



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 12 March 2024 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.



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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 - 13 February 2024 - (Folio 10959 - Folio 10965) - Not Fully Released

Report Type	Minutes from Previous Meeting
File Reference	GF/9.24.1/1
Attachments	1. coumin council 130224 - Not Fully Released [5.1.1 - 7 pages]

RECOMMENDATION

That the Minutes of the Ordinary Meeting dated 13 February 2024 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 13 February 2024 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
 Cr S Cox
 Cr J Drew
 Cr P Dunnicliff
 Cr D Muhovics
 Cr D Price
 Cr D Walshaw

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)

3. APOLOGIES

NIL

4. DISCLOSURE OF INTERESTS

Cr Agnew disclosed that she had a Material Conflict of Interest in regard to Item 17.1.

5. CONFIRMATION OF THE MINUTES

5.1 Ordinary Meeting of Council – 16 January 2024 (Folio 10950 – Folio 10958)

Cr Price moved that the Minutes of the Ordinary Meeting dated 16 January 2024 be taken as presented and confirmed.

Cr Brodie 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 Castine seconded

CARRIED

9. DEPUTATIONS

[Kate Rayner & Hugh Koch commenced their deputation at 5.19 pm]

- 9.1 Deputation by Kate Rayner (Finance Manager – Patrick of Coonawarra) and Hugh Koch (Executive Officer – Coonawarra Vignerons Association) regarding a Request for Funding for Spendmapp

Kate Rayner and Hugh Koch made a presentation to Council in regard to Spendmapp.

[Kate Rayner & Hugh Koch ended their deputation at 5.52 pm]

10. PETITIONS

NIL

11. REPORTS FROM COUNCIL MEMBERS

Cr Dunnicliff attended the Australia Day presentations on 26 January 2024 in Millicent and advised that they were well attended.

Cr Cassidy attended his first HAC meeting on 18 January 2024. He and Cr Cox also attended the Beachport Australia Day presentations which were well attended.

Cr Castine attended the Penola Rodeo on 20 January 2024 which was a huge success and well attended. She also attended the Penola Australia Day Celebrations which included a Citizenship Ceremony which was a highlight.

Cr Brodie attended the Penola HAC meeting on 6 February 2024. He also attended the Australian Cabernet Symposium on 1 and 2 February 2024 which was well attended and brought many people to Penola from different states.

Cr Price and Cr Agnew attended the Kalangadoo Australia Day Breakfast. Cr Price also attended the Nangwarry Museum Meeting on 7 February 2024.

Cr Walshaw attended the Millicent Australia Day celebrations as MC and advised that 5THEFM and Millicent Lions are looking to work together for the next 2025 Australia Day which will include live bands.

12. QUESTIONS WITH NOTICE

NIL

13. QUESTIONS WITHOUT NOTICE

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

14. REPORTS FROM COUNCIL COMMITTEES

- 14.1 Rendelsham Community Hall Advisory Committee - Minutes of Meeting held on 11 December 2023

Cr Cassidy moved that the Minutes of the Rendelsham Community Hall Advisory

Folio 10961

Committee Meeting dated 11 December 2023 be received and noted.

Cr Castine seconded **CARRIED**

14.2 Millicent Saleyards Advisory Committee - Minutes of Meeting held on 29 January 2024

Cr Agnew moved that the Minutes of the Millicent Saleyards Advisory Committee Meeting dated 29 January 2024 be received and noted.

Cr Cox seconded **CARRIED**

15. REPORTS FROM COUNCIL OFFICERS

15.1 Chief Executive Officer

15.1.1 Monthly Project Status Report

Cr Walshaw moved that Council receive and note the report.

Cr Muhovics seconded **CARRIED**

15.1.2 Millicent Saleyards Update

Cr Drew moved that Council receive and note the report.

Cr Cassidy seconded **CARRIED**

Cr Walshaw moved that Council update the data with March 2024 information and distribute to the Audit & Risk Committee for tabling in the March 2024 Council Meeting.

Cr Dunnicliff seconded **CARRIED**

Short Term Suspension of Proceedings

Cr Price moved that Council suspend the meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013*, for (10 Minutes) to facilitate informal discussion in relation to the Millicent Saleyards.

Cr Agnew seconded **CARRIED**

The meeting was suspended at 6.20 pm.

The meeting was resumed at 6.30 pm.

ADJOURNMENT OF MEETING

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

Cr Brodie seconded **CARRIED**

The meeting adjourned at 6.32 pm.

The meeting reconvened at 7.10 pm.

15.2 Director Corporate Services

15.2.1 Monthly Financial Performance Report

Cr Muhovics moved that Council receive and note the 2023/24 January Financial Performance Report

Cr Walshaw seconded **CARRIED**

15.2.2 Community Land Management Plans for Penola Common

Cr Brodie moved that Council:

1. Receive and note the report and the community submissions following the community consultation period for the Community Land Management Plans for the Penola Common.

Cr Castine seconded **CARRIED**

Cr Brodie moved that Council:

2. Pursuant to section 196 of the *Local Government Act 1999*, adopt the:

- Community Land Management Plan – Council Owned Land – Penola Common
- Community Land Management Plans – Crown Land - Penola Common

Cr Castine seconded **CARRIED**

15.3 Director Development Services

15.3.1 Planning Code Amendment Update

Cr Agnew moved that Council:

1. Receive and note the report.

Cr Castine seconded **CARRIED**

Cr Price moved that Council:

2. Increase the 2023/24 budget for the Council's Code Amendment by \$23,900 to allow for the additional technical investigations as conditioned by the Minister for Planning.

[Cr Drew left the meeting at 7.40 pm]

[Cr Drew resumed the meeting at 7.42 pm]

Cr Brodie seconded **CARRIED**

15.4 Director Engineering Services

15.4.1 Kerbside Waste Collection - Additional Early Start Areas - Millicent

Cr Castine moved that Council:

1. Receive and note the report.

Cr Cassidy seconded

CARRIED

Cr Muhovics moved that Council:

2. Approve the change in start time, from 7am to 6am, for Thursday kerbside collection for Millicent to operate outside of Environmental Protection (Noise) Policy 2007.

