the matters raised in our FY22 Interim Management Report..	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.4	26 August 2022	<p>Procurement testing and discussions with Administration identified that the Procurement Policy did not make reference to any requirement for Conflict-of-Interest Declarations to be signed by the evaluation panel during the Tender/Request for Quote (RFQ) process.</p> <p>It was identified from the testing undertaken that there are some inconsistencies between the Procurement Policy and Council practices. For example, we observed the following:</p> <ul style="list-style-type: none"> - One instance whereby a “Code of Conduct and Confidentiality Form” (CCCF) was used by the members of the evaluation panel to declare the members had no conflict of interest related to the procurement activity; and - Three other instances tested had no evidence of any Conflict -of- Interest Declarations having been completed <p>To further strengthen internal controls, we recommend that Council consider implementing additional procedures that require Conflict-of-Interest Declaration forms to be completed by all Evaluation Panel Members prior to the Tender/RFQ application being reviewed, to ensure the process is free from any intended or unintended bias.</p>	<p>It was identified that Council’s Procurement Policy was updated as of 9 August 2022 which now references the requirement for evaluation panel members to complete a Conflict-of-Interest Declaration when evaluating tenders.</p> <p>Sample testing confirmed 100% compliance of the new procedure requirement.</p> <p>This will continue to be monitored as part of the external audit of Council.</p>	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.5	26 August 2022	<p>Audit procedures and discussions with the Administration identified that, except for those assessments already with Council's debt collection agency, no debt collection procedures related to the rating function have been undertaken during the Financial Year. This includes the following:</p> <ul style="list-style-type: none"> - Review and assessment of those property assessments that are in arrears (greater than 1 quarter overdue); - Administering those overdue assessments with an "Overdue Rates Notice"; and - If the outstanding debt is greater than \$500, the assessment being sent to Council's Debt Collection Agency (as per Council Debt Collection Policy). <p>As per Council's Debt Collection Policy (next review July 2014), <i>"Within three (3) days of fines and/or interest being raised against outstanding rates, a letter of demand will be sent to all ratepayers with outstanding rates advising them of the following... d) If neither b) nor c) above have been complied with within the prescribed timeframe and the total overdue rates amount (including fines and/or interest) is \$500 or greater, the account will be forwarded to Council's debt collection agency for action."</i></p> <p>Council has not complied with its Debt Collection Policy during the Financial Year and as a result the outstanding rate debtors as at 30 June 2022 (unaudited) has increased to \$858K, compared to \$702K as at 30 June 2021.</p> <p>We recommend that Council evaluate their debt collection procedures under the new software system to ensure that Council are complying with its Debt Collection Policy and are appropriately recovering outstanding rate debts in a timely manner where possible.</p>	Discussions held with the Administration identified that as from March 2023, Council have updated internal procedures and have resumed debt collection action on outstanding rates debts owed.	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.6	26 August 2022	<p>A review of 5 rates journals that were related to a credit note or remission of charges raised identified the following:</p> <ul style="list-style-type: none"> - All 5 journals were prepared and processed by the Rate Officer; and - Only 1 of the 5 journals reviewed had evidence of an independent review/authorisation. <p>From the findings above, 4 of the 5 journals failed to evidence an independent review or provide authorisation to process the credit note/remission of charges. As per Council Delegations of Authority, the Rates Officer does not have the delegation to authorise a credit note or remission of charges against an assessment. In these instances, Council was non-compliant with their Delegations of Authority.</p> <p>We acknowledge that these journals identified as non-compliant are not material in nature however, to strengthen internal controls and to comply with Council's Delegations of Authority, we recommend that the Council ensures all Rate Journals are independently reviewed and approved by an Officer with Delegated Authority.</p>	<p>See Additional Audit Comments raised in Section 2 - Audit Matter 2022.1.4 above.</p> <p>A further Audit matter has been raised in Section 4 – Audit Matter 2 below in relation to this control.</p>	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.7	26 August 2022	<p>Our internal control review of Councils External Services identified that Council does not maintain any formal documented policy/procedure which specifies staff responsibilities when managing contracts.</p> <p>Whilst our audit testing has not identified any instances of contractor non-compliance, as a preventative measure and to further strengthen controls around the management of Council contracts, we recommend that Council consider the implementation of a formal documented policy/procedure for contract management. This may include the following:</p> <ul style="list-style-type: none"> - Development of monitoring/inspection programs based on assessed risks in order to monitor contractor performance. - How Council will intervene if performance is not up to standard. - Council responsibilities when there is a variation to a Contract with consideration for delegation of authority. - Project finalisation and inspection procedures. 	<p>Assessment of Council Policies and discussions with Council Administration identified that Council has in place a Contractor Management Policy and Procedure which outlines the required responsibilities of Council staff when managing any Council contracts.</p>	Completed

Audit Matter Reference	Report Date	Audit Comments Previously Raised	Additional Audit Comments	Status of Matter
2022.1.8	26 August 2022	<p>Discussions with the Administration identified that Council does not maintain a centralised Grants Register which includes the relevant information for all active grant agreements in place throughout Council.</p> <p>To further strengthen controls around the monitoring of Grant Funding we recommend that Council consider developing a Grants Register which includes the following:</p> <ul style="list-style-type: none"> - Name of Grant Agreement - Responsible Body - Responsible Officer within Council - Agreement amount - Amounts paid year to date - Relevant performance obligations - Acquittal due date (if applicable) <p>Related project numbers associated to the grant, to assist in monitoring of expenditure incurred</p>	Council now maintains a Grants Register within Sharepoint which is updated when a grant applied for is successful or unsuccessful.	Completed

4. Detailed Audit Findings – Interim Audit

We have highlighted below key audit matters which have been identified for further consideration and/or action as a result of audit work recently completed.

Audit Matter Reference	Audit Priority Rating	Audit Finding & Recommendation	Management's Response	Expected Completion Date
1.	High	<p>Council's corporate software system continues to be unable to perform an automated bank reconciliation process that correctly reconciles the Council's bank account.</p> <p>Discussions with the Council's Administration noted that the inability to perform this process is due to an ongoing error in the data migration process that remains unresolved.</p> <p>We are aware that the Administration is currently required to manually reconcile the operating bank account which, by its manual nature, subject to limited system controls and an increased risk of error and/or manipulation which may go undetected.</p> <p>The performance of a bank reconciliation is a fundamental internal control, and we note that the Administration is working with its external software consultants to address this issue.</p>	<p>Council will raise a helpdesk task immediately and progress with Datascape an appropriate solution whereby the system automatically calculates the bank balance so as to eliminate the requirement for manual reconciliations outside of the system.</p>	June 24

Audit Matter Reference	Audit Priority Rating	Audit Finding & Recommendation	Management's Response	Expected Completion Date
2.	Moderate	<p>Council is currently in the process of completing unit rate reviews of the following asset classes:</p> <ul style="list-style-type: none"> - Sealed & Unsealed Roads - Kerbs and Gutters - Footpaths - Stormwater - CWMS <p>Council has engaged external consultants to assist with the indexation which is to be applied with an effective valuation date of 1 July 2022.</p> <p>It is important that Council's Administration also undertake its own internal due diligence on all asset valuation information and data prior to being adopted by Council to ensure that assumptions applied (by external valuer) are consistent with Council's own adopted asset management practices.</p> <p>Given the material nature of asset valuations, we recommend that the due diligence performed by the Administration along with the Indexation Review Report be presented to the Audit & Risk Committee for their consideration.</p> <p>Once asset valuations have been completed, we recommend Council undertakes an update to its Infrastructure Asset Management Plans (IAMP) and Long-Term Financial Plan (LTFP) to ensure that updated assumptions regarding future maintenance funding, asset replacement cost and forecasted depreciation expense are all reflected.</p>	<p>Council's Asset Policy is currently being reviewed, this review details parameters surrounding when indexation will occur and methodology to be applied. (Completion August 23)</p> <p>At the Audit & Risk Committee scheduled 13th July 2023 the revised Draft Asset Policy will be tabled along with the Indexation Review Report where the methodology applied will be discussed. (Completion September 23)</p> <p>Post adoption of the Annual Financial Statement 2022/23 an update to both the related Infrastructure Asset Management Plans and the Long-Term Financial Plan will occur. (Completion of review Long Term Financial Plan March 24 and completion of reviews of Infrastructure Asset Management Plans June 25)</p>	June 25

Audit Matter Reference	Audit Priority Rating	Audit Finding & Recommendation	Management's Response	Expected Completion Date
3.	Low	<p>Discussions held with the Administration identified that when a change is recorded on an individual properties assessment code (e.g. Residential, Primary Production, Commercial, Non-rateable, etc.) within the Rates module, this change is not being picked-up and reported on system generated Audit Trail Reports.</p> <p>There is a risk that changes made to assessment codes within the Rates module may go undetected and result in errors and/or unauthorised changes going undetected.</p> <p>To strengthen the internal controls around the Rates module, we recommend that Council work with Datacom to ensure that the system generated Audit Trail Reports include property assessment code changes to ensure appropriate oversight and compensating controls are in place.</p>	<p>Council has raised a help desk ticket with Datascape regarding this issue and will escalate the issue in order to resolve the issue in a timely manner.</p>	June 24
4.	Low	<p>As outlined above in section 2 above, the Council's Administration are now evidencing their review and approval of all Rates Journals that are presented in a manual folder prior to being processed in the system.</p> <p>Further discussions identified that there is no oversight of how many rate journals are processed during a set period of time. This presents a risk that rate journals may be processed without having been reviewed and approved to ensure the journal is appropriate and free from error.</p> <p>We recommend Council reviews its processes to identify where compensating controls can be implemented to address this matter.</p>	<p>Council has raised a help desk ticket with Datascape regarding this issue and will escalate the issue in order to resolve the issue in a timely manner.</p> <p>In the interim the manual authorisation process will continue and on a quarterly basis a report will be prepared that details the rate journals undertaken and this will be manually compared to the rates journal folder to ensure all journals undertaken manually have been authorised.</p>	June 24

5. Assessment of Audit Findings

We have provided ratings against each audit matter raised in this Report to assist the Council with prioritising and assessing what corrective actions to undertake to address recommendations made.

The ratings provide Council with an assessment of the level of importance placed by us in relation to the work we undertake and the potential impact of non-corrective actions may have on the work we undertake (i.e. our final audit opinions to be issued) or where we perceive there to be a risk to Council which may result in stated strategic objectives or compliance not being met.

The ratings provided are not to be applied for any other purposes than as stated within this Report.

Audit Priority Rating Guide	Detailed Description
High	<p>The matter identified, if left uncorrected or not adequately addressed, may result in a material misstatement and/or non-compliance with the <i>Local Government Act 1999</i> and applicable Regulations. Depending on the material nature and severity of the matter, this may result in a modified audit opinion.</p> <p>Audit expectation is that immediate action is taken to address the matter.</p>
Moderate	<p>The matter identified does not presently represent a risk of material misstatement and/or non-compliance with the <i>Local Government Act 1999</i> and applicable Regulations. If the matter is not adequately addressed, this may result in a weakness in overall assessed compensating controls which could result in material misstatement and/or non-compliance with the <i>Local Government Act 1999</i> and applicable Regulations.</p> <p>Audit expectation is that Council takes action to address the matter to further strengthen the internal control environment.</p>
Low	<p>The matter identified present no risk of material misstatement and/or non-compliance with the <i>Local Government Act 1999</i> and applicable Regulations.</p> <p>The matter raised is to assist Council with further strengthening its internal practices and controls so as to further strengthen its processes and procedures.</p>

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15.2.3

Budget Review 1 - 2023/2024

Report Type	Officer Report
Department	Corporate Services
Author	Aaron Peek
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	Theme 4 - Organisational Excellence 4.2 Govern in a responsible and responsive way.
File Reference	GF/7.11.1
Attachments	1. Capital Exp BR 1 Budget 23-24 [15.2.3.1 - 2 pages]

Purpose of Report

To review the budget changes included in the first quarter budget review 2023/24.

Report Details

This report presents the first review of Council's operating and capital budget for 2023/24. It is the first significant review of the Budget since its adoption in June 2023 and a number of proposed changes are recommended for Council's consideration.

The changes proposed are based on a number of factors including actual payments made, change in forecast expenditure and income due to varying factors, omission of some budgets from the original budget and inclusion of funds carried forward for capital and operating projects not completed as at 30 June 2023. The attached financials and budget papers detail all the recommended variations and Council's revised end of year financial position.

Quarterly Budget Review 1 confirms that Council's Operating Deficit is proposed to increase from (-\$2.263M) to (-\$2.655M) should the recommended variations be adopted.

The presentation of the review is consistent with Regulation 9 (1a) of the *Local Government Financial Management Regulations 2011*.

The quarterly review of budgets are mandated in the *Local Government Act 1999* Section 123 and more specifically Regulation 9 of the *Local Government Financial Management Regulations 2011* stipulates the parameters and formats that the reviews should be undertaken in accordance with.

To ensure consistency with the *Local Government Act 1999*, Council's current budgeting framework includes;

- Budget updates (at least twice per year)
- Mid-year budget review (once per year)
- Report on the financial results (one report after completion and audit of annual financial statements for the previous financial year)

The LGA Financial Sustainability Paper 25 – Monitoring Council Budget Performance outlines the prescribed formats for budget updates and denotes suggested formats for the

presentation of budget updates. This report has been produced in a consistent manner to this.

The intent of this report is to provide Council with a budget update, i.e. to bring to its attention where any variances from the adopted 2023/24 budget are required. These reports provide Council with a high-level understanding of the decision made or going to be made and the impact to the financial ratios. They are not intended to provide detailed line by line analysis of how Council is tracking in its current budget; ultimately this is the responsibility of the management team to monitor once Council has approved the budget.

The following Budget Update Report 1 provides an update on movements of carryover projects from 2022/23, as well as considering the major changes that occurred following the development of the 2023/24 budget. These changes are represented in the Summary Financial Performance & Position Statement (SFPPS) (also known as uniform presentation of finances) below.

2023/2024				
Summary of Financial Performance & Position Statement (SFPPS)		2023/24 Original Budget \$,000	2023/24 1st Qtr Budget Update \$,000	Budget Variance \$,000
1	Income	31,667	31,667	0
2	less Expenses	33,930	34,322	392
		- 2,263	- 2,655	392
3	less Net Outlays on Existing Assets			
	Capital Expenditure on renewal and replacement of Existing Assets	6,425	9,013	2,588
	less Depreciation, Amortisation and Impairment	7,028	7,028	0
	less Sale of Replaced Assets	385	385	0
		- 988	1,599	2,588
4	less Net Outlays on New and Upgraded Assets			
	Capital Expenditure on New and Upgraded assets	4,349	5,942	1,593
	less amounts specifically received for New and Upgraded Assets	-	-	0
	less Proceeds from sale of surplus assets	-	-	0
		4,349	5,942	1,593
5	Net Lending / (Borrowing) for Financial Year	- 5,623	- 10,196	4,573
Financial Ratios				
6	Operating Surplus / Deficit * (Operating Revenue less Operating Expenses)	- 2,263	- 2,655	- 392
7	Operating Surplus Ratio ** (Operating surplus / Operating Revenue)	-7.1%	-8.4%	-1.3%
8	Net Financial Liabilities Ratio *** (Net Financial Liabilities divided by Operating Income) Target between Nil and 100%	31.4%	45.8%	14.3%
9	Asset Renewal Ratio **** (Acquisition of renewal and replacement of assets / Depreciation) Target between 85% and 105%	92.6%	130.0%	37.3%
* Being the operating surplus (deficit) before capital amounts				
** Operating Surplus ratio expresses the operating surplus as a percentage of general and other rates, net of NRM levy				
**** Net Financial Liabilities equals total liabilities less financial assets				
***** Asset sustainability ratio indicates whether a Council is replacing existing assets at the same rate they are wearing out				

1) Operating Income

There are no changes to the operating income at Budget Review 1.

2) Operating Expenses

Within the operating expenditure budget, the following changes contribute to the \$392K increase in operating expenditure:

- a. Budget increase of \$70K for CWMS and stormwater condition assessment per AMPs.
- b. An increase of \$50K for Licence fees, not originally budgeted for including \$25K for IBIS Rates Modelling and Breeze.
- c. An increase of \$44K for cleaning services for Gladys Smith Early Learning Centre.
- d. Budget increase of \$52K to include FY23 septic pump outs.
- e. An extra \$38K for implementation of the planning code amendment priorities.
- f. An increase of \$30K for building surveying qualification training.
- g. An increase of \$25K for Tantanoola Hall repairs to address tree growing in wall.
- h. An increase of \$25K for Subscribe HR replacement.
- i. Budget increase of \$22K for various licence suppliers' annual increases.
- j. An extra \$20K for asbestos removal from halls, omitted in original budget.
- k. An increase of \$17K for additional licenses for staff without email addresses.
- l. \$13K increase for confined spaces audit per statutory requirements.
- m. Budget increase of \$7K for Cloud Governance annual fees including Cloud Records and Cloud Backup.
- n. \$7K increase for Beachport IT firewall replacement, not originally budgeted for.
- o. A further \$8K for unbudgeted noise assessments per statutory requirements.
- p. An increase of \$5K for additional plumbing work at the Penola depot.
- q. An increase of \$5K for additional electrical work at the Millicent depot.
- r. Budget savings include \$46K due to the reduction in mobile phone tower contribution for the next two years.

3) Net Outlays on Existing Assets

Council's revised capital expenditure budget is \$14.955M this is an increase of \$4.181M from the adopted budget. Apportioned \$2.588M of the increase relates to the replacement of existing assets and \$1.593M of the increase relates to upgrade of existing assets or new assets. The details of the changes are attached below;

- A budget increase of \$50K for the Civic & Arts Centre to repair the roof leak in the toilets area.
- Increase of \$40K for Community Wastewater Management Scheme (CWMS) manhole replacements as per the Asset Management Plan.
- Flocon maintenance truck purchase \$24K (approved budget variance by Council).
- Variation \$20K, increase in budget required for purchase of Backhoe Loader. (Variance approved by Council).
- Variation \$11K increase in Hino Truck (approved budget variance by Council).
- Swimming Lake Millicent increase \$132K (approved budget variance by Council).

A number of projects from 2022/23 have been carried over to 2023/24, including;

- Millicent Swimming Lake changerooms roof and ceiling \$3K.
- Millicent Saleyards infrastructure replacement \$709K.
- Beachport depot shed replacement \$285K (inclusive of \$10K variation approved by Council).
- Millicent Domain rotunda repairs \$18K.

- Various vehicle replacements \$288K.
- Replacement of Library roof and air conditioning \$261K (inclusive of \$30K budget variation approved by Council).
- Upgrade to South Terrace Beachport stormwater and kerb \$209K.
- Arthur Street toilet upgrade \$209K (inclusive of \$59K budget variation approved by Council).
- Rendelsham Hall renewal works \$14K.
- Beachport Boat Ramp (pontoons) \$80K.
- Penola Stadium roofing \$83K.
- Childcare babies' room, quiet room and storage \$47K.
- Millicent Resource Recovery Centre Office and CCTV \$30K.
- Tantanoola BBQ \$3K.
- Kalangadoo Hall Supper Room Roof \$13K.
- Kalangadoo Hall toilet exterior \$23K.
- Pump Station 2 controller, Southend \$15K.
- Eyre Street Shower, Southend \$7K.
- Southend tourist information shelter \$2K.
- Greenrise BBQ shelter renewal \$12K.

4) Net Outlays on New and Upgraded Assets

Net outlays on new and upgraded assets are forecasted to increase by \$1.593M. The increase is due to many projects carried forward from the 22/23 financial year. The increase in expenditure on upgraded assets is summarised as follows;

- A budget increase of \$40K small capital plant purchases omitted in original budget.
- An increase of \$8K for video conferencing equipment Ridge Terrace & George Street Offices.

Projects from 2022/23 that have been carried over to 2023/24, including;

- Millicent Depot upgrade \$376K.
- Millicent Depot access gates upgrade \$4K
- Greenrise Toilet Upgrade \$90K
- Penola main park subsurface irrigation upgrade \$44K
- New tilt tray truck \$252K.
- Council Service Centre \$202K (inclusive of a \$18K variation approved by Council).
- Six tonne excavator \$150K.
- Border and Casterton Road intersection upgrade \$114K.
- Rymill Hall storage shed \$96K.
- Southern Ocean Tourist Park solar bollards \$5K
- Additional play equipment Susan Wilson Playground \$47K.
- Beachport Museum Fire Safety upgrade \$50K.
- Mt Burr signage and entrance signs \$30K.
- Border Road from Dergholm Road (1.8km section) \$25K.
- Domain electrical repairs and power supply for events \$11K.
- RV Dump Point Kalangadoo \$22K.
- Mount Burr stormwater retention basin works \$7K.
- Glencoe West Telfer Place sealed bell mouth \$5K.
- Tantanoola picnic and BBQ area \$15K.

5) Net Lending/Borrowing for Financial Year

Council's Net Lending for 2023/24 has increased by \$4.573M. The largest contributor to the increase is, uncompleted projects both operating & capital, that have been carried over from the 2022/23 budget.

6) Operating Surplus / Deficit

Council's operating deficit has increased by \$392K. The net changes in operating income and expenditure are summarised above. The forecast operating deficit is now anticipated to be (\$2.655M).

7) Operating Surplus Ratio

The Operating Surplus (Deficit) ratio is forecasted to increase from -7.1% to -8.4%. The net changes in operating income and expenditure are summarised above.

8) Net Financial Liabilities Ratio

Net financial liabilities ratio is forecasted to increase from 31.4% to 45.8%. Council debt levels are set to increase slightly from the original budget position largely because of the funding of carry forward budgets from 2022/23 that were not completed.

9) Asset Renewal Funding Ratio

Asset Renewal Funding Ratio is forecast to increase from 92.6% to 130.0%. The result is above the target range set by Council of 85% to 105%. The ratio has increased in the first quarter due mainly to an increase in capital expenditure on renewal of existing assets carried over from the previous year.

Financial Considerations

The financial implications of Quarterly Budget Review 1 are as detailed in the body of this report and the attached capital projects.

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

This budget review is undertaken and presented in a format as required by the *Local Government Act 1999* and *Local Government (Financial Management) Regulations 2011*.

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:

1. Receive and note the 2023/24 First Quarter Budget Review Report dated 30 September 2023.
2. Adopt the First Quarter Budget Review 2023/24 as presented.

FY2023/24 CAPITAL Projects: Budget Review 1

				Adopted Budget		Budget Review 1			Variance		
No											
				A		B			(B-A) = C		
No	WO Number	Project Title	Work type	\$ 10,773,164	renewal	new/upgrade	\$ 14,954,394	renewal	new/upgrade	\$ 4,181,230	Notes
1	WO.2238	Civic Centre roof renewal over toilets where currently leaking	Renewal				50,000	50,000		50,000.00	
2	WO.2239	CWMS manhole replacement	Renewal				40,000	40,000		40,000.00	Per CWMS AMP
3	WO.1096	Swimming Lake Changerooms roof & ceiling upgrade - Capital Renew	Renewal				3,219	3,219		3,218.55	Carry forward
4	WO.1099	Intersection Upgrade HVSP Border and Casterton Road	New						113,866	113,866.00	Carry forward
5	WO.1115	Kalangadoo Hall Supper Room Roof - Capital Renew	Renewal				13,594	13,594		13,593.93	Carry forward
6	WO.1116	Penola Stadium Roofing Upgrade - Capital Renew	Renewal				83,314	83,314		83,313.85	Carry forward
7	WO.1117	Kalangadoo Hall Toilet Exterior - Capital Renew	Renewal				23,747	23,747		23,746.55	Carry forward
8	WO.1118	Beachport Depot Shed Replacement - Capital Renew	Renewal				284,925	284,925		284,925.00	Carry forward and \$10K variation.
9	WO.1123	Beachport Medical Centre roof and awning - Capital Renew	Renewal	14,270	14,270		14,270	14,270		0.00	
10	WO.1426	Border Road from Dergholm Road (1.8km section)	New				25,234		25,234	25,234.00	Carry forward
11	WO.1432	Annual computer replacement (Public)	Renewal	5,500	5,500		5,500	5,500		0.00	
12	WO.1433	Annual Computer Replacement (Staff)	Renewal	35,000	35,000		35,000	35,000		0.00	
13	WO.1435	New Council Building	New				201,823		201,823	201,823.23	Carry forward and \$18K variation for architectural services disbursements.
14	WO.1436	Beachport Cinema air conditioner	Renewal	9,000	9,000		9,000	9,000		0.00	
15	WO.1441	Millicent Saleyards Lighting Upgrade	New				0			0.00	
16	WO.1444	Millicent Depot Upgrade	New				375,652		375,652	375,651.86	Carry forward
17	WO.1445	Millicent Depot Access Gates	Renewal				3,557		3,557	3,556.98	Carry forward
18	WO.1448	Beachport Boat Ramp	Renewal				79,411	79,411		79,411.00	Carry forward
19	WO.1450	Mount Burr Signage & Entrance Signs	Upgrade				30,000		30,000	30,000.00	Carry forward
20	WO.1451	Domain Rotunda Repair	Renewal				17,564	17,564		17,564.09	Carry forward
21	WO.1452	Rymill Hall Storage Shed	New				95,897		95,897	95,897.33	Carry forward
22	WO.1455	SOTP Solar bollard lights	New				4,943		4,943	4,943.06	Carry forward
23	WO.1474	Centennial Park Beachport- Stormwater pump	Renewal	165,000	165,000		165,000	165,000		0.00	
24	WO.1482	Fire Service Upgrade - McLaughlin Park - Millicent	Renewal	282,000	282,000		282,000	282,000		0.00	
25	WO.1483	Fire Hydrant- McCorquindale Park (Penola)	Renewal	42,000	42,000		42,000	42,000		0.00	
26	WO.1499	Millicent Town Entrance	Renewal	20,000	20,000		20,000	20,000		0.00	
27	WO.1541	South Terrace Beachport	New				208,549	208,549		208,549.00	Carry forward
28	WO.1662	Saleyards Infrastructure	New				709,348	709,348		709,347.50	Carry forward
29	WO.1792	Greenrise Toilet Upgrade	New				90,858		90,858	90,858.00	Carry forward
30	WO.1793	Rendelsham Hall Renewal Works	Renewal				14,384	14,384		14,384.37	Carry forward
31	WO.1794	Arthur Street Toilet Upgrade	Renewal				209,064	209,064		209,064.00	Carry forward and \$59K budget variation
32	WO.1795	Replacement of Library Roof and Air Conditioning	Renewal				261,496	261,496		261,495.93	Carry forward and \$30K budget variance
33	WO.1796	Beachport VIC external wall, sign and painting	Renewal	20,000	20,000		20,000	20,000		0.00	
34	WO.1798	Millicent RRC Office & CCTV	Renewal				30,228	30,228		30,227.99	Carry forward
35	WO.1800	Childcare Babies Room, Quiet Room and Storage	New				47,071	47,071		47,070.87	Carry forward
36	WO.1801	Eyre Street Showers and Toilets Southend	Renewal				6,713	6,713		6,713.16	Carry forward
37	WO.1802	SOTP Electrical renewal - Stage 1	Renewal	48,000	48,000		48,000	48,000		0.00	
38	WO.1806	Beachport Museum Fire Upgrades	New				50,000		50,000	50,000.00	Carry forward
39	WO.1807	Domain Electrical Repairs and Power Supply for Events	New				11,000		11,000	11,000.00	Carry forward
40	WO.1808	Penola Main Park - Subsurface Irrigation	New				44,154		44,154	44,154.20	Carry forward
41	WO.1818	New Tilt Tray Truck	Upgrade				252,000	252,000		252,000.00	Carry forward
42	WO.1819	6 ton excavator	Renewal				149,700		149,700	149,700.00	Carry forward
43	WO.1821	RV Dump Point in Kalangadoo	Upgrade				21,500		21,500	21,500.00	Carry forward
44	WO.1822	Susan Wilson Playground - additional play equipment	Renewal				48,523		48,523	48,522.85	Carry forward and \$10K request for trampoline and extra soft fall chip
45	WO.1823	Sealing Beachport Recreation Hall Car Park	New	165,000		165,000			165,000	0.00	
46	WO.1908	Drainage Renewal Works - Mount Burr Retention	New				6,869		6,869	6,869.49	Carry forward
47	WO.1975	Replacement of P279 - Toyota Prado (S150-BYK) - (New No: P306)	Renewal				74,647	74,647		74,647.00	Carry forward
48	WO.1976	Replacement of P280 - Ford Mondeo LX Wagon (S702-BXT) (New No: P307)	Renewal				33,000	33,000		33,000.00	Carry forward
49	WO.1977	Replacement of P281 - Camry (S159-BYK) - (New No: P308)	Renewal				45,000	45,000		45,000.00	Carry forward
50	WO.1978	Replacement of P282 - Camry Hybrid (S173-BYK) (New No: P309)	Renewal				46,800	46,800		46,800.00	Carry forward
51	WO.1979	Replacement of P4049 - Iseki 72" SF370 Front Deck Mower with cabin (MVP-020) - (New No: P4101)	Renewal				76,073	76,073		76,073.00	Carry forward
52	WO.1980	Replacement of P4063 - Kubota ZD1011-54AU Zero Turn Mower SN10284 - Millicent (New No: P4102)	Renewal				25,007	25,007		25,007.00	Carry forward
53	WO.1985	Replacement of P241 - Toyota Hilux Single Cab Utility	Renewal				43,000	43,000		43,000.00	Carry forward
54	WO.1994	Tantanoola BBQ upgrade	Upgrade				2,794	2,794		2,793.69	Carry forward
55	WO.1995	Pump station 2 controller Southend	Upgrade				15,000	15,000		15,000.00	Carry forward
55	WO.1997	Glencoe West/telfer place sealed bellmouth	New				5,000		5,000	5,000.00	Carry forward
55	WO.2017	Capital Small Plant Purchases	New				40,000		40,000	40,000.00	Overlooked in FY24 budget preparation
55	WO.2021	Southend Tourist Information Shelter	Renewal				1,274	1,274		1,274.00	Carry forward

FY2023/24 CAPITAL Projects: Budget Review 1

				Adopted Budget			Budget Review 1			Variance	
No											
				A			B			(B-A) = C	
No	WO Number	Project Title	Work type	\$ 10,773,164	renewal	new/upgrade	\$ 14,954,394	renewal	new/upgrade	\$ 4,181,230	Notes
55	WO.2149	23/24 - Kennedy Road, Glencoe	New	357,007		357,007	357,007		357,007	0.00	
55	WO.2150	23/24 Retention Basin Nangwarry - Capital Works Stormwater	New	30,000		30,000	30,000		30,000	0.00	
55	WO.2151	23/24 Millicent Swimming Lake - Replacement of Valve	Renewal	7,000	7,000		7,000	7,000		0.00	
55	WO.2152	23/24 - Culvert Replacement Program - Capital Works Stormwater	Renewal	30,000	30,000		30,000	30,000		0.00	
55	WO.2153	23/24 Beachport Treatment Facility - Replacement of failed sprinklers	Renewal	20,000	20,000		20,000	20,000		0.00	
55	WO.2154	23/24 Penola Treatment Facility - Replacement of failed sprinklers	Renewal	80,000	80,000		80,000	80,000		0.00	
55	WO.2155	23/24 Penola Pump Station	Renewal	170,000	170,000		170,000	170,000		0.00	
55	WO.2156	23/24 Kalangadoo Pump Station	Renewal	90,000	90,000		90,000	90,000		0.00	
55	WO.2157	23/24 Beachport Pump Station	Renewal	45,000	45,000		45,000	45,000		0.00	
55	WO.2164	23/24 Kerb Renewal Program Budget	Renewal	220,000	220,000		220,000	220,000		0.00	
55	WO.2165	23/24 Flocon - Isuzu FVD 1000 (S859KS) P4051	Renewal	350,000	350,000		373,290	373,290		23,290.35	Price of tender passed by Council meeting 12/9/23
55	WO.2166	23/24 Backhoe Loader Caterpillar 432E (S56SUW) P4041	Renewal	200,000	200,000		220,000	220,000		20,000.00	Price of most likely replacement
55	WO.2167	23/24 Motor Grader Caterpillar 12M (S355YL) P4040	Renewal	450,000	450,000		450,000	450,000		0.00	
55	WO.2168	23/24 Self Propelled Vibrating Roller Caterpillar (NVP-092) P4023	Renewal	200,000	200,000		200,000	200,000		0.00	
55	WO.2169	23/24 Tip Truck Hino (SB35BI) P4028	Renewal	150,000	150,000		161,472	161,472		11,472.00	Net budget variation approved of \$11,472
55	WO.2170	23/24 Resheet Program Budget	Renewal	1,330,945	1,330,945		1,330,945	1,330,945		0.00	
55	WO.2171	23/24 Toyota Rav4 GXL (S160CZ) P284	Renewal	45,000	45,000		32,416	32,416		(12,584.37)	Deferred to 24/25 due to low kms
55	WO.2172	23/24 Toyota Hilux dual cab (S926BYJ) P283	Renewal	45,000	45,000		0	0		(45,000.00)	Deferred to 24/25 due to low kms
55	WO.2173	23/24 Ford Ranger Crewcab 4WD (S764BOS) P264	Renewal	45,000	45,000		46,755	46,755		1,755.00	
55	WO.2174	23/24 Ford Ranger (includes lifting device) (S744BOS) P266	Renewal	65,000	65,000		65,000	65,000		0.00	
55	WO.2175	23/24 Minor Plant	Renewal	40,000	40,000		40,000	40,000		0.00	
55	WO.2182	23/24 - Gladys Smith Early Learning Centre - Wallaby Room	Renewal	125,000	125,000		125,000	125,000		0.00	
55	WO.2183	23/24 - Beachport Recreation Centre - Renewal	Renewal	60,000	60,000		60,000	60,000		0.00	
55	WO.2184	23/24 - Millicent Swimming Lake Leak	Renewal	600,000	600,000		732,000	732,000		132,000.00	
55	WO.2185	23/24 - Domain Playground Softfall	Renewal	90,000	90,000		90,000	90,000		0.00	
55	WO.2186	23/24 - Mount Burr BBQ	Renewal	15,000	15,000		15,000	15,000		0.00	
55	WO.2187	23/24 - Penola Resource Recovery Facility	Renewal	61,000	61,000		61,000	61,000		0.00	
55	WO.2188	23/24 - Civic & Arts Centre Fittings & Fixtures	Renewal	20,000	20,000		20,000	20,000		0.00	
55	WO.2189	23/24 - IT mobile Solutions	New	20,000		20,000	20,000		20,000	0.00	
55	WO.2190	23/24 - Wayfinding Tourism Signage	New	100,000		100,000	100,000		100,000	0.00	
55	WO.2191	Council Service Centre	New	3,000,000		3,000,000	3,000,000		3,000,000	0.00	
55	WO.2192	Scenic Drive Beachport Realignment (Design)	New	150,000		150,000	150,000		150,000	0.00	
55	WO.2193	Saleyards (Minor Capital Works)	Renewal	50,000	50,000		50,000	50,000		0.00	
55	WO.2194	23/24 - Council Visitor Information Centre (Design)	Renewal	10,000	10,000		10,000	10,000		0.00	
55	WO.2195	23/24 - Street Lighting	Renewal	20,000	20,000		20,000	20,000		0.00	
55	WO.2196	23/24 - Penola Rail Trail (Signage)	New	80,000		80,000	80,000		80,000	0.00	
55	WO.2197	23/24 - Queen Street Penola Road and Drainage Upgrade	New	300,000		300,000	300,000		300,000	0.00	
55	WO.2198	23/24 - Civic & Arts Centre Sound System	New	25,000		25,000	25,000		25,000	0.00	
55	WO.2199	23/24 - Cat Impounding Facility, Millicent	New	7,000		7,000	7,000		7,000	0.00	
55	WO.2200	23/24 - Boundary Fence between Lakeside Caravan Park and Rotary Park Millicent	Renewal	15,000	15,000		15,000	15,000		0.00	
55	WO.2201	23/24 - Millicent Road, Beachport Footpath Lighting	New	45,000		45,000	45,000		45,000	0.00	
55	WO.2202	23/24 - Lake McIntyre Mower Container	New	7,000		7,000	7,000		7,000	0.00	
55	WO.2203	23/24 - Millicent Depot front fence and entrance landscaping	Renewal	60,000	60,000		60,000	60,000		0.00	
55	WO.2204	23/24 - Tantanoola Reserve (new tables and bins)	New	11,000		11,000	11,000		11,000	0.00	
55	WO.2205	23/24 - Cape Buffon Drive	New	30,000		30,000	30,000		30,000	0.00	
55	WO.2206	23/24 - Old School Building	Renewal	35,000	35,000		35,000	35,000		0.00	
55	WO.2207	23/24 Reseal Program Budget	Renewal	865,442	865,442		865,442	865,442		0.00	
55	WO.2208	23/24 Footpath Program Budget	Renewal	196,000	174,400	21,600	196,000	174,400	21,600	0.00	
55	WO.2215	Tantanoola Picnic and BBQ Area	New				15,000		15,000	15,000.00	
55	WO.2218	23/24 - Video Conferencing Equipment - Ridge Terrace Meeting Room	New				7,500		7,500	7,500.00	
55	WO.2221	Greenrise BBQ Renewal	Renewal				12,000	12,000		12,000.00	
				\$ 10,773,164	\$ 6,424,557	\$ 4,348,607	\$ 14,954,394	\$ 9,012,710	\$ 5,941,684		

15.2.4 Community Land Management Plans for Penola Common

Report Type	Officer Report
Department	Corporate Services
Author	Diana McDonald
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	Low
Strategic Plan Reference	Theme 1 - Community Vibrancy & Presentation 1.1 Maintain and enhance public space areas including parks, public places, car parking, street lighting and streetscapes to provide vibrant, attractive areas. 1.2 Through appropriate planning, develop vibrant, presentable townships throughout the Wattle Range area.
File Reference	GF/16.16.2
Attachments	<ol style="list-style-type: none"> 1. CLMP Penola Common (Council Owned Land) [15.2.4.1 - 6 pages] 2. CLMP Penola Common (Crown Land) [15.2.4.2 - 6 pages]

Purpose of Report

To consider the Community Land Management Plans for the Penola Common and recommend the release of the Community Land Management Plans for public consultation.