Cr Cox seconded

CARRIED

16. CORRESPONDENCE

- 16.1 Tour de Cure - Annual Signature Tour - 14 to 23 March 2024 - Route Hobart to Adelaide - Stage 7 on 21 March Mount Gambier to Robe

Cr Walshaw moved that the correspondence from Nanette Bowen dated 10 January 2024 regarding the Tour de Cure Signature Tour 2024 – South Australian Stages be received and noted.

Cr Cox seconded

CARRIED

- 16.2 Former Tantanoola Primary School Site

Cr Castine moved that the correspondence from Jo Podoliak dated 18 January 2024 regarding the former Tantanoola Primary School site be received and noted.

Cr Agnew seconded

CARRIED

17. MOTIONS ON NOTICE

- 17.1 Motion on Notice - Cr John Drew - Millicent Museum

Cr Agnew advised that she had a General Conflict of Interest in regard to the Millicent Museum as she is a Committee Member.

Cr Agnew advised that she intends to participate in the meeting and will remain in the chamber throughout the discussions.

Cr Drew moved that a report be prepared for Council on ways to increase the use of volunteers in the Wattle Range area, particularly but not limited to, our Visitor Information Centres. The report should include a way to support the Millicent Museum during times when the VIC cannot be staffed by Council staff.

Cr Agnew seconded

CARRIED

Cr Agnew voted in the affirmative.

The Council Members voted in the affirmative.

18. URGENT MOTIONS WITHOUT NOTICE

NIL

19. ITEMS FOR CONSIDERATION IN CONFIDENCE

19.1 Write Off Debt - Subscribe HR

Cr Walshaw moved that:

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

- Mr BJ Gower – Chief Executive Officer
- Mr PA Duka – Director Corporate Services
- Mr PA Halton – Director Engineering Services
- 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 information the disclosure of which would involve the unreasonable disclosure of information concerning:

- (d) Commercial information of a confidential nature (not being a trade secret) the disclosure of which:
 - (i) Could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) Would, on balance, be contrary to the public interest.
- (h) legal advice.

Specifically, the present matter relates to Council's Human Resources Software Subscribe HR.

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

Mayor Noll stated:

To all members of the gallery, I advise that Council has resolved that this matter is to be considered in confidence pursuant to section 90 of the Local Government Act 1999 because the matter relates to commercial information and legal advice.

Accordingly, I have to ask all members of the public and press to leave the Council Chambers.

Thank you



Cr Cassidy 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)(d)(h) of the Act:

- **The Report of Item 19.1 of 13 February 2024**
- **The Minutes of Item 19.1 of 13 February 2024**

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

- (d) Commercial information of a confidential nature (not being a trade secret) the disclosure of which:
 - (i) Could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) Would, on balance, be contrary to the public interest.
- (h) legal advice.

Specifically, the present matter relates to Council's Human Resources Software Subscribe HR.

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 8.07 pm.

Taken as presented and confirmed.

.....
MAYOR

.....
DATE

5.2 Audit & Risk Committee Meeting - 5 March 2024 - Minutes (Folio 10966 - Folio 10970) and Report

Report Type	Minutes from Previous Meeting
File Reference	GF/9.24.1/1
Attachments	1. Audit & Risk Committee Minutes 050324 [5.2.1 - 7 pages]

RECOMMENDATION

That the Minutes and Report of the Audit & Risk Committee dated 5 March 2024 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, 5 March 2024 at 2.41 pm.

1. PRESENT

Committee Members

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

Council Staff

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

Attendees

Nil

2. APOLOGIES

Nil

3. DISCLOSURE OF INTERESTS

NIL

4. CONFIRMATION OF THE MINUTES

4.1 Audit & Risk Committee Meeting Minutes – 14 November 2023 (Folio 10923 – Folio 10925)

Mr Schultz (Presiding Member) moved that the Minutes of the Audit & Risk Committee held on 14 November 2023 be taken as presented and confirmed.

Mayor Noll seconded

CARRIED

5. MATTERS ARISING FROM THE MINUTES

NIL

6. ADJOURNMENTS

NIL

7. QUESTIONS WITH NOTICE

7.1 Questions with Notice – Mayor Des Noll

Question 1:

How are psychological risks/hazards impacting on the Wattle Range Council organisation and its people?

Answer:

Whether they be psychological or not, workplace risks that impact the health and safety of our employees are identified, captured, investigated, managed, and reported through the Council's Skytrust Safety Management System. We have a small number of psychological stress reports in the system that predominantly relate to interactions with difficult members of the community. We also become aware of psychological stress issues through one on one conversations between staff and members of the Human Resources team, their managers and or their directors. We may also become aware that staff are accessing their personal leave and/or our Employee Assistance Program. It is important to note that psychological stress does not have to be work related, but that work will have an impact on it – both positively and negatively.

Question 2:

What strategies are currently in place to minimise these risks?

Answer:

We have several strategies in place to help identify and manage psychological stress in the workplace.

- a. We have the above confidential reporting system (Skytrust),
- b. We try very hard to build a culture of empathy, respect, and trust.
- c. We work very hard on developing trusted relationships between employees, HR, managers, and directors.
- d. We run periodic staff surveys and exit interviews.
- e. We provide a free and confidential counselling service via our Employee Assistance Program that also extends to employee family members.
- f. We are also in the second year of the Resilience Project which we won an LGRS award for and reinvested the prize money into the second year's program.
- g. We offer a voluntary CHG Health assessment for employees that includes a series of stress and resilience related questions.
- h. Occasionally we rely on the assistance of Norman Waterhouse Lawyers when the nature of the psychological stress requires a more formal performance management approach to the employment relationship.

Question 3:

What is the financial cost to the Wattle Range Council organisation?

Answer:

Our Employee Assistance Program costs between \$7 and \$10 k per annum. Legal fees are sporadic but are between \$5 and \$10 k per event depending on the nature of the employee relationship. The Skytrust System is provided free of charge by LGRS, and all other initiatives are too difficult to measure from a financial perspective.