Report Details

Pursuant to section 196 of the *Local Government Act 1999*, (the Act) Council is required to prepare Community Land Management Plans (CLMP) for all lands that are under Council ownership or care and control that are deemed as community land.

Council staff are currently reviewing the list of CLMP's to ensure that that they are contemporary and consistent with legislative requirements. As a result of specific feedback from Council and the Penola community the first of the reviewed CLMP's focuses on the Penola Commonage area.

For background, a Community Land Management Plan (CLMP) is a document prepared by the Council in consultation with the community to provide clarity and direction for the development, management, use and maintenance of its community land that is intended to be modified for community use or occupied under a lease or licence, pursuant to sections 196(1)(b) and 196(1)(c) of the Act.

The Act specifies the content that CLMPs must:

- Identify the land to which it applies
- State the purpose for which it is held by the Council
- State the Council's objectives, policies and proposals for the management of the land
- State performance targets and how the Council proposes to measure its performance against its objectives and performance targets (as far as is practicable)
- Be consistent with other relevant official plans and policies about conservation, development and use of the land.

It should be noted that the Penola Commonage contains a mix of Freehold land owned by the Council and dedicated Crown land which has been placed under the care, control and management of the Council. Due to the differing management requirements between Council owned and Crown controlled lands there is a requirement to prepare two individual CLMP's in order to address the mixed ownership nature.

The first Community Land Management Plan prepared by Council is for land owned by the Council that comprises portion of the Penola Common and is classified as "Community Land". The second Community Land Management Plan prepared by Council is for Crown land under its care, control and management that comprises portion of Penola Common and which is classified as "Community Land".

Both of these two plans listed above replace the Penola Commonage Management Plan dated April 2000 so far as it relates to the "Subject Land" covered by these plans.

Preliminary consultation has been undertaken with Councils Section 41 Greenrise Advisory Committee. Following feedback from the Committee, changes were made to adjust the uses for the land, specifically broadening the use from sheep grazing to grazing. In addition, the areas outlined as community land covered by the Council CLMP were updated to incorporate a section south of the Cemetery area that was previously omitted.

Financial Considerations

There are no known financial considerations related to this report.

Risk Considerations

There is a potential compliance breach if the Community Lands Register has not been updated on a regular basis.

Policy Considerations

Wattle Range Council Strategic Plan 2023 – 2027
Wattle Range Council 25 Year Strategic Land Use Plan 2022
Penola Community Plan 2016
Tree Management Policy
Asset Policy
Risk Management Policy
General Environmental Policy
Community Engagement Policy

Legislative Considerations

The *Local Government Act 1999*, section 196.
Local Government Land By-Law 2019 (By-Law no. 4 of 2019)

Environmental / Sustainability Considerations

Asset Management Plan (CWMS)
Asset Management Plan (Stormwater Drainage)
Asset Management Plan (Footways)
Asset Management Plan (Buildings & Structures)
Asset Management Plan (Roads)

Communication & Consultation Considerations

Preliminary consultation was had with Council's Section 41 Greenrise Advisory Committee and specific feedback has been incorporated within the attached CLMP's.

Further, consultation steps will include a 21-day period of community consultation. The two Community Land Management Plans for the Penola Common will be released for public comment from 15 November to 6 December 2023. A report providing a summary of the consultation received will be presented to Council for consideration and decision at a following Council meeting.

RECOMMENDATION

That Council:

1. Receive and note the report.
2. Pursuant to section 196 of the *Local Government Act 1999*, approve the:
 - Draft Community Land Management Plan – Council Owned Land – Penola Common
 - Draft Community Land Management Plans – Crown Land - Penola Common

for release for public consultation for a period of 21 days.



COMMUNITY LAND MANAGEMENT PLAN

FOR

PENOLA COMMON
(Council owned land)

TABLE OF CONTENTS

Contents

Introduction 3

Description of the land to which this plan applies 3

Purpose 4

Objectives, Policies and Proposals 4

 Objectives 4

 Plans, policies, by-law and trust..... 4

 Plans..... 4

 Policies 4

 By-Law..... 4

 Declaration of Trust 5

 Trust Conditions (use and access)..... 5

 Proposals..... 5

Performance targets 6

Introduction

In compliance with section 196 of the *Local Government Act 1999*, (the Act) the Wattle Range Council (the Council) has prepared this Community Land Management Plan for land owned by the Council that comprises portion of the Penola Common and is classified as “community land”.

A Community Land Management Plan (CLMP) is a document prepared by the Council in consultation with the community to provide clarity and direction for the development, management, use and maintenance of its community land that is intended to be modified for community use or occupied under a lease or licence, pursuant to sections 196(1)(b) and 196(1)(c) of the Act.

This plan replaces the Penola Commonage Management Plan dated April 2000 so far as it relates to the “Subject Land” covered by this plan.

The order in which objectives, proposals, land use initiatives and policies are set forth in this plan shall not be taken to imply any particular priority or consideration or action in its implementation.

Description of the land to which this plan applies (section 196(3)(a) of the Act)

Penola Common contains a mix of both land owned by the Council and Crown land dedicated under the care, control and management of the Council. This plan addresses the land owned by the Council bordered in yellow lines on the plan hereunder titled Figure 1, hereinafter referred to as the *Subject Land*.

Figure 1



The balance of Penola Common comprises Crown land Sections 565 and 549, Hundred of Penola, that have a range of management obligations that differ from Council owned land. A separate plan titled "Community Land Management Plan for Penola Common (Crown land)" has been created to accommodate the differences.

Purpose (section 196(3)(b) of the Act)

The Subject Land is held by the Council for the enjoyment and use of the residents of Penola and the general public as a site for sporting, agricultural, educational, recreational, community and/or like purposes.

Objectives, Policies and Proposals (section 196(3)(c) of the Act)

Objectives

The Council's objectives for the management of the Subject Land are to:

- Maintain and improve the amenity of the Subject Land to support a mix of formal and informal community uses that align with the purpose for which the land is held.
- To support and facilitate the enjoyment, use, occupation and development of the Subject Land by persons and groups for purposes that align with, or that are not inconsistent with the purpose for which the Council holds the Subject Land.
- To permit secondary uses of the Subject Land that are not inconsistent with the Council's other stated objectives.

Plans, policies, by-law and trust

The following plans, policies and by-law have been adopted and trust declared by the Council as at the date of this plan and may have application to the Council's management of the Subject Land. The plans, policies and by-law are subject to ongoing review and may be altered or replaced from time to time.

Plans

Wattle Range Council Strategic Plan 2023 - 2027

Wattle Range Council 25 Year Strategic Land Use Plan 2022

Penola Community Plan 2016

Asset Management Plan (CWMS)

Asset Management Plan (Stormwater Drainage)

Asset Management Plan (Footways)

Asset Management Plan (Buildings & Structures)

Asset Management Plan (Roads)

Policies

Customer Charter Sewerage Services (Wastewater)

Tree Management Policy

Asset Policy

Risk Management Policy

General Environmental Policy

Community Engagement Policy

By-Law

Local Government Land By-Law 2019 (By-Law no. 4 of 2019)

Declaration of Trust

On 6 May 1998 the Council executed a Declaration of Trust ("the trust") to:

Hold the Subject Land for the public use of the residents of the former District Council of Penola (in its configuration as at 30 June 1997) for sporting, agricultural, educational, recreational, community or like purposes but subject to certain conditions on use and access.

Trust Conditions (use and access)

Use or access to the Subject Land by any person shall be subject to:

- (i) Such restrictions, regulations or prohibitions as the Council (or its successors) may apply from time to time to such use or access consistent with achieving an appropriate level, type and mix of uses of the Subject Land and, specifically, to avoid or otherwise best manage conflicting uses of the Subject Land;
- (ii) The continuation of the existing licensed use on the Subject Land for the disposal of septic tank effluent.
- (iii) Such other by-laws and regulations as the Council (or its successors) may legally make for the proper management of the Subject Land

Proposals

The Council's proposals for management of the Subject Land are:

- To receive advice on current and proposed future use and management of the Subject Land from the Greenrise Lake Advisory Committee, which is a committee that has been established by the Council pursuant to section 41 of the Act.
- To encourage and receive applications from people, including but not limited to local businesses, community groups and individuals, for existing and new uses (which may or may not also include development proposals) of the Subject Land for purposes that are consistent, or not inconsistent, for the purpose for which the Council holds the Subject Land and the Council's objectives for the management of the Subject Land set out in this plan (which may include but are not limited to, grazing, hay cutting, bicycle riding, horse riding, dog exercise park, walking trails, arboretum/wetland development, playground, public toilets, barbecue facilities, recreational vehicle parking, storm water collection, community wastewater management (including disposal of treated water and waste by irrigation and land spreading), the storage and removal use and/or disposal of road making material and earthen spoil that is or hereafter may be on the Subject Land).
- To ensure that any upgrades to existing facilities or addition of new facilities comply with the *Disability Discrimination Act 1992*, as the case may be.
- To grant leases and licences over portions of the Subject Land for purposes consistent, or not inconsistent, with the purposes and objectives stated in this plan (and such leases and licences will be deemed to be consistent with this plan for the purposes of section 202(6) of the Act).

Leases and licences may be granted for business purposes where those business purposes would, in the Council's opinion, further the Council's objectives for the management of the Subject Land stated in this plan.

For the purposes of section 202(3) of the Act, the granting by the Council of leases or licences over the Subject Land for the following purposes: grazing, hay cutting and camping for a term of 5 years or less are authorised by this plan (and do not require public consultation prior to their grant or issue):

- Other than where leases and licences have been granted the Council proposes to make the Subject Land available for general public use.
- For the purpose of maximising the available space to increase the potential variety of uses of the Subject Land the Council proposes to remove and dispose of the spoil and overburden deposited in the construction of the stormwater collection facility located on portion of Piece (Q) 30 in Deposited Plan 90641 and make good the surface of the said land, so far as reasonably possible, as if the spoil or overburden had not been deposited there.

- As a cost-effective benefit to the community the Council proposes to continue to utilise portion of the Subject Land developed for the Penola common wastewater management scheme (CWMS) (portion of Piece (Q) 32 in Deposited Plan 90641 for the deposit, storage, recovery, removal and re-use of materials (including equipment) associated with road or similar construction on or away from the Subject Land.
- In support of the CWMS the Council proposes to continue to utilise portions of Piece (Q) 1 in Deposited Plan 25640 for land spreading of solid waste under licence from the Environment Protection Authority.

Performance targets (section 196(3)(d) of the Act

Performance targets are the goals to be achieved by the Council in the implementation of this plan. How the Council's performance will be measured is the method for determining whether the objectives and performance targets have been met. The objectives, performance targets and methodology for measuring performance are as set out in Schedule 1 hereunder:

Schedule 1

Objectives	Performance Targets	How Performance Measured
To maintain the Subject land to support a mix of formal and informal community uses	Lease or licence portions of the Subject Land for purposes (e.g., grazing, hay cutting) that serve to enhance its condition and accessibility for community use	The Council to conduct an annual audit and inspection of tenure for grazing and hay cutting as controls over the condition of the Subject Land
Facilitate the enjoyment, use, occupation, and development of the Subject Land for purposes that align with the purpose for which the Subject Land is held	To provide safe and suitable infrastructure for the benefit of the community	Review Council's community feedback platforms and conduct annual inspections of facilities
Permit secondary uses of the Subject Land that are not inconsistent with the Council's other stated objectives	Maximise the variety of uses for which the Subject Land is held	The Council will keep a record of approved uses and management proposals and review the record annually to ensure its objectives are being met



COMMUNITY LAND MANAGEMENT PLAN

FOR

PENOLA COMMON
(Crown land)

TABLE OF CONTENTS

Contents

Introduction	3
Description of the Land to which this plan applies.....	3
Owner of the Subject Land	4
Purpose and Dedications	4
Objectives, Policies and Proposals	4
Objectives	4
Plans, policies by-law and trust.....	4
Plans	4
Policies	5
By-Law.....	5
Declaration of Trust	5
Trust Conditions (use and access).....	5
Proposals.....	5
Native Title	6
Provisions required by the Landowner	6
Performance Targets.....	6

Introduction

In compliance with section 196 of the *Local Government Act 1999*, (“the Act”) the Wattle Range Council (“the Council”) has prepared this Management Plan for Crown land under its care, control and management that comprises portion of Penola Common and which is classified as “community land”.

A Community Land Management Plan is a document prepared by the Council in consultation with the community to provide clarity and direction for the development, management, use and maintenance of its community land that is intended to be modified for community use or occupied under a lease or licence, pursuant to sections 196(1)(b) and 196(1)(c) of the Act.

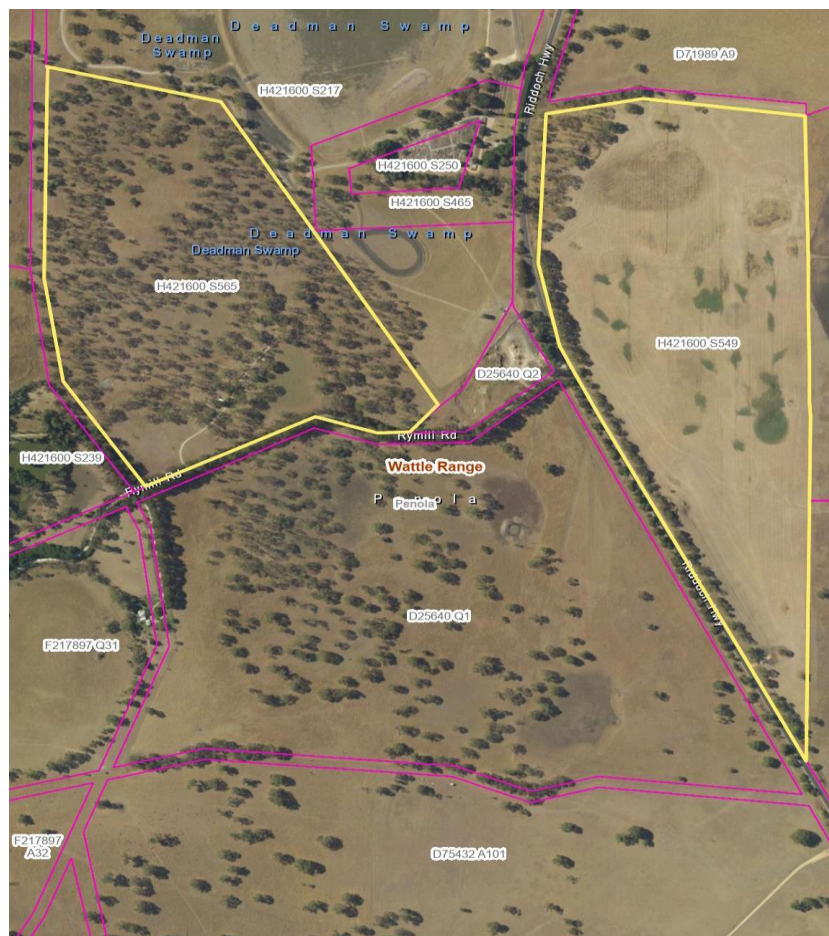
This plan replaces the Penola Commonage Management Plan dated April 2000 so far as it relates to the “Subject Land” covered by this plan.

The order in which objectives, proposals, land use initiatives and policies are set forth in this plan shall not be taken to imply any particular priority or consideration or action in its implementation.

Description of the Land to which this plan applies (section 196(3)(a) of the Act)

Penola Common contains a mix of Freehold land owned by the Council and dedicated Crown land which has been placed under the care, control and management of the Council. This plan applies only to the dedicated Crown land shown bordered in yellow lines on the plan hereunder titled Figure 1 and hereinafter referred to as the *Subject Land*.

Figure 1



The balance of Penola Common comprises Council owned Land that have a range of management obligations that differ from Crown Land. A separate plan titled “Community Land Management Plan for Penola Common (Council Owned Land)” has been created to accommodate the differences.

Owner of the Subject Land (section 196(4)(a) of the Act)

In accordance with section 189 of the Act, the owner of the Subject Land is the Minister of the Crown to whom the administration of the *Crown Land Management Act 2009* has been committed, (hereinafter referred to as *the Landowner*).

The balance of the area designated "Penola Common" is freehold land owned by the Council and comprises Piece (Q) 30 in Deposited Plan (DP) 90641, Piece (Q) 31 in Deposited Plan (DP) 90641, Piece (Q) 32 in Deposited Plan (DP) 90641, Allotment 33 in Deposited Plan (DP) 90641 and Portion of Section 217, Hundred of Penola. A separate plan titled "Community Land Management Plan For Penola Common (Council Owned Land)" has been adopted for the freehold land.

Purpose and Dedications (section 196(3)(b) and section 196(4)(b) of the Act)

The Subject Land is dedicated and is held by the Council for the following purposes:

- Section 549, Hundred of Penola, ("**Section 549**") is dedicated for *District Council* purposes by virtue of a notice published in the South Australian Government Gazette dated October 8, 1953 ("**Section 549 Dedicated Purpose**"). Section 549 is under the Council's care, control and management. Accordingly, the Council holds Section 549 for the Section 549 Dedicated Purpose.
- Section 565, Hundred of Penola, ("**Section 565**") is dedicated for *recreation* purposes by virtue of a notice published in the South Australian Government Gazetted dated December 20, 1984 ("**Section 565 Dedicated Purpose**"). Section 565 is under the Council's care, control and management. Accordingly, the Council holds Section 565 for the Section 565 Dedicated Purpose.

The Section 549 Dedicated Purpose and the Section 565 Dedicated Purpose are collectively referred to in this plan as the "Dedicated Purposes".

Objectives, Policies and Proposals (section 196(3)(c) of the Act)

Objectives

The Council's objectives for the management of the Subject Land are to:

- Maintain and improve the amenity of Section 549 to ensure that it can sustain use for the Section 549 Dedicated Purpose.
- Maintain and improve the amenity of Section 565 to ensure that it can sustain use for the Section 565 Dedicated Purpose.
- To support and facilitate the enjoyment use, occupation and development of the Subject Land by persons and groups for purposes that align with or that are not inconsistent with the Dedicated Purposes.

Plans, policies by-law and trust

The following plans, policies and by-law have been adopted and trust declared as at the date of this plan and may have application to the Council's management of the Subject Land. The plans, policies and by-law are subject to ongoing review and may be altered or replaced from time to time.

Plans

Wattle Range Council Strategic Plan 2023 - 2027

Wattle Range Council 25 Year Strategic Land Use Plan 2022

Penola Community Plan 2015

Asset Management Plan (CWMS)

Asset Management Plan (Stormwater Drainage)

Asset Management Plan (Footways)

Asset Management Plan (Buildings & Structures)

Asset Management Plan (Roads)

Policies

Customer Charter Sewerage Services (Wastewater)

Tree Management Policy

Asset Policy

Risk Management Policy

General Environmental Policy

Community Engagement Policy

By-Law

Local Government Land By-Law 2019 (By-Law no. 4 of 2019)

Declaration of Trust

On 6 May, 1998 the Council executed a Declaration of Trust (“the trust”) to:

Hold the Subject Land for the public use of the residents of the former District Council of Penola (in its configuration as at 30 June 1997) for sporting, agricultural, educational, recreational, community or like purposes but subject to certain conditions on use and access.

Trust Conditions (use and access)

Use or access to the Subject Land by any person shall be subject to:

- (i) Such restrictions, regulations or prohibitions as the Council (or its successors) may apply from time to time to such use or access consistent with achieving an appropriate level, type and mix of uses of the Subject Land and, specifically, to avoid or otherwise best manage conflicting uses of the Subject Land;
- (ii) The continuation of the existing licensed use on the Subject Land for the disposal of septic tank effluent.
- (iii) Such other by-laws and regulations as the Council (or its successors) may legally make for the proper management of the Subject Land

Whilst the Dedicated Purposes of the Subject Land impose a restriction on its use and alienation, the uses expressed in the trust are deemed able to be accommodated within the limits of the dedications.

Proposals

The Council’s proposals for the management of the Subject Land are:

- To receive advice and reports on existing and/or proposed use and management of the Subject Land from the Greenrise Lake Advisory Committee, which is a committee established by the Council pursuant to section 41 of the Act.
- To manage and oversee the use of the Subject Land for activities that are consistent or not inconsistent with the Dedicated Purposes.
- Maintain and if necessary add to or replace Council owned facilities and improvements on the Subject Land that benefit the community.
- To encourage and receive applications from people, including but not limited to local businesses, community groups and individuals, for existing or new uses of the Subject Land (that may or may not also include development proposals) that are consistent or not inconsistent with the Dedicated Purposes and the Council’s objectives for its management of the Subject Land that are set out in this plan (which may include but are not limited to) sporting, agricultural, educational, recreational, community or like purposes.
- To grant leases and licences over the whole or portions of the Subject Land where this is permitted by the *Crown Land Management Act 2009* for purposes consistent or not inconsistent, with the Dedicated Purposes and objectives stated in this plan (and such leases

and licences will be deemed to be consistent with this plan for the purposes of section 202(6) of the Act). Leases and licences may be granted for business purposes where they would, in the Council's opinion, further the Council's stated objectives for the management of the Subject Land.

- For the purposes of section 202(3) of the Act the grant by the Council of leases or licences over the Subject Land for any of the purposes contained in the Declaration of Trust for a term of 5 years or less and that are consistent or not inconsistent with the Dedicated Purposes, as they relate to the Subject Land, are authorised by this plan (and do not require public consultation prior to their grant or issue).

Native Title

All proposed acts and dealings facilitated by the Council involving the Subject Land that affect native title must comply with the *Native Title Act 1993 (Cth)*.

If and when any determination of native title rights is made in respect of the Subject Land, the Council will consult with the determined native title holders in respect of any provisions they require to be included in this plan.

Provisions required by the Landowner (section 196(4)(c) of the Act

The Landowner was consulted during the preparation of this plan and has required the following provisions to be included in this plan:

All proposed acts and dealings facilitated by the Council that involve the leasing or licensing of interests in, or addition of improvements to the Subject Land must include consultation with the Landowner prior to their approval or implementation.

Performance Targets (section 196(3)(d) of the Act

Performance targets are the goals to be achieved by the Council in the implementation of this plan. How the Council's performance will be measured is the method for determining whether the objectives have been met. The objectives, performance targets and methodology for measuring performance are as set out in Schedule 1 hereunder:

Schedule 1

Objectives	Performance Targets	How Performance Measured
To maintain and improve the Subject land to ensure that it remains fit for use for the Dedicated Purposes	To authorise activities on the Subject Land that mitigate flammable growth (hay cutting and grazing), to protect facilities and keep the Subject Land accessible for community use	Carry out annual inspections of the Subject land to ensure that its use is sustainable and that it continues to be fit for purpose for uses consistent with the Dedicated Purposes
Support and facilitate the enjoyment, use, occupation and development of the Subject Land agreeable with the applicable Dedicated Purposes	To realise an appropriate level, type and mix of uses for the Subject Land	In its approval process the Council will review use and management proposals from the community and the Greenrise Lake Advisory Committee for compliance with the Dedicated Purposes

15.2.5 Wattle Range Youth Development Foundation

Report Type	Officer Report
Department	Corporate Services
Author	Diana McDonald
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	Theme 1 - Community Vibrancy & Presentation 1.6 Promote and support the establishment of strong, sustainable clubs and volunteer organisations throughout the Wattle Range area.
File Reference	GF/7.41.3/1
Attachments	1. Wattle Range Youth Development Foundation Charter [15.2.5.1 - 5 pages]

Purpose of Report

To consider the provision of funding to the following youth development funding application:

- Sophie Pearce – has been selected into the School Sports SA 12 years and under track and field team to attend and compete in the School Sports Australia track and field Championships in Launceston, Tasmania.

Report Details

Council has established the Wattle Range Youth Development Foundation to provide assistance to youth within the Wattle Range Council area who have been selected from locally based community, educational and sporting organisations to participate in an officially accredited event at the State, State Country or National level.

Any financial assistance provided is to assist with expenses incurred in travelling, accommodation, equipment and training towards the principle event.

Council provides an allocation of \$7,000 to the Wattle Range Youth Development Foundation to assist with the operation of the Foundation.

An application has been received from Sophie Pearce who has been selected to compete in the 2023 School Sports Australia track and field Championships in Launceston, Tasmania from 23 – 27 November 2023.

In reviewing the information provided, the application meets the eligibility of the Youth Development Foundation as detailed in the Charter (refer attached). It is recommended that the provision of financial assistance be granted.

Financial Considerations

Budget Allocation	\$7,000
Budget Spent to Date	Nil
Budget Variation Requested	Nil

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. Applications have been assessed in line with the Wattle Range Youth Development Charter.

Environmental / Sustainability Considerations

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

Communication & Consultation Considerations

A cheque presentation following advice to the applicants will be arranged at a mutually convenient time with details distributed to the local media.

RECOMMENDATION

That Council provide financial assistance of \$200 to:

1. Sophie Pearce to assist with costs to attend the 2023 School Sports Australia track and field Championships in Launceston, Tasmania from 23 – 27 November 2023.

GF/7.41.3/1

CHARTER

WATTLE RANGE YOUTH DEVELOPMENT FOUNDATION

1. **Name**

The name of the Authority shall be the Wattle Range Youth Development Foundation, (hereinafter called 'the Committee').

2. **Establishment**

2.1 The Committee is a controlling authority established by the Wattle Range Council (hereinafter called 'the Council') pursuant to Section 199 of the Local Government Act, 1934 on 8th September 1997 (Refer to Folio 129, Item 6.1.4.10).

2.2 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 3569; Item 1.38).

2.3 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 13th November 2007 (Refer to Folio 3942; Item 11.2.3).

2.4 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 12th June 2012 (Refer to Folio 4766; Item 11.1.2).

3. **Purpose**

The Wattle Range Youth Development Foundation is established to provide assistance to youth within the Wattle Range Council area who have been selected from locally based Community, Educational and Sporting Organisations to participate in an officially accredited event at the State, State Country or National level.

4. **Functions**

4.1 To enquire into and report to Council on the possible provision of financial assistance that shall be rendered to youth who have been selected from locally based Community, Educational or Sporting Organisations, association, clubs or leagues etc. (or selected on Individual merit) to represent the State of South Australia (including State Country or Country South Australia) in an officially accredited/recognised state, national or international event, and a statement to that effect is provided by that event's State Administrator (herein referred to as a selected youth).

The financial assistance may be in the form of a cash contribution from the Council towards the expenses involved in travelling, accommodation, equipment and training. It is not envisaged that the Council would pay all expenses but would pay a contribution to defray some of the expenses involved.

4.2 To receive, consider, process and approve applications that shall be rendered to such selected youth.

Adopted 13th November 2007
Adopted Amended 12th June 2012 (Folio 4766; Item 11.1.2)

5. Applications

- 5.1 All applications for financial assistance to any selected youth shall be made in writing using the application form provided by Council, by that youth's local Organisation, association, school, club or league (or in the case of an individual person, by the individual person concerned), and demonstrate that the selected person has:-
- (i) been selected to participate or train in an official team/squad specifically chosen as a state country, state, national or international team;
 - (ii) been selected in a state country, state, national or international team which will compete within Australia or overseas;
 - (iii) the desire to compete in a state country, state, national or international event and has the ability to perform to the standards expected in such championship;
 - (iv) unless the context otherwise requires the terms "state country, state, national or international team" or "state, national or international event" in the foregoing sub-paragraphs means teams or events that have been officially accredited/recognised as being "national or international teams or events" and a statement to that effect is provided by that event's State Administrator.
- 5.2 In the case of an individual youth, the individual youth concerned shall also provide evidence to the Committee that the individual youth cannot be represented by an existing local Organisation, association, school, club or league and that no other avenues are available for that individual youth to make application for financial assistance other than as an individual youth.
- 5.3 All applications as required by clause 5.1 above shall:-
- (i) provide complete details as to the name, residential address and age of the selected youth, and if the youth is under the age of eighteen (18) years, shall be authorised by a parent or guardian of the said youth.
 - (ii) provide complete details as to the event(s) to be competed in by that youth (including proposed or intended dates of practice and training sessions leading up to the principal event); the location of the principal event or practice and training sessions, estimated costs to be incurred in attending such events or sessions, details of other assistance that is or could be available to the selected youth.
 - (iii) provide complete details of all other relevant matters which may assist the Committee in assessing the application.
 - (iv) provide full details of all expenses that could be incurred in the following areas:-
 - (a) Travel costs;
 - (b) Accommodation/meals;
 - (c) Equipment/training.
 - (v) be accompanied by the prescribed non-refundable application fee of an amount determined by the Council on an annual basis.

- 5.4 The Committee will examine all applications and each application will be treated individually and upon its merits. The Committee will inform the Council as to the amount be paid (if any) which it feels is appropriate to the application, taking into consideration any circumstances.
- 5.5 An application that has been approved by the Committee in one instance may not necessarily be approved in another. A youth who has received assistance from the Committee will be eligible for further assistance, but the decision of the amount to be allocated a second time, if any, will be at the discretion of the Committee.
- 5.6 The Committee will not consider any application for assistance for a past event.

6. **Membership of the Committee**

The Committee shall be the Members of Council.

7. **Meetings of the Committee**

- 7.1 The Committee shall meet as and when determined by the Chairman.
- 7.2 At all meetings of the Committee, one half of members, plus one shall constitute a quorum. If within thirty minutes after the time appointed for any meeting a quorum shall not be present then such meeting shall not be present then such meeting shall be adjourned until such time as may than be determined by the members present. If at any meeting so adjourned a quorum shall not be present the members then present shall be deemed to form a quorum.
- 7.3 In the absence of the Chairman at any meeting, another member of the Committee shall be elected as Chairman and shall preside. The Chairman and Acting Chairman shall be entitled to a casting vote only.
- 7.4 The Committee may act notwithstanding any vacancy in their body.
- 7.5 In addition to the provisions of Clause 7.1, a meeting of the Committee shall be convened at such other time or times upon a request in writing signed by not less than three members being delivered to the Chairman and upon receipt of and such request the Chairman shall call the Committee to hold formal meetings for the purpose of resolving any matter of urgency provided however that any decision taken otherwise than at a formal meeting shall be confirmed and ratified at the meeting of the Committee next ensuring after such decision is taken.
- 7.6 Minutes of all resolutions and proceedings at meetings of the Committee shall be kept for all meetings of the Committee.

8. **Funding**

- 8.1 The Council shall include an amount of money in its annual budget to meet the cost of providing financial assistance to selected persons as approved by the Committee.

- 4 -

- 8.2 All applications for financial assistance must be accompanied by a non refundable application fee, set by Council each Financial Year, which will be used toward funding of financial assistance provided to selected youth.
- 8.3 Council will maintain a Wattle Range Youth Development Foundation investment reserve account into which any unallocated budget amounts for a Financial Year will be credited (net of application fees received).
- 8.4 In the case of Council exceeding the budgeted amount for the provision of financial assistance in a Financial Year (net of application fees received), additional funding will be drawn from the Wattle Range Youth Development Foundation investment reserve account.

9. **Sponsorship**

- 9.1 The Council may seek out and obtain sponsorship, donations and/or assistance from any other individual, group or company which may wish to contribute to the operation of the Foundation upon such terms and conditions agreed upon the Council and the other individual, group or company.
- 9.2 The cash proceeds from any such sponsorship, donations and/or assistance shall be paid to the credit of the investment reserve by Council but Council is not obliged to make a contribution to the investment reserve of an amount equal to the value of the sponsorship, donations and/or assistance.

10. **Powers**

The Council, pursuant to Section 44 (1)(b) of the Act, delegates to the Committee, for the purpose of achieving its Purpose and Functions, and subject always to the provisions of the Act, the following powers ;

- 10.1 Expend funds for the purpose of awarding financial assistance within the limits of the annual Wattle Range Youth Development Foundation budget and the investment reserve.
- 10.2 Establish, alter or amend any fees and charges associated with the operation of the Wattle Range Youth Development Foundation.

11. **Definitions**

"The Committee" means the Committee which has the name "Wattle Range Youth Development Foundation".