8. QUESTIONS WITHOUT NOTICE**NIL****9. REPORTS FROM OFFICERS**

9.1 Millicent Saleyards Update

Mayor Noll moved that the Audit & Risk Committee:

1. Receive and note the report.
2. Recommend that
 - a. Council continues to operate the Truck Wash facility on a 'watch and act' basis for a period of 12 months.
 - b. Council ceases all stock transfers through the Millicent Saleyards facility immediately.
 - c. Council sells the double height elevated loading ramp and any other yarding infrastructure that is yet to be installed.
 - d. A report be tabled to Council regarding the cost to demolish and remove the yards, ramps, overhead gantry's, Saleyards Office, Weighbridge Office, weighbridge scales and other ancillary infrastructure items that are surplus to Council's needs.
 - e. A report be tabled to Council outlining future options for the saleyard's lands including property boundary realignments, and recommendations for retention, lease or sale of surplus lands.
 - f. A report be tabled to Council outlining the feasibility of developing a "green waste to compost" facility at the existing saleyards site.
 - g. The Millicent Saleyards Advisory Committee be disbanded.

Cr Walshaw seconded

CARRIED

All members had the opportunity for a discussion and to seek comments from the relevant managers on the risk and economic factors involved. It's apparent to the members of the Committee that this topic has been ongoing for 10 years and the unrecorded cost in staff hours committed to the various reports and discussions need to come to an end. We understand there have been multiple independent consultant reports recommending the closure of the Saleyards.

9.2 Audit & Risk Committee Annual Work Plan

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

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

Cr Drew seconded

CARRIED

9.3 Mid-Year Budget Review 2 – 2023/24

Cr Drew moved that the Audit & Risk Committee:

1. Receive and note the mid-year 2023/24 Budget review report.
2. Recommend to Council that the 2023/24 mid-year budget review be adopted as presented.

Cr Walshaw seconded

CARRIED

9.4 Independent Audit & Risk Committee Member

Mayor Noll moved that the Audit & Risk Committee:

1. Receive and note the Report.
2. Recommends to Council that Pursuant to Section 126 (2) of the *Local Government Act 1999* that Council appoints: Ashish Aggarwal as an independent member of the Wattle Range Audit & Risk Committee for a period coinciding with the four-year term of Council, ending November 2026.

Cr Walshaw seconded

CARRIED

9.5 Motor Vehicle Procedure

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

1. Receive and note the report.
2. Recommend to Council the adoption of the revised motor vehicle procedure as presented.

Mayor Noll seconded

CARRIED

9.6 Treasury Management Policy

Mayor Noll moved that the Audit & Risk Committee:

1. Receive and note the report.
2. Recommend to Council that the Draft Treasury Management Policy be adopted by Council as presented.

Cr Walshaw seconded

CARRIED

9.7 Council Investments & Loans

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

1. Receive and note the report on Council's loan borrowings and Investments for the 2022/23 financial year.

Cr Drew seconded

CARRIED

10. RISK MANAGEMENT REPORTS FROM OFFICERS

NIL

11. CORRESPONDENCE

NIL

12. MOTIONS ON NOTICE

NIL

13. URGENT MOTIONS WITHOUT NOTICE

NIL

14. ITEMS FOR CONSIDERATION IN CONFIDENCE

NIL

15. MEETING CLOSURE

Meeting closed at 4.17 pm.

Taken as presented and confirmed.

.....
PRESIDING MEMBER

.....
DATE

AUDIT & RISK COMMITTEE REPORT

Report 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, 5 March 2024 at 2.41 pm.

Section 126 of the Local Government Act effective from 30 November 2023 requires that the following report is prepared as shown below: (8) A council audit and risk committee must— (a) provide a report to the council after each meeting summarising the work of the committee during the period preceding the meeting and the outcomes of the meeting;

1. WORKS COMPLETED IN THE PERIOD PRECEDING THE MEETING

Between the meeting held 14 November 2023 and the 5 March 2024, work was completed preparing reports for consideration at the 5 March 2024 Audit & Risk Committee Meeting.

Pre-reading of the reports was conducted in preparation for the meeting by the Committee members.

In addition, Mayor Noll submitted Questions with Notice regarding psychological risks of Council, which were reviewed by the Chief Executive Officer, and the answers were tabled at the 5 March 2024 meeting.

2. OUTCOMES OF THE MEETING

The following reports were discussed at the 5 March 2024 meeting. The outcomes of the reports are outlined in the meeting minutes.

Millicent Saleyards Update

Following a direction of Council, the Audit & Risk Committee discussed the report in detail and relevant questions were asked from the Committee to the Council Officers. Discussion was also had regarding previous reports prepared by Council Officers on the matter. The Committee made two small adjustments to the recommendations from Council Officers, which is the addition of the following wording in italics:

- a. Council continues to operate the Truck Wash facility *on a 'watch and act' basis for a period of 12 months.*
- b. Council ceases all stock transfers through the Millicent Saleyards facility *immediately.*

All members had the opportunity for a discussion and to seek comments from the relevant managers on the risk and economic factors involved. The Committee made the following comment in respect to their recommendations to Council.

"It's apparent to the members of the Committee that this topic has been ongoing for 10 years and the unrecorded cost in staff hours committed to the various reports and discussions need to come to an end. We understand there have been multiple independent consultant reports recommending the closure of the Saleyards".

Audit & Risk Annual Work Plan

The Audit & Risk Committee reviewed the updated work plan. General discussion was had regarding the progress that is being made within the work plan, including an update on the upcoming interim audit by the external auditor scheduled for May 22 & 23.

Mid-Year Budget Review 2 – 2023/24

Director Corporate Services, Paul Duka provided an overview of Council's Mid-Year Budget Review 2 – 2023/24. The Committee reviewed the information within the report and asked relevant questions to the Council Officers for clarification, including what capital expenditure projects there will be and the impact on the 2024/25 Budget.

Independent Audit & Risk Committee Member

The Committee reviewed a nomination received for an independent member to the Audit & Risk Committee. The Committee have proposed changes to the terms of reference to allow for electronic attendance at meetings which will be tabled to Council. The nominee is located overseas, and the Committee discussed with Council Officers the logistics of the nominee attending meetings as well as the nominee's background and experience. The Committee resolved to recommend that Council appoint the nominee as an independent member of the Audit & Risk Committee.

Motor Vehicle Procedure

The Draft Motor Vehicle Policy was reviewed at the meeting and relevant questions were asked from the Committee to the Council Officers. No changes were made to the procedure, and it was recommended by the Committee that the revised motor vehicle procedure be adopted by Council, as presented.