"A selected youth" means a youth who has been selected from locally based Community, Educational or Sporting Organisations, association, clubs or leagues, or who has been selected on Individual merits (and is unable to be affiliated with any locally based Organisations), to represent the State of South Australia or the country of Australia in an officially accredited/recognised national or international event (as the case may require) and a statement to that effect is provided by that event's State Administrator. A selected youth must be a resident of the area of Wattle Range Council to qualify for financial assistance from the Wattle Range Youth Development Foundation.

"Individual Youth" means a youth who is resident of the area of Wattle Range Council.

"Youth" means any individual aged between the age 5 years to 25 years.

- 5 -

"In singular" means the plural.

"The Council" means the Wattle Range Council.

"The Chairman" means the Chairman of the Committee.

"Member" means a member of the Committee and includes the Chairman.

"The Secretary" means the Secretary of the Committee.

"Financial Year" means the period of twelve months ending on 30th day of June.

The masculine gender shall include reference to the feminine.

12. **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.

Adopted 13th November 2007
Adopted Amendment 12th June 2012 (Folio 4766; Item 11.1.2)

15.3 Director Development Services

15.3.1 Australia Day Awards Selection Committee

Report Type	Officer Report
Department	Development Services
Author	Emma Clay, Director Development Services
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	Low
Strategic Plan Reference	Theme 1 - Community Vibrancy & Presentation 1.5 Support community events that are sustainable and provide longer term benefit to the community & visitors. 1.6 Promote and support the establishment of strong, sustainable clubs and volunteer organisations throughout the Wattle Range area.
File Reference	GF/2.38.1/2
Attachments	1. Policy 114 - Australia Day Awards [15.3.1.1 - 6 pages]

Purpose of Report

To select Councillor representatives on the Australia Day Awards Selection Panel for the 2024 Australia Day Awards.

Report Details

A report was presented to the Ordinary Meeting of Council on the 10 November 2020 regarding the existing Australia Day Policy (Minute Reference: Folio 9059 Item 15.3.1). At that meeting Council resolved to establish a dedicated Australia Day Awards Selection Committee of seven, consisting of two senior staff members, the Mayor and a Councillor from each Ward. A new matrix / scoring template was developed and implemented by Council Staff and the Australia Day Awards Recipients from 2021 onwards were selected by the panel using this new model.

Council has advertised for nominations for the Australia Day Awards for 2024 and nominations close at 5.00 pm on Tuesday, 03 January 2024. A summary of the Australia Day Award winners of the last 3 years is outlined in the below table:

Year	Recipient	Ward	Category
2021	Bruce Clayson	Corcoran	Citizen of the Year
2021	Rhonda Burleigh	Kintore	Citizen of the Year
2021	Sue Zwar	Riddoch	Citizen of the Year
2021	Mariska Hawke	Sorby Adams	Citizen of the Year
2021	Frazer Johnston	Corcoran	Young Citizen of the Year
2021	Josh Kellock	Kintore	Young Citizen of the Year
2021	Ebonie Moulton	Riddoch	Young Citizen of the Year
2021	Greg Moore	Sorby Adams	Award for Active Citizenship

2021	Narelle Marshall	Kintore	Award for Active Citizenship
2022	Maurie Puiatti	Corcoran	Citizen of the Year
2022	Mary Anne Stuckey	Kintore	Citizen of the Year
2022	Kathy Fennell	Riddoch	Citizen of the Year
2022	Fiona McDonald	Corcoran	Young Citizen of the Year
2022	Millicent Geoventure	Corcoran	Community Event of the Year
2022	Stand Like Stone Fashion Market	Riddoch	Community Event of the Year
2022	Carol Grbich	Sorby Adams	Active Citizenship
2023	Susan Lines	Corcoran	Citizen of the Year
2023	Liam Mills	Kintore	Citizen of the Year
2023	Wendy Hollick	Riddoch	Citizen of the Year
2023	Georgia Winter	Riddoch	Young Citizen of the Year
2023	Arabey McKenzie	Corcoran	Young Citizen of the Year
2023	MASHg Thank You Day	Corcoran	Community Event of the Year
2023	Beachport Crayfish Festival	Kintore	Community Event of the Year
2023	Coonawarra Running Festival	Riddoch	Community Event of the Year
2023	Bradley Gartner	Riddoch	Youth Recognition - Contribution to Community

The 2024 Selection Panel will automatically comprise the Mayor, CEO and a Council Staff Member selected and appointed by the CEO (see Policy excerpt below):

Type of Panel Member	Number of Positions	Conditions of Appointment	Appointed by:
Wattle Range Council Member	1	Must be the Mayor	Automatically appointed by virtue of position held.
	1	Must be a Councillor from the Corcoran Ward	Determined and appointed by resolution of the Council
	1	Must be a Councillor from the Kintore Ward	
	1	Must be a Councillor from the Riddoch Ward	
	1	Must be a Councillor from the Sorby Adams Ward	
Wattle Range Council Staff Member	1	Must be the Chief Executive Officer	Automatically appointed by virtue of position held.
	1	Must be an employee of the Wattle Range Council	Selected and appointed by the Chief Executive Officer.

The Chief Executive Officer Ben Gower has selected and appointed Administration Officer, Development Services Angela Turner as the Wattle Range Council Staff Member on the Australia Day Awards Selection Panel for 2024.

This report seeks Councillor nominations for the Selection Panel for the 2024 Awards from each of the Council wards:

- Riddoch Ward
- Corcoran Ward
- Kintore
- Sorby Adams

The meeting of the selection panel for the assessment of the 2024 nominations is scheduled for Tuesday 10 January at 3-5pm.

Financial Considerations

Budget Allocation	\$8,435.00 (inclusive of breakfast events)
Budget Spent to Date	NIL
Budget Variation	NIL

Risk Considerations

Refer to Council's Risk Register – Australia Day.

Policy Considerations

Australia Day Awards Policy 114.

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


Elected Members and Council Staff attended the Millicent Show on the 3rd and 4th of November and promoted the Australia Day Awards. Application Forms were available and community members were encouraged to complete the forms and return them to Council. The Awards will be further promoted via newspaper, social media and direct contact with local community stakeholders until the closing date.

RECOMMENDATION

That Council:

1. Receive and note the report.
2. Council endorse the following Elected Members for the 2024 Australia Day Selection Panel:

Riddoch Ward:
Corcoran Ward:
Kintore Ward:
Sorby Adams Ward:

	POLICY 114	Version:	7
	Australia Day Awards	Date Adopted:	10 Nov 2020
		Next Review Due:	Nov 2024

1. STATEMENT

To prescribe the process for nominations and selection of recipients of the annual Council Australia Day Awards.

To outline a transparent process for objectively selecting recipients on merit in consideration of Award criteria.

2. DEFINITIONS

There are no known definitions related to this Policy.

3. PRINCIPLES

3.1 Scope

Council will participate in Australia Day Citizen of the Year Awards and make available local awards in the following categories:

- Citizen of the Year;
- Young Citizen of the Year;
- Community Event of the Year; and
- Other award categories as recommended by the Australia Day Council of South Australia on an adhoc basis.

Awards may be presented in each of the (4) four Council wards, in recognition of the achievements and contributions made to the Wattle Range community by individuals and events.

The awards shall be presented at the Australia Day celebrations held within the respective ward on 26th January each year.

The awards are given to reward and recognise the nominee's achievements in the year immediately prior to receipt of the Awards, as well as their past achievements and/or the ongoing contribution to the Wattle Range community, and in particular:

- Demonstrated commitment in their field of community service and involvement
- Significant contribution to the local community
- An inspirational role model for the local community
- The Event Award acknowledges a significant cultural, social and community participation contribution at the local level.

3.2 Overall Principles, Criteria and Guidelines for Awards

- a) Only one (1) nomination in each category, from each ward, may be awarded.
- b) If considered necessary, no Award will be issued in a category.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 9.63.1/4	Public	Corporate Services	Chief Executive Officer	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.				

	POLICY 114	Version:	7
	Australia Day Awards	Date Adopted:	10 Nov 2020
		Next Review Due:	Nov 2024


- c) The winners of each Award remain confidential until notified of their success by the Mayor (or their nominee) and the Mayor issues a media release confirming the award winners.
- d) Where practicable, the winners of each Award will be presented with their Awards at the official Ward ceremony on Australia Day.
- e) Awards for Citizen of the Year and Young Citizen of the Year will not be granted posthumously.
- f) Nominations for all Awards may be made by any individual, group of individuals or organisation, however nominations for Citizen of the Year and Young Citizen of the year will not be accepted if the nominator is an immediate family member.
- g) Nominees for “Young Citizen of the Year”, will also be considered for the “Citizen of the Year” Award, but one (1) nominee cannot receive both Awards.
- h) Nominations for “Community Event of the Year” will only be considered in the year the event was conducted.
- i) Groups of people or couples will not be eligible for the “Citizen” or “Young Citizen of the Year” Award.
- j) All nomination information and material submitted remains the property of the Wattle Range Council and may become publicly available. Nominations received are tabled at a meeting of Council and may become publicly available. Council may forward information from nominations for consideration in State and national wards.
- k) An individual/event need only be nominated once per year to be considered. The number of nominations received per nominee bears no weight in their selection.
- l) Self-nominations will not be accepted.
- m) Unsuccessful nominees in the “Young Citizen of the Year” and “Citizen of the Year” categories may be re-nominated in subsequent years.
- n) In exceptional cases, the selection panel reserves the right to consider nominations as it sees fit.

3.3 Selection Panel

A Selection Panel will be appointed annually to consider nominations received for all Council Australia Day Awards being considered that year. The Selection Panel will determine the recipients of the Australia Day Awards for that year. The Selection Panel will comprise:

Type of Panel Member	Number of Positions	Conditions of Appointment	Appointed by:
Wattle Range Council Member	1	Must be the Mayor	Automatically appointed by virtue of position held.
	1	Must be a Councillor from the Corcoran Ward	Determined and appointed by resolution of the Council
	1	Must be a Councillor from the Kintore Ward	
	1	Must be a Councillor from the Riddoch Ward	
	1	Must be a Councillor from the Sorby Adams Ward	
Wattle Range Council Staff Member	1	Must be the Chief Executive Officer	Automatically appointed by virtue of position held.
	1	Must be an employee of the Wattle Range Council	Selected and appointed by the Chief Executive Officer.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 9.63.1/4	Public	Corporate Services	Chief Executive Officer	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.				

	POLICY 114	Version:	7
	Australia Day Awards	Date Adopted:	10 Nov 2020
		Next Review Due:	Nov 2024

Persons appointed to the Selection Panel must comply with the relevant conflict of interest provisions of the *Local Government Act 1999*, including:


- for Council Members:
sections 62 -63 [general duty & code of conduct] & 73-75A [conflicts of interest], as though a matter to be considered by the Selection Panel were a matter to be considered at a meeting of the council;
- for Wattle Range Council Staff Members:
sections 109 [general duty], 120 [conflict of interest].

The Selection Panel shall consider the above criteria and guidelines, and the specific criteria applicable to each Award. The Selection Panel will develop a standard selection matrix template, which each member will use when considering nominations in each category.

3.4 Citizen of the Year – Criteria and Eligibility

- a) A nominee must be an Australian citizen.
- b) The nominee must be a resident of the Wattle Range Council local government area for the year immediately prior to granting of the Award.
- c) The nominee must be at least 16 years of age on 26 January of the year in which the award is presented.
- d) The nominee should be held in high regard in the community (e.g. significant contributor to the community, inspirational role model to the community, scope of impact of the individual's contribution).
- e) The work performed by the nominee must principally be within the Wattle Range Council local government area.
- f) The nominee should have strong ethical and community values.
- g) Regard will be given to the nominee's community activities in the year immediately prior to granting of the Award, as well as their past community service.
- h) Wattle Range Councillors, sitting State and Federal politicians and current vice-regal officers are not eligible. Retired politicians and vice-regal officers will be considered for work undertaken in addition to their official duties.
- i) A Wattle Range Council employee, whilst employed by the Council, is not eligible.
- j) Current members of the National Australia Day Council Board and state based Australia Day Board are not eligible.
- k) A person cannot receive a second award in the same category.
- l) The name and contact details of at least one (1) referee must be supplied with the nomination.
- m) The nomination should explain the achievements and background of the nominee, and the reasons for the nomination, and address as many of the following aspects as possible;
 - i. Personal, academic and professional achievements and commitment; past current and future.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 9.63.1/4	Public	Corporate Services	Chief Executive Officer	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.				

	POLICY 114	Version:	7
	Australia Day Awards	Date Adopted:	10 Nov 2020
		Next Review Due:	Nov 2024

- ii. Contribution in the relevant field i.e. how has the nominee “put back” into their field to benefit others.
 - iii. Demonstrated leadership, innovation and creativity.
 - iv. Personal interests and community and voluntary involvement.
 - v. Contribution to the Wattle Range Council community.
 - vi. Future goals and likely impact.
 - vii. Degree of difficulty of the achievement and sacrifices made.
 - viii. Previous Awards and recognitions.
 - ix. Nature and length of involvement.
 - x. Voluntary work beyond paid employment.
 - xi. Achievements as an individual or as part of a group or organisation.
- n) One (1) award per ward in this Category may be awarded each year.

3.5 Young Citizen of the Year – Criteria and Eligibility

- a) A nominee must be an Australian citizen.
- b) The nominee must be a resident of the Wattle Range Council local government area for the year immediately prior to granting of the Award.
- c) The nominee must be at least 16 years of age and no more than 30 years of age on 26th January of the year in which the award is presented.
- d) The nominee should have a proven record of achievement within the Wattle Range Council area.
- e) Regard will be given to participation in school activities, community involvement and charitable work, as well as work done to improve community life in the Wattle Range Council area.
- f) Recognition by peers will be taken into account.
- g) Wattle Range Councillors, sitting State and Federal politicians and current vice-regal officers are not eligible. Retired politicians and vice-regal officers will be considered for work undertaken in addition to their official duties.
- h) A Wattle Range Council employee, whilst employed by the Council, is not eligible.
- i) A person cannot receive a second award in the same category.
- j) The name and contact details of at least one (1) referee must be supplied with the nomination.
- k) The nomination should explain the achievements and background of the nominee, and the reasons for the nomination, and address as many of the following aspects as possible;
 - i. Personal, academic and professional achievements and commitment; past current and future.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 9.63.1/4	Public	Corporate Services	Chief Executive Officer	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	POLICY 114	Version:	7
	Australia Day Awards	Date Adopted:	10 Nov 2020
		Next Review Due:	Nov 2024

- ii. Contribution in the relevant field i.e. how has the nominee “put back” into their field to benefit others.
 - iii. Demonstrated leadership, innovation and creativity.
 - iv. Personal interests and community and voluntary involvement.
 - v. Contribution to the Wattle Range Council community.
 - vi. Future goals and likely impact.
 - vii. Degree of difficulty of the achievement and sacrifices made.
 - viii. Previous Awards and recognitions.
 - ix. Nature and length of involvement.
 - x. Voluntary work beyond paid employment.
 - xi. Achievements as an individual or as part of a group or organisation.
- l) One (1) award per ward in this Category may be awarded each year.


3.6 Community Event of the Year – Criteria and Eligibility

- a) The event organising Committee should be Wattle Range Council residents or be able to show representation of the event operating, and being held, in the Wattle Range Council area.
- b) The quality and scope of impact the event has had on the community (e.g. demonstration of community values, community involvement and appeal, achieve community acceptance and support, and participation in or attendance at the event must be open to all sectors of the community).
- c) The Award is granted to the “Event” and not to the organising committee.
- d) The purpose of the event must be community focused, and not staged for personal or private reward or financial benefit.
- e) An event cannot receive a second award in this category.
- f) The name of at least one referee must be supplied with the nomination.
- g) The nomination should explain the achievements and background of the event and the reasons for the nomination.
- h) One (1) award per ward in this Category may be awarded each year.

3.7 Other Award Categories – Criteria and Eligibility

Should the Australia Day Council of South Australia recommend other awards on an adhoc basis, any eligibility criteria recommended by the Australia Day Council of South Australia will be taken into consideration.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 9.63.1/4	Public	Corporate Services	Chief Executive Officer	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.				

	POLICY 114	Version:	7
	Australia Day Awards	Date Adopted:	10 Nov 2020
		Next Review Due:	Nov 2024

4. REVIEW

This Policy will be reviewed every four years after each general election.

Upon review, Council and ELT must be consulted.

5. AVAILABILITY

This Policy is available for inspection without charge at the following location during ordinary business hours:

- Principal Office, "Civic Centre", George Street, Millicent
- Council Website: www.wattlerange.sa.gov.au.

A copy of the Policy may be purchased from the Principal Council Office upon payment of a prescribed fee in accordance with Council's Schedule of Fees and Charges.

6. REFERENCES & FURTHER READING

References	<ul style="list-style-type: none"> • Australia Day Citizen of the Year Awards - Guidance and Criteria for Local Government Authorities
Relevant Legislation:	<ul style="list-style-type: none"> •
Relevant Policies / Procedures / Guidelines	<ul style="list-style-type: none"> • There are no known relevant documents related to this Policy.

7. 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:
4	15 February 2011	Council	Reviewed	Folio 4518; Item 11.1.9
5	8 April 2014	Council	Amended	Folio 5284; Item 12.2.7
6	8 August 2017	Council	New format, amended criteria to be more consistent with State & Federal Awards	Folio 7199; Item 13.2.9
7	10 November 2020	Council	Additional ad-hoc awards Nominations by family Selection panel changes	Folio 9059; Item 15.3.1

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 9.63.1/4	Public	Corporate Services	Chief Executive Officer	4 Yearly (After Every General Election)
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15.3.2 Lions Park Upgrade Concept Design - Consultation Feedback

Report Type	Officer Report
Department	Development Services
Author	Emma Clay
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	Low
Strategic Plan Reference	<p>Theme 1 - Community Vibrancy & Presentation 1.1 Maintain and enhance public space areas including parks, public places, car parking, street lighting and streetscapes to provide vibrant, attractive areas. 1.3 Continue to provide sustainable, vibrant community facilities.</p> <p>Theme 3 - Infrastructure & Asset Sustainability 3.1 Create a sustainable stock of assets, with appropriate long term asset planning and optimal use.</p>
File Reference	GF/16.65.1
Attachments	<ol style="list-style-type: none"> 1. Lions Park Consultation - What we've heard children edition [15.3.2.1 - 1 page] 2. Written submission 1 [15.3.2.2 - 1 page] 3. Written submission 2 [15.3.2.3 - 1 page] 4. Written submission 3 [15.3.2.4 - 2 pages] 5. Lions Park Upgrade Revised Concept Design [15.3.2.5 - 7 pages]

Purpose of Report

To provide Council with a summary of the feedback received from the public consultation on the draft Lions Park Upgrade Concept Design and for Council to consider an amended plan that incorporates the feedback received.

Report Details

Background

At the Ordinary Meeting of Council held on 12 September 2023, Council considered a report detailing proposed upgrades to the Lions Park in Millicent which also included a draft concept masterplan of the site. At the meeting, Council moved to undertake public consultation in accordance with Council's Community Engagement Policy on the Conceptual Masterplan for Millicent Lions Park Upgrade (Minute Ref: Folio: 10709, Item: 15.3.1).

As detailed in the September Council report, the draft concept design was created after extensive community engagement including consultation with Unity Housing, local residents and the wider community. Community members also had their say at the Lions Park Fun Day held in December 2021.

Phase two, the final stage of consultation commenced on 27 September 2023 with an advert in local print media. In accordance with Council's Community Engagement Policy, the public

were invited to comment and make formal representation on the draft plan. Corflute signage was placed at Lions Park and a letterbox drop of flyers advertising the consultation were distributed to neighbouring properties by both Unity Housing and Council staff.



Summary of Engagement

Participants had the opportunity to provide feedback on the draft concept design by completing a survey, uploading a written submission and voting for their favourite playground equipment on Council's engagement platform, Engage Wattle Range.

There was a total of 306 visits to the community consultation page for the Lions Park Concept Design with a maximum of 40 visitors per day. Participants were not required to register with Engage Wattle Range to participate in this consultation, there were no new registrations on the engagement platform as a result of this particular consultation.

Awareness was successfully raised with 306 participants visiting at least one page during the consultation.

130 members of the community were informed with 44 downloading a document and 48 visiting multiple project pages and 84 contributing to a tool.

84 participants are classified as engaged, contributing to the consultation. 58 participated in the survey and 341 votes were submitted using ideas tool. No written submissions were uploaded on Engage Wattle Range and three formal submissions were received via mail or email. Written submissions are attached to this report.

Two community members attended the Millicent Council Office and provided their feedback on the design in person to a Planning Officer.

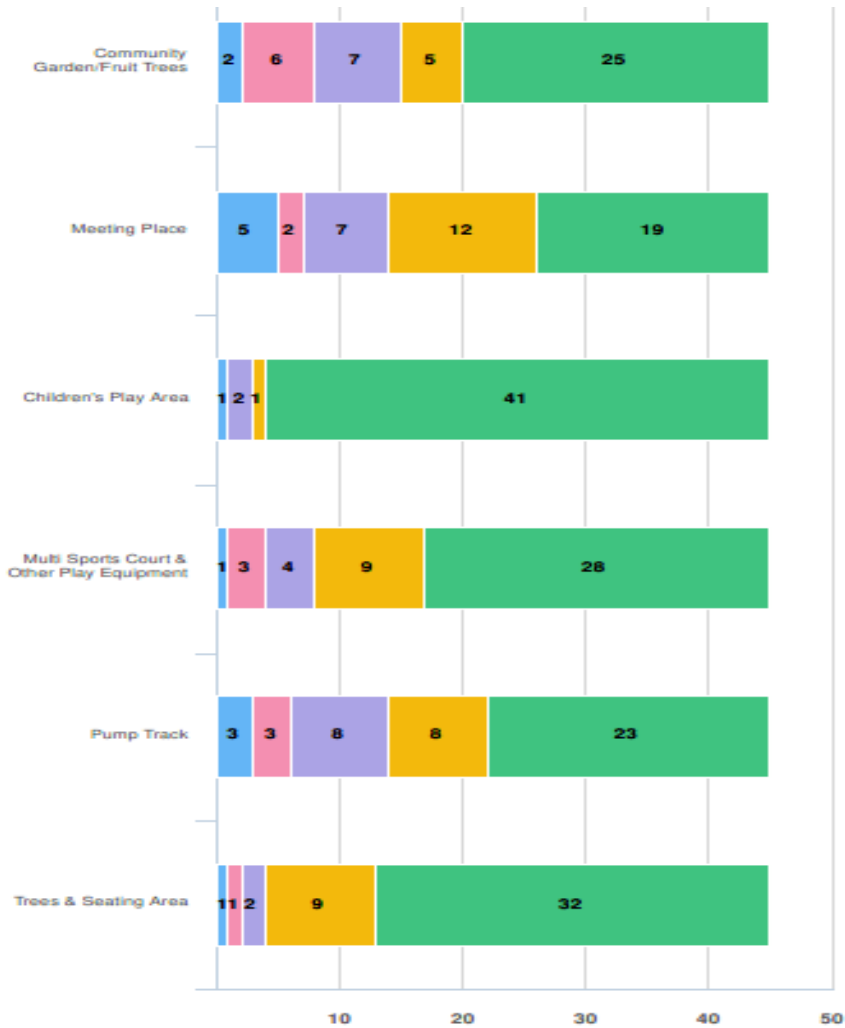
Survey Response Report

During the consultation period 45 people completed the two-question survey on Engage Wattle Range. Question One required participants to rate the need for each element in the concept design. 5 stars was equivalent to the most important.

Question two allowed participants the opportunity to write any comments they had on the concept design. The third and final question asked the participants if they would be interested in volunteering on this project, four people provided their details. A summary of the responses received for question one and two are listed below.

- Key:
- One star
 - Two stars
 - Three stars
 - Four stars
 - Five stars

Q1 | How would you rate the need for each of the elements included in the concept design? (5 stars being important)



Mandatory Question (45 response(s))

Q2 Do you have any other comments you would like to add about the Lions Park Concept Design?

Anonymous
9/30/2023 07:43 AM

Shade over eating areas and play areas most helpful. Fence around play equipment would be amazing. Little in ground tramps would Be cool

Anonymous
10/11/2023 04:02 PM

The play equipment should be designed considering all children not just those of childcare age as it is for the community not the childcare centre. A space for all children to play and or hang out.

Anonymous
10/11/2023 05:11 PM

I think the fruit trees are a great idea but there has already been a community garden trialled in Millicent which had not been successful. Unlike city apartments most people in Millicent have enough area in their own homes/yards to grow at least a few vegetables if this was an interest.

Anonymous
10/11/2023 09:51 PM

Accessibility for physically disabled to join in with play

Anonymous
10/11/2023 09:52 PM

Bbq area

Anonymous
10/11/2023 10:15 PM

No

Anonymous
10/11/2023 11:10 PM

There is a lot of houses around this area with people with disabilities so it would be good if you could cater for them aswell.

Anonymous
10/12/2023 07:14 PM

Love to see a BBQ to encourage families to gather and stay. Seems around it. Maybe Lions would contribute this.

Anonymous
10/12/2023 07:25 PM

Off the lead dog park could be incorporated. People love their pets and would love to be able to socialise their pets in a secured yard which includes some simple dog play equipment eg ramp, tunnels, etc. A small sheltered seating place for owners is also good.

Anonymous
10/15/2023 12:55 PM

Drinking fountains

Anonymous
10/16/2023 04:22 PM

We need an inviting space, at present the park is not being utilised to its full potential. It needs a meeting space and play area to encourage

outdoor participation in our community. The garden would be a welcome update, as well as providing food for the neighbourhood.

Anonymous
10/16/2023 04:35 PM

It would be nice to see undercover picnic areas

Anonymous
10/18/2023 04:15 PM

I live on the corner of Holzgreffe and Stark, and this is the first I've heard about any plans since the initial meeting, pre-covid. Went around to some friends in Stark Ave, and they also had no idea. We submitted our ideas and contact info on that very first day, but assumed everything fell apart over covid and nothing was going to happen. Please, please, please, keep everyone in the neighbourhood informed. I can't contribute anything if I don't know things are happening.

Anonymous
10/18/2023 09:52 PM

Fantastic idea with some new ideas

Anonymous
10/19/2023 12:10 PM

Fantastic design in a much needed area

Anonymous
10/19/2023 08:46 PM

No loss of existing mature trees.

Anonymous
10/20/2023 12:07 PM

Well done for the design

Anonymous
10/21/2023 05:07 PM

NO night lighting for track or court. Youth likely to congratulate at night and disturb residents

Anonymous
10/24/2023 01:51 PM

I really think most of what is planned isn't necessary. We have a major park in town with most of these things already. Please keep the park as it is. Natural beauty. The extra people hanging around will make an already bad area for dog barking and noise in our lane ways and around our homes worse. Disturbing the peace of residents. Also the way some people speeding excessively on Holzgreffe street is a tragic accident waiting to happen.

Anonymous
10/25/2023 01:21 PM

I believe it would be very beneficial to the residents living nearby to the proposed area / location to have this shared space and a fantastic prospect for the children in this area.

Anonymous
10/25/2023 04:23 PM

The concept design was a very pleasant surprise. Especially the inclusion of trees, seating, fruit trees and garden.

Optional question (21 response(s), 24 skipped)

Key:

Negative

Mixed

Neutral




Positive



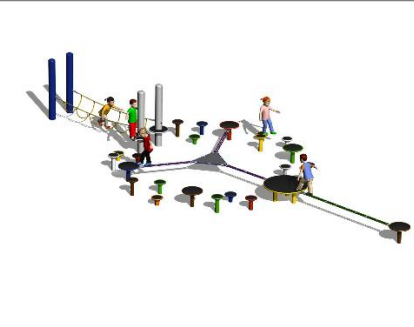


Playground equipment voting



Council staff created an idea's board on Engage Wattle Range which included 35 items of playground equipment, inspired by previous consultation.

Respondents voted on their favourite piece of equipment that they would like to see included in the children's play area. 341 votes were received during the consultation.

The top ten playground equipment concept ideas are as follows:

Playground Ideas		Number of Votes
	Nature Play - Obstacle Course	21
	Active Play - Flying Fox	18
	Inclusive Play - Carousel	17

	<p>Social Play - Hill Slide</p>	<p>16</p>
	<p>Social Play - Social Swings</p>	<p>16</p>
	<p>Active Play - Activity Trail</p>	<p>15</p>
	<p>Nature Play - Balancing Logs</p>	<p>14</p>
	<p>Nature Play - Tree Stump Jumpers</p>	<p>14</p>

 <p>PLAYGROUND CHAT</p> <p>WAYS TO USE THIS BOARD: Your child can point to the symbols to share a message. You can talk to your child while pointing at the symbols. If your child cannot point, you can read out the words as you point and they can say yes or no. Encourage other children to use this board with your child too.</p>	<p>Inclusive Play - Communication Board</p>	<p>13</p>
	<p>Interactive Play - Musical Pipes 2</p>	<p>13</p>

Participants were asked if they had any comments on the playground equipment. The following responses were received.

- *Lovely ideas and we need a good playground in the south.*
- *Nature Play - Sculptured native animals.*
- *Herb and flower garden at mud kitchen- naughts and crosses table with black and white stones as a feature and playing pieces at base of the table, small wood stumps as chairs - a range of musical instrument art installations e.g. pouring small stones down a series of angled / ball run style metal tubed / mini platforms to make music - grooves in paths so when bikes ride over them a tune/melody is played.*
- *Scooter track and pump track. Tree house / tree bridges / Water features / Ninja warrior course / Fairy Garden. Check out Crystal Brook playground for nature ideas. The nature space Millicent has already, is not interactive after 10 minutes you have explored the whole place and are done. Need different spaces throughout the park to make the spaces feel intimate and engaging.*
- *Walking track around boundary of park. Potential for drink stations / rest stops / incorporation of exercise equipment.*

Other feedback

Two community members who attended the Council Office during the consultation and spoke to a Planning Officer had the following comments on the concept design.

- *A public toilet should not be included in the plan due to safety concerns regarding unsupervised children.*
- *A playground is necessary.*
- *The park should have CCTV surveillance.*

Engagement summary of younger stakeholders

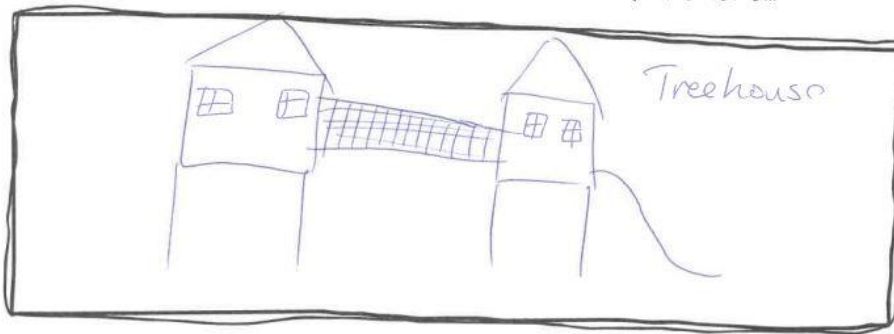
We engaged our younger community members who are very important stakeholders in this project by designing a child friendly version of the survey asking children to colour in their favourite playground elements such as jumping, obstacles, swinging and balancing.

There was also a section on the page to draw a picture of their idea for the park. The worksheet was distributed to local Kindergartens, Primary Schools, Gladys Smith Early Learning Centre and YMCA OSHC at St Anthony's.

A total of 31 worksheets were completed. A summary of the feedback received from the children is attached to this report and will be provided to the participating schools and Kindergartens. Examples of pictures submitted are as follows:



GOT ANOTHER GREAT IDEA? DRAW US A PICTURE HERE...



NAME: Gabby AGE: 4 YEARS
SCHOOL: St Anthony's

GOT ANOTHER GREAT IDEA? DRAW US A PICTURE HERE...



NAME: Jack AGE: 6 YEARS
SCHOOL: Newberg park primary sch

Lions Park Upgrade Working Group

A working group has been formed to represent users of the Lions Park and to work together in advancing the project. The working group consists of representatives from the Millicent Lions Club, local residents, Council staff, the Gladys Smith Early Learning Centre, and Unity Housing. All members of the working group are passionate about this project and are very keen to see it commence and develop.

The Millicent Lions Club have generously offered a \$5,000 cash contribution towards playground equipment in the Park and are also willing to offer in-kind labour where practical.

The Millicent High School have also expressed interest in working with the working group on the Community Garden project in the future.

Next Steps

Council's Planning Officer has analysed the feedback received from the community and has revised the concept design accordingly which is attached to this report. The changes made based on the feedback include:

- More pathways across the park, including additional kerb ramps for improved disability and pram access.
- A straight path across the park towards the Holzgreffe Street end.
- Additional shaded seating.
- A reduction in the size of the sports court and pump track to allow for an open, grassed space.
- The addition of football posts to the open, grassed space.
- A reduction in the number of community garden beds.

The specific children’s playground equipment will be selected during the detailed design phase in accordance with the most feedback received:

- Nature play
- Obstacles
- Balancing
- Swinging
- Spinning
- Rocking
- Interactive play
- Flying Fox
- Carousel
- Hill Slide

There is \$20,000 in Council’s current budget for the first stage of this project and with the \$5,000 Millicent Lions Club contribution, a small-scale project could be completed before 30th June 2023. It is proposed that the revised concept design is put to the Lions Park Upgrade Working Group for a decision on a suitable first stage project (subject to approval of Council’s Engineering department).

The Lions Park Concept Design will be used for future business cases and grant applications.

Financial Considerations

Budget Allocation	\$20,000
Budget Spent to Date	\$0
Budget Variation Requested	\$0

The design elements featured in the concept design, are dependent on both grant funding and future Council budgets.

Risk Considerations

Please refer to Wattle Range Council’s SharePoint Register: Millicent Lions Park Upgrade – Consultation for Design.

Policy Considerations

Policy 1.5 Community Engagement 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

The amended concept design will be provided to the Lions Park Upgrade Working Group.

A “What We’ve Heard” document has been prepared in language and tone suitable for distribution back to the children who participated in the consultation at the local primary schools and childcare centre (see attached).

RECOMMENDATION

That Council:

1. Receive and note the report.
2. Endorse the revised Lions Park Upgrade Concept Design.

LIONS PARK PLAYGROUND IDEAS



Thank you to the children that voted on the elements that they would **LOVE** to see in the Children's Play Area of Millicent's Lions Park Concept Design.

35

children took the opportunity to share their ideas with Council

This was how they voted...

JUMPING



20

OBSTACLES



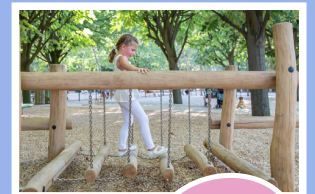
28

SWINGING



26

BALANCING



27

SPINNING



25

ROCKING



26

INTERACTIVE PLAY



24

FLYING



25

We also received some great drawings. you can see them here...

It might take a long time for you to see these ideas in the Lions Park but we will be working closely with the Lions Club and other people in the community to bring something to your park as soon as we can.