Treasury Management Policy

The proposed changes to the Treasury Management Policy were discussed at the meeting and relevant questions were asked from the Committee to the Council Officers regarding the policy including future loan considerations for the Service Centre and whether Banks are used for term Deposits of surplus cash. No changes were made to the policy, and it was recommended to be adopted by Council.

Council Investments & Loans

The Audit & Risk Committee reviewed the report provided by Council on its Investments and Loans. Council Officers provided an update on the performance and balance of these investments and loans, with no concerns being raised by the Committee. Various questions were raised with staff including whether the fixed loans can be paid out and the use of the LGFA for loan and deposits. The Committee received and noted the report.

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	<ol style="list-style-type: none">1. Mayoral Communication - March 2024 [8.1.1 - 2 pages]2. SACCA Meeting Summary 26 Feb 2024 [8.1.2 - 1 page]

RECOMMENDATION

That the Mayoral Communications be taken as presented and confirmed.



Mayoral Communication – 12th March 2024

Ronald McDonald House Charities SA: I had the privilege of meeting the Executive Officer, Melissa Monkhouse, and Marketing Manager Chloe Watts (local lady) from Ronald McDonald House. Twenty-Nine Wattle Range Council families have recently used the Ronald McDonald House facility. More than three hundred and thirty-six regional South Australian families use the facility each year. We look forward to supporting this valued charity.

The Value of South Australian Jetties: Are all our jetties worth saving? In July 2023, Hudson Howells was engaged by the LGA to conduct the “Value of Jetties Study”. This LGA report can be found on the LGA website.

Limestone Coast Local Government Association: Attended the LCLGA AGM and General Meeting hosted by WRC. Executive elections: Mayor Martin as President. Mayor Goossens as Vice President.

The General Meeting passed a resolution that the LCLGA Mayors collectively as a delegation, meet with Hon Minister Picton MP (Minister for Health and Wellbeing) to discuss local health and General Practitioner regional issues.

Possible future funding models for the 7 Councils of the LCLGA was tabled and discussed.

Minutes of the meeting can be found on the LCLGA Website.

South Australia’s Road maintenance backlog: South Australia’s road maintenance backlog is approaching \$2 billion. Do you think it will ever be caught up? Sorry, Mile Hill Road, but it’s not looking good.

SACCA Meeting Summary February 2024: I was an apology for this meeting but have included a meeting summary attachment page.

Attended

- Meeting with Ronald McDonald House Executive Officer – Melissa Monkhouse – 14/2/24
- Meeting re: LGA Constitution Workshop Integrity Governance – SAROC & GAROC – 14/2/24
- Meeting (phone link up) with Mayor Eleanor Scholz – Wudinna District Council re Regional Doctor Recruiting Strategies and Business Model outside of Health SA – Recruitment from the United Kingdom - 15/2/24
- Completed the LGA Constitutional & Document Review Survey 2024 – 15/2/24
- LCLGA – Annual General Meeting & Ordinary Meeting – Millicent Council Chambers – 16/2/24
- Meeting with Penola Medical Support Group – Chairperson Bill Murray – 20/2/24
- Community Vision Session – Millicent – 20/2/24
- Meeting with Penola HAC – Chairperson Bruce Robertson – 21/2/24
- Meeting with Millicent Medical Clinic Partners regarding Regional Doctors – Accompanied by Cr Walshaw - 21/2/24
- Glencoe – Community Planning Code Public Consultation – 21/2/24

- Community Vision Session – Beachport – 21/2/24
- Meeting with Millicent & Surrounds Health Support Group Members – 22/2/24
- Community Vision Session – Penola – 22/2/24
- Meeting with Millicent HAC Chairperson – Kevin McGrath – 23/2/24
- The Millicent Gallery exhibition “Nostalgia – The Creative Journey” – Limestone Coast Artist Julie Ann McEwen – 23/2/24
- Kalangadoo Farmers Market – 24/2/24
- Funeral for the Late Rex Graham Clark – Millicent Cemetery – 26/2/24
- Meeting with Hon Nadia Clancy, MP – Premier’s Advocate for Suicide Prevention – 27/2/24
- WRC Information Briefing – Budget Introduction and Draft State-wide Bushfire Hazards – 27/2/24
- LCLGA Mayoral Zoom Meeting – 29/2/24
- Penola Coonawarra Music Gathering Official Opening Presentation – McCorquindale Park – 1/3/24
- Wattle Range Council Audit & Risk Committee Meeting – 5/3/24
- Penola High School – Presentation to Year 11 & 12 Students Re-Mayoral Community Leadership – 6/3/24



SACCA Meeting Summary February 2024

The SACCA Committee held a committee meeting on 26 February 2024 via Teams. Key Outcomes from the meeting include;

- **Committee Member Updates:** SACCA Committee members provided updates on priority coastal issues from their Council and LGA region. The issues raised include;
 - Ageing marine infrastructure and community expectations for continued access.
 - Water quality concerns and marine plastic pollution
 - Jetties – and the State Jetties Renewal Program
 - Beach access arrangements and 4WD use
 - Camping and coastal access arrangements
 - Coastal adaptation and coastal zone master planning
 - Native vegetation
 - Shark management – EPLGA forum discussion.
- **Executive Officers Update:** EO Adam Gray provided an update on key activities currently underway.
 - Supporting the delivery of the Climate Ready Coasts program as a member of the project management group.
 - Working with the CEOs of those 13 Councils with State leased jetties on future funding and governance arrangements.
 - On-going engagement with various stakeholders on future arrangements for coastal access and Statewide tools/resources.
 - Various grant funding bids (Coastsnap, IPWEA coastal asset management tools, vehicle access)
 - The SACCA EO continues to attend regional LGA meetings this year to engage with members, seek feedback and share information.
- **SACCA Budget 2024-25.** The SACCA Committee considered a range of influencing factors to its 2024-25 budget and endorsed the SACCA EO to engage with regional LGA members and their CEOs seeking feedback on the proposed budget changes. It is anticipated that the SACCA Committee will endorse its 2024-25 budget in May 2024.
- **Australian Coastal Councils Association (ACCA):** Members were reminded that the ACCA National Conference will be held in McLaren Vale on 29-31 May.
- **SACCA Social Media:** Members endorsed the development of a social media profile for SACCA. This will start with a LinkedIn profile and will focus on promoting positive news from the States 26 regional coastal Councils.
- **Next Meeting:** The next meeting of SACCA Executive Committee will be held on Thursday 23 May.

9 Deputations

No deputations have been requested at the point of publishing the Agenda.

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 Lake McIntyre Management Committee

Report Type	Reports from Council Committees
Committee	Lake McIntyre Management Committee
File Reference	GF/16.14.1/9
Attachments	1. February 2024 [14.1.1 - 3 pages]

RECOMMENDATION

That the Minutes of the Meeting dated 7 February 2024 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 7th February 2024 at 7.00pm

1. PRESENT: John Drew, Noel and Sheila Boyle, Rosey Pounsett, Brian McIntyre, Dee Tiddy, Angela Jones

2. APOLOGIES: Dennis Muhovics, Peter Halton

3. CONFLICT OF INTEREST DISCLOSURE – General & Material Conflicts

4. CONFIRMATION OF THE MINUTES:

3.1 Lake McIntyre Management Committee Meeting 13th December 2023

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

Seconded Brian

CARRIED

5. MATTERS ARISING FROM THE MINUTES:

5.1 Volunteer BBQ – After two attempts at the BBQ, it was decided to cancel the event because of the weather on both occasions. A few people arrived on the day anyway and a good time was had by those in attendance.

6. CORRESPONDENCE:

6.1 Website hosting - monthly accounts still being paid. Komma Media will only host for a few more months. (We need to act to ensure we keep the Domain name "lakemcintyre.com.au.") John Drew will follow up with the Council.

7. FINANCIALS:

8. GENERAL BUSINESS:

8.1 Volunteer Activity Hours -

Total number of volunteer activity hours not recorded over the last 2 months. Needless to say there were lots!!

As all the volunteers were absolutely flat out for the majority of the time, the added burden of compiling lists of jobs, and time spent on them was deemed unnecessary in this instance.

The volunteers would like to thank the Council, and especially the council workers, who have been extremely helpful and supportive over this very gruelling time and ensured that the work got done in a timely and safe manner.

- 8.2 Gate Hinges – New hinges needed to be ordered and have now arrived. They will be replaced as soon as is practical.
- 8.3 Follow Up on Safety Incident – No further action was taken by the by-passer who was hit with a stone from the mower. Volunteers have been reminded of the need to be aware of all safety risks while using the ride on mower.
- 8.4 FOSSE AGM and Birgita Hansen Visit – Dr. Birgita Hansen was a guest at the FOSSE AGM at Lake McIntyre on Sunday. She is a Senior Research Fellow at Federation University and heads the Latham Snipe Project as well as being heavily involved in several other groups and projects studying shorebirds and their migration. We were very fortunate that she could spare the time to give us a run down on the data that has been accumulated over the last 8 years or so. The data includes survey results that we have been sending in from Lake Mac since the introduction of the project.
- 8.5 Plant Budget for Back Fence – The major storm that ripped through Lake Mac caused many trees to become uprooted and trunks shattered, and large branches downed. This has left the back fence line between the lake and the industrial sheds exposed. Angela discussed with us the best way to replace that screening. She informed us that Nature Glenelg Trust has many suitable plants that are available at \$3 per plant. She also advised that Newbery Park Primary School would also have quite a few plants available for planting and that these plants would be donated as has happened many times in the past. It was also mentioned that because of the large number of plantings, Council could be asked if they could assist with the digging of the holes.
- Moved Rosey that we budget for however many plants we need to replace the trees that were damaged by the storm.
- Seconded Sheila CARRIED
- 8.6 Bird Count – A bit of a change in routine for the next bird count. It was decided to have a late afternoon count, followed by a friendly and social BBQ tea. Date and time - Tuesday 20th February at 4.30pm for 5.00pm start of the count, with the BBQ tea to follow. BYO everything.
- 8.7 Water Level – January 1.3m this year, 1.1m this time last year. February 1.2m this year, 0.9m this time last year. Water level staying higher for longer this year.
- 8.8 Any Other Business –
- 8.8.1 Noel gave an impromptu talk to the visitors from She-oak Lodge who enjoyed the talk. Noel does get contacted quite often to give talks to groups as well as taking small groups for walks around the lake.
- 8.8.2 BBQ Battery Box Key to be passed over to Brian McIntyre for him to check the batteries.
- 8.8.3 John has been asked to check with the Council to see if they have a traffic counter that we could use at the gate. There certainly seems to have been an increase in visitors recently.

9. JOBS DONE:

None recorded as both volunteers and Noel have been too busy to record hours and jobs.

10. SIGHTINGS:

Spotted Crake

Baillon's Crake

2 Yellow Spoonbill

Australasian Grebe

Hoary-headed Grebe

11. GATE ROSTER:

Saturday 10th February – Peter Johns

Saturday 17th February – Boyles

Saturday 24th February – Brian

Saturday 2nd March – Pounsett

Saturday 9th March - Angela

Meeting Closed at 8.00pm

NEXT MEETING:

The next meeting of the Lake McIntyre Management Committee will be held on Wednesday March 13th 2024 at the South East Family History Group, 1 Mount Gambier Road Millicent, at 7.00pm. Please note the change of date.

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. Feb 24 [15.1.1.1 - 4 pages]

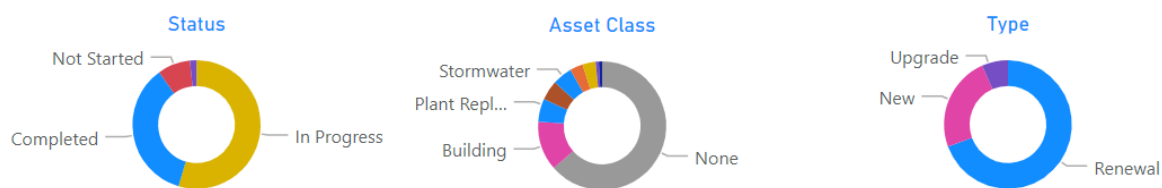
Purpose of Report

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

Report Details

After the adoption of Budget Review One (BR1) Council is delivering a total of 107 capital projects with a total value of \$14,954,404. As of 29th February, 2024, \$7,170,751 or 48% had been expended, 37% of the projects had been completed, 36% were in delivery, 19% are in the procurement phase and 7% have not yet been started.

2023/24 Projects



Several projects remain at risk of completion in the 2023/24 FY and are expected to roll into the 2024/25 FY. These have total value of \$5.96M.