SCAN ME



www.engage.wattlerange.sa.gov.au

to ~~the~~
 to ~~the~~ A form I Josh Bennier I am 13
 at Lions Park. There is not much to do
 here is an idea ~~to~~ ~~add~~
 here as well it is very safe ~~to~~ ~~add~~ ~~code~~ you make a playground
 the house around it

LETTER NO: 1219809		FILE GF/ 242-2/1		PF/	
DATE RCVD		18 OCT 2023		REFER TO: EA	
CEO	DCS	DDS	DES		FILE

To the mayor: From 

I am 13 living near the Lions Park.

There is not much to do.

I have an idea to add a playground if
 it is possible as there is a lot of kids
 who would benefit from it.

It is a safe area as there are a lot of
 houses that have kids themselves.

If you would like to get in contact me
 my address is:



Thank you for your time.



Margo Phillips

From: [REDACTED]
Sent: Wednesday, 25 October 2023 3:54 PM
To: Council
Subject: EI2023/220082 - 16.65.1 - lions project

With all the best intentions, the garden/fruit tree area is a non-starter.
It would need formidable security which defeats the purpose.
I get plants stolen from my front yard now, and vandalism will surely wreck it.

[REDACTED]

Margo Phillips

From: Margo Phillips
Sent: Tuesday, 31 October 2023 1:59 PM
To: Margo Phillips
Subject: EI2023/220252 - 16.65.1 - FW: Lions Park residents re the Proposed Concept Plan

Subject: Lions Park residents re the Proposed Concept Plan

Hi

Thanks for asking about others around the Park who are not keen on the Concept Plan
 Most have just talked to me while I have been in the garden, two have actually come to see me

I have encouraged them to go to the Library and ask for help in submitting their thoughts, rather than me facilitating it

Who:

1. [REDACTED]
 They have been to all of the gatherings in the park and a couple of the early meetings at the Library complex
 Concerned about:
 The fruit trees - who will maintain them?
 The Pump Track and its impact on quiet enjoyment of the park and their exposure to noise etc
 Lack of open space for youngsters to kick footballs or play cricket - the cricket matches of two years ago had quite a following
 No straight paths across the park for folk on bikes, gophers, walker sand parents pushing prams - means they have to keep being at risk on the roadways
 No provision for the tables and chairs under shade trees that had been asked for several times - the idea behind this was that it would encourage folk out of their homes to socialise in the park

2. [REDACTED]
 Statement - " it looks like a great plan for a city park, not our town"
 Concerned about:
 No straight path across the park - will have to stay riding on the road
 No open space for kids to play footy

3. [REDACTED]
 Concerned about:
 No straight paths to allow people to cross the park to Stark Ave,
 It's pretty " busy" , great re the kids playground - they need it, that's great, but will they need all of those things?
 can't it be simple - they love the swing

4. [REDACTED]
 Told by others that he does like to idea of the Pump area and thinks it needs a footpath on Holzgreffe to enable walkers, bikes and gophers to get off the road
 NB - there's about three older folk who use gophers who have to use the road to get up the street

I hope that this helps

Personally, the thing that dismays me most is the lack of straight paths across the Park from Whennnen and Wiltshire Sts

It's something that we asked for from the very beginning

Cheers



Virus-free. www.avg.com

LIONS PARK UPGRADE (Revised Concept Design)

BENEFITS OF UPGRADATION OF LIONS PARK



Contribute to community identity



Appeal to all ages



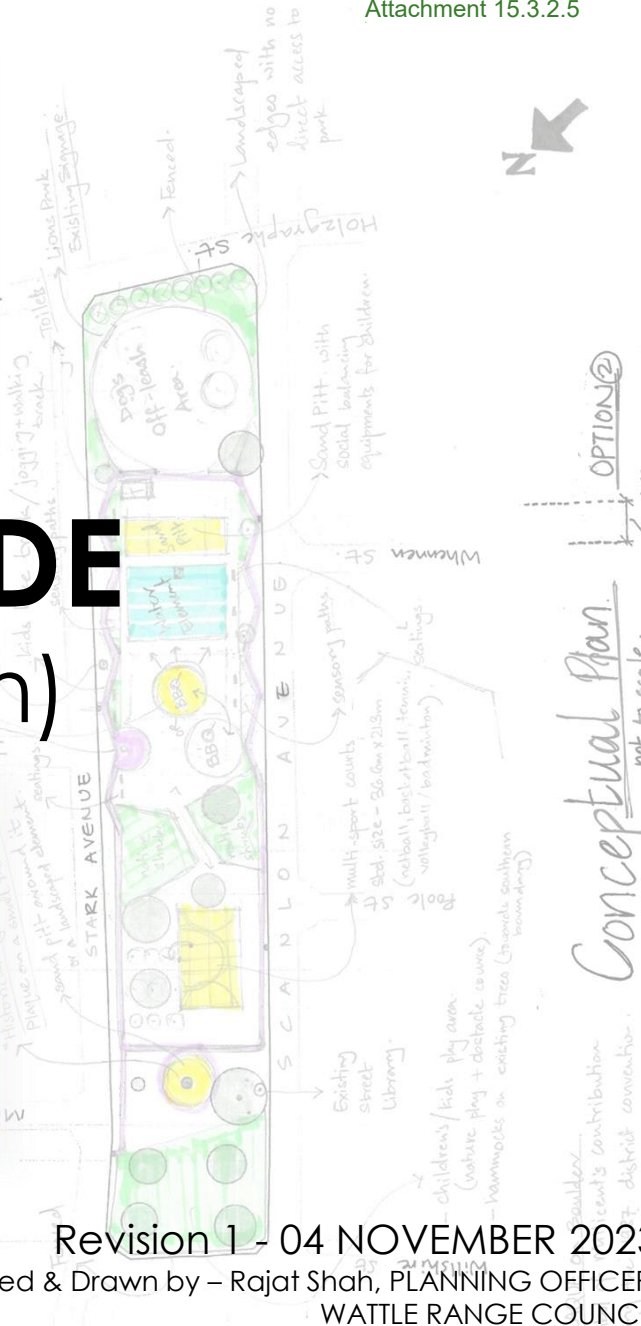
Create valuable green space



Provide active and passive recreational opportunities



Contribute to the health and wellness of a community



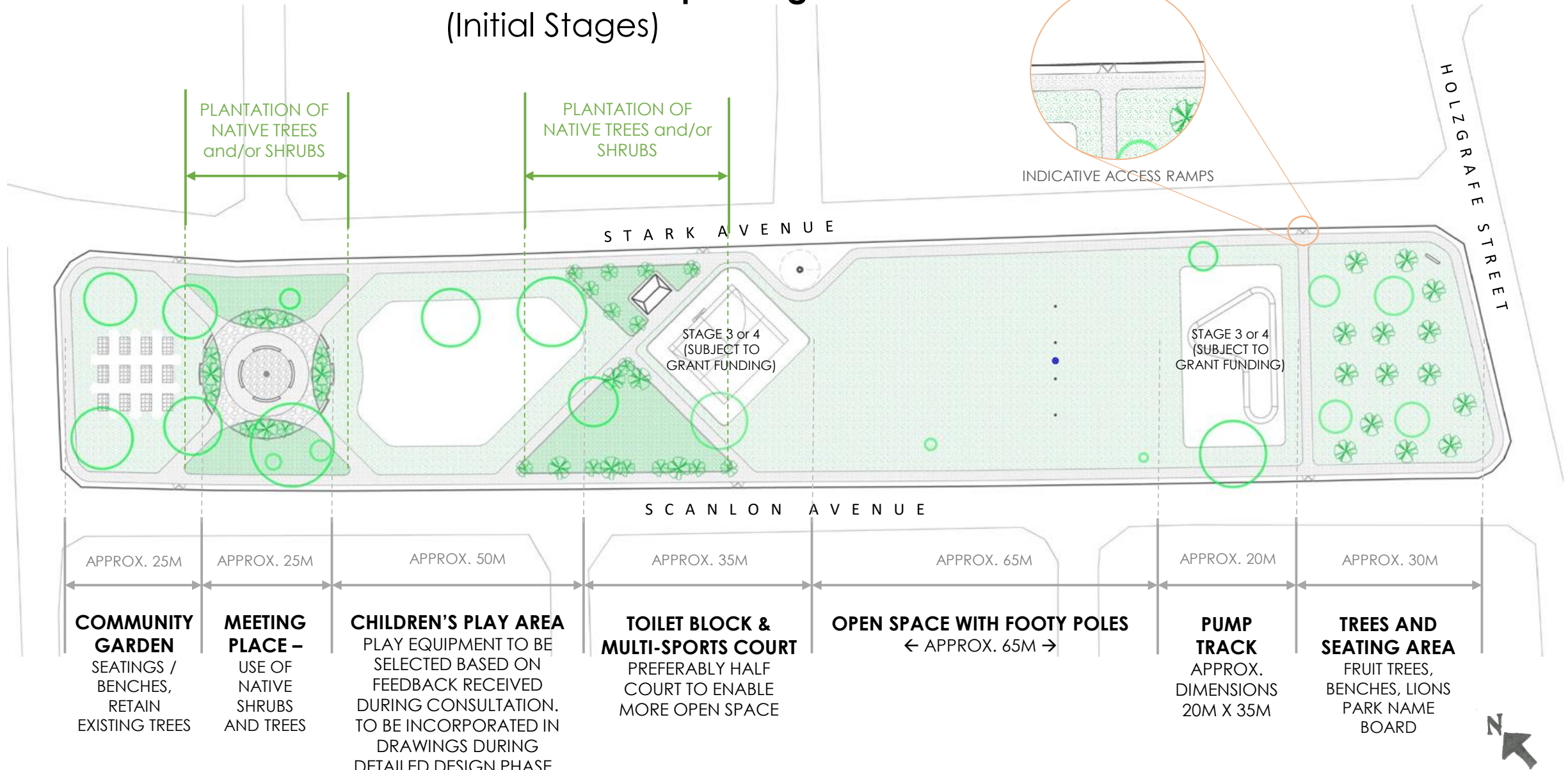
OPTION 2
not to scale.
10m.

NOT TO SCALE - BUT PROPORTIONATE

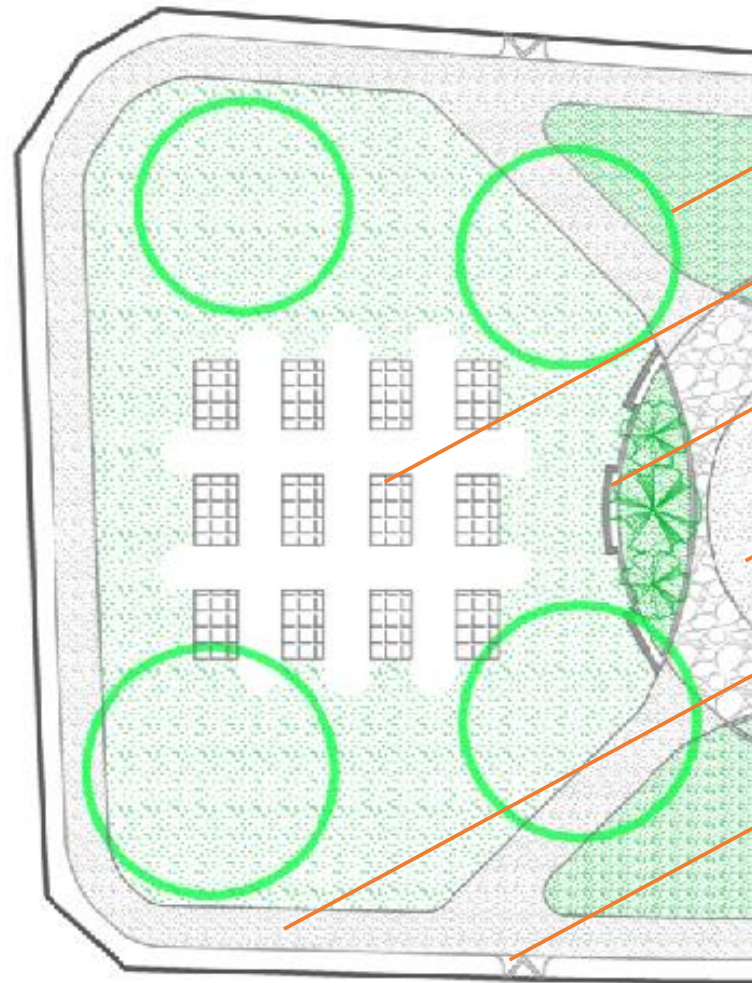
Revision 1 - 04 NOVEMBER 2023

Designed & Drawn by - Rajat Shah, PLANNING OFFICER, WATTLE RANGE COUNCIL

LIONS PARK UPGRADE – Revised Concept Design (Initial Stages)



COMMUNITY GARDEN / FRUIT TREES



Existing Trees

Community Gardens

Seating area designed around meeting place and in shade of trees

Meeting Place

Walking/jogging Path (All along the park)

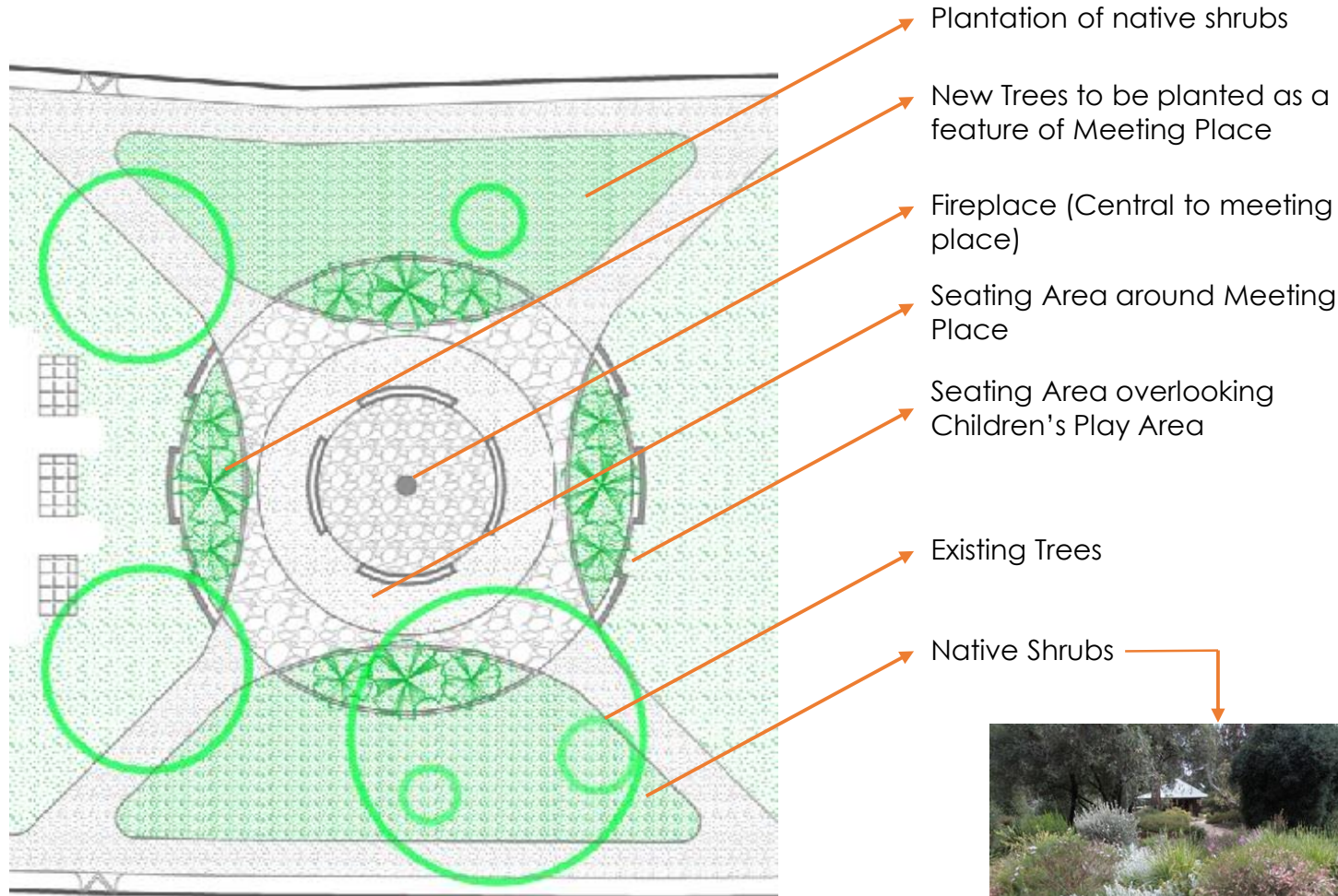
Access Ramp

Approx. area – 780m²



*images for reference purposes only

MEETING PLACE

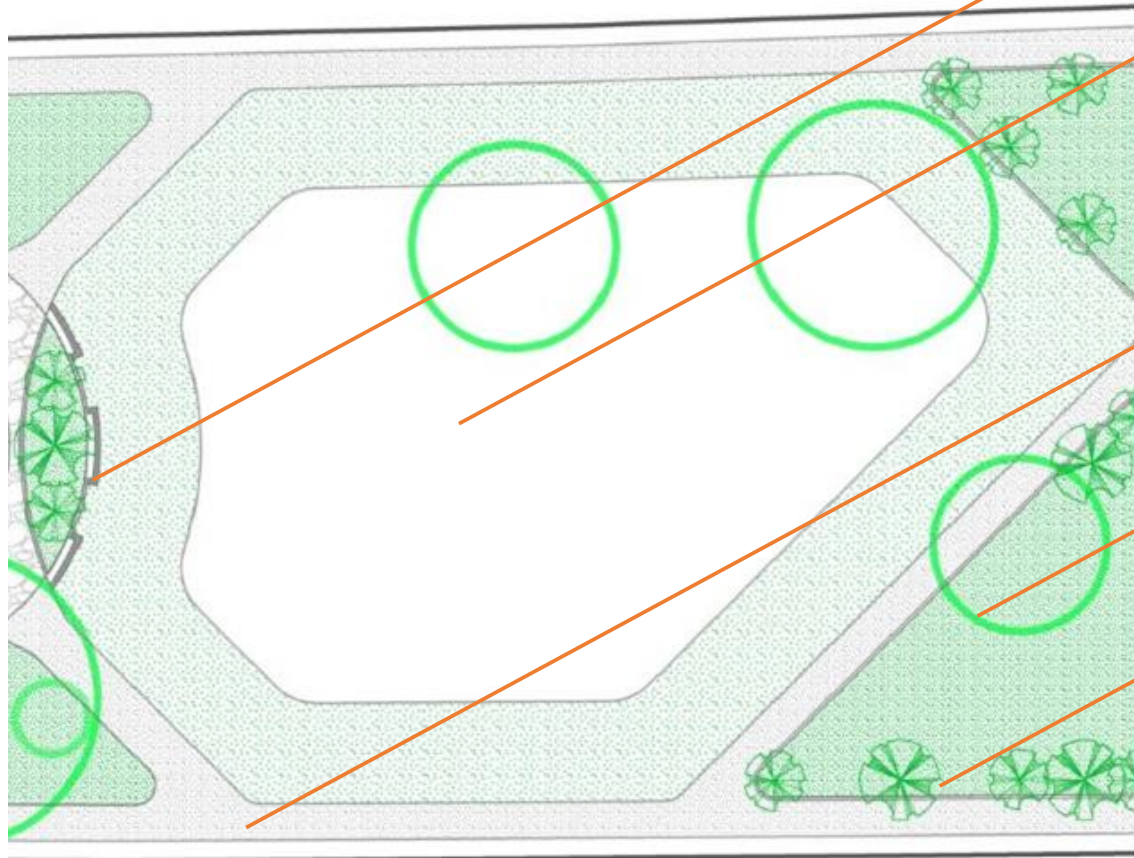


Approx. area – 420m² (Meeting Place Circle)



*images for reference purposes only

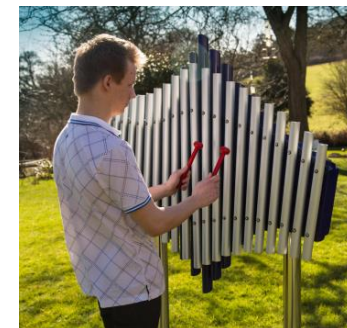
CHILDREN'S PLAY AREA



- Seating overlooking Children's Play
- Children's Play Area (Detailed design to consider feedback received during consultation as outlined below)
- Walking/jogging Path (All along the park)
- Existing Trees
- Plantation of new shrubs/Bushes

Approx. area – 1490m²

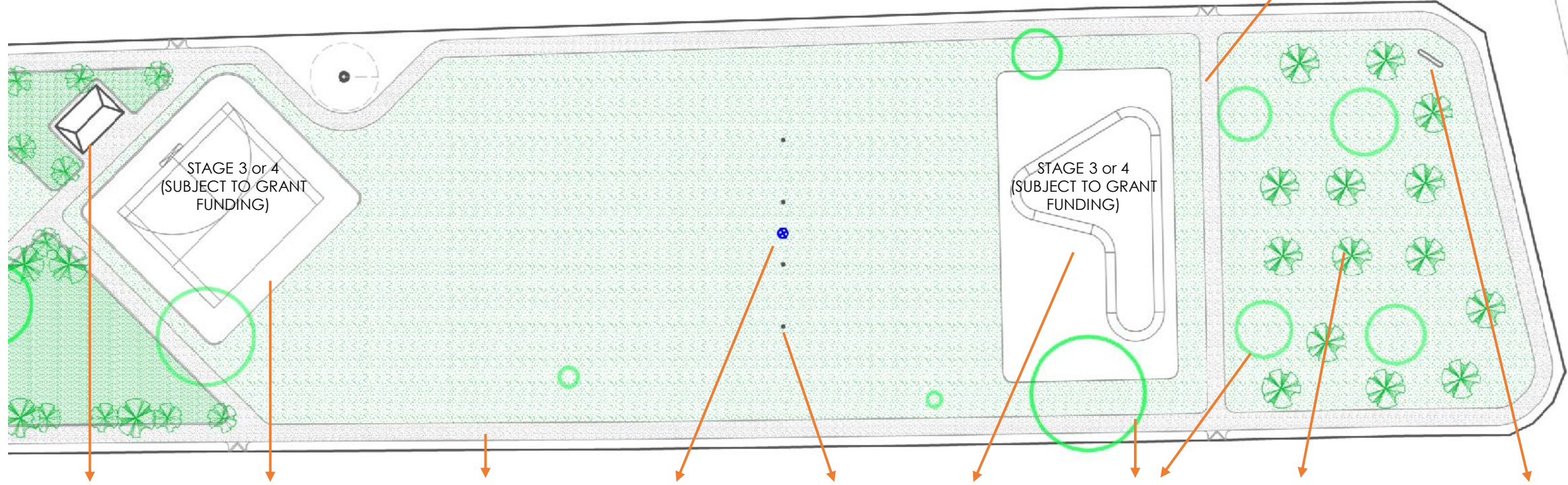
FAVOURED EQUIPMENT BASED ON FEEDBACK –
Nature play, Obstacles, Balancing, Swinging, Spinning, Rocking, Interactive play, Flying Fox, Carousel, Hill Slide.



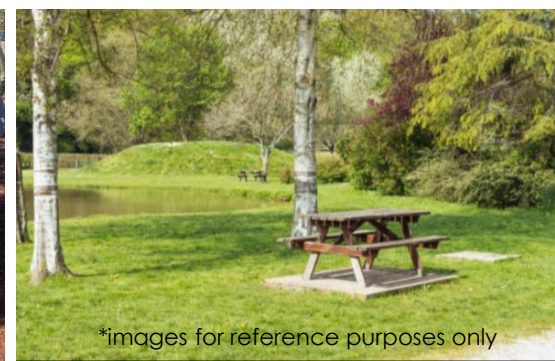
Images for reference purposes only

MULTI-SPORTS COURT, PUMP TRACK, TOILET BLOCK

Approx. area - 4000m²



- Toilet Block
- Multi-sports Court
(Preferably half court)
- Walking / jogging Path
- Existing water irrigation valve
- Footy Goal Posts
- Pump Track
- Existing Trees
- Reserve space for
plantation of Fruit Trees
and seatings
- Lions Park
Existing Signage



*images for reference purposes only

OTHER ELEMENTS TO BE CONSIDERED AND INCORPORATED IN DETAILED DESIGN –

- **WATER FOUNTAINS FOR DRINKING WATER FACILITY**
- **ACCESS RAMPS – INDICATIVE LOCATION OF ACCESS RAMPS SHOWN IN REVISED DRAWINGS**
- **BINS**
- **DOG BAG OUTLET**
- **SEATINGS / BENCHES**
- **STORAGE SPACE FOR EQUIPMENTS NEAR COMMUNITY GARDEN BEDS**
- **NETTING TO COMMUNITY GARDEN BEDS, MULTI SPORT COURT**

15.4 Director Engineering Services

15.4.1 Plant and Equipment Asset Management Plan

Report Type	Officer Report
Department	Engineering Services
Author	Bridget Johnson
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	Low
Strategic Plan Reference	Theme 4 - Infrastructure & Asset Sustainability 4.1 Create a sustainable stock of assets, with appropriate long term asset planning and optimal use.
File Reference	GF/7.7.3/1
Attachments	1. WRC Plant and Equipment Asset Management Plan V 1 [15.4.1.1 - 4 pages]

Purpose of Report

To adopt the Plant and Equipment Asset Management Plan after a period of public consultation.

Report Details

The Plant and Equipment Asset Management Plan forms part of the Council's greater Asset Management Strategy. The Plan outlines the future path for renewal, replacement and upgrades of Plant and Equipment assets, whilst detailing the future financial implications and whether the strategy is sustainable into the future.

Pursuant to section 122(1a)(b) of the *Local Government Act 1999*, Council must develop and adopt infrastructure and Asset Management Plans, relating to the management and development of infrastructure and major assets by the Council for a period of at least 10 years. The Asset Management Plan must be consistent with Council's Strategic Plan, Long-term Financial Plan and Annual Business Plan.

As part of its Asset Management Strategy, Council has determined that Asset Management Plans are required for each of the major asset categories. Council has Asset Management Plans for Buildings and Structures, Plant and Equipment, Roads, Footways, Kerbs, and CWMS. The current Plant and Equipment Asset Management Plan was adopted in 2016 and is overdue for revision.

Asset management planning is a comprehensive process to ensure delivery of services from infrastructure is provided in a financially sustainable manner. Asset Management Plans examine both the financial and physical attributes of an asset class.

The Plant and Equipment Asset Management Plan has been drafted in accordance with the national framework template issued by the Institute of Public Works Engineering Australasia (IPWEA).

The Plan details the maintenance and capital expenditure required over the life of the Plant and Equipment assets. The Plan includes financial attributes and indicators such as annual depreciation, 10-year works programs for renewal and upgrade, as well as annual expenditure required for operations and maintenance.

The financial information in the Asset Management Plan informs the preparation of Annual Business Plans and Council's Long Term Financial Plan and provides information to Council on the affordability and sustainability of the Plant and Equipment Assets into the future.

No comments were received from the community during the consultation period.

Financial Considerations

Budget Allocation	Nil
Budget Spent to Date	Nil
Budget Variation Requested	Nil

The Asset Management Plan is directly linked to Council's Long-Term Financial Plan and Annual Business Plan. Included in the Asset Management Plan is financial information including capital expenditure new and renewed, depreciation and lifecycle costs for the assets.

Risk Considerations

The risk associated with the recommendation is Low. The risk was determined from the Regulatory risk category and assessed to have a Minor consequence of non-compliance and Rare likelihood of the non-compliance, i.e. in exceptional circumstances, after the Asset Management Plan is adopted.

Policy Considerations

The Asset Management Plan is consistent with Policy 95 – Assets and consultation was undertaken in accordance with Policy 1.5 – Community Engagement.

Legislative Considerations

The Asset Management Plan is a requirement under the *Local Government Act 1999*.

Environmental / Sustainability Considerations

The Plant and Equipment Asset Management Plan will assist Council in minimising future environmental impacts of plant and fleet.

Communication & Consultation Considerations

The plan was released for a period of public consultation in accordance with Council's Community Engagement Policy. Once adopted, the plan will be available on Council's website (<https://www.wattlerange.sa.gov.au/our-council/plan-and-financial/other-plans>).

RECOMMENDATION

That Council:

1. Receive and note the report; and
2. Adopt the Plant and Equipment Asset Management Plan.



WATTLE RANGE COUNCIL – PLANT & EQUIPMENT ASSET MANAGEMENT PLAN

Context

Wattle Range Council (WRC) is located on the Limestone Coast and stretches from the Coast to the Victorian Border.

To ensure appropriate infrastructure and services are in place for current and future generations, WRC is required to adopt an Asset Management Plan to guide investment decisions.

The Purpose of the Asset Management Plan

The purpose of the Asset Management Plan is to:

- Demonstrate the responsible management of assets (and services provided from assets),
- Compliance with regulatory requirements, and to
- Communicate the scale of infrastructure investment required to sustainably deliver affordable services for the community in the foreseeable future.

The Plant and Equipment Asset Management Plan provides a summary of the assets, their performance and actions required to achieve the strategic objectives outlined in the Wattle Range Council Strategic Plan 2023-27.

Council's Wattle Range Council Strategic Plan 2023-27, formed following extensive deliberative engagement, identified the community's aspirations for the future of the WRC.

Any trade-offs on performance, cost, and risk will be reviewed as part of ongoing deliberative engagement with the community. Where risks are considered high, due assessment and control measures will be employed to ensure exposure is minimised as much as possible.

The Approach

WRC's goal in managing plant and equipment assets is to meet the required level of service in the most cost-effective manner.

The Plant and Equipment Asset Management Plan incorporates the asset policy and strategy by incorporating a whole of lifecycle

approach to forecast the outlays required to deliver the strategic objectives outlined in the Wattle Range Council Strategic Plan 2023-27.

Future operating, maintenance, and capital renewal outlays are based on sustaining current service levels. Meeting the demands of growth and changing circumstances are managed through the careful consideration of new projects and programs including the adoption of emerging technologies.

The combined forecast lifecycle outlays required are balanced with the funds made available in the 10-year Financial Plan ensuring services are provided at an affordable level.

All dollar values in this document are presented in 'real terms' (i.e. net of inflation) as of 30 June 2022.

The Assets and Service Life

Community values, stakeholder expectations and sustaining services at an affordable level are typically high on the agenda for WRC's ratepayers and members of the community.

WRC plant and equipment assets comprise of assets that are moveable/relocatable and not fixed in place:

- Car Fleet (for example sedans, wagons and utilities, etc)
- Major Plant (for example trucks >4.5 tonne GVM, ride on mowers, crane attachments, hydro vacuum, etc)
- Minor Plant (for example trailers, push mowers, edgers, chainsaws, generators, power tools, workshop equipment etc)

WRC's plant and equipment assets provide a wide range of services to meet community needs, such as:

- Grading of unsealed roads
- Street sweeping
- Mowing
- Sealed road repair
- Construction of and maintenance to kerb and footpath

All assets are provided with a baseline straight line 'useful life' value, used for the purposes of life cycle cost planning and



WATTLE RANGE COUNCIL – PLANT & EQUIPMENT ASSET MANAGEMENT PLAN

accounting for asset valuation and depreciation. The service life of plant and equipment assets are based on several criteria:

- Usage high / typical
- Potential business interruption
- Re-sale value
- Maintenance costs – complex and expensive to repair or standard maintenance and servicing
- Safety
- Fit-for-purpose – able to undertake tasks required
- Condition/Council's image – public facing or not public facing

The service life of plant and equipment assets differs from the standard design life and useful life as it also accounts for the ongoing maintenance and renewal of the asset to maintain a designated technical level of service and also incorporates the most cost efficient point at which to replace the plant and equipment.

Table 1 Service Life – Plant and Equipment by Categories and Types

Plant and Equipment Category	Service Life (Years)	Mileage
Light Vehicle – Mayor (Coincide with elections)	4	Not Applicable
Light Vehicle – Petrol / Electric / Hybrid	4	150,000 km
Light Vehicle – Diesel limited private or private use	5	200,000 km
Light Vehicle – Diesel no private use	9	200,000 km

Major Plant – High wear (ride on mowers, street sweepers and Flocon)	5	Not Applicable
Major Plant	10	
Major Plant - Grader	12	9,000 hours
Major Plant – Loader, Backhoe and Trailers	15	6,000 hours
Major Plant – Forklift	20	Not Applicable
Major Plant – Tow behind Rollers	40	Not Applicable
Minor Plant	5	Not Applicable

The Gross Replacement Cost of the depreciable assets supporting these services is estimated at \$11,850,383, depreciating at \$760,000 per year (based on current useful life assessments) resulting in a written down value of \$5,942,243 as at 30 June 2022.

Asset Performance

The plant and equipment assets are overall well maintained and operate at a high standard

The main service challenges anticipated in the short to medium term are:

- Major plant breakdown requiring significant renewal funding
- Theft, vandalism, or accident resulting in replacement of plant or equipment item

The primary focus is to ensure the ongoing provision of safe and fit for purpose assets, timely response to defects and failures ensuring interruptions to services is kept to a minimum.



WATTLE RANGE COUNCIL – PLANT & EQUIPMENT ASSET MANAGEMENT PLAN

Future Demand

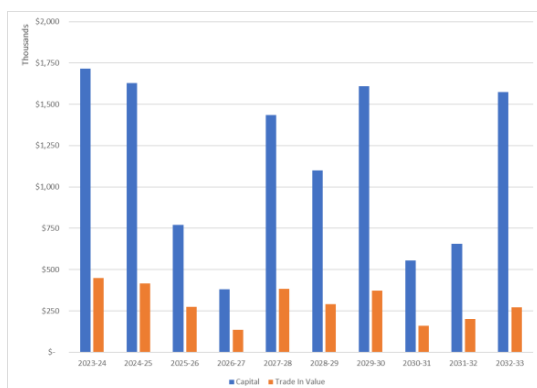
The main demands for new and/or altered services are created by:

- During the life of this plan it is understood that there will likely be a move to hybrid or electric vehicles for the car fleet. Each replacement will be assessed case-by-case for cost benefits and fit-for-purpose applications. It has been assumed that the higher cost of these vehicles will be offset by the savings on maintenance and fuel therefore the forecast lifecycle outlays have remained unchanged from current replacement costs.
- Increase in costs for fuel and parts.
- Emerging technologies such as GPS tracking and advanced safety technology

These will be managed through a combination of applying non-asset solutions, managing existing assets and acquiring new ones.

What does it Cost?

The forecast lifecycle outlays required over the next 10-years to deliver on the strategic objectives is estimated to be \$1,142,300 on average in capital outlays per year (in real terms). Considering trade in value the estimated net capital outlay is \$847,000.



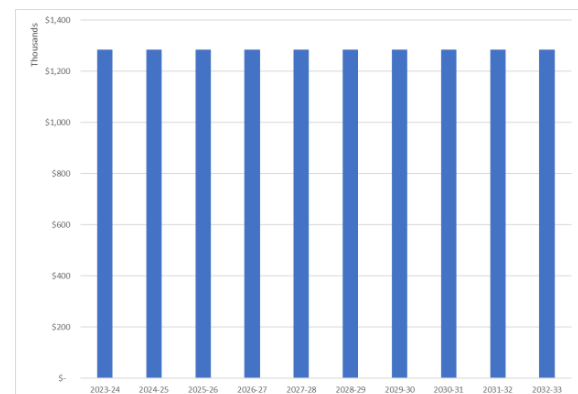
Forecast Capital Expenditure and Trade in Values

Maximising service delivery from our assets is our primary focus. Council does not use condition assessment for its plant and equipment assets, unless the condition renders the vehicle unsafe or unserviceable during an inspection or risk assessment. It

instead uses the acquisition date-based approach where assets are replaced at the end of their service life or when the mileage trigger is reached whichever is attained first. However, each item is assessed at end of its service life to understand its usage and purpose to establish whether to retain the item i.e. add more service life or whether a replacement is required. It is noted that there are some major plant assets that have been identified as not to be replaced but will be run-to-fail and then disposed.

Minor Plant are currently renewed based on the run-to-fail approach and do not have forecast renewal budget allocated. Moving forward Council will investigate and implement an acquisition data-based renewal approach for Minor Plant.

The forecast expenditure required over the next 10-years to deliver on the operational work is estimated to be \$1,285,140 on average per year (in real terms).



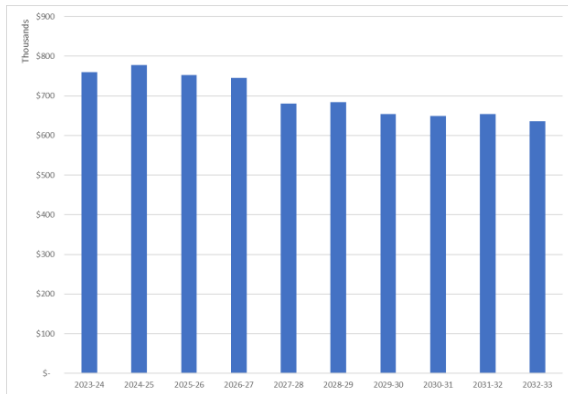
Forecast Operational Expenditure

Plant hire rates (rates applied to plant to cost works internally) will be reviewed every two years. Plant hire rates are only applied to Light Vehicles and Major Plant. The methodology employed to calculate plant hire rates considers the mileage or hours recorded on the item from the date of purchase and fuel and maintenance costs.

The forecast depreciation expenditure required over the next 10-years is shown in the below graph.



WATTLE RANGE COUNCIL – PLANT & EQUIPMENT ASSET MANAGEMENT PLAN



Forecast Depreciation Expenditure

What we will do

The available funding of outlays in Council's long-term financial plan (LTFP) for the same period is 100% of the cost to provide the service.

Deliberative engagement with community ensures we focus on providing services in line with community needs and expectations. We will do this by improving efficiency by operating, maintaining, replacing, and upgrading of plant and equipment to meet service levels set in annual budgets.

What we cannot do

Estimated available funding for the 10 year period is expected to be 90-110% of the cost to sustain the current level of service at the lowest lifecycle cost.

Large capital new/upgrade projects identified in this AMP, which are discretionary in nature, will be considered individually each financial year and as such future capital expenditure profile documented in this AMP will change.

Managing the Risks

There are risks associated with providing any service and we have identified the major risks to be the same as the anticipated service challenges.

We will endeavour to manage these risks within available funding limits.

Subject to outcomes of the above it may still be necessary to spend more on managing assets to maintain services in future. This will be closely monitored over time and outcomes will be reported in future plan updates.

The Next Steps

The medium to long-term outlook suggests that priorities should remain focused on ensuring operations, maintenance and replacement of existing assets remain at sustainable levels whilst monitoring and responding to demand and growth challenges as they occur.

15.4.2 Millicent Swimming Lake

Report Type	Officer Report
Department	Engineering Services
Author	Peter Halton
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	Low
Strategic Plan Reference	<p>Theme 1 - Community Vibrancy & Presentation 1.1 Maintain and enhance public space areas including parks, public places, car parking, street lighting and streetscapes to provide vibrant, attractive areas.</p> <p>Theme 3 - Infrastructure & Asset Sustainability 3.1 Create a sustainable stock of assets, with appropriate long term asset planning and optimal use.</p>
File Reference	GF/16.55.1/4
Attachments	1. 15.4.1 Millicent Swimming Lake Renewal - with Water Mark [15.4.2.1 - 7 pages]

Purpose of Report

Provide Council an update on the reconstruction of the Millicent Swimming Lake and seek direction on whether the Council wish to open the facility for the short duration during the swim season.

Report Details

Council was presented with an officer report at the 12 September 2023 Council meeting (see attached) which detailed the issues around the condition of the swimming lake and that a reconstruction of the asset is required. The report indicated that this decision would impact on the swim season and resolved to authorise the CEO to tender for the reconstruction of the Millicent Swimming Lake floor and bring a tender evaluation report back to Council for its final consideration.

To achieve this action Council has engaged the services of a specialist consultant in Aquatic Engineering to undertake a detail investigation of the asset and provide detailed specification and scope to complete the works. This has included an assessment of the current filtration system and for a design solution to address filtration and chlorination of the lake.

The consultant completed a detailed survey to locate all the existing assets and a geotechnical assessment of the ground conditions of both the lake floor and surrounds. Council has also under direction from the consultant, excavated along the walls to assess the condition and understand the footing design as no records were available of the original structure which was built in 1970.

The consultant is yet to finalise the detailed design with this work anticipated to be completed by the end of November. Following completion of this, we will proceed to tender with the intent of appointing a contractor to undertake the works. At this stage it is anticipated an evaluation report will be brought back to the Council meeting of 13 February 2024.

In addition to this, to ensure the community is well informed, we have released social media posts to update the community, prepared public information on the Council Engagement website and attended the Millicent Show over both the Friday and Saturday to answer any questions the community may have about the Millicent Swimming Lake.

Below is a screenshot of both the social media post and the Engage website with the information provided to the public:



Wattle Range Council

1d · 🌐



13 bore holes and 4 test pits were dug at the Millicent Swimming Lake earlier this week as the aquatic engineers conducted geotechnical investigations to assist with the design of the planned reconstruction.

Council staff assisted as the engineers gathered soil samples and measured the existing footings. This data is needed to help define the extent of the work required.

Find out what is happening at the Millicent Swimming Lake, and ask any questions by visiting <http://www.engage.wattlerange.sa.gov.au/millicent...>

You will also have an opportunity to chat with your Elected Members about the project at the upcoming Millicent Show. You'll find them in the indoor trade hall answering any questions you may have.



👍 57

15 comments 19 shares

👍 Like

💬 Comment

➦ Share

Millicent Swimming Lake Reconstruction



After the 2022/23 summer it was discovered that excessive amounts of water had been used to maintain the levels of Millicent Swimming Lake and on investigation it was determined that the 50-year-old lake floor had been compromised in multiple locations.

The condition of the lake floor could not be fully assessed until the lake was drained and dry after winter.

Aquatic engineering advice has recommended that the best long-term solution would be to remove the existing bitumen seal, reshape the limestone base and concrete the entire floor. This work can only be done during dry weather.

Upgrades to the filtration system and improved disability access are also being designed to enable all to enjoy the renewed facility and this infrastructure upgrade will transform this important asset, extending its life for many decades to come.

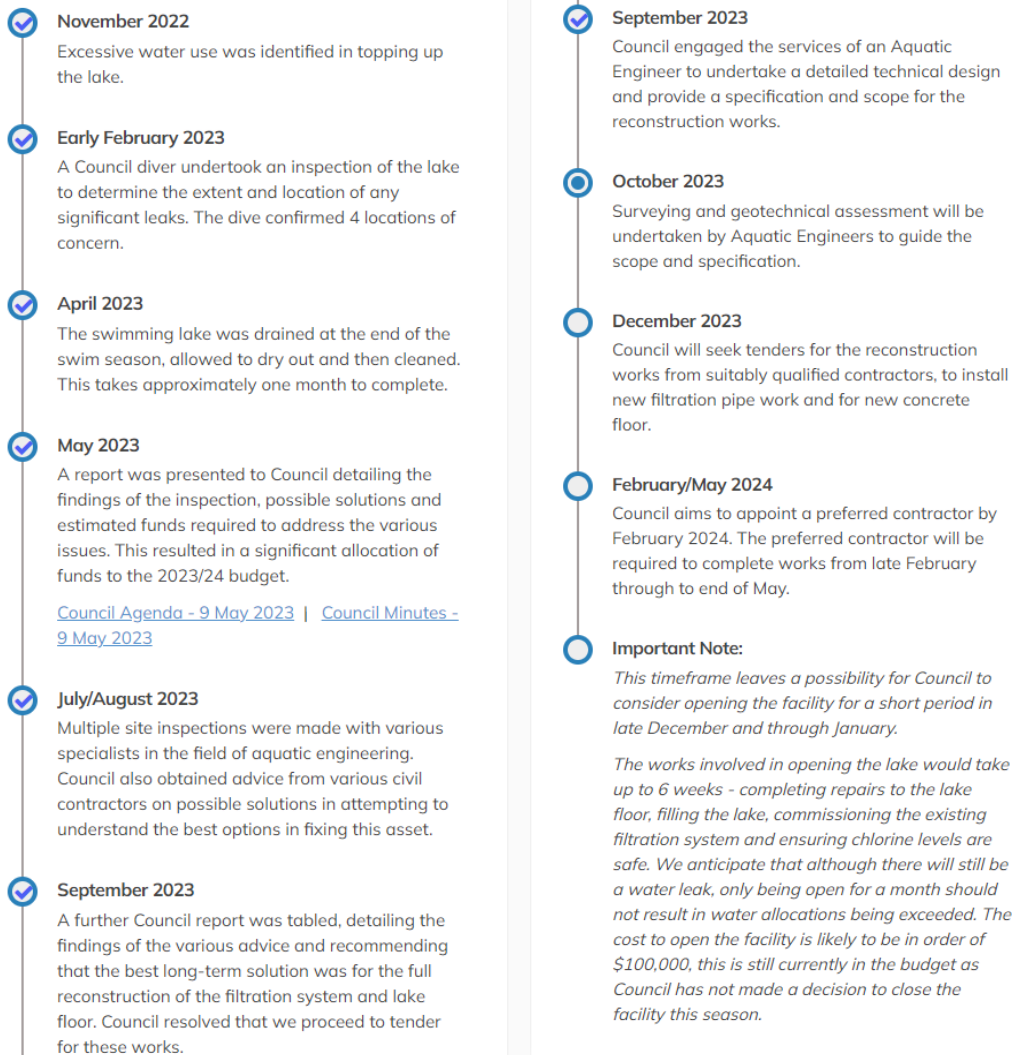
Although it is unfortunate that the 2023/24 swim season will be impacted at the Lake, the full extent of this impact is still being assessed. Any opportunity to open the lake for a shortened period will be considered by the Council.

Key points:

- The Millicent Swimming Lake is over 50 years old.
- The Naracoorte Swimming Lake is similar in design and age and went through the exact same process several years ago.
- The deteriorated lake floor is currently made up of a bitumen seal over a limestone base - just like a sealed road.
- Just like a road, this bitumen seal needs to be periodically reapplied.
- Just like filling potholes, we have been undertaking routine maintenance on the lake every year.
- After 50 years, the limestone base has failed and needs to be fully reconstructed.
- A concrete liner is a superior long-term solution to bitumen, as it will prolong its life and reduce future maintenance costs and disruptions.
- We also want to make use of this 1 in 50-year opportunity and replace the underground filtration pipes to improve water quality.
- This work can only be done when the lake is completely dry.



Estimated Project Timeline (Subject to change)



We have received several responses on the Council social media page and also have had some questions raised on the engage website which we have provided answers to on the site. These can viewed by the link <https://www.engage.wattlerange.sa.gov.au/millicent-swimming-lake-reconstruction>

The attendance at the Millicent Show did not generate many comments from community. Most people indicated that they were aware of the issue and understood the decision to fix the asset. Some when asked, felt it was best to keep it closed for the season with others stating it would be great if it could be opened even for a short period. The split in comments aligned in general with demographics with parents with children supporting the facility being opened for at least some of the time.

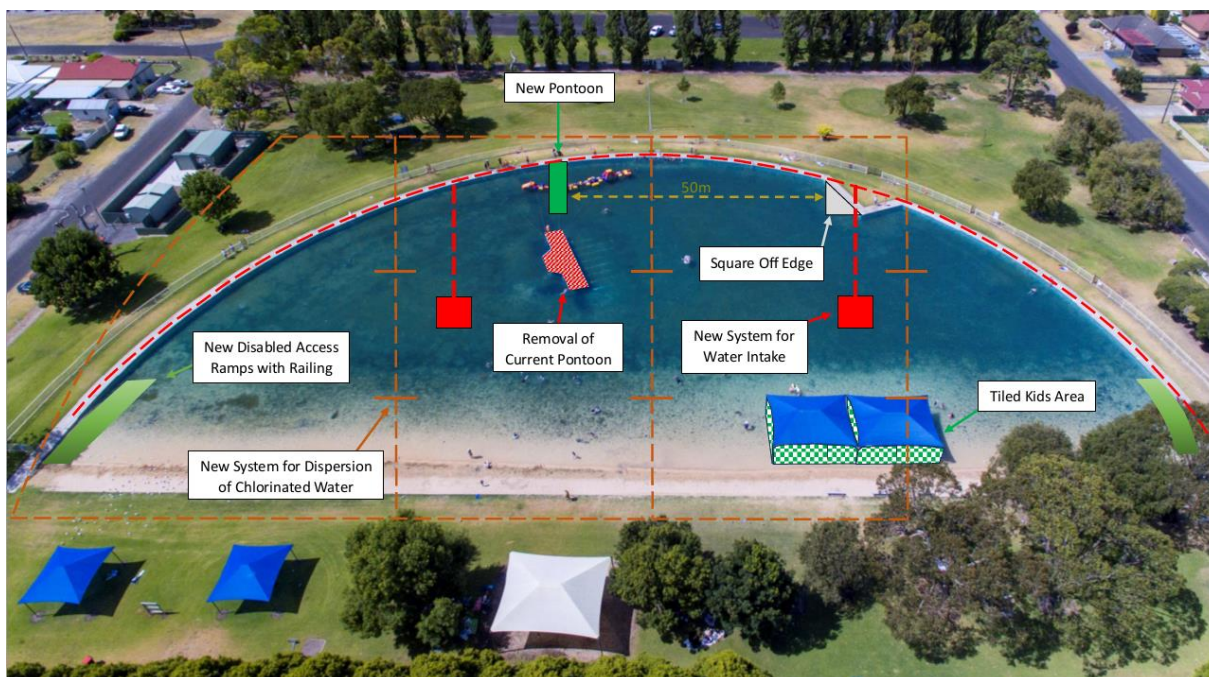
Next Steps

Once we have tendered and awarded a contract, we will have a clear understanding of the costs and timeframe for the works. We are proposing to put in the contract, that the works need to commence immediately and be completed within 6-8 weeks. Prior to this Council will commence some of the demolition works as detailed in the scope of the design so that the works are completed in the shortest possible time to avoid any impact from the weather as the works must be completed in dry conditions and not in extreme heat above 32 degrees.

The reason for the delay is to undertake the investigation which was completed as soon as possible following the appointment of the consultant. We are working as quickly as possible to complete the investigation and detailed design which is critical to ensuring that the works are completed to an appropriate standard and that the asset will last for the next 50 years for the public to enjoy.

We are also working on practical options for improvement to the facility. These are as follows and detailed in the concept plan:

1. Improvement to the filtration system both in the increase of the turn-over rate of water to ensure water quality is retained and improve the circulation of water.
2. Improvement to allow for the draining of the lake to ensure during the period the lake is closed, it remains empty by addressing the issue of the lakes drainage system which currently results in about 20cm of water holding in the lake during rain periods. This will not only address safety but also an opportunity to use the lake area for other recreational purposes outside of the swimming season such as skateboarding.
3. Improvement to access the lake for people with a disability with modifications to the grade to allow for safe entrance into the water and provision of an additional path at the west end of the lake near the beach volleyball area and handrails (refer to concept below).
4. Modification of the 50m swimming area and removal of the current platform relocating the 50m adjacent to the northern edge of the lake and modifying the wedge section and installation of a second wedge as per the below concept. This has been proposed by the Aquatic Engineer as it will move the swimming lanes closer to the edge of the pool to improve safety, access and viewing for aquatic carnivals (school sports days).
5. Installation of two platforms to replace the one removed as per attached concept design. These are recommended by the Aquatic Engineer and will improve filtration as they would also be point for drawing water from the lake.
6. Installation of tiles to the children area under the shade structure. The Aquatic Engineers have recommended this to reduce the risk of slips and falls in this area, and this will offer a potential for a colourful design of tiles. This may be an option that is included in the design but deferred if budget does not allow for this solution however, we may be able to apply for a grant to complete this work.
7. Installation of some splash items in the children's area such as those detailed below. The Aquatic Engineers are saying this is possible in the design. We are unsure on the cost to deliver this outcome so are proposing to design then consider in the evaluation of tenders if we could proceed with this outcome. As per the tiles it could be something that we defer and seek a grant to support this inclusion at a later date.



Impact on the 2023/24 Swim Session

Council has been very clear in communicating that the works are going to impact on the ability to open the facility over the full season. Council has not at this time, indicated that the facility will be closed for the entire session. This was because although we were clear that works would have an impact on the swim season for the lake, with Council very keen to work hard at any opportunity to open the facility if viable and fit within timeframes for the works.

As can be seen from this and the details in the time frame provided on the website, Council does have the option to consider opening the lake for a brief period over the January school holidays for the community. The cost for this has been estimated to be in the order of \$100,000 and would involve the maintenance works to patch and repair both the worst areas of failure in the lake floor and any of the holes created by the geotechnical investigation and filling and commissioning the lake. If the Council resolved to open the facility it would be required to close the asset at the end of January to allow enough time for the emptying, cleaning and undertaking the demolition prior to the contractor commencing its works. The period proposed would be to officially open the lake to the public from 16 December 2023 and close the facility on Monday 29 January 2024 which would mean the lake would be open for the full period of South Australian and Victorian school holiday period.

The question is whether this proposal will put Council at risk of exceeding our water allocation. It is likely that as per previous years, the maintenance works are not going to stop the leak in the lake thus the reason why we are working toward the reconstruction of the asset.

The Aquatic Engineers have confirmed that the operation of the lake during January is not going to put at risk the ability to undertake the reconstruction outside any impacts on timeframe if delays occur in draining and cleaning the lake.

Financial Considerations

Budget Allocation	\$739,000
Budget Spent to Date	\$
Budget Variation Requested	Still to be determined

There are no known financial considerations related to this report.

Risk Considerations

There are two risks in the risk register relating to the Millicent Swimming Lake.

This report relates to the risk associated with major leaks in the surface of the lake resulting in a breach of water licence.

A further risk in this decision is a reputational risk in not opening the facility and the criticism by local and regional news as this is a highly used recreational asset.

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

Council has undertaken a large amount of public consultation on this matter over the past two months with several statements made by the CEO reported in the public paper, various articles, Council publishing on its engage website page and releasing information on social media.

RECOMMENDATION

That Council:

1. Receive and note the report.
2. Support the inclusion in the detailed design for the various options as detailed in the report to improve the Millicent Swimming Lake with the costs being brought back to a future meeting once costs are determined.

AND

3. Direct the CEO to open the Millicent Swimming Lake to the public between the 16 December 2023 and 29 January 2024.

OR

4. Direct the CEO to close the Millicent Swimming Lake for the full 2023/24 summer period.

15.4.1 Millicent Swimming Lake Renewal

Report Type	Officer Report
Department	Engineering Services
Author	Craig Turner
Disclosure of Interest	No Council Officers or Contractors have declared a Conflict of Interest regarding the matter under consideration.
Current Risk Rating	High
Strategic Plan Reference	<p>Theme 1 - Community Vibrancy & Presentation 1.1 Maintain and enhance public space areas including parks, public places, car parking, street lighting and streetscapes to provide vibrant, attractive areas.</p> <p>Theme 3 - Infrastructure & Asset Sustainability 3.1 Create a sustainable stock of assets, with appropriate long term asset planning and optimal use.</p>
File Reference	GF/16.55.1/4
Attachments	Nil

Purpose of Report

To consider proposed renewal works for the Millicent Swimming Lake.

Report Details

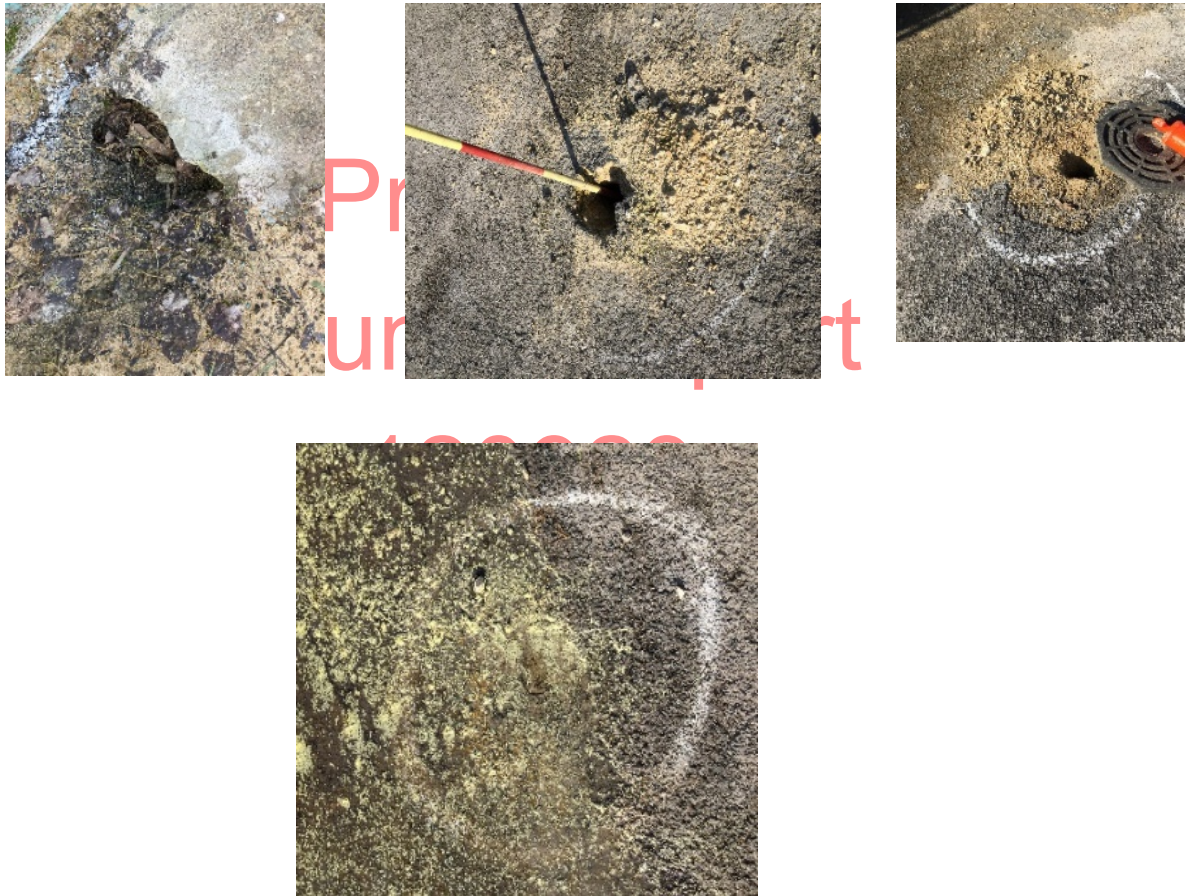
The Millicent Swimming Lake has been using excessive water and after investigation it was discovered that much of the lake floor has been compromised. There are also some operational issues that require attention before the floor treatment is addressed so the improvements need to be implemented in a systematic way. Much of the lake pipe work and associated equipment is outdated and its condition unknown. There is an opportunity to modernise and automate processes to reduce maintenance costs, improve efficiencies and minimize risks associated with ongoing compliance.



Lake floor- The current chlorination system flows from underneath the diving platform. This area has five large visible holes which are contributing to the water loss, and the entire area needs to be removed and reinstated.



There are up to fourteen other visible defects across the lake floor that are likely to be contributing to the leaks. These are mostly throughout the deepest section of the lake and as such would result in the greatest loss of water due to head pressure. Each of these defects are significant and will require immediate attention.



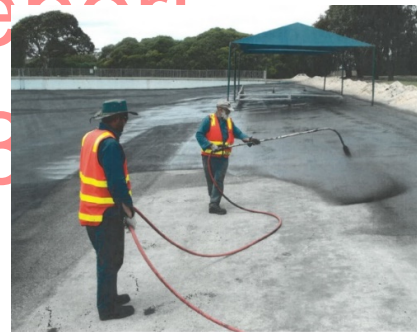
Towards the shallow end of the lake there are many areas that require reinstatement with evidence of cracking in the surface.



As the defects are significant and the water loss excessive the Council has allocated a significant budget to address the issue. At the time of establishing the budget the issues and potential solutions were not known. At this point in time we are considering two options to fix the asset, one being a resurfacing of the current floor and the second being a full reconstruction of the floor.

Resurfacing

Council officers have been in discussion with InRoads who are the contractor we use for resealing works on our sealed road network. They resurfaced the lake in 2010-11 (12 years ago) with a layer of spray seal after a complete and thorough clean of the lake floor. Below are some of the photos of the works being undertaken in 2010.



Reconstruction

The alternative to the resurfacing is the full reconstruction of the lake floor. Council inspected the Naracoorte Swimming Lake which was fully reconstructed several years ago due to a catastrophic failure in the floor (large hole opened up). The full reconstruction of the floor was undertaken by removing the existing seal reshaping and then concreting the floor.

Officers have been in discussion with engineers, contractors and suppliers to investigate this option. It is critical that the concrete mix design is appropriate for this purpose. This treatment would have a much longer life span, and whilst more expensive it looks to be the more appropriate option.

Chlorination/ Filtration and Disbursement System - The current chlorination system is a closed loop system whereby the lake level delivers water via the skimming baskets into a

catchment sump and into a surge tank. Two pumps pull from the surge tank and pump through the three-filter system, water picks up the chlorine and is returned to the lake in the middle under the diving platform.

There is no water level control for the lake, the two pumps are always running but are throttled back to 50% of their capacity. Officers currently monitor the water level by estimating run times for pumps and the surge tank can run dry if not closely managed. The delivery location in the centre of the lake doesn't deliver enough chlorinated water at each corner of the lake and at the young children's fenced area.



Skimmer box



Surge tank



Pumps ½ throttle

The lake is currently drained annually. The outlet must be monitored because the discharge water can flood the nearby street. Once drained the lake still holds water because of the drainage location outlet which is 300mm up the lake wall. This has been installed in this way as the fall the discharge point did not allow it to be installed any lower. This remaining water is manually pumped out of the lake using a sump pump. The remaining water is allowed to evaporate off before lake can be fully cleaned.



Current drainage outlet

Professional advice is being sought to redesign and improve the filtration and discharge system for consistent sanitation and circulation and improved filtration. This is likely to be a staged approach with the focus on getting the pipe network and pump sized correctly to address circulation and then automate pumps, improve filtration, control and dosing system, and lake water levels.

Disabled Access – At present there is no disabled access to the swimming lake, disability access should be considered with the lake upgrade to allow all to enjoy. Access via the current path from the car park to the southwestern corner of the lake with smooth transition into the water with handrails/ grab rails included in the upgrade. This access would double as vehicle ramp access into the lake area for maintenance in the off season.



Action- Incorporate disability access into the swimming lake renewal program whilst upgrading the floor treatment.

Budget estimated options for consideration

Step		Bitumen Resurfacing (seal)	Reconstruction (concrete)
1	Remove concrete under platform	\$ 3,600.00	\$ 3,600.00
2	Preparation excavation	\$ 21,825.00	\$ 62,900.00
3	Floor treatment	\$ 127,004.00	\$ 525,600.00
4	Chlorine and pipework	\$ 79,600.00	\$ 79,600.00
5	Remove balloon and fit valve	\$ 7,000.00	\$ 7,000.00
6	Disabled access	\$ 25,425.00	\$ 25,425.00
7	Fill monitor and maintain	\$ 3,000.00	\$ 3,000.00
8	Contingency	\$ 32,000.00	\$ 76,000.00
9	Engineering	\$ 20,000.00	\$ 20,000.00
		\$ 319,454.00	\$ 803,125.00

Expected useful life and depreciation cost comparison

Life Expectancy & Annual Cost Comparison			
	Cost	Years	\$/year
Concrete	\$803,125.00	60	\$ 13,385
Bitumen	\$319,454.00	10	\$ 31,945

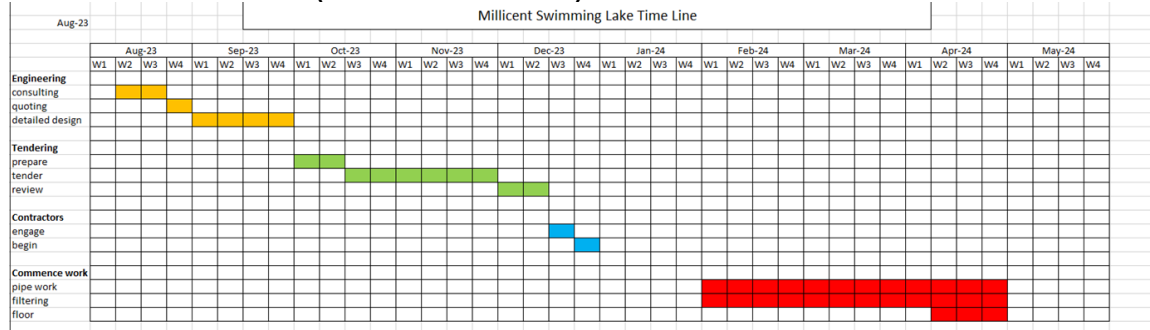
Pathway forward

Any infrastructure improvements need to be considered now before applying any floor treatment. Providing that the concrete floor treatment solution is the best way forward, full engineering reports by swimming pool specialists (people that work in this space) are required. This will provide full detailed design of the floor treatment as well as the underfloor requirements and associated chlorination delivery, suction and filtration requirements.

The engineers will provide more precise cost estimates for the complete upgrade.

Then we propose to tender and engage the services of contractors to undertake the work with the understanding there are limited companies that provide these type of specialist services.

Estimated time frames (concrete treatment)



It is the officer’s recommendation that Council close the lake for this summer period so a full renewal of the swimming lake can be undertaken.

Financial Considerations

Council has allocated funds to this project:

- (2022-2023) \$132,000 to improve chlorination and water management issues which has been resolved to be used to address the issue of the water leak;
- (2023-2024) undertake improvement works to the value of \$600,000 to remediate the excessive water issue; and
- \$7,000 to replace the drain valve.

The current total project budget allocation to the swimming lake is \$739,000.

Budget Allocation \$739,000
 Budget Spent to Date \$6,000

Estimates Option 1 = \$319,354 (bitumen)
 Option 2 = \$803,125 (concrete)

The option of reconstruction the swimming lake floor will require an estimated additional \$70,125. The final amount will not be known until contracts have been tendered and awarded. As these tenders are to be brought back to Council for consideration it would be appropriate to consider any budget variation at that point in time.

Should tenders require additional funds Council has the option of allocating some of the fourth phase of the Local Roads Community Infrastructure Program (part a) which is \$628,298 to cover the variation.

Risk Considerations

There are two risks in the risk register relating to the Millicent Swimming Lake. This report relates to the risk associated with major leaks in the surface resulting in a breach in the water allocation.

The assessment of this risk is currently High as it is likely that this will occur noting the actions in this report if supported by Council will mitigate this risk to a residual low risk.

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:

1. Receive and note the report.
2. Authorise the CEO to tender for the reconstruction of the Millicent Swimming Lake floor and bring a tender evaluation report back to Council for its final consideration.

Previous
Council Report
120923

16 Correspondence

16.1 Four Reasons Why

Report Type	Correspondence
Correspondent	Trudi Shelton Founder Community Development Leader Four Reasons Why
File Reference	GF/7.31.3 EI2023/219698
Attachments	<ol style="list-style-type: none">1. 4RW Christmas Kindness Wattle Range Council [16.1.1 - 2 pages]2. E I 2023 219698 - 7 31 3 - Four Reasons Why Supporting Millicent Community [16.1.2 - 2 pages]3. FRWCKP 1 [16.1.3 - 1 page]4. FRWCKP 2 [16.1.4 - 1 page]5. FRWCKP 3 [16.1.5 - 1 page]6. SMAP ME Application Form Blank [16.1.6 - 1 page]

RECOMMENDATION

That the correspondence from Trudi Shelton dated 13 October 2023 regarding Supporting and providing relief to local families doing it tough at Christmas (which includes up to 50 Millicent families) be received and noted.



To strengthen and inspire our community through acts of kindness

13th October 2023

*Wattle Range Council
Civic Centre
George Street
Millicent SA 5280*

Dear Mayor Noll,

In 2023, local Limestone Coast charity **Four Reasons Why & The Apple Farm** will once again join together to support and provide relief to local families doing it tough at Christmas. ***This includes up to 50 Millicent families from Millicent Primary School and Newbery Park Primary School.***

This year we have further exciting news to announce! **Baptist Care and the Christmas Toy Run** have reached out to FRW to take over the responsibility of dispersing money raised to families in need. This means we can support many more families than ever before and ***we need your help to do so.***

FRW aim to provide FRW Christmas Kindness Family Voucher Packs for up to 200 + local Limestone Coast families.

Each pack contains 4 vouchers, \$50 Kmart, \$50 Coles, \$30 Foodbank Voucher and a \$21 Family pass to Wulanda swimming pool. This way families can choose their own Christmas gifts and shop for their own food and enjoy a family day out on us!

We are seeking from you today a cash donation to help us reach our fundraising goal which will be converted into voucher packs valued at \$151 per pack for 200 local families across the South East this Christmas.

All donations over \$2 are tax deductible and can be receipted by our treasurer.

In return we will acknowledge your amazing generosity on our social pages, mention your business/club in any media interviews and add your company logo to our website as a valued partner of FRW.

The cost of living is on a never-ending rise and so many local families are in distress. The added pressure of Christmas can be a tipping point for many, so more than ever, we want as many families as possible who need our help to feel valued and supported in our community.

Yours in kindness

Trudi Shelton



Four Reasons Why
20 Penola Road
Mount Gambier SA 5290
www.fourreasonswhy.org.au








To strengthen and inspire our community through acts of kindness

Founder
Community Development Leader
Four Reasons Why
M: 0432332762



Four Reasons Why
20 Penola Road
Mount Gambier SA 5290
www.fourreasonswhy.org.au

Archived: Thursday, 19 October 2023 7:50:41 AM
From: [Trudi Shelton](#)
Sent: Saturday, 14 October 2023 12:34:32 PM
To: [Mayor](#)
Subject: EI2023/219698 - 7.31.3 - Four Reasons Why Supporting Millicent Community
Sensitivity: Normal
Attachments:
[4RW Christmas Kindness Wattle Range Council.docx](#)  [RWCKP 1.jpg](#)  [RWCKP 2.jpg](#)  [RWCKP 3.jpg](#)  [MAP ME Application Form Blank.docx](#) 

Dear Mayor Noll,

Four Reasons Why is a Mt Gambier based charity that provides financial relief and support across the Limestone Coast. We have been supporting the Millicent community for approximately 3+ years now through varied ways. We help individual families source furniture, refurbished whitegoods. We issue Agency Pays Foodbank Vouchers to your families. We provide shoe vouchers, sports memberships to youth who otherwise could not afford to pay the costs involved through Millicent Basketball and Ignition Fitness to name a few that we have paid fees for your locals. We pay for school camps for students, school graduation outfits, haircuts and many other types of support are on offer. Our Sports Program is called SMAP – Sports membership Assistance Program – up to \$350 per youth per year towards their chosen physical activity.