All these projects are larger scale complex projects and as such are always likely to run over multiple financial years:

- Scenic Drive Beachport (detail design) \$150k - currently tendering
- Centennial Pump Beachport \$165k - due to start April 2024
- Fire Services Upgrade McLaughlin Park Millicent \$282k – finalising detail design
- Beachport Shed \$284k - contract appointed with work to commence April 2024
- Saleyards Infrastructure \$709k - deferred by Council
- Replacement of various vehicles, plant and equipment \$1.37M - various delays due to availability of replacement stock
- Council Service Centre (staged funding) \$3.0M - currently reviewing tenders

Major Projects

Council Service Centre – Tender closed on the 28th of February with the tender period being extended for an extra two weeks at the request of tenderers who believed the initial four-week time frame was insufficient. Officers received 33 requests for extra information and 25 addendums were posted during the tender period.

The evaluation plan has been finalised and tender submissions will now be reviewed initially against the mandatory criteria before being considered in detailed by the tender panel. The tender evaluation panel recommendation will then be presented to a special Council meeting in late March.

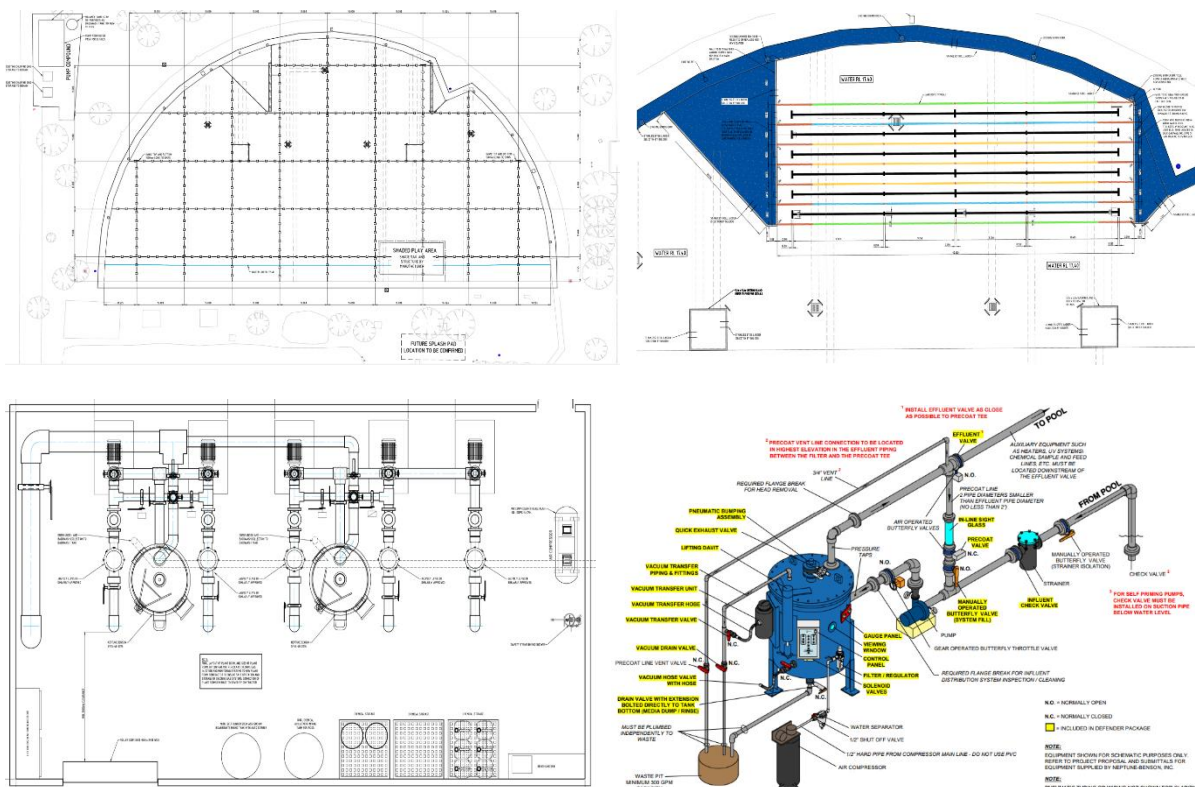
Millicent – Depot Workshop – The new workshop easement is completed; storm water and wastewater is now connected; our mechanical team are now relocating into the new building. All that remains is a small amount of fencing on the southern side of the compound, air compressor and associated pipe work, office furniture and some component shelving for storage part and equipment.



Easement completion

Millicent – Swimming Lake Refurbishment – This project is behind schedule due to FMG the consultant Council engage to complete the works having resourcing issues to work on the project.

Officers have received preliminary drawings from FMG Engineering. Drawings have been reviewed and some minor adjustments are required. An estimation of cost is being prepared by an appointed Quantities Surveyor. Tender documentation is prepared in readiness for a final review meeting with FMG early March to ensure full scope is covered prior to going to tender.



Swimming lake Preliminary drawings

Projects which have progressed since last report period

Millicent Library Roof and Airconditioning – Work is almost fully complete on the library upgrade. The internal fit out along with painting has concluded the external roof and gutters have all been replaced. Work continues on the air conditioner compound fence on the drain side and is expected to be completed end-March 24.





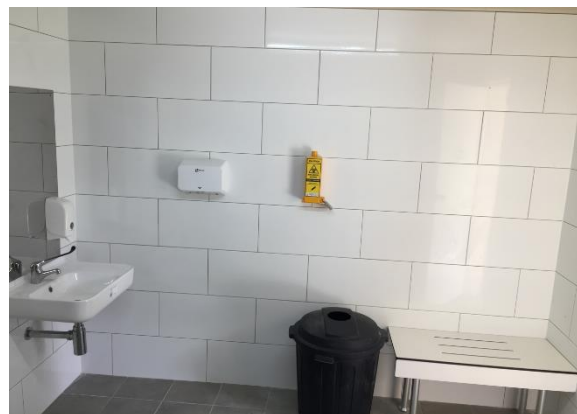
Millicent Library

Millicent Depot Front Fence and Entrance – The Aberle Street entrance fencing is complete. The personal access gates require locks to be fitted and await the parks and garden crew to undertake the landscaping.



Millicent Depot fence

Penola - Arthur Street Toilets – The family room is completed, contractors will now begin on the disabled toilet as the final stage of the upgrade, the external of the building is to be painted with expected completion end of March 2024.



Family room toilets

Millicent Saleyards Upgrade – The truck wash upgrade at the Millicent Stock Transfer Facility is now complete.



Comp

leted truck wash upgrade

Penola Stadium – Toilet Upgrade – WRC Building Services Officers have completed the male toilet upgrade at the Penola Stadium. The external wall will be prepped and painted within the next month to complete the project.



Stadium toilet upgrade

Millicent – Town Entrance signs – The photographer was in Millicent the last week of February and has supplied unedited photos for selection. The assessment panel has evaluated and shortlisted the most appropriate photographs for editing, to be supplied at the March council meeting.

Various Plant Renewals

- Sealed Road Maintenance Truck (Flocon) has been ordered and expected delivery is 18 months.
- Tilt tray truck expected mid-March 24.
- Grader expected delivery is end of March 24.



New Vibrating compactor roller



New Backhoe

Financial Considerations

Budget	\$14,954,404
Budget Spent to Date (including commitments)	\$7,172,751

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:

1. Receive and note the report.

WATTLE RANGE COUNCIL 2023/2024 CAPITAL BUDGET							
WO#	Project Name	Description	Type	Project Status	Budget	Actual	% Complete
WO.2169	Heavy Vehicle replacement program	Tip Truck Hino (SB35BI) P4028	Renewal	Not Started	\$161,472	\$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.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.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.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.	New	Not Started	\$25,000	\$0.00	0%
WO.1432	Annual Computer Replacement (Public)	Annual computer replacement for public computers based on 20 All In One Desktops over 5 years	Renewal	Procurement	\$5,500	\$4,916	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	Procurement	\$10,000	\$0.00	10%
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.	Renewal	Procurement	\$48,000	\$0	10%
WO.2153	Beachport Treatment Facility	Replacement of failed sprinklers	Renewal	Procurement	\$20,000	\$0.00	10%
WO.2154	Penola Treatment Facility	Replacement of all sprinklers	Renewal	Procurement	\$80,000	\$0.00	10%
WO.2190	Wayfinding Tourism Signage	Implementation of standard Wayfinding capability for the broad range of tourism assets on offer in the Council area	New	Procurement	\$100,000	\$0.00	10%
WO.2191	Council Service Centre	Staged funding for the construction phases of the new Council office	New	Procurement	\$3,000,000	\$7,730	20%
WO.2195	Street Lighting	Review current street lighting network and identify any priority black spot areas for infill and/or expansion	Renewal	Procurement	\$20,000	\$366	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	Procurement	\$150,000	\$0.00	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	Procurement	\$20,000	\$252.00	10%
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 Bompa's, 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	\$48,532	\$36,762	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#	Project Name	Description	Type	Project Status	Budget	Actual	% Complete
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	\$3,935	10%
WO.2197	Queen Street Penola Road and Drainage Upgrade	Provision of Drainage, new kerbing and road construction (Phase 1, multi year project)	New	Procurement	\$300,000	\$24,370	0%
WO.2182	Gladys Smith Early Learning Centre	Update Wallaby Room, replace back fence and air conditioner	Renewal	Procurement	\$125,000	\$47,043	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	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	\$66	5%
WO.2185	Domain Playground	Replacement of existing Softfall (rubber soft fall)	Renewal	Procurement	\$90,000	\$0	0%
WO.2184	Millicent Swimming Pool	Repairs to concrete and address major leak	Renewal	Procurement	\$732,000	\$74,579	10%
WO.2151	Millicent Swimming Lake Valve Replacement	Replacement of valve	Renewal	Procurement	\$7,000	\$0	10%
WO.2174	Light Vehicle replacement program	Ford Ranger (includes lifting device) (S744B05) P266	Renewal	Delivery	\$65,000	\$55,622	0%
WO.2167	Heavy Vehicle replacement program	Motor Grader Caterpillar 12M (S35SYL) P4040	Renewal	Delivery	\$450,000	\$497,500	66%
WO.1118	Beachport Depot Shed	Beachport Depot Shed Replacement	Renewal	Delivery	\$284,925	\$226,152	10%
WO.1474	Centennial Park Beachport-Stormwater pump	Installation of new concrete weir and stormwater pump in the Centennial Park Wetlands	Renewal	Delivery	\$165,000	\$33,621	10%
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	Delivery	\$20,000	\$3,164	20%
WO.2155	Penola Pump Station	Replacement of controller units in all pump stations, replacement of two pumps, renewal of three concrete chambers	Renewal	Delivery	\$170,000	\$41,811	20%
WO.2157	Beachport Pump Station	Replacement of several pumps, controller and new switch board	Renewal	Delivery	\$45,000	\$0	20%
WO.2205	Cape Buffon Drive	Supply Concept Design for footpath, Bridges drive	Upgrade	Delivery	\$30,000	\$27,200	50%
WO.2156	Kalangadoo Pump Station	Replacement of pump stations including new switch board and controllers	Renewal	Delivery	\$90,000	\$66,896	20%
WO.1978	Replacement of P282	Camry Hybrid (S173-BYK) (new No P309)	New	Delivery	\$46,800	\$31,658	20%
WO.1908	Drainage renewal work	Mount Burr retention	Renewal	Delivery	\$6,869	\$200	5%
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	\$261,496	\$251,521	95%
WO.1444	Millicent Depot Upgrade	New Mechanical Workshop and Stores	New	Delivery	\$375,652	\$312,306	95%
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	\$709,348	\$91,187	75%
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 HVSP Border and Casterton Road	Design of intersection to address road safety issues	Upgrade	Delivery	\$113,866	\$87,354	50%
WO.1116	Penola Stadium	Roofing Renewal and toilet Upgrade Works	Renewal	Delivery	\$83,314	\$68,646	80%
WO.1979	Iseki 72" SF370 Front Deck Mower with cabin	Replacement	Renewal	Delivery	\$76,073	\$76,074	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	\$209,064	\$212,325	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	\$30,228	\$0	70%
WO.1435	Council Service Centre	Detailed Design and Documentation for New Administration Building	New	Delivery	\$201,823	\$91,395	80%