We are linked in with FLO Millicent and have provided much help to students and families through the school, examples are paying for reading glasses, car rego.

We have provided winter wear clothing, shoes, linen, blankets to Millicent Primary School and helping them get sports equipment, drink bottles. We are now linked in with Newbery Park PS and will be assisting them with the needs of their families. We will be supplying each school with 10 brand new backpacks each, lunchboxes, drink bottles, library bags, pencil packs, books and hygiene packs. The idea that families receive these backpacks late term 4 so they can wrap and put them under the Christmas tree so children look they are getting more for Christmas but families are prepared for back to school costs.

We are even funding singing lessons for a young year 3 student at a primary school who's mother is terminally ill in hospital dying and she has no father. Singing fills her with joy and the school reached out to FRW with the belief that the singing lessons will help her mental health as she naturally is struggling to cope.

We are and continue to be very much a strong and supportive presence and resource in the Millicent community.

We are now embarking on providing up to 50 families or more depending on funds raised, 25 families each primary school with a FRW Christmas Kindness Voucher Pack valued at \$151 per pack. Families will receive in the packs 4 vouchers, \$50 Kmart, \$50 Coles, \$30 Foodbank & \$21 Wulanda Family Day pass. The idea being that we provide financial relief and support at the toughest time of year and we empower families to choose what to shop for themselves, food, toys and enjoy a family fun day on us.

We are targeting families from Yahl, Millicent, Nangwarry, Mt Gambier and not just schools but Sunset Kitchen, Centacare DV Unit, ac.care Community Centre.

We are wanting to not only inform you of our support for your community but also would like to ask for a cash donation to help reach our target of 200 voucher packs. All donations over \$2 are tax deductible and can be receipted.

Please see attached a formal donation request letter and photo's of the prototype of the packs. Also attached is the SMAP application form for you to circulate amongst your networks.

Hope to hear from you soon.

Thank you

Trudi Shelton

**Founder, Community Development Leader
Four Reasons Why
M: 0432332762**

AVAILABILITY MONDAY, WEDNESDAY, FRIDAY

trudi@fourreasonswhy.org.au
www.fourreasonswhy.org.au

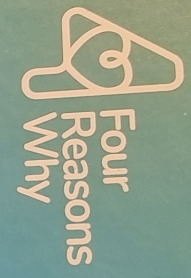
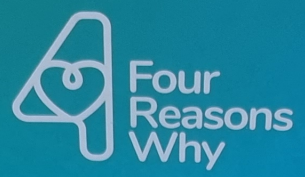


"Locals Helping Locals"





Four Reasons Why

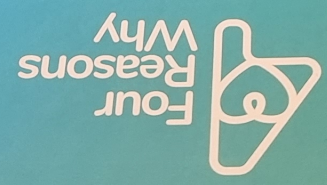


Four Ways to show you that your community cares. Wishing you and your family many blessings and joy this Christmas.

With Kindness,



To strengthen and inspire our community through acts of kindness



Four Ways to show you
that your community cares.

Wishing you and your
family many blessings and
joy this Christmas.

With Kindness,



Four
Reasons
Why

To strengthen and inspire our community
through acts of kindness





SMAP ME – (MEMBERS EXTRA) 2022

DATE: _____

APPLICANT NAME: _____

EMAIL: _____

NAME OF PARENT/CAREGIVER (IF UNDER 18 YEARS AND LIVING AT HOME)

PHONE NUMBER: _____

PLEASE NAME THE SPORT OR PHYSICAL ACTIVITY:

SMAP FUNDED: yes no SMAP ME APPLICATION: 1st 2nd

WHAT IS THIS FUNDING REQUEST FOR:

SMAP ME DOLLAR AMOUNT REQUESTED: _\$ _____

PLEASE NAME THE CLUB/VENUE/BUSINESS WHERE THE FUNDS ARE TO BE PAID:

NAME OF CLUB/VENUE CONTACT PERSON: _____

PHONE NUMBER OF CONTACT PERSON/CLUB: _____

PLEASE PROVIDE THE NAME OF A REFEREE FROM THE CLUB OR SCHOOL WHERE YOU ATTEND:

REFEREE PHONE NUMBER OR EMAIL:

I DECLARE BY SEEKING THIS FUNDING THAT I WOULD OTHERWISE NOT BE ABLE TO AFFORD TO COVER THESE COSTS PERSONALLY.

SIGNATURE OF APPLICANT OR PARENT/CAREGIVER: _____

This form can be lodged by email to trudi@fourreasonswhy.org.au

Please allow up to 21 days for your application to be processed and for notification of the outcome

Office Use Only

APPROVED SMAP ME DOLLARS ALLOCATED \$ _____

NOT APPROVED

REASON: _____

BOARD MEMBER _____

BOARD MEMBER SIGNATURE _____

DATE ____/____/____

16.2 Release of a wide-ranging discussion paper as part of the Participation and Elections Review & draft State/Local Government Accord

Report Type	Correspondence
Correspondent	Hon Geoff Brock MP Minister for Local Government
File Reference	GF/10.85.1/2 EI2023/219775
Attachments	1. 23 MINL G-0684 - Ministerial Correspondence - NOLL Des - E I 2023 219775 [16.2.1 - 2 pages]

RECOMMENDATION

That the correspondence from Hon Geoff Brock MP dated 26 October 2023 regarding the release of a wide-ranging discussion paper as part of the Participation and Elections Review and the preparation of the draft State / Local Government Accord be received and noted.

OFFICIAL

Hon Geoff Brock MP**Government
of South Australia**

23MINLG-0684

Mayor Des Noll
Wattle Range Council
PO Box 27
Millicent SA 5280
council@wattlerange.sa.gov.au

Dear Mayor Noll 

You may be aware that in recent months I have been grappling with some personal health issues.

Regrettably, this has meant that I have been unable to get out to meet with as many Mayors and their councils as I would have liked.

Initially, I took formal leave from my Ministerial duties for several weeks. Though I am still on a slow road to full recovery from the quadruple bypass heart surgery, I am now discharging my Ministerial responsibilities with support from my office.

I can advise that, in the next week or so, the Office for Local Government will release a wide-ranging discussion paper as part of the Participation and Elections Review.

The paper will seek submissions and comment from the public about improving voter participation, increased diversity of candidates, and general improvements in the conduct of council elections. I expect significant interest and constructive suggestions from the sector and look forward to reading the contributions of councils in particular.

I am also progressing the preparation of the draft State/Local Government Accord (the Accord). The Accord will aim to provide a practical framework for councils to propose initiatives and projects, beyond a determined threshold, where they wish to partner or collaborate with State Government and seek to fast track processes in State Government that assist with the implementation of agreed proposals.

When the draft Accord is sufficiently well developed from my perspective, it will be forwarded to councils for comment and input. Subsequently, further amendments will be incorporated based on feedback received and final negotiation with the Local Government Association (LGA).

I will be talking about these and other issues when I address the LGA's Annual General Meeting on 26 October 2023.

Minister for Local Government | Minister for Regional Roads | Minister for Veterans Affairs

Level 10, 81 – 95 Waymouth Street Adelaide SA 5000 | GPO Box 1533 Adelaide SA 5001 | DX 171
Tel +61 8 7133 1200 | Email minister.brock@sa.gov.au



OFFICIAL

Despite my ability to pursue portfolio policies through meetings and discussions with officers and relevant stakeholders and deal with matters as they arise, I am writing to you because I am not yet as mobile as I would like to be.

Much like my approach as a local Member of Parliament for the Stuart Electorate, my personal preference is—wherever possible—to visit and meet with people “on their own turf” so I can see and get an understanding for their circumstances and operating environment. I regret that I have not been able to do that, but I want to say to you that it is my intention to get out to meet with you as soon as I am able.

In the meantime, I thank you and your council colleagues for your commitment and the work you do for your community.

Yours sincerely



Hon Geoff Brock MP
MINISTER FOR LOCAL GOVERNMENT

16/10/2023

16.3 Kalangadoo Police Station and House

Report Type	Correspondence
Correspondent	Hon Joe Szakacs MP Minister for Police, Emergency Services and Correctional Services
File Reference	GF/17.85.1/8 EI2023/220222
Attachments	1. 23 MP O 0743 - Signed Response E I 2023 220222 17.85.1 8 [16.3.1 - 2 pages]

RECOMMENDATION

That the correspondence from Hon Joe Szakacs MP dated 30 October 23023 regarding the Kalangadoo Police Station and house be received and noted.

Hon Joe Szakacs MP



**Government
of South Australia**

23MPO0743

Mr Des Noll OAM
Mayor, Wattle Range Council
PO Box 27
MILLICENT SA 5280

By email: mayor@wattlerange.sa.gov.au

Dear Mayor *Des*

Thank you for writing to me about Kalangadoo police station and associated police house. As a result of advocacy from you, your council and other members of the community, I have sought lengthy advice from agencies about how to maximise the value of these buildings.

After receiving your correspondence, I asked South Australia Police (SAPOL) for advice in relation to this matter. I have also worked closely with the Hon Tom Koutsantonis MP, Minister for Infrastructure and Transport, as he is responsible for the care and control of the house and land at this location to find a solution.

I am pleased to confirm that the State Government will be releasing the property from categorisation as a single agency location to enable it to be used to accommodate government staff. This includes, but is not limited to, teachers or health care workers.

I can reassure local residents that the Kalangadoo area police response continues to be served by police officers based out of the neighbouring police stations of Millicent, Penola and Mount Gambier. SAPOL's Traffic Services Branch Highway Patrol members also regularly patrol the area and are available to assist as required. Police response to the area is based on identifying and deploying the nearest patrol to an incident, regardless of the police station of origin or shift commencement.

The Kalangadoo Police Station, as you are aware, has been vacant for six years. The station and site are owned by SAPOL, and disposal will now be managed in line with relevant Government policies (in particular Premier and Cabinet Circular 114). This will include seeking expressions of interest in the property from other government agencies and local government. SAPOL intends that sale proceeds will be reinvested in critical service delivery-related priorities.

Minister for Police, Emergency Services and Correctional Services

PO Box 6446, Halifax Street ADELAIDE SA 5001
T: (08) 8303 0670 | E: MinisterSzakacs@sa.gov.au



I trust this information is of assistance, and thank you for the patience you have shown as the State Government worked through this complex issue to find a positive outcome for the community.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Joe Szakacs', is written over a circular blue stamp.

Hon Joe Szakacs MP
Minister for Police, Emergency Services and Correctional Services

30 / 10 / 2023

16.4 Rural Living Code Amendments

Report Type	Correspondence
Correspondent	Stephanie Johnston Acting Chair State Planning Commission
File Reference	GF/3.71.7/19
Attachments	<ol style="list-style-type: none">1. 231016 Signed Letter from SPC Acting Chair to Wattle Range Council - Rural Living Code Amendments [16.4.1 - 2 pages]2. Enc Attachment - The Commission's Principles for Rural Living Development [16.4.2 - 1 page]

RECOMMENDATION

That the correspondence from Stephanie Johnston dated 16 October 2023 regarding principles to assist in understanding and determining where future rural living areas may be appropriate be received and noted.

OFFICIAL



Level 10
83 Pirie Street
Adelaide SA 5000

GPO Box 1815
Adelaide SA 5001

1800 752 664
saplanningcommission@sa.gov.au

20722578

16 October 2023

Mayor Des Noll
Wattle Range Council

By email: des.noll@wattlerange.sa.gov.au

Dear Mayor Noll

Rural Living Code Amendments

The State Planning Commission (the Commission) and the Minister for Planning (the Minister), the Hon Nick Champion MP (the Minister), have been involved in the assessment of a number of proposals to rezone land for the purposes of rural living development.

Rural living, also referred to as 'country living', involves housing development in rural areas on the fringes of townships and peri-urban areas of metropolitan Adelaide. This type of living can include some level of rural activity such as horse keeping, hobby farming or horticulture. Allotment sizes in rural living areas range from 1,200 square metres up to 20 hectares.

The rezoning of land for rural living purposes is a complex planning issue. Rural living is a legitimate lifestyle and housing choice, and councils often support rural living rezonings as a strategy to increase population and economic activity in regional communities.

However, rural living development can have environmental, social and economic costs that are significantly higher than those of standard residential development. These areas can result in the inefficient delivery of services, removal or fragmentation of viable primary production land, as well as lead to conflict with more intense surrounding farming operations.

Anecdotally, there is often an expectation for a high level of residential amenity and convenient access to services and facilities. This can result in the restriction of nearby farming operations and increased service delivery costs.

In this context, the Commission holds concerns regarding the environmental, social and economic costs that can arise from rural living development. In particular, the efficient provision of infrastructure, land fragmentation and the resultant impacts on valuable primary production land are of significant concern.

The Minister has indicated that he shares these concerns and, on this basis, has resolved not to support any Code Amendment seeking to facilitate rural living development at this time.

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The Minister has further indicated that rural living style developments will only be supported where they have been identified within the regional planning program and where the code amendment is led by Council.

On 29 June 2023, the Commission considered principles to guide the development of rural living development and to offer clear and consistent messaging across the State about what considerations must be given for identifying suitable land for rural living purposes.

The Commission has endorsed four principles, which are consistent with the overarching strategic directions of relevant State Planning Policies (SPPs). These have been expanded to include guidance to proponents as to what the Commission expects to see as part of future rural living proposals (see enclosed).

The summarised principles state that rural living development should be limited to areas where it does not:

1. Impact the future expansion of the urban area/township (SPP 6)
2. Result in the inefficient delivery of infrastructure and social services (SPP 1 & 6)
3. Result in fragmentation of valuable productive land (SPP 6 & 8)
4. Create land use conflicts that affect the productivity of nearby lawfully operating land uses (SPP 1, 8, 10 & 16)

It is also noted that the above principles are not the only criteria to be addressed in determining the suitability of Rural Living development, with responses to relevant SPPs also required.

I trust the enclosed principles assist in your understanding in determining where future rural living areas may be appropriate.

Yours sincerely



Stephanie Johnston
Acting Chair

Cc: Mr Ben Gower, Chief Executive Officer, Wattle Range Council
Enc: The Commission's Principles for Rural Living Development (20209430)

OFFICIAL

Principles for Rural Living Development

Preamble

The **Principles for Rural Living Development** (the Principles) have been developed by the State Planning Commission (the Commission) to assist Planning and Land Use Services (PLUS) in the application of State Planning Policies when drafting the regional plans. Specifically, the Commission and Minister have instructed that future Rural Living areas will only be contemplated where they have been identified in a Regional Plan and the subsequent Code Amendment is undertaken by the relevant Council. The Principles constitute guidance from the Commission to PLUS in determining appropriate areas where future Rural Living may be contemplated.

Rural living development to be limited to areas where it does not:

- 1. Impact the future expansion of the urban area/township:**
 - a. The proposal should demonstrate the future 'need' for rural living in the context of the overall settlement pattern and growth objectives.
 - b. Opportunities to increase rural living supply through intensification and/or development of existing rural living areas should be considered in the first instance.
 - c. The proposed rural living area must not compromise future growth fronts. Consideration can be given to the proposed configuration of local roads, size and configuration of allotments that may facilitate future densification and urban expansion.

- 2. Result in the inefficient delivery of infrastructure and social services**
 - a. Rural living occurs where it will not impede 'highest and best use' opportunities associated with available and cost-effective infrastructure access.
 - b. The proposal should be in proximity to existing roads, and accessible to key centres with a range of community facilities and services.
 - c. The proposal should include a cost benefit analysis to determine the cost of the provision of services that community expects (e.g. rubbish collection) and infrastructure (e.g. roads and stormwater systems) against the benefit of a growing population.
 - d. If the Code Amendment is proposed by a private entity, a letter from the relevant council agreeing to the required servicing.

- 3. Result in fragmentation of valuable productive land**
 - a. Consider a range of factors relevant to sustainable primary industries development to determine land use capability and productivity level. Factors include site area, accessibility, soil quality, topography, vegetation, climate (current and anticipated), access to water, potential for erosion, past and surrounding land uses.
 - b. Check PIRSA's Primary Production Priority Areas (PPPA) provisional mapping boundaries.

- 4. Create land use conflicts that affect the productivity of nearby lawfully operating land uses:**
 - a. Consider buffers and setback parameters at the interface with conflicting land uses to protect residential amenity and allow for adjoining uses and businesses to continue to operate and adapt.
 - b. Consider the application of overlays to assist with the equitable management of interface issues (such as the Interface Management Overlay, Significant Interface Management Overlay).

OFFICIAL

16.5 State Funding of Public Libraries

Report Type	Correspondence
Correspondent	Hon Andrea Michaels MP Minister for Arts
File Reference	GF/7.41.1/11 EI2023/219242
Attachments	1. B 367669 - Signed Letter - Mayor Noll - State Funding of Public Libraries [16.5.1 - 2 pages]

RECOMMENDATION

That the correspondence from Hon Andrea Michaels MP dated 30 September 2023 regarding a strategic reform program be received and noted.

Hon Andrea Michaels MP

B367669

Mr Des Noll OAM
 Mayor
 Wattle Range Council
 PO Box 27
 MILLICENT SA 5280

By email: mayor@wattlerange.sa.gov.au

**Government
of South Australia**

**Minister for Small and
Family Business**

**Minister for Consumer
and Business Affairs**

Minister for Arts

GPO Box 464
 ADELAIDE SA 5001
 DX 336

T: (08) 7322 7060

Dear Mayor Noll

I write in response to your letter dated 30 August 2023, to the Hon Peter Malinauskas MP Premier of South Australia, and me, about State Government funding of South Australia's Public Libraries. I am also responding on behalf of the Premier as the issues you have raised fall within my portfolio responsibilities.

Public libraries play an important role in communities across our country. They are places that support education, digital access and the connection of communities through their facilities and public programs, especially in regional areas.

The State Government is committed to maintaining funding for public libraries, as reflected in the current Memorandum of Understanding between the Local Government Association of South Australia and the Libraries Board of South Australia, which commenced in February 2022, to support the needs of libraries across the state.

The operating grant provided to the Libraries Board of South Australia for public library services in 2023-24 is \$20.796 million, which maintains the level of funding committed under the current Memorandum of Understanding between the Libraries Board and the Local Government Association of South Australia.

I understand that in June 2023 the Libraries Board wrote to local council chief executives to advise that it is commencing a strategic reform program to ensure that the significant collections held by public libraries and the State Library, are developed, managed, and preserved in a cohesive and efficient manner.



This program will build on and extend the achievements of the acclaimed *One Card* project (2012-14) and enable the skills, technologies, and collections of both public libraries and the State Library to benefit the community in a coordinated and planned manner, further ease of access for customers, and continue to provide relevant and valuable service to the community.

Thank you for your interest in this matter.

Yours sincerely



Hon Andrea Michaels MP
Minister for Arts

30 / 9 / 2023

16.6 LCLGA GM Meeting Summary and Minutes - 13 October 2023

Report Type	Correspondence
Correspondent	Limestone Coast Local Government Association
File Reference	GF/10.14.2/1
Attachments	<ol style="list-style-type: none">1. LCLGA GM Meeting Summary October 2023 [16.6.1 - 2 pages]2. LCLGA GM Minutes 131023 - Draft [16.6.2 - 17 pages]

RECOMMENDATION

That the Minutes of the LCLGA General Meeting and Summary dated 13 October 2023 be received and noted.



The Limestone Coast Local Government Association (LCLGA) is a regional subsidiary established by the seven Constituent Councils in the Limestone Coast region of South Australia; City of Mount Gambier, District Council of Grant, Kingston District Council, Naracoorte Lucindale Council, District Council of Robe, Tatiara District Council & Wattle Range Council.

MEETING SUMMARY
LCLGA General Meeting, 13th of October 2023
hosted by the Kingston District Council

GENERAL MEETING

1. Meeting opened by LCLGA Board and welcomed by Deputy Mayor Perkins of Kingston District Council
 - a. Updated LCLGA Board on recent events in Kingston regions, in particular KESAB shortlisting, development of seaside infrastructure and sale of Kingston Caravan Park.
 - b. Announced that Ms Traeger, CEO of Kingston District Council will be moving on to District Council of Robe in the CEO role.

2. The Board received presentations from:
 - a. **Mr Michael Patterson, Regional General Manager, Telstra**
 - (i) Michael provided the LCLGA Board with an update on the Telstra Mobile Blackspots Project.
 - (ii) Will examine funding arrangements with State and Federal, as well as the contribution by the South Australian Forestry Products Association (SAFPA).

 - b) **Outside Organisations**

Ms Jennifer Schilling, Department of Primary Industries & Regions, SA (PIRSA)

 - i) Ms Schilling updated the LCLGA Board on events happening at PIRSA.

Dr Adrew Johnson, Local Government Association of SA (LGASA)

 - i) Dr Johnson updated the LCLGA Board on developments at LGASA.

Mr Adam Gray, SA Coastal Councils Alliance (SACCA)

 - i) Mr Gray presented to LCLGA Board in relation to SACCA, in particular the 2023-25 Strategic Plan for SACCA and what it will mean for the organisation. LCLGA Interim Executive Officer clarified to LCLGA Board on overall financial risk to auspice SACCA, which is around \$500 per annum.

3. **The LCLGA Board considered and discussed the following at the meeting:**
 - a. The Finance Report provided by the LCLGA interim EO, explaining that budget lines will be expanded in the future to include individual programs\projects rather than having all on one line. He also spoke about future budget reviews which will occur regularly at LCLGA Board meetings in line with Local Government Act.
 - b. Strategic Planning Review has been pushed back to February\March 2024.

- c. The Terms of Agreement of the Regional Capacity Building Allocation approved to be signed.
- d. The LCLGA Board adopt the 2022-23 Financial Statements.
- e. LC Regional Sporting Academy to create a Business Case for the Academy becoming an Incorporation.
- f. The Risk and Audit Committee to develop a work plan to review Terms of Reference, Credit Cards, Budgets, Delegations and all other Policies.
- g. The President provided a report on the work undertaken since the last Board meeting. This report is available in the October 2023 meeting agenda.
- h. The LCLGA Interim Executive Officer provided a report on the activities of the LCLGA. The LCLGA EO also discussed the outcome of the South Eastern Water Conservation and Drainage Board Nomination and the Regional Growth Strategy.
- i. Project reports for Destination Development and Connected and Active Communities was also discussed at the meeting. Mr Maywald, LC Regional Sporting Academy and Mr Elletson, Connected and Active Communities Officer did a short presentation to the LCLGA Board.

Further information is available by contacting Mr Colin Byles, Interim Executive Officer P: 0437 051 305

E: admin@lclga.sa.gov.au. Copy of reports can be found on the LCLGA Website at www.lclga.sa.gov.au



MEETING OF THE LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION

MINUTES

Date: 13th October 2023

Time: 9:30am with a 10:00am start

Location: Kingston District Council, Council Chamber
29 Holland Street, Kingston SE, SA 52275

KINGSTON DISTRICT COUNCIL

**LCLGA General Meeting Minutes
Kingston District Council**

13th October 2023

1. OPENING MEETING

The meeting started at 10:00am

1.1 President's Welcome

LCLGA President, Mayor Martin OAM opened the meeting.

1.2 Host Mayor's Welcome & Acknowledgement of Country

Kingston District Council Deputy Mayor Jamie Parkins represented Mayor Jeff Pope, who was an apology. Deputy Mayor Parkins performed Acknowledgement of Country. He also shared with the Limestone Coast Local Government Board and Guests notable information about what the Kingston District Council is currently involved in.

Some of the highlights were:

- Kingston SE shortlisted for the KESAB Sustainable Communities Awards, judged in November 2023
- Enhancements to the Kingston Jetty
- Wyomi Beach seawall expansion
- \$5.3 million State and Federal funding for new early childcare learning centre
- Kingston Caravan Park on the market
- 2023-2027 Strategic Plan on its way
- Sand Management Contract secured for Cape Jaffa Marina

Deputy Mayor Parkin also announced that Ms Nat Traeger, CEO will be leaving Kingston District Council and moving to District Council of Robe in the foreseeable future.

2. PRESENT

Mayors

City of Mount Gambier	Mayor Lynette Martin OAM
Wattle Range Council	Mayor Des Noll OAM
District Council of Grant	Mayor Kylie Boston
Kingston District Council	Deputy Mayor Jamie Parkins
Naracoorte Lucindale Council	Mayor Patrick Ross
District Council of Robe	Mayor Lisa Ruffell
Tatiara District Council	Mayor Liz Goossens

CEOs & LCLGA

City of Mount Gambier	Ms Sarah Philpott (CEO)
Wattle Range Council	Mr Ben Gower (CEO)
District Council of Grant	Mr Darryl Whicker (CEO)
Kingston District Council	Ms Nat Traeger (CEO)
Naracoorte Lucindale Council	Mr Trevor Smart (CEO)
District Council of Robe	Ms Pauline Koritsa (CEO)
Tatiara District Council	Ms Anne Champness (CEO)
LCLGA	Mr Colin Byles (interim EO) Mr Tony Elletson (CAC Officer) Mr Adrian Maywald (LCRSA Officer) Mr Paul Manfrin (Corporate Service)

Guests

**LCLGA General Meeting Minutes
Kingston District Council**

13th October 2023

Telstra	Mr Michael Patterson (Regional General Manager) – via Teams (10:15am)
SACCA	Mr Adam Gray (CEO)
LGASA Mutual Liability Scheme	Dr Andrew Johnson (CEO)
Coorong District Council	Mayor Paul Simmons Ms Bridget Mather (CEO) Cr Jeff Arthur
PIRSA	Ms Jennifer Schilling

3. APOLOGIES

Member for Barker	Hon Tony Pasin MP
Member for Mount Gambier	Hon Troy Bell MP
Member for MacKillop	Hon Nick McBride MP
Kingston District Council	Mayor Jeff Pope
Heritage Advisory Service	Mr Ian Hamilton (Director at Arcuate Architecture)
UniSA	Mr Ian McKay (Regional Manager)
LCLGA	Ms Kate Napper (DD Manager) Ms Emma Herring (DD Coordinator)

1. That the apologies be noted and accepted.

Moved: Tatiara District Council

Seconded: District Council of Grant

CARRIED

4. CONFLICTS OF INTERESTS

NIL

5. GUESTS & SPEAKERS

Mr Michael Patterson, Regional General Manager of Telstra

Presentation via Teams to the Limestone Coast Local Government Association (LCLGA) Board on the current situation of the Telstra Mobile Blackspot Project to install mobile towers in the Limestone Coast, increasing mobile reception and eliminating “blackspots”.

The LCLGA Board expressed their ideas and concerns for the project. In particular, Naracoorte Lucindale Council’s decision not to participate in the project and what future funding models will look like. South Australian Forestry Products Association (SAFPA) have contributed to the project to ensure the project is totally funded.

At the conclusion of Mr Patterson’s presentation, item 10.4 was brought forward due to its relationship with the Telstra Mobile Blackspots Project.

6. CONFIRMATION OF MINUTES

1. That the Minutes of the LCLGA General Meeting held at the Naracoorte Lucindale Council on Friday, 11th August 2023 be accepted.

Moved: District Council of Grant

Seconded: Wattle Range Council

CARRIED

7. MATTERS ARISING FROM THE MINUTES – ACTION SHEET

Mayor Ruffell enquired about question which was posed at the Naracoorte Lucindale Council regarding Council Subscriptions and how it was calculated. LCLGA Interim Executive Officer, Mr Byles explained that it was calculated based on population. Mayor Ruffell requested that the response be put in writing.

1. That the action sheet be noted and accepted.

Moved: District Council of Robe

Seconded: Wattle Range Council

CARRIED

8. CORRESPONDENCE

1. That the correspondence be received and noted.

Moved: Tatiara District Council

Seconded: Wattle Range Council

CARRIED

9. FINANCIAL REPORT

1. That the Financial Report to the 30th September 2023 be received.

Moved: Wattle Range Council

Seconded: Naracoorte Lucindale Council

CARRIED

10. RECOMMENDATIONS**10.1 STRATEGIC PLAN REVIEW**

1. That the Strategic Plan reset workshop be deferred to February\March 2024.

Moved: Tatiara District Council

Seconded: Naracoorte Lucindale Council

CARRIED

**LCLGA General Meeting Minutes
Kingston District Council**

13th October 2023

10.2 Regional Capacity Building Allocations 2023/24

1. That the Limestone Coast Local Government Association (LCLGA) Board authorise the LCLGA Interim Executive Officer to sign the Regional Capacity Building Allocations Terms of Agreement for 2023-24.

Moved: District Council of Robe

Seconded: Wattle Range Council

CARRIED

10.3 Limestone Coast Local Government Association 2022 -23 Financial Statements

1. That the Limestone Coast Local Government Association (LCLGA) Audit and Risk Committee endorse the 2022/23 Financial Statements to the LCLGA Board for approval.
2. That the Limestone Coast Local Government Association Interim Executive Officer be authorised to sign the Audit Management Representation Letter and the Certificate of Auditor Independence statement.
3. That the Limestone Coast Local Government Association Board adopt the 2022/23 Financial Statements.
4. That President and Interim Executive Officer of the Limestone Coast Local Government Association be authorised to sign the 2022-23 Financial Statements.

Moved: Wattle Range Council

Seconded: Tatiara District Council

CARRIED

10.4 Kingston District Council – Funding Of Mobile Black Spots

The question raised in this recommendation was discussed with Guest Speaker Mr Patterson from Telstra. The letter was received by the Limestone Coast Local Government Association (LCLGA) Board as information.

10.5 Limestone Coast Regional Sporting Academy Report

1. That the Limestone Coast Regional Sporting Academy (LCRSA) should move to being a Body Incorporated with a Board of Management (similar to Substance Abuse) over the next 6 to 12 months. This would include negotiations for ongoing support from state bodies, local government, and private sponsorship.
2. A Business Case to substantiate the viability of the LCRSA becoming a body incorporated be developed.

Moved: Tatiara District Council

Seconded: Wattle Range Council

CARRIED

**LCLGA General Meeting Minutes
Kingston District Council**

13th October 2023

10.6 Audit Committee Minutes

1. That the LCLGA Credit Card Policy and Agreement to Use Policy be reviewed and be presented to the next Audit and Risk Committee.
2. That the Audit and Risk Committee meet in late November 2023 to consider and develop a workplan that will include:
 - Review of Terms of Reference of the Audit and Risk Committee
 - Review of Credit Card Policy
 - Budget Reviews
 - Delegations
 - Policy Review of all policies

Moved: Naracoorte District Council

Seconded: District Council of Robe

CARRIED

11. LCLGA REPORTS

11.1 LCLGA President's Report

1. That the Report be noted.

Moved: City of Mount Gambier

Seconded: Wattle Range Council

CARRIED

11.2 Executive Officers Report

Mr Gower made a comment on the recent LCLGA Charter review document which was circulated to Councils. There are some grammatical corrections which need to be completed before the document can be resent to Councils for review.

1. That the Report be noted

Moved: District Council of Grant

Seconded: Wattle Range Council

CARRIED

11.2.1 South Eastern Water Conservation and Drainage Board

1. That the Report be noted.

Moved: Tatiara District Council

Seconded: District Council of Robe

CARRIED

11.2.2 Regional Growth Strategy

1. That the Report be noted.

Moved: District Council of Grant

Seconded: Kingston District council

CARRIED

**LCLGA General Meeting Minutes
Kingston District Council**

13th October 2023

11.3 Destination Development

1. That the Report be noted.

Moved: Wattle Range Council

Seconded: District Council of Robe

CARRIED

11.4 Connected and Active Communities

1. That the Report be noted.

Moved: District Council of Grant

Seconded: Tatiara District Council

CARRIED

12. LCLGA SUB-COMMITTEE MINUTES

12.1 Roads & Transport Management Group Minutes – 23/08/2023

12.2 Waste Management Steering Committee Minutes – 23/08/2023

12.3 Risk and Audit Committee Minutes – 14/09/2023

13. OUTSIDE ORGANISATIONS

PIRSA

Ms Schilling was invited to share with the LCLGA Board some funding opportunities undertaken by PIRSA:

- Electronic Identification rebate scheme open
- Saleyard transition arrangements under discussion
- Horticulture netting Funding
- Thriving Communities Program just closed. Successful candidates were:
 - Glencoe Woolshed
 - Millicent Golf Club
 - Naracoorte Men's Shed
- Country Cabinet

A detailed report is attached to these Minutes.

LGASA

Dr. Johnson was invited to share with the LCLGA Board on LGASA updates:

- LGASA Annual General Meeting occurring next month
- How SAROC can be more efficient
- Cost of ESCOSA
- Community engagements through surveys

**LCLGA General Meeting Minutes
Kingston District Council**

13th October 2023

SACCA

Mr Gray was invited to share with the LCLGA Board on SACCA key updates:

- SACCA 2023-25 Strategic Plan
- 4 key areas:
 - Coastal Funding Arrangement Models
 - Climate Change Adaptation Plan
 - Asset Management
 - Coastal Access Arrangements

A detailed report is attached to these Minutes.

Mayor Noll enquired about question which was posed at the Naracoorte Lucindale Council regarding the overall financial risk to the Limestone Coast Local Government Association (LCLGA), au spicing SACCA. Mr Byles, LCLGA Interim Executive Officer conferment that administration costs associated with SACCA costs the LCLGA no more than \$500 per annum.

14. OTHER BUSINESS

14.1 LGBTIQA+ Community Correspondence 1st October 2023

Limestone Coast Connect is winding up. The organisation is requesting to consider setting up a committee formed by Council to support this movement.

1. The Limestone Coast Local Government Association (LCLGA) Board receive and note the email from Patrick Smith regarding the winding up of Limestone Coast Connect.

Moved: Naracoorte Lucindale Council

Seconded: District Council of Robe

CARRIED

14.2 District Council of Robe petition to State Government regarding GP shortage.

Mayor Ruffell invited all members at the LCLGA Board meeting to sign the petition which will be presented to ministers at Country Cabinet which is occurring next month.

15. CALENDAR KEY DATES & NOTICE OF MEETINGS

Date	Meeting	Location
08 th Dec 2023	LCLGA GM	City of Mount Gambier
09 th Feb 2024	LCLGA AGM & GM	Wattle Range Council

16. NEXT MEETING

The next LCLGA General Meeting is scheduled to take place in City of Mount Gambier on the 8th of December 2023

Acceptances and apologies to admin@lclga.sa.gov.au or Phone 8723 7310.

**LCLGA General Meeting Minutes
Kingston District Council**

13th October 2023

17. CLOSE MEETING

The meeting ended at 1:11pm.

LCLGA President Signature

Date

OFFICIAL**PIRSA Update Report 12 Oct 2023****Electronic Identification (eID)**

As part of the national transition to electronic identification (eID) for individual sheep and goats, the eID device rebate scheme to assist producers in adopting the new requirements has opened.

Producers will receive a 50% rebate up to a cap of \$0.95 (GST exclusive) on the purchase price of each 2023 year-of-birth eID tag. These tags are accredited by the National Livestock Identification System (NLIS) and purchased between 1 January and 31 December 2023.

The new national system requires sheep and farmed goats born on or after 1 January 2025 to be identified with an NLIS accredited eID device before leaving their property of birth.

Applications for the eID device rebate (2023) opened on 5 October 2023, and close at 5 pm (ACST) on 30 April 2024. Applications are made through the PIRSA website.

Horticulture Netting Infrastructure Grants extended to all SA Regions

All areas of the state now have access to this fund that will allow more growers to apply for grants of up to \$300,000 to help purchase netting to protect their produce.

Expanding the scheme to more regions will help horticulturists, orchardists and winegrape growers to better protect their livelihoods from extreme weather and pests, while also reducing evaporation and saving water.

The \$14.6 million Horticulture Netting Infrastructure Grants scheme, funded by the Federal Government in 2020 and coordinated by the State Government, initially focused on primary producers from the Riverland and Adelaide Hills/Greater Adelaide regions who had been impacted by repeated severe hail events between 2016–2019.

Applications close on 30 June 2024, or when all funds are allocated. All projects funded under the grants must be complete by 30 June 2025.

Thriving Communities fund

A final five community projects from regional SA have recently announced to receive grants from the Thriving Communities Fund.

The \$600,000 Thriving Regions Fund, the program is about improving quality of life in regional communities and is aimed at facilitating small projects that build social wellbeing, resilience, and greater community participation.

Initiatives can include new or improved infrastructure, plant and equipment, access to services and programs, or events with wellbeing outcomes.

OFFICIAL

OFFICIAL**Enabling Infrastructure program**

The Expression of Interest process for the \$5M Enabling Infrastructure Fund has closed.

An assessment of EOIs has been completed, the next step will include an invitation to provide a full submission. This process is expected to occur in November 2023, with the process to be finalised in late in 2023 or early in 2024.

Country Cabinet

Will be held in Naracoorte and its surrounding areas on 26 and 27th October.

OFFICIAL



SOUTH AUSTRALIA
**COASTAL
COUNCILS
ALLIANCE**

COORDINATION • COLLABORATION • ADVOCACY

ADAM GRAY
EXECUTIVE OFFICER

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SA Coastal Councils Update – October 2023

This update includes;

- SACCA Strategic Plan 2023-25
- Climate Ready Coasts
- Off-road vehicles coastal zone
- Jetties update
- SACCA Coastal Forum 2023
- SACCA / ACCN & LGASA incl. CoastSnap funding bid
- R&D project – coastal policies discussion paper
- SACCA stakeholders – an update on SACCA engagement activities

SACCA Strategic Aspirations and Business Plan 2023-25

During April-July 2023 the new SACCA Committee undertook a review of its Strategic and Business Plan. This included surveying all coastal Councils across SA, a facilitated strategic planning workshop and feedback sought from members at Regional LGA meetings.

In July the SACCA Committee finalised its input into the Draft Plan and requested that Regional LGAs be provided a copy for any final feedback before the Plan is finalised and adopted by the SACCA Committee.

The Plan identifies a range of issues that the Committee will endeavour to progress during 2023-25 however noted 4 main priorities –

- Reforms in coastal funding arrangements, models and funding amounts.
- For all SA coastal Councils to have prepared coastal climate adaptation plans.
- Sustainable funding, investment and asset management arrangements for the States jetties.
- Statewide and strategic coastal access arrangements that maximise the social and economic benefits and mitigate environmental harm.



All feedback has now been incorporated into the final Plan and it is now available on the SACCA website www.sacoastalcouncils.com.au

SA Climate Ready Coasts Project – Regional Forums

The SA Climate Ready Coasts program will deliver a series of connected projects and activities over three years. The program will:

- coordinate consistent approaches to coastal adaptation.
- improve understanding of coastal risk.
- increase capacity and knowledge of coastal adaptation planning, and
- create evidence-based decisions and investments in the coast.

The SA Climate Ready Coasts program will be delivered in three stages of work.

SA Coastal Councils Alliance



- **Stage one** (July 2023 to June 2024) will establish the program foundations. This will involve different projects to learn about the status of coastal adaptation in South Australia and its future needs.
- **Stage two** (July 2024 to December 2025) will deliver projects, grants and activities which accelerate adaptation planning.
- **Stage three** (January to June 2026) will summarise key learnings from the program and outline future actions.

The SA Climate Ready Coasts program will deliver seven foundational projects as part of stage one.

Projects	Objective
<i>Coastal council engagement</i>	<i>To introduce the Program to councils, seek their feedback on its scope and objectives, and consolidate the understanding of each council's status with coastal adaptation.</i>
<i>Coastal adaptation benchmarking</i>	<i>Understand how current coastal adaptation practices align with experiences and best practice interstate.</i>
<i>Coastal data stocktake</i>	<i>Create a coastal database to inform data improvement priorities, coastal adaptation standards and local adaptation planning.</i>
<i>Coastal adaptation standards for SA</i>	<i>Define agreed principles, methodologies and standards for coastal adaptation to be adopted by local and state government.</i>
<i>Monitoring buoys</i>	<i>Acquire and deploy new coastal monitoring infrastructure.</i>
<i>Coastal hazard data</i>	<i>Update coastal hazard datasets relating to sand drift and acid sulfate soils.</i>
<i>Review outputs and update program plan</i>	<i>Consolidate learnings and outcomes from the foundational projects to develop a delivery plan for the remainder of the program.</i>

The total budget for the SA CRC project is \$6M with over \$3.7M from the CERMP.

For more information on the SA Climate Ready Coasts program please visit the website at <https://www.lga.sa.gov.au/about/what-we-do/sa-climate-ready-coasts> or contact Adam Gray – SACCA Executive Officer.

Off-road vehicles in the coastal zone

Over the last 24 months the SACCA Committee has been in discussions with the DEW National Parks and Wildlife, Crown Lands Department and various Landscape and RDA Boards seeking support for Councils in managing public access to alienated coastal crown lands. SACCA has been seeking a



Statewide consistent approach to mitigating environmental harm by vehicles in the coastal zone, while still maintaining access when/where deemed appropriate by Councils and their communities.

This discussion has also considered issues such as speed limits on beaches. This culminated in 2022 with Alexandrina Council successfully working with the State Government to gazette a reduced speed limit (40km/hr) on Goolwa beach. SACCA is also pleased with the October 2023 announcement by the Government that it will be reducing the default speed limit on SA Beaches to 40km/hr, and 25 km/hr when within 100m of a pedestrian.

In late 2021 Minister Speirs requested that a forum be held to identify key stakeholder issues, management principles and options. The forum was presumed to be motivated by the June 2020 findings from the Natural Resources Committee Parliamentary Inquiry into off road vehicles. SACCA and a range of other stakeholders contributed to the forum, and SACCA has distributed the forum summary to all coastal Councils. A discussion paper from this forum was prepared during 2022 and is currently with the Government for consideration and potential release for consultation in late 2023.

SACCA is hoping this Paper, and the results of recent meetings will be the subject of discussion and a presentation at the 2023 SACCA Coastal forum.

Jetties - update

As part of the 2023-24 State Budget an allocation of \$20M was provided by the State Government for SA jetties over the next 4 years. The details of the allocation are still being finalised however there are several issues relevant to the allocation –

- \$20M allocation over 4 years
- Administered by the Department of Infrastructure and Transport (DIT) and the Office of Local Government.
- All jetties across SA appear to be eligible, including State owned and operated.
- The Jetties Strategic Plan which was a commitment from the former Government and part of the LGA Jetties Working Group is unlikely to be released due to the previous Government introducing the document to Cabinet in confidence. The current Government has refused to release the document as it likely identifies the requirements of a financial commitment far in excess of its capacity or willingness.
- 5 Councils across the State have had jetty upgrade business cases prepared and these business cases have recently been provided confidentially to the relevant Councils. The following Councils are currently considering the findings of the business cases.
 - Tumby Bay
 - Mount Remarkable
 - Wattle Range
 - Yorke Peninsula
 - Yankalilla

SACCA has held discussions with the LGA, Councils and various other stakeholders and is currently considering how best to address 2 key objectives going forward.

1. How will the \$20M budget allocation be distributed across all the 'competing' SA jetties (and other related projects), considering -
 - a. Age and condition of the jetty
 - b. Matching or co-financial contributions
 - c. Lease terms and expiry



- d. State or local government owned jetty
 - e. Geopolitical context etc etc
2. What is the future for jetties funding arrangements?
 - a. Will all the current jetties be maintained for public access?
 - b. Who pays?
 - c. Can we learn from and apply principles from existing state and local government programs (CWMS, stormwater, SLRP etc)?
 - d. What elements will constitute new and possibly existing leases / tenure agreements.

2023 SACCA Coastal Forum – 7 December – Adelaide Sailing Club

The inaugural SACCA Coastal Forum held in November 2021 was attended by over 50 Council elected members and staff from across the State. Feedback from attendees indicated strong support for an annual forum being coordinated by SACCA, and as such the SACCA Committee prepared and delivered the 28 September 2022 forum, themed 'Adaptation Planning – Best Practice'.

Over 60 participants attended in person and over 30 (including from interstate) participated on-line. The 2022 SACCA forum again received fantastic feedback from attendees and is proving to be a very well regarded and popular annual event.

Planning is underway for the 2023 SACCA Coastal Forum to be held on **Thursday 7 December at the Adelaide Sailing Club, West Beach**. SACCA is in dialogue with a range of stakeholders to put together a fantastic program and build on the momentum from the previous years.

SACCA / ACCN and LGA (incl. CoastSnap funding bid EOI)

While the former Metropolitan Seaside Councils Committee (MSCC) undertook a review of its structure/function/governance etc during 2020-23 those metropolitan Councils chose not to continue membership with SACCA, instead deferring consideration of membership until the MSCC review was complete. With the finalisation of the review and establishment of the new Adelaide Coastal Councils Network (ACCN) in July 2023 the SACCA EO has had several meetings with ACCN Council staff and the recently appointed Chairperson, Cr Gretel Wilkes from Onkaparinga Council.

Recent collaborations between LGA, SACCA and the ACCN (previously mentioned CRC project and CoastSnap bid) have proven the value proposition of the three bodies working together and as such SACCA is keen to progress discussions with the new ACCN Board to resolve its relationship going forward.

Through a collaborative approach the three parties have already successfully applied for Federal funding to undertake the abovementioned Climate Ready Coasts project and have recently submitted a DEW citizen science funding bid via the LGA SA for the introduction of Coastsnap (<https://www.coastsnap.com/>), a coastal monitoring citizen science tool within all LCLGA and S&HLGA coastal Councils all the way through to Adelaide's northern beaches.





R&D project – coastal policies discussion paper

SACCA is seeking to commission a discussion paper that clearly articulates the issues experienced by SA coastal Councils with respect to coastal protection policies, identify potential reforms/solutions and make recommendations to implement those solutions.

The discussion paper aims to articulate:

- The approach to coastal protection works within the South Australian planning system;
- Implications of the coastal protection policies for Councils;
- Those issues/ implications which may be experienced on a Statewide basis;
- Identify potential opportunities for reforms/solutions; and
- Recommend an advocacy approach to encourage the State Government to implement the solutions.

While the discussion paper is likely to be sponsored by Eyre Peninsula coastal Councils SACCA is currently working through potential funding partners for the project.

SACCA stakeholders

Marine Innovation SA (MISA) – SACCA was invited to join MISA as a collaborator for upcoming projects arising from the National Environmental Science Program (NESP), Marine and Coastal Hub (NESP, MAC); the Protect Our Oceans program; The Nature Conservancy Reef Restoration Program and other research funding sources as they are announced.

MISA has been instrumental in developing large scale collaborative initiatives and is currently the South Australian member for the NESP Marine and Coastal Hub. The Marine and Coastal Hub will support management of marine and coastal environments, biodiversity and taxonomic assets, monitoring systems and decision support tools, as well as threatened and migratory species and ecological communities; protected places; waste; and climate adaptation.

LGA SA – SACCA and the LGA finalised a MoU in 2021 and this is still in operation. SACCA has recently supported the LGA with its successful application to the CERMP (described above) and will be working with LGA, DEW, ACCN and wider stakeholders to govern and implement the project delivery.

Australian Coastal Councils Association – ACCA has offered to work with SACCA on mutually beneficial projects/issues and has recently considered the SACCA 'Funding the Future' paper as part of its Federal advocacy program.

Australian Coastal Society – SACCA has also approached the ACS to consider how both parties can work together for the benefit of SA coastal Councils. This includes collaborating on the delivery of the SACCA and ACS coastal forums.

Coast Protection Board of SA (CPB) – In 2022 the CPB extinguished the Local Government Advisory Committee to the Board which included representatives from the LGA, SACCA, ACCN and a coastal Council member. In extinguishing the Advisory Committee the CPB committed to introducing regular forums with the LGA and SACCA (2 per annum) to maintain engagement however to date the Board has not fulfilled this commitment.

Environment and Resources Development Committee – SACCA provided both a written and verbal submission to the ERDC [Inquiry into the CPB](#), the Coast Protection Act 1972 and other relevant matters.



SACCA is considering the findings of the ERDC inquiry and looks forward to reform discussions with the State Government.

Flinders University - SACCA has provided in-kind support to the Flinders University Coastal Climate Adaptation Research Project, partly funded via the DEW Coastal Grants program. The results of this project are due in 2023 and will be of significant value for SACCA to help identify gaps in Councils' approach to best practice adaptation planning.

Landscape and RDA Boards - SACCA is progressing with engaging the various Landscape and RDA SA Boards from across the State to determine where opportunities for collaboration, coordination and capacity might exist between SACCA and the Boards.

Institute of Public Works and Engineering (IPWEA) – SACCA has approached IPWEA to investigate opportunities to support coastal Councils with asset management and financial planning for coastal assets and in particular those that are subject to increasing erosion rates. A collaborative project has been developed and SACCA is seeking funding opportunities.

Living Shorelines (University of Melbourne National Centre for Coasts and Climate) – SACCA has supported the National Centre for Coasts and Climate in its Living Shorelines initiative. This program is aimed at increasing our understanding and uptake of adaptation options that integrate natural and 'living' options such as mangroves, dune and vegetation rehabilitation etc.

16.7 Limestone Coast Local Government Association - Charter

Report Type	Correspondence
Correspondent	Colin Byles – Interim Executive Officer Limestone Coast Local Government Association
File Reference	GF/10.14.2/1
Attachments	1. Wattle Range Council [16.7.1 - 2 pages] 2. LCLGA Charter 030223 [16.7.2 - 22 pages]

RECOMMENDATION

That the correspondence from Colin Byles dated 6 November 2023 regarding the updated Charter that addresses the concerns of Cr John Drew from the 10 October 2023 Council Meeting be received and noted.



Ben Gower
Chief Executive Officer
Wattle Range Council
P.O. Box 27
Millicent SA 5280

Dear Ben,

RE: Limestone Coast Local Government Association - Charter

I refer to the email received from Catherine Allen after your October 2023 Council meeting that referred to item 16.2 on your Agenda relating to the Limestone Coast Local Government Association Charter.

The following information was included in the email that was the motion from Item 16.2, where Councillor Drew recommended the document be reviewed and be re-presented to Council.

16.2 Limestone Coast Local Government Association Charter

Cr Walshaw moved that the correspondence from Colin Byles dated 25 September 2023 regarding the Limestone Coast Local Government Association Charter:

1. Be received and noted.

Cr Castine seconded

CARRIED

Cr Drew moved:

Wattle Range Council

Ordinary Meeting – 10 October 2023

Folio 10917

2. That Council note the number of errors in the current document and recommend that it be reviewed and re-presented for further consideration.

Cr Walshaw seconded

CARRIED



The additional information was also supplied to me with the queries Councillor Drew raised, with the suggestion that I contact Councillor Drew direct to discuss the queries.

Spellings or grammar: P314 should be 'complementary', P319 note 3.3.1 'the objectives the purposes'? P327 5.6.2© the word is 'assess' not 'access'.

- 1) **3.2.11 states "or such longer term as the Constituent Council appointing the person may determine" conflicts with 3.2.3**
- 2) **3.3.2 and 3.3.7 add 'and mechanisms for their review and evaluation'**
- 3) **3.7.9 re special meeting add somewhere 'within one month of the receipt of the written request'**
- 4) **3.7.14b Voting: 'In the event of a drawn vote the motion will be declared lost.'**

I contacted Councillor Drew last week and discussed the queries he had. I thanked him for the comments on spelling and agreed that the spelling would be corrected.

On the other four (4) points raised I worked through with Councillor Drew these points and explained point by point that all the points were not in conflict as they referred to a different matter in the Charter or were addressed in another clause of the Charter.

Councillor Drew agreed with these explanations and was comfortable for the Charter to be re-presented to Council at the November 2023 meeting.

If you have any questions, please do not hesitate to contact me.

Yours faithfully


Colin Byles

Interim Executive Officer

Limestone Coast Local Government Association



Limestone Coast Local Government Association
CHARTER



1.	INTRODUCTION	2
1.1	Name	2
1.2	Definitions	2
1.3	Interpretation	3
1.4	Establishment	3
1.5	Local Government Act 1999	3
1.6	Objects and Purpose of LCLGA	4
2.	POWERS AND FUNCTIONS OF LCLGA	4
2.1	Powers and Functions	4
2.2	Duties and Acting Outside Areas of Constituent Councils	5
2.3	Other Powers, Functions and Duties	6
2.4	Property	6
2.5	Borrowings and Expenditure	6
2.6	Delegation by LCLGA	6
2.7	National Competition Policy	7
3.	BOARD OF MANAGEMENT	7
3.1	Structure	7
3.2	Membership of the Board	7
3.3	Functions of the Board	9
3.4	Propriety of Members of the Board	9
3.5	President and Vice President of the Board	9
3.6	Powers of the President and Vice President	10
3.7	Meetings of the Board	10
3.8	Annual General Meeting	13
4.	EXECUTIVE OFFICER	13
5.	MANAGEMENT	15
5.1	Financial Management	15
5.2	Project Fees	15
5.3	Audit	16
5.4	Annual Business Plan and Budget	16
5.5	Prudential Requirements	17
5.6	Strategic Management Plan	17
5.7	Reporting	17
6.	MISCELLANEOUS	18
6.1	New Members	18
6.2	Subscription	18
6.3	Standing Orders	18
6.4	Disqualification	18
6.5	Withdrawal	19
6.6	Insurance and Superannuation Requirements	19
6.7	Winding Up	19
6.8	Direction by Constituent Councils	19
6.9	Alteration and Review of Charter	20
6.10	Disputes Between Constituent Councils	20
6.11	Committees	21
6.12	Common Seal	21
6.13	Circumstances Not Provided For	21

1. INTRODUCTION

1.1 Name

The name of the subsidiary is the Limestone Coast Local Government Association (referred to as "LCLGA" in this Charter).

1.2 Definitions

- 1.2.1 "Absolute majority" of the Constituent Councils means a majority of the whole number of the Constituent Councils;
- 1.2.2 "Act" means the Local Government Act 1999 and all relevant regulations and statutory instruments made there under, as amended from time to time;
- 1.2.3 "Affiliate" means a council constituted under the Act and any other authority of a local government nature constituted or established under South Australian or Commonwealth legislation which is not a Constituent Council but which is affiliated to the South East Zone Regional Association under the Local Government Association's Constitution;
- 1.2.4 "Board" means the Board of Management of LCLGA;
- 1.2.5 "Board Member" means at any time a member of the Board, and where the context so admits, includes a Deputy Board Member;
- 1.2.6 "Budget" means a budget that conforms to Clause 25 of Schedule 2 to the Act and last adopted by the LCLGA;
- 1.2.7 "Business Plan" means a business plan that conforms to Clause 24 of Schedule 2 to the Act and last adopted by the LCLGA;
- 1.2.8 "Constituent Council" means those councils named in Clause 1.4;
- 1.2.9 "Council" means a council as constituted under the Act;
- 1.2.10 "Deputy Board Member" means at any time a person appointed and holding office as a Deputy to a Board Member;
- 1.2.11 "Elected Member" means a Mayor, Chairman or Member of a Council who has been elected or appointed pursuant to the Local Government (Elections) Act 1999 and the Act;
- 1.2.12 "Financial year" means a year beginning on 1 July in each year and ending on 30 June of the following year;
- 1.2.13 "LGA" means the Local Government Association of South Australia;
- 1.2.14 "Project fee" means a charge imposed by LCLGA on the Constituent Councils in accordance with Clause 5.2;
- 1.2.15 "Meeting" includes an ordinary and a special meeting of the Board;
- 1.2.16 "Minister" means the Minister for the time being responsible for the administration of the Act;

- 1.2.17 "Subscription" means those monies the Constituent Councils are liable to contribute to LCLGA in accordance with Clause 6.2.

1.3 Interpretation

In this charter unless the context otherwise requires:

- 1.3.1 headings do not affect interpretation;
- 1.3.2 singular includes plural and plural includes singular;
- 1.3.3 words of one gender include any gender;
- 1.3.4 a reference to a person includes a partnership, corporation, association, government body and any other entity;
- 1.3.5 a reference to legislation includes any amendment to it, any legislation substituted for it, and any subordinate legislation made under it;
- 1.3.6 an unenforceable provision or part of a provision of this Charter may be severed, and the remainder of this Charter continues in force, unless this would materially change the intended effect of this Charter;
- 1.3.7 the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions;
- 1.3.8 any reference to a section(s) is a reference to a section of the Act and includes any section that substantially replaces that section and deals with the same subject matter.
- 1.3.9 a reference to a 'Clause' means a clause of this Charter.

1.4 Establishment

LCLGA is a regional subsidiary established pursuant to Section 43 of the Act by the:

- 1.4.1 City of Mount Gambier;
- 1.4.2 District Council of Grant;
- 1.4.3 Kingston District Council;
- 1.4.4 Naracoorte Lucindale Council;
- 1.4.5 District Council of Robe;
- 1.4.6 Tatiara District Council;
- 1.4.7 Wattle Range Council.

1.5 Local Government Act 1999

This Charter must be read in conjunction with the Act. LCLGA shall conduct its affairs in accordance with the Act except as modified by this Charter as permitted by the Act.

1.6 Objects and Purpose of LCLGA

LCLGA is established to:

- 1.6.1 work in association with both the LGA and the Australian Local Government Association;
- 1.6.2 undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level;
- 1.6.3 facilitate and co-ordinate activities of local government at a regional level related to social, environmental and community development with the object of achieving improvement for the benefit of the communities of its Constituent Councils;
- 1.6.4 develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;
- 1.6.5 develop further co-operation between its Constituent Councils for the benefit of the communities of its region;
- 1.6.6 develop and manage policies which guide the conduct of programs and projects in its region with the objective of securing the best outcomes for the communities of the region;
- 1.6.7 undertake projects and activities that benefit its region and its communities;
- 1.6.8 associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest;
- 1.6.9 implement programs that seek to deliver local government services on a regional basis; and
- 1.6.10 to effectively liaise and work with the State and Commonwealth Governments and instrumentalities on a regional basis for the general enhancement of the region.

2. POWERS AND FUNCTIONS OF LCLGA

The powers, functions and duties of LCLGA are to be exercised in the performance and furtherance of LCLGA's objects and purposes.

2.1 Powers and Functions

In addition to those specified in the Act, the powers and functions of LCLGA are:

- 2.1.1 subject to clause 2.5, subscribing to, becoming a member of or co-operating or contracting with any other association or organisation whether within or outside the area of the Constituent Councils whose purposes are wholly or in part similar or complementary to the objects and purposes to LCLGA, and on such terms as LCLGA deems appropriate;

- 2.1.2 subject to clause 2.5, entering into contracts or arrangements with any Government agency or authority which are incidental or conducive to the attainment of the objects and exercise of the powers of LCLGA;
- 2.1.3 subject to clause 2.5, appointing, employing, remunerating, removing or suspending officers, managers, employees and agents of LCLGA;
- 2.1.4 raising revenue through Subscriptions, Project Fees and any other means not inconsistent with the objects and purposes of LCLGA from Constituent Councils (and Affiliates), by arrangements with sponsor organisations and by arrangement or contract with any other organisation or person;
- 2.1.5 printing and publishing any newspapers, periodicals, books, leaflets, electronic communications and other like writing;
- 2.1.6 establishing committees for such purposes as it considers appropriate which may include to steer projects or to pursue geographic or functional interests of LCLGA, the Constituent Councils or specific groups of the Constituent Councils, determining the terms of reference for a committee and appointing any member, officer or employee of a Constituent Council to be a member of a committee; ;
- 2.1.7 subject to clause 2.7, acquiring, holding, dealing with and disposing of any real or personal property;
- 2.1.8 opening and operating bank accounts;
- 2.1.9 accumulating surplus funds for investment purposes;
- 2.1.10 investing any of the funds of LCLGA, provided that:
 - (a) in exercising this power of investment LCLGA must exercise the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons; and
 - (b) LCLGA must avoid investments that are speculative or hazardous in nature
- 2.1.11 subject to clause 2.5, borrowing money;
- 2.1.12 giving security for the discharge of the liabilities of LCLGA; and
- 2.1.13 doing all other things that are necessary or incidental or conducive to the attainment of the objects and purposes, the furtherance of the interests and the exercise, performance or discharge of the powers, functions or duties of LCLGA.

2.2 Duties and Acting Outside Areas of Constituent Councils

- 2.2.1 LCLGA has the following duties:
 - (a) to exercise the functions and powers of LCLGA only in the performance and furtherance of LCLGA's objects and purposes;
 - (b) to comply with this Charter, the Act, all other applicable laws and any lawful direction of the Constituent Councils.

- 2.2.2 LCLGA may undertake its activities outside the areas of the Constituent Councils in accordance with the Act but only where such activities have been approved by the Constituent Councils as being necessary or expedient to the performance by LCLGA of its functions.

2.3 Other Powers, Functions and Duties

LCLGA may exercise such other functions and powers as may be delegated to the LCLGA or authorised by the Constituent Councils from time to time.

2.4 Property

- 2.4.1 All property held by LCLGA is held by it on behalf of the Constituent Councils;
- 2.4.2 No person may sell, encumber or otherwise deal with any property of LCLGA without the approval of the Board by way of resolution at a Board meeting.

2.5 Borrowings and Expenditure

- 2.5.1 LCLGA has the power to incur expenditure as follows:
- (a) as set out in a budget adopted by LCLGA in accordance with the Act; or
 - (b) in respect of expenditure not contained in a budget adopted by LCLGA for a purpose of genuine emergency or hardship.
- 2.5.2 LCLGA has the power to borrow money subject to the following:
- (a) LCLGA must prior to taking out any borrowings submit a proposal in writing to the Constituent Councils outlining the amount of money proposed to be borrowed, the terms and conditions of the borrowings and the purpose to which the money will be put;
 - (b) LCLGA may only borrow money if an absolute majority of the Constituent Councils grant approval to the borrowing which approval may be granted on such terms and conditions as determined by the absolute majority of the Constituent Councils granting the approval.

2.6 Delegation by LCLGA

LCLGA may subject to this Charter and in accordance with the Act by resolution delegate any of its power or, functions under the Act or this Charter but may not delegate:

- 2.6.1 the power to impose charges including the power to impose a Project Fee or Subscriptions;
- 2.6.2 the power to borrow money or obtain any other form of financial accommodation;
- 2.6.3 the power to approve expenditure of money on the works, services or operations of LCLGA not set out or included in a budget approved by

LCLGA or where required by this Charter approved by the Constituent Councils;

2.6.4 the power to approve the reimbursement of expenses or payment of allowances to members of the Board;

2.6.5 the power to adopt financial estimates and reports.

A delegation is revocable at will and does not prevent LCLGA from acting in a matter.

2.7 National Competition Policy

LCLGA must undertake any commercial activities, which constitute a significant business activity of LCLGA, in accordance with the principles of competitive neutrality.

3. BOARD OF MANAGEMENT

3.1 Structure

3.1.1 LCLGA is a body corporate and is governed by the Act and this Charter.

3.1.2 The Board is LCLGA's governing body and has the responsibility to manage the business and other affairs of LCLGA ensuring that LCLGA acts in accordance with this Charter and all relevant legislation.

3.1.3 All meetings of the Board shall be meetings of LCLGA.

3.2 Membership of the Board

3.2.1 The Board shall consist of Members appointed pursuant to this Charter.

3.2.2 Each Constituent Council will be entitled to appoint one elected member to be a Board Member and may at any time revoke this appointment and appoint another elected member to be a Board Member.

3.2.3 Subject to this Charter a Board Member shall be appointed for a term specified in their instrument of appointment or until the conclusion of the next periodic Local Government Election following their appointment, whichever term is lesser, at which time they will be eligible for re-appointment by the Constituent Council.

3.2.4 Each Constituent Council may appoint two elected members of the Constituent Council to be Deputy Board Members for such terms as determined by the Constituent Council, either of whom may act in place of that Constituent Council's Board Member at the request of the Board Member or the Board if the Board Member will be unable to be present at a meeting of the Board. The Constituent Council may revoke the appointment of a Deputy Board Member and appoint another elected member as a Deputy Board Member at any time.

3.2.5 In the absence of a Board Member, the Deputy Board Member acting for the absent Board Member has all of the rights and responsibilities of the Board Member.

- 3.2.6 Each Constituent Council must give notice in writing to LCLGA of the elected members it has appointed as a Board Member and Deputy Board Members and of any revocation of any of those appointments.
- 3.2.7 In the event that a Board Member or both Deputy Board Members are unable to attend a meeting of the Board, any other elected member of the Constituent Council present at the meeting may, upon application, be accepted by the meeting as the proxy for the absent Board Member and Deputy Board Members for the period of the absence of the Board Member and Deputy Board Members.
- 3.2.8 A Constituent Council may invite any of its elected members or employees to attend meetings of the Board and those so invited may be heard but only a Board Member may exercise a vote.
- 3.2.9 The provisions regarding terminating the appointment of a Board Member as prescribed in the Act apply to all Board Members. In addition to those provisions, the appointment of a Board Member shall terminate:
- (a) upon the Council who appointed him/her ceasing to be a Constituent Council; or
 - (b) if the Board Member ceases to be an elected member of the Constituent Council which appointed him/her;
 - (c) upon the happening of any other event through which the Board Member would become ineligible to remain as a Board Member.
- (See Clause 20, Part 2, Schedule 2 of the Act for the grounds that give rise to a vacancy)*
- 3.2.10 The Board may by a two thirds majority vote of the Board Members present (excluding the Board Member subject to this Clause 3.2.10) make a recommendation to the relevant Constituent Council requesting that the Constituent Council terminate the appointment of a Board Member in the event of:
- (a) any behaviour of the Board Member which in the opinion of the Board amounts to impropriety;
 - (b) serious neglect of duty in attending to the responsibilities of a Board Member;
 - (c) breach of fiduciary duty to LCLGA or the Constituent Council(s);
 - (d) breach of the duty of confidentiality to LCLGA or the Constituent Council(s);
 - (e) breach of the conflict of interest provisions of the Act; or
 - (f) any other behaviour that may, in the opinion of the Board, discredit LCLGA or the Constituent Councils.
- 3.2.11 If any vacancy occurs in the membership of the Board it must be filled in the same manner as the original appointment. The person

appointed to fill the vacancy will be appointed for the balance of the term of the original appointment or such longer term as the Constituent Council appointing the person may determine and at the expiry of that term shall be eligible for re-appointment.

3.3 Functions of the Board

In addition to the functions of the Board set out in the Act, the Board has the following functions:

- 3.3.1 ensuring that LCLGA achieves the objectives the purposes set out in this Charter;
- 3.3.2 formulating strategic plans aimed at improving the activities of LCLGA;
- 3.3.3 providing input and policy direction to LCLGA;
- 3.3.4 monitoring, overseeing and evaluating the performance of the Executive Officer of LCLGA;
- 3.3.5 ensuring that ethical behaviour and integrity is maintained by LCLGA and its Board Members in all activities undertaken by LCLGA;
- 3.3.6 ensuring that the activities of LCLGA are undertaken in an open and transparent manner, save as otherwise permitted by this;
- 3.3.7 assisting in the development of Annual Business Plans;
- 3.3.8 exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons.

3.4 Propriety of Members of the Board

- 3.4.1 The provisions regarding conflict of interest prescribed in the Act apply to all Board Members in the same manner as if they were elected members of a council.
- 3.4.2 Board Members are not required to comply with Chapter 5, Part 4, Division 2 (Register of Interests) of the Act.
- 3.4.3 Board Members must at all times act in accordance with their duties as set out in the Act.

3.5 President and Vice President of the Board

- 3.5.1 The Board will elect from the Board members a President and Vice President at the Annual General Meeting of the Board.
- 3.5.2 Where there is more than one nomination for the position of President or Vice President, the election shall be decided by ballot.
- 3.5.3 The President and Vice President shall hold office from the Annual General Meeting and for such term as determined by the Board except that the President and Vice President shall immediately cease to hold office as President or Vice President if he or she:
 - (a) resigns from the office of President or Vice President;

(b) is removed from office as President or Vice President by the Board; or

(c) is no longer a Board Member.

3.5.4 The President is entitled to the payment of an honorarium as determined by the Board.

3.5.5 In the event that:

(a) the President ceases to hold office as the President for any reason whatsoever, the Vice-President will be appointed to the role of President and the Board Members may elect from the other Board Members a Board Member to hold the office of Vice-President until the next Annual General Meeting;

(b) the Vice-President ceases to hold office as the Vice President for any reason whatsoever, the Board Members may elect from the other Board Members a Board Member to hold the office of Vice-President until the next Annual General Meeting;

(c) both the President and Vice-President cease to hold office as President and Vice President at the same time for any reason whatsoever, the Board Members may elect from the other Board Members, two Board Members to hold the offices of President and Vice President until the next Annual General Meeting.

3.6 Powers of the President and Vice President

3.6.1 The President shall preside at all meetings of the Board.

3.6.2 In the event of the President being absent from a meeting of the Board, the Vice President will preside during the President's absence.

3.6.3 In the event of the President and Vice President being absent from a meeting, the Board shall appoint a Board Member from those present, who shall preside for the duration of the absence of the at the President or Vice President.

3.6.4 The President and the Vice President individually or collectively shall have such other powers as may be decided by the Board.

3.7 Meetings of the Board

3.7.1 The Board may determine procedures, in addition to but not inconsistent with those specified in this Charter, to apply at or in relation to its meetings.

3.7.2 Ordinary meetings of the Board must take place at such times and places as may be fixed by the Board or the Executive Officer of LCLGA from time to time, and in any event not less than two (2) times per financial year. Notice of any change to the time and or place of an ordinary meeting of the Board must be provided by the Executive Officer to each Board Member and Chief Executive Officer of the Constituent Councils at least four (4) weeks prior to the holding of the ordinary meeting as far as reasonably practicable.

- 3.7.3 An ordinary meeting of the Board will constitute an ordinary meeting of LCLGA. The Board shall administer the business of the ordinary meeting.
- 3.7.4 For the purposes of this sub-clause, the contemporary linking together by telephone, audio-visual or other instantaneous means (“telecommunications meeting”) of the Board Members, provided that at least a quorum is present, is deemed to constitute a meeting of the Board.
- 3.7.5 Each of the Board Members taking part in the telecommunications meeting, must at all times during the telecommunications meeting be able to hear and be heard by each of the other Board Members present.
- 3.7.6 At the commencement of a telecommunications meeting, each Board Member must announce his/her presence to all other Board Members taking part in the meeting. A Board Member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Board Member has previously notified the President of the meeting.
- 3.7.7 The time and place of ordinary meetings of the Board (including the Annual General Meeting) fixed by the Board in accordance with clause 3.7.2 will be confirmed at each ordinary meeting of the Board.
- 3.7.8 Notice of a meeting of the Board for the purpose of making a recommendation to the Constituent Councils to wind up LCLGA will be sent to Board Members and the Chief Executive Officers of the Constituent Councils at least eight (8) weeks before the date of the meeting.
- 3.7.9 Any three (3) Constituent Councils may by delivering a written request to the Executive Officer of LCLGA require a special meeting of the Board to be held. On receipt of the request, the Executive Officer shall send a notice of the special meeting to all Board Members and Chief Executive Officers of the Constituent Councils at least three (3) days prior to the date of the special meeting in the manner provided for in this Charter. Such notice shall specify the date, time and place of the special meeting and be signed by the Executive Officer, and contain, or be accompanied by, the agenda for the meeting.
- 3.7.10 The request by any Constituent Council to the Executive Officer of LCLGA requiring a special meeting to be held must be accompanied by the proposed agenda for the meeting and any written reports intended to be considered at the meeting (and if the proposed agenda is not provided the request is of no effect).
- 3.7.11 The President may convene a special meeting of the Board at the President’s discretion without complying with the notice requirements prescribed in this Charter provided always that there is a minimum one (1) hour notice given to Board Members.
- 3.7.12 The President shall convene other meetings of the Board as the Board may direct.

3.7.13 Quorum

- (a) The prescribed number of Board Members will constitute a quorum at a meeting and no business will be transacted at a meeting unless a quorum is present.
- (b) The prescribed number of Board Members means a number ascertained by dividing the total number of Board Members for the time being in office, by two (2) ignoring any fraction resulting from the division and adding one (1).

3.7.14 Voting

- (a) Each Board Member present at the meeting including the President, shall hold a voting card and be entitled to make a deliberative vote on behalf of that Constituent Council.
 - (b) In the event of an equality of votes, the President does not have a second or casting vote.
 - (c) Questions arising for decision at ordinary meetings of the Board will be decided by an absolute majority of votes on the basis of one (1) vote per Board Member present at the meeting, providing the number of "for" votes is not less than the absolute majority of Constituent Councils.
 - (d) A recommendation to Constituent Council's to wind up LCLGA requires the votes of the Board Members of an absolute majority of the Constituent Councils.
 - (e) Subject to the Act, each Board Member validly present at a meeting and entitled to vote in accordance with this Charter must vote on a question arising for decision at the meeting. Failure by any Board Member to vote other than where permitted or required by the Act not to vote will be deemed to be a negative vote in relation to the question for decision.
- 3.7.15 A majority of the Board Members present at a meeting of the Board may adjourn the meeting from time to time and from place to place.
- 3.7.16 Subject to the provisions of this Charter, meetings of the Board must be conducted in a place open to the public and Chapter 6 Part 3 of the Act extends to LCLGA as if LCLGA were a council and the Board Members were members of the Council.
- 3.7.17 The Executive Officer must cause minutes to be kept of the proceedings at every meeting of the Board and present the minutes at the next meeting of the Board for confirmation and adoption.
- 3.7.18 Where the Executive Officer is excluded from attendance at a meeting of the Board pursuant to this Charter, the person presiding at the meeting shall cause the minutes to be kept.
- 3.7.19 Subject to this Charter a person is entitled to inspect, without payment of a fee:
- (a) minutes of a Board Meeting;

- (b) reports to the Board received at a meeting of the Board;
- (c) recommendations presented to the Board in writing and adopted by resolution of the Board.

3.7.20 Subject to the Act and this Charter and to any direction of the Constituent Councils the Board may determine its own procedures for meetings which must be fair and contribute to free and open decision making.

3.8 Annual General Meeting

The Annual General Meeting will:

- 3.8.1 be held on a day determined by the Board save that it must be held before 30 April in each calendar year unless extraordinary administrative difficulty;
- 3.8.2 receive LCLGA's Annual Report which may incorporate reports from committees and any representatives reports from other organisations;
- 3.8.3 receive the audited financial statement for the preceding financial year;
- 3.8.4 acknowledge the appointment of Board Members;
- 3.8.5 elect the:
 - (a) President; and
 - (b) Vice President;
- 3.8.6 determine the amount of the honorarium to be paid to the President; and
- 3.8.7 consider any other business requiring consideration by the Board Members in general meeting.

4. EXECUTIVE OFFICER

- 4.1 The Board shall appoint an Executive Officer of LCLGA to manage the business of LCLGA on terms agreed between the Executive Officer and the Board.
- 4.2 The Executive Officer is responsible to LCLGA for the implementation of decisions made by LCLGA and for the efficient and effective management of the affairs of LCLGA.
- 4.3 The Executive Officer shall cause records to be kept of all activities and financial affairs of LCLGA in accordance with this Charter, in addition to other duties provided for by this Charter and those specified in the terms and conditions of appointment.
- 4.4 The Board shall delegate responsibility for the day-to-day management of LCLGA to the Executive Officer, who will ensure that sound business and human resource management practices are applied in the efficient and effective management of the operations of LCLGA.

- 4.5 The functions of the Executive Officer shall be specified in the terms and conditions of appointment and shall include but are not limited to:
- 4.5.1 attending at all meetings of the Board unless excluded by resolution of the Board;
 - 4.5.2 ensuring that the decisions of the Board are implemented in a timely and efficient manner;
 - 4.5.3 providing information to assist the Board to assess LCLGA's performance against its Strategic Management and Business Plans;
 - 4.5.4 appointing, managing, suspending and dismissing employees of LCLGA;
 - 4.5.5 determining the conditions of employment of employees of LCLGA, within budgetary constraints set by the Board;
 - 4.5.6 providing advice and reports to the Board on the exercise and performance of its powers and functions under this Charter or any Act;
 - 4.5.7 ensuring that LCLGA is at all times complying with the relevant legislation;
 - 4.5.8 co-ordinating and initiating proposals for consideration of the Board including but not limited to continuing improvement of the operations of LCLGA;
 - 4.5.9 ensuring that the assets and resources of LCLGA are properly managed and maintained;
 - 4.5.10 ensuring that records required under the Act or any other legislation are properly kept and maintained;
 - 4.5.11 ensuring that LCLGA's Annual Report is distributed to the Constituent Councils in time to be incorporated in their Annual Reports;
 - 4.5.12 exercising, performing or discharging other powers, functions, delegations or duties conferred on the Executive Officer by or under the Act or any other Act, and performing other functions lawfully directed by the Board; and
 - 4.5.13 achieving financial outcomes in accordance with adopted plans and budgets of LCLGA.
- 4.6 The Executive Officer may delegate or sub-delegate any power or function vested in the Executive Officer to:
- 4.6.1 a committee;
 - 4.6.2 an employee of LCLGA;
 - 4.6.3 an employee of a Constituent Council; or
 - 4.6.4 a person for the time being occupying a particular office or position.
- 4.7 A delegation or sub-delegation by the Executive Officer may be subject to any conditions or limitations as determined by the Executive Officer.

- 4.8 Where a power or function is delegated to an employee, or a person occupying a particular office or position, that employee or person is responsible to the Executive Officer for the efficient and effective exercise or performance of that power or function.
- 4.9 A written record of all delegations and sub-delegations must be kept by the Executive Officer at all times.

5. MANAGEMENT

5.1 Financial Management

- 5.1.1 LCLGA shall keep proper books of accounts, and reconsider its budget in accordance with the requirements of the Local Government (Financial Management) Regulations 2011 and all applicable Australian accounting standards.
- 5.1.2 LCLGA's books of account must be available for inspection by any Board Member or authorised representative of any Constituent Council at any reasonable time on request.
- 5.1.3 LCLGA must establish and maintain a bank account with such banking facilities and at a bank to be determined by the Board.
- 5.1.4 LCLGA shall appoint no less than two Board members, the Executive Officer, the President and the Vice President as authorised operators of the bank accounts. A minimum of two authorised operators must be required to deal with the bank account at any one time.
- 5.1.5 Any payments made by Electronic Funds Transfer must be made in accordance with procedures approved by the external Auditor.
- 5.1.6 The Executive Officer must act prudently in the handling of all financial transactions for LCLGA and must provide quarterly financial and corporate reports to the Board and if requested, the Constituent Councils.

5.2 Project Fees

- 5.2.1 LCLGA may charge Constituent Councils or any of them for a specified activity or activities in the form of Project Fees.
- 5.2.2 A Project Fee must be imposed by the Board at an ordinary meeting or an Annual General Meeting.
- 5.2.3 The Executive Officer must give notice to Constituent Councils of the purposes of a Project Fee at least four (4) weeks prior to an ordinary meeting of the Board.
- 5.2.4 In the event that a Constituent Council does not wish to participate in an activity or activities, that Council may elect to be excluded from that activity or activities.
- 5.2.5 The Executive Officer must give notice of the Project Fees to all affected Constituent Councils.

- 5.2.6 A Project Fee will not be binding on Constituent Councils until the expiration of one calendar month from the date of the notice specified in clause 5.2.5.
- 5.2.7 A Constituent Council that objects in writing to the imposition of the Project Fee within one month of the date of the notice shall be exempt from payment of the Project Fee until its objection is considered at a meeting of the Board.
- 5.2.8 A meeting of the Board must, after consideration of the objection of a Constituent Council to a Project Fee, confirm or vary the Project Fee on that Council or exempt that Constituent Council from payment of the Project Fee.
- 5.2.9 The President may convene a special meeting of the Board to consider an objection to a Project Fee.

5.3 **Audit**

- 5.3.1 The Board must appoint an external auditor in accordance with the Local Government (Financial Management) Regulations 2011.
- 5.3.2 The external Auditor shall hold office for such term as determined by the Board.
- 5.3.3 The role of external Auditor will be as specified in the Act.
- 5.3.4 The audit of financial statements of LCLGA, together with the accompanying report from the external Auditor, shall be submitted to both the Board and the Chief Executive Officers of the Constituent Councils.

5.4 **Annual Business Plan and Budget**

- 5.4.1 LCLGA shall prepare and adopt an Annual Business Plan and Budget:
 - (a) linking the core activities of LCLGA to strategic, operational and organisational requirements with supporting financial projections setting out the estimates of revenue and expenditure as necessary for the period; and
 - (b) detailing the estimated subscriptions, revenues, costs and Project Fees for the ensuing financial year.
- 5.4.2 A draft Annual Business Plan and Budget shall be submitted by the Executive Officer to the Board by 30 April in each financial year unless otherwise determined by the Board.
- 5.4.3 The Annual Business Plan and Budget shall be adopted by the Board after 31 May for the ensuing financial year and before 31 August. A draft Annual Business Plan and Budget must be referred to the Constituent Councils at least eight (8) weeks prior to the date of the meeting of the Board at which they are to be adopted.
- 5.4.4 A Constituent Council may comment on the draft Annual Business Plan and Budget in writing to the Executive Officer at least fourteen (14) business days before the meeting at which they are to be adopted or through its Board Members at that meeting.

- 5.4.5 The Board must provide a copy of the adopted Annual Business Plan and Budget to the Chief Executive Officers of each Constituent Council within five (5) business days after adoption.
- 5.4.6 The Board will reconsider the Annual Business Plan and Budget at least three times during the financial year in line with the Local Government (Financial Management) Regulations 2011.
- 5.4.7 LCLGA shall consult with the Constituent Councils prior to amending the Annual Business Plan and Budget.

5.5 Prudential Requirements

Where consideration is being given to LCLGA undertaking a commercial or large project, the provisions of Chapter 4 Part 3 Sections 48(1)(b), 48(2) and 48(3) of the Act, shall apply.

5.6 Strategic Management Plan

- 5.6.1 LCLGA shall prepare and implement a Strategic Management Plan.
- 5.6.2 The Strategic Management Plan will:
- (a) identify LCLGA's objectives over the period;
 - (b) identify the principal activities that LCLGA intends to undertake to achieve its objectives;
 - (c) state the measures that are to be used to monitor and assess the performance of LCLGA over the period;
 - (d) identify the broad means by which its activities are to be carried out;
 - (e) address issues associated with arranging its affairs; and
 - (f) make provision for the review of LCLGA's charter and activities.
- 5.6.3 LCLGA may amend its Strategic Management Plan at any Board meeting, but must review the Strategic Management Plan at least once every five (5) years.

5.7 Reporting

- 5.7.1 LCLGA must submit to the Constituent Councils, on or before 30 September in each year a report on the work and operations of LCLGA detailing achievement of the aims and objectives of its Annual Business Plan and incorporating the audited Financial Statements of LCLGA and any other information or report as required by the Constituent Councils.
- 5.7.2 The Board shall present a balance sheet and full financial reports to the Constituent Councils at the end of each financial year in accordance with the Local Government (Financial Management) Regulations 2011.

6. MISCELLANEOUS

6.1 New Members

- 6.1.1 Subject to the provisions of the Act, including but not limited to Ministerial approval, this Charter may be amended by the unanimous agreement of the Constituent Councils to provide for the admission of a new Constituent Council or Councils, with or without conditions of membership, such conditions to be determined by the Board.
- 6.1.2 A Council may apply for Affiliate status provided that the Board is satisfied that there is good reason for the Council not to be a full member. Subject to this Charter, an Affiliate shall be entitled to attend at all meetings of the Board and shall have an opportunity to speak to the meeting, however an Affiliate shall not be entitled to vote at meetings of the Board and shall, subject to legislative requirements, have such other rights and obligations as the Board may decide.

6.2 Subscription

- 6.2.1 Every Constituent Council shall be liable to contribute monies to LCLGA each financial year.
- 6.2.2 Subscriptions are to be applied equitably to Constituent Councils under such terms and conditions determined by the Board.
- 6.2.3 The amount of each Constituent Council's subscription will be decided at an ordinary meeting and will be due and payable within one month of a written request from the Executive Officer for payment.
- 6.2.4 If a Council becomes a Constituent Council after the first day of July in any year, the subscription payable by that council for that financial year will be calculated on the basis of the number of months remaining in that financial year.
- 6.2.5 The subscription payable by an Affiliate shall be decided at the time Affiliate status is granted and may be determined by the Board at the Annual General Meeting.

6.3 Standing Orders

Subject to Clause 21 of Schedule 2 of the Act, LCLGA may by resolution at any meeting of the Board pass, alter or rescind standing orders or rules for the due management and regulation of LCLGA. Standing orders or rules made pursuant to this Clause shall be entered in a book that will be kept for the information of Board Members and may be printed or circulated at the discretion of LCLGA.

6.4 Disqualification

- 6.4.1 Subject to any legislative requirements including but not limited to Ministerial approval, a Council that fails to pay its subscription or any other monies due to LCLGA within six months from the date upon which the subscription or other monies become due and payable shall cease to be a Constituent Council or, as the case may be, an Affiliate.

- 6.4.2 The Executive Officer will give notice in writing to the Constituent Council that its status as a Constituent Council or, as the case may be, an Affiliate, has been terminated.

6.5 **Withdrawal**

- 6.5.1 Subject to any legislative requirements, including but not limited to Ministerial approval, a Constituent Council or an Affiliate may resign from LCLGA at any time by giving three months' notice in writing of such withdrawal to the Executive Officer provided that its subscription of the current year and other monies outstanding prior to the date of its giving notice of withdrawal have been paid to LCLGA.
- 6.5.2 The withdrawal of any Constituent Council does not extinguish the liability of that Constituent Council to contribute to any loss or liability incurred by LCLGA at any time before or after such withdrawal in respect of any act or omission by LCLGA prior to such withdrawal.

6.6 **Insurance and Superannuation Requirements**

- 6.6.1 LCLGA shall register with the Local Government Mutual Liability Scheme and comply with the Rules of that Scheme.
- 6.6.2 LCLGA shall advise the Local Government Risk Management Services of its insurance requirements relating to Local Government Special Risks including buildings, structures, vehicles and equipment under the management, care and control of LCLGA.
- 6.6.3 If LCLGA employs any person it shall register with the Local Government Superannuation Scheme and the Local Government Workers Compensation Scheme and comply with the Rules of those Schemes.

6.7 **Winding Up**

- 6.7.1 LCLGA may be wound up by the Minister acting upon a unanimous resolution of the Constituent Councils or by the Minister in accordance with Schedule 2, Part 2, clause 33 (1)(b) of the Act.
- 6.7.2 In the event of a winding up of LCLGA, any surplus assets after payment of all expenses shall be returned to Constituent Councils in proportion to the subscription paid in the financial year prior to the passing of the resolution to wind up.
- 6.7.3 If there are insufficient funds to pay all expenses due by LCLGA on winding up, a levy shall be imposed on all Constituent Councils in proportion to the subscription paid in the financial year prior to the passing of the resolution to wind up.
- 6.7.4 In the event of a winding up of LCLGA, an Affiliate shall not be entitled to participate in a distribution of surplus assets and shall not be liable to pay a levy if there are insufficient funds to pay all expenses.

6.8 **Direction by Constituent Councils**

- 6.8.1 The establishment of LCLGA does not derogate from the power of the Constituent Councils to jointly act in any manner prudent to the sound management and operation of LCLGA, provided that the Constituent

Councils have first agreed by resolution of each Constituent Council as to the action to be taken.

- 6.8.2 The establishment of LCLGA does not derogate from the power of any of the Constituent Councils to act independently in relation to a matter for which LCLGA has been established.
- 6.8.3 Provided that the Constituent Councils have all first agreed unanimously as to the action to be taken, the Constituent Councils may direct and control LCLGA.
- 6.8.4 For the purpose of clause 6.8.3, any direction given by the Constituent Councils must be given in writing to the Executive Officer of LCLGA.

6.9 **Alteration and Review of Charter**

- 6.9.1 This Charter will be reviewed by the Constituent Councils at least once in every four (4) years.
- 6.9.2 This Charter may be amended by unanimous resolution of the Constituent Councils.
- 6.9.3 The Executive Officer must:
 - (a) furnish a copy of the charter, as amended, to the Minister; and
 - (b) ensure that a copy of the charter, as amended, is published on a website (or websites) determined by the chief executive officers of the Constituent Councils; and
 - (c) ensure that a notice of the fact of the amendment and a website address at which the charter is available for inspection is published in the Gazette.

6.10 **Disputes Between Constituent Councils**

- 6.10.1 The Constituent Councils agree to work together in good faith to resolve any matter requiring their direction or resolution.
- 6.10.2 Where the Constituent Councils are unable to resolve a matter within twenty-one (21) days of the matter being presented to them, the matter will be referred by the Board to the President of the Institute of Arbitrators and Mediators Australia (or his/her nominee) for the appointment of an arbitrator.
- 6.10.3 Notwithstanding clause 6.10.2 the Constituent Councils agree to be bound by the decision of the appointed arbitrator (except in relation to any decision relating to the acquisition or disposal of any real property) and will endeavour to work together in good faith in the implementation of that decision.
- 6.10.4 The costs of arbitration shall be borne equally by the Constituent Councils involved in the arbitration, or as otherwise determined by the arbitrator.

6.11 Committees

- 6.11.1 The Board may establish a committee of Board Members for the purpose of:
- (a) enquiring into and reporting to the Board on any matter within LCLGA's functions and powers and as detailed in the terms of reference given by the Board to the Committee;
 - (b) exercising, performing or discharging delegated powers, functions or duties.
- 6.11.2 The Board may establish advisory committees consisting of or including persons who are not Board Members or elected members for enquiring into and reporting to the Board on any matter within LCLGA's functions and powers and as detailed in the terms of reference.
- 6.11.3 Subject to clause 6.11.4 the Board may appoint a member of a committee or advisory committee for such term as determined by the Board save that a term of office of a member of a committee or advisory committee will conclude at the conclusion of the next local government election following their appointment.
- 6.11.4 A member of a committee or advisory committee established under this Clause holds office at the pleasure of the Board.
- 6.11.5 The President of the Board is an ex-officio member of any committee or advisory committee established by the Board.

6.12 Common Seal

- 6.12.1 LCLGA shall have a common seal upon which its corporate name shall appear in legible characters.
- 6.12.2 The common seal shall not be used without the express authorisation of a resolution of LCLGA and every use of the common seal shall be recorded in the minute book of LCLGA.
- 6.12.3 The affixing of the common seal shall be witnessed by the President or Vice President and the Executive Officer or such other person as LCLGA may appoint for the purpose.
- 6.12.4 The common seal shall be kept in the custody of the Executive Officer or such other person as LCLGA may from time to time decide.

6.13 Circumstances Not Provided For

- 6.13.1 If any circumstance arises about which this Charter is silent, incapable of taking effect or being implemented according to its strict provisions, the President may decide the action to be taken to ensure achievement of the objects of LCLGA and its effective administration.
- 6.13.2 The President shall report any such decision at the next general meeting.

16.8 Millicent Business Community Association

Report Type	Correspondence
Correspondent	David Smith Chair Millicent Business Community Association
File Reference	GF/4.14.2/2
Attachments	1. 20231106 MBCA Letter to Wattle Range Councilors [16.8.1 - 2 pages]

RECOMMENDATION

That the correspondence from the Millicent Business Community Association dated 6 November 2023 regarding collaborating with Council in pursuit of sustainable growth of business and strengthening of our community in the Millicent District be received and noted.



Millicent Business Community Association
PO Box 859, Millicent SA 5280
millicentbca@gmail.com
ABN: 80 490 830 814

The Elected Members

Wattle Range Council
Civic Centre
George St
MILLICENT SA 5280

6 November 2023

Dear Councilors,

I am delighted to write to you as the newly elected Chair of the Millicent Business Community Association (MBCA). Along with Co-Chair Fiona Telfer, Secretary Selena Smith, Treasurer Katherine Ross and the rest of the new Committee, I look forward to collaborating closely with Council in pursuit of sustainable growth of business and strengthening of our community in the Millicent District.

As a newly elected Executive, we are keen to understand how the Association can best support Millicent's businesses and community groups. In keeping with this, members of the MBCA Committee will shortly begin visiting all businesses and community groups in the Millicent District to their concerns and seek ideas about the future direction of the Association. At the same time, the Executive will engage with a range of key stakeholders at local and State Government level, as well as peer Associations across the Limestone Coast, to gather their views and discuss opportunities for co-operation and collaboration. We expect that this consultation process will take until the end of November at least to complete, after which the Committee will consider the feedback and use it to develop a draft revised strategy for the Association. It is our aim to bring this draft strategy to the MBCA's members for their endorsement during the first quarter of 2024.

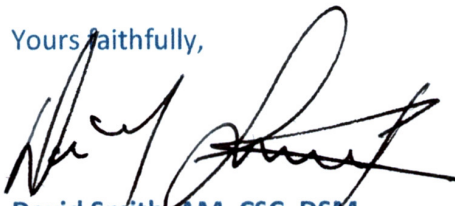
While we are considering our longer-term future, we are conscious that the MBCA must continue to actively serve the businesses and community organisations in the district. With this in mind, we intend to focus on a range of activities between now and the end of the year, including:

- In conjunction with WIN TV, continuing to offer discounted TV advertising for businesses in the Millicent District, with the aim of marketing the district as a central hub from which to explore the Limestone Coast.
- Support to the Combined Churches Christmas Hamper Drive and Fair.
- A Christmas Function for both current and prospective members on Friday 15 December at The Somerset Hotel.
- A Christmas store window competition, with winners announced at the Christmas Function.

Beyond this, we are very conscious of the likely impact of the closure of the Millicent Swimming Lake over the Christmas holiday period on the number of visitors to the district. We understand fully the reasons for this closure and are very supportive of your efforts to ensure the long-term viability of the Lake. However, in the interests of supporting local businesses in what is traditionally a busy trading period, we respectfully ask that Council seek any opportunity that might arise to open the lake for a limited time over the Christmas-New Year period. While we appreciate that this might incur a not insignificant expense for Council, we believe that the economic benefit to the district would justify such an outlay.

Thank you for consideration of this request and your ongoing support of the MBCA.

Yours faithfully,



David Smith, AM, CSC, DSM
Chair

17 Motions On Notice

17.1 Motion on Notice - Cr Dale Price - Yearly Function for Elected Members & Staff

Report Type	Motions on Notice
Author	Cr Dale Price
File Reference	GF/9.24.1/6
Attachments	Nil

Cr Dale Price submitted the following Motion on Notice in regard to a Yearly Function for Elected Members and Staff.

I Cr Dale Price, give notice of my intention to move the following motion at the Council Meeting of Tuesday 14 November 2023

RECOMMENDATION

That Council instigate a yearly barbecue function (cooked by Elected Members and the Executive Leadership Team) for Staff and Elected Members which includes a moderate budget for food and non-alcoholic beverages.

Rationale

An annual function to celebrate the success of the year.

17.2 Motion on Notice - Cr Sharon Cox - Millicent Saleyards - Truck Wash Fees

Report Type	Motions on Notice
Author	Cr Sharon Cox
File Reference	GF/9.24.1/6
Attachments	Nil

Cr Sharon Cox submitted the following Motion on Notice in regard to the Millicent Saleyards – Truck Wash Fees.

I Cr Sharon Cox, give notice of my intention to move the following motion at the Council Meeting of Tuesday 14 November 2023

RECOMMENDATION

That Council change the truck wash fees to \$1.00 per minute to be more competitive with neighbouring Councils.

Rationale

When I moved the motion at the July Meeting:

5.13 2023/24 Draft Annual Business Plan and Budget – Millicent Saleyards

Cr Cox moved that Council increase the fees and charges for use of the truck wash to \$1.50 per minute.

Cr Walshaw seconded

CARRIED

I made the assumptions on annual increases at our neighbouring Councils, that did not come to fruition.

18 Urgent Motions Without Notice

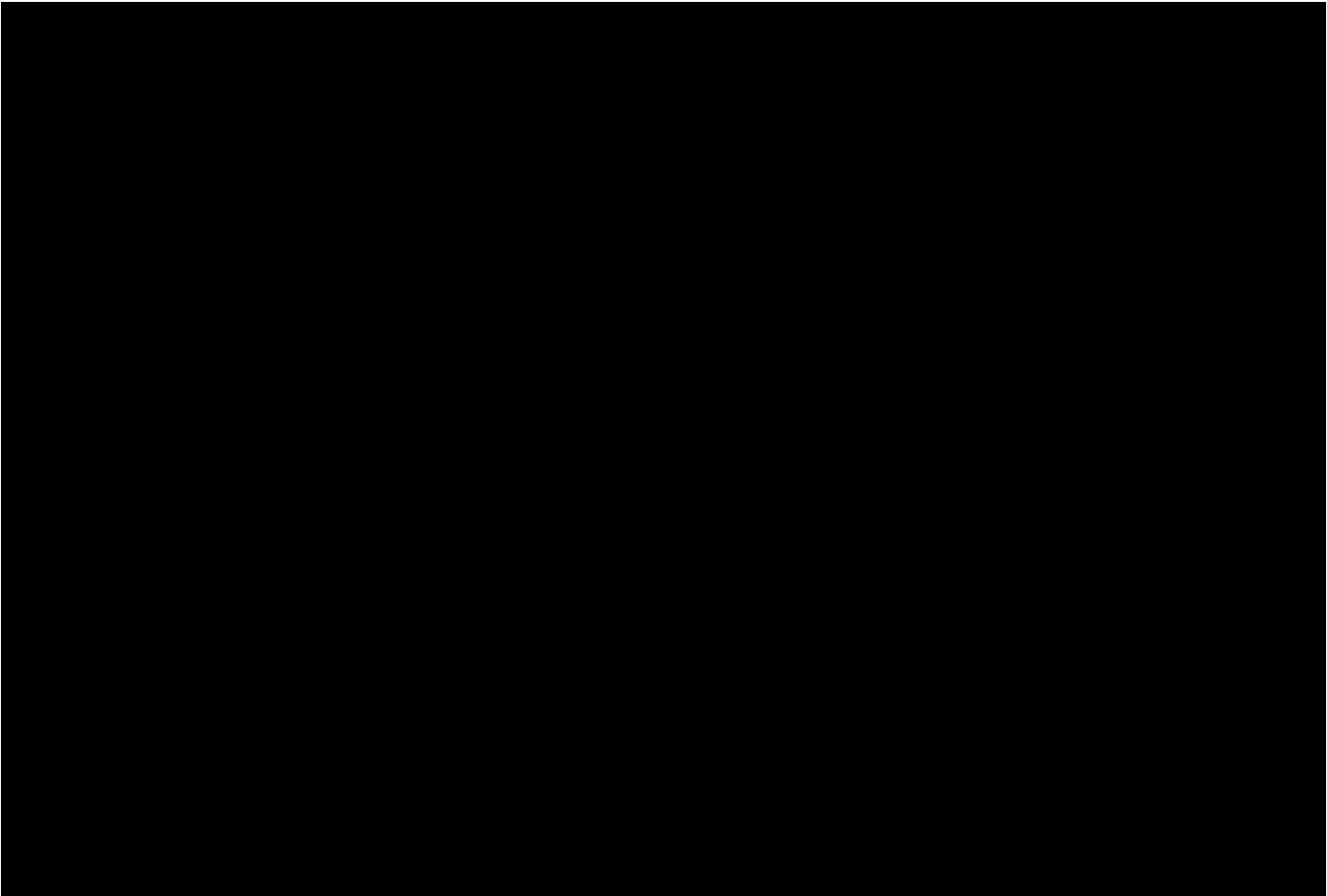
Urgent Motions without Notice may be raised at this point of the Meeting.

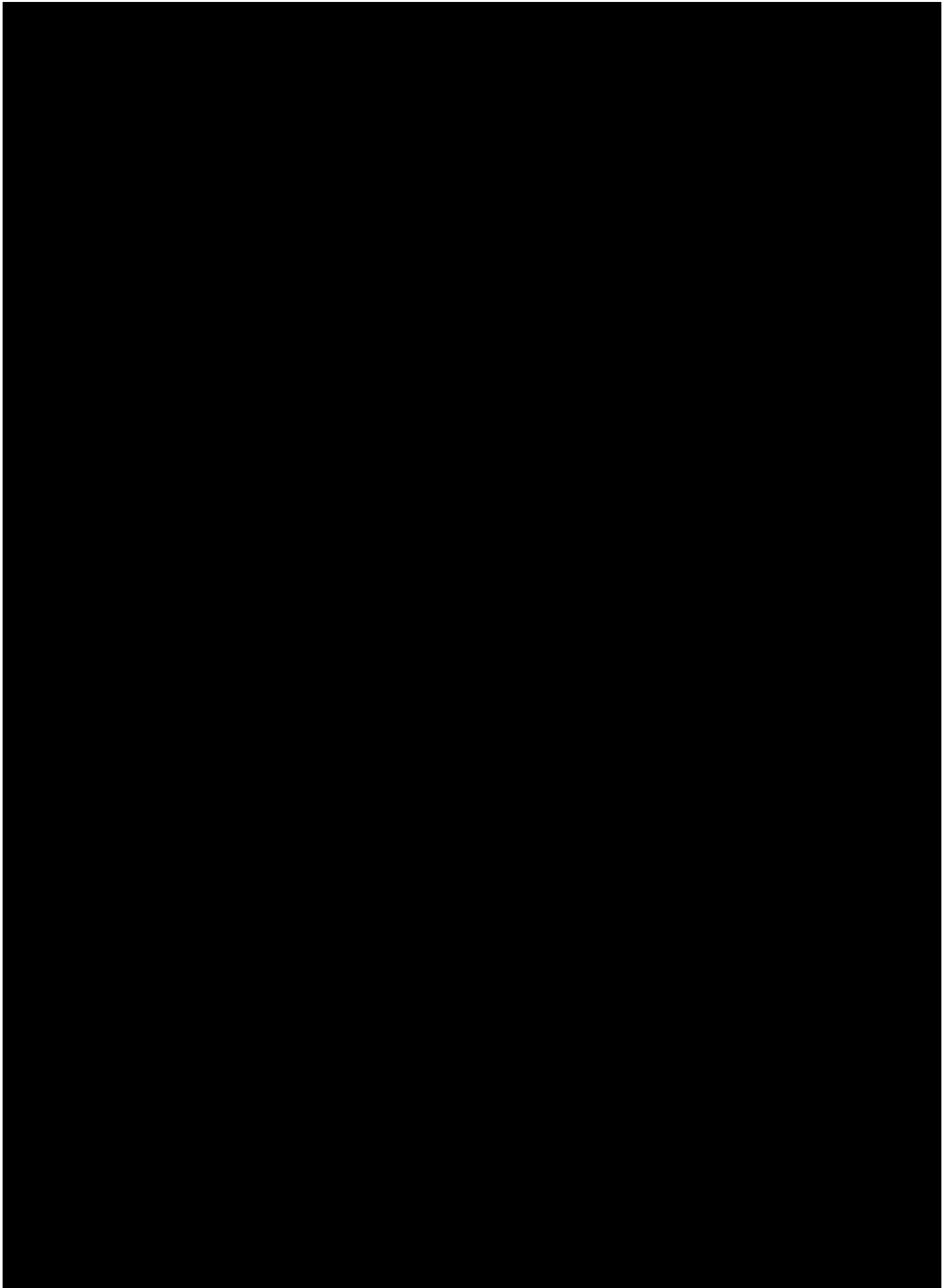
19 Items For Consideration In Confidence

CONFIDENTIAL

19.1 Confidential - Review of Eligible Section 184 - Sale of Properties for Unpaid Rates

Report Type	Officer Report - Confidential
Department	Corporate Services
Author	Kathy Stuart
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	Theme 5 - Organisational Excellence 5.2 Govern in a responsible and responsive way.
File Reference	GF/7.69.8
Attachments	Nil







RECOMMENDATION

1. Pursuant to Sections 90(2) and 90(3)(a) of the *Local Government Act, 1999*, the Council orders that the public be excluded from attendance at that 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
 - Ms EF Clay – Director Development Services
 - Ms CP Allen – Executive Assistant / Minute Taker

to enable the Council to consider Item 19.1 Review of eligible section 184 sale of properties for unpaid rates in confidence on the basis 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:

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

Specifically, the present matter relates to information pertaining to unpaid rates.

The disclosure of this information would be unreasonable because the information is sensitive / confidential and is not a matter of public knowledge.

2. Accordingly, on the 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.

RECOMMENDATION

That having considered Item 19.1 in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of that Act orders that the **Minutes and Report** related to this item **be released to the public**.

20 Meeting Closure

Meeting Closure.