WO#	Project Name	Description	Type	Project Status	Budget	Actual	% Complete
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 louver 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	\$14,384	\$8,174	90%
WO.2017	Small plant purchases	Capital Small Plant Purchases	New	Delivery	\$40,000	\$7,124	20%
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	Delivery	\$282,000	\$27,904	90%
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	Delivery	\$42,000	\$21,492	90%
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	\$24,622	90%
WO.2165	Heavy Vehicle replacement program	Flocon - Isuzu FVD 1000 (\$B59KS) P4051	Renewal	Delivery	\$373,290	\$373,290	50%
WO.2208	FOOTPATH RENEWAL PROGRAM	Footpath renewal program to comply with Asset Management Plans and council's asset sustainability ratio.	Renewal	Delivery	\$196,000	\$49,215	5%
WO.2164	KERB RENEWAL PROGRAM	Renewal of kerb to meet asset management program and Council's asset sustainability ratio	Renewal	Delivery	\$220,000	\$106,487	40%
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	\$25,838	40%
WO.2170	RENEWAL ROAD RE SHEET PROGRAM	Resheet of unsealed roads to meet asset management plan and Council's assets sustainability ratio.	Renewal	Delivery	\$1,330,945	\$940,334	80%
WO.2152	Drainage renewal program	culvert renewal on various un sealed roads	Renewal	Delivery	\$30,000	\$37,519	60%
WO.2150	Nangwarry Stormwater Retention Basin	Increase the size of the current retention basin to address flooding issue	New	Delivery	\$30,000	\$15,221	10%
WO.2238	Civic and Arts Centre	Civic roof renewal over toilets where currently leaking	Renewal	Delivery	\$50,000	\$1,650	0%
WO.2239	CWMS	CWMS manhole replacement	Renewal	Delivery	\$40,000	\$118	0%
WO.2183	Beachport Recreation Centre	Replacement of sections rusted roof and walls to main hall	Renewal	Delivery	\$60,000	\$29,182	75%
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.1977	Camry	Replacement Chris Tully	Renewal	Completed	\$45,000	\$44,462	100%
WO.2166	Heavy Vehicle replacement program	Backhoe Loader Caterpillar 432E (\$56SUW) P4041	Renewal	Completed	\$220,000	\$213,964	100%
WO.2168	Heavy Vehicle replacement program	Self Propelled Vibrating Roller Caterpillar (NVP-092) P4023	Renewal	Completed	\$200,000	\$191,500	100%
WO.2021	Southend information shelter	Southend Tourist Information Shelter	Renewal	Completed	\$1,274	\$1,739	100%
WO.2149	Reseal (2nd coat) Kennedy Road Glencoe	A second coat reseal is required to complete the upgrade of Kennedy Road Glencoe	New	Completed	\$357,007	\$384,548	100%

WO#	Project Name	Description	Type	Project Status	Budget	Actual	% Complete
WO.2173	Light Vehicle replacement program	Ford Ranger Crew cab 4WD (S764BOS) P264	Renewal	Completed	\$46,755	\$46,755	100%
WO.1997	Glencoe West/Telfer place sealed bellmouth		Upgrade	Completed	\$5,000	\$0.00	100%
WO.2207	ROAD RESEALS	Annual Road Reseals Budget	Renewal	Completed	\$865,442	\$828,642	100%
WO.1995	Pump Station Southend	Pump station 2 controller Southend	Renewal	Completed	\$15,000	\$11,970	100%
WO.1455	SOTP	Solar Bollard lights	New	Completed	\$4,943	\$4,545	100%
WO.1123	Beachport Medical Centre (Building Works)	Repairs to the roof and awning to the building	Renewal	Completed	\$14,270	\$1,583	100%
WO.1807	Domain Electrical Repairs and Power Supply for Events	Replacement of the main switchboard in the Domain to reduce overloading and provide a new power supply for events at the Skate Park end of the Domain.	Renewal	Completed	\$11,000	\$12,521	100%
WO.1980	Kubota ZD1011-54AU Zero Turn Mower SN10284 - Millicent	Replacement	Renewal	Completed	\$25,007	\$24,900	100%
WO.1448	Beachport Boat Ramp	Provision of replacement pontoons and new gang plank and handrail	Renewal	Completed	\$79,411	\$58,170	90%
WO.1994	Tantanoola BBQ upgrade	upgrade existing facility	Renewal	Completed	\$2,794	\$2,174	100%
WO.1800	Childcare Babies Room, Quiet Room and Storage	Renewal of the Babies Room, Quiet Room and Storage Area at Gladys Smith Early Learning Centre	Upgrade	Completed	\$47,071	\$21,448	100%
WO.1801	Eyre Street Showers and Toilets Southend	Minor works to renew the 2x shower blocks and 1x toilet block that are at end of life including tiling floor, painting, new fixture, recladding front of toilet	Renewal	Completed	\$6,713	\$6,454	100%
WO.1985	Toyota Hilux Single Cab Utility	Replacement	Renewal	Completed	\$43,000	\$34,349	100%
WO.1792	Greenrise Toilet Upgrade	An upgrade to the toilets at Greenrise in Penola, including electricity to the building	Upgrade	Completed	\$90,858	\$90,348	100%
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	Completed	\$21,500	\$15,624	100%
WO.1451	Millicent Domain Rotunda Repair	Refurbish of rotunda and provision of lighting	Renewal	Completed	\$17,564	\$9,414	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	\$208,549	\$201,234	100%
WO.1115	Kalangadoo Hall	Roof Renewal Works (supper room)	Renewal	Completed	\$13,594	\$0	100%
WO.1096	Millicent Swimming Lake Amenities	Roof Replacement and upgrade to change room	Renewal	Completed	\$3,219	\$816	100%
WO.1117	Kalangadoo Hall	Toilet Renewal Works	Renewal	Completed	\$23,747	\$4,532	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	\$95,897	\$77,954	100%
WO.1819	6 ton excavator	New six ton excavator see attached	New	Completed	\$149,700	\$149,519	100%
WO.1976	Ford Mondeo LX Wagon	Replacement	Renewal	Completed	\$33,000	\$32,312	100%
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	\$44,154	\$53,996	100%
WO.1445	Millicent Depot Access Gates	Installation of automatic gate for three entrances to depot	New	Completed	\$3,557	\$6,400	100%
WO.1975	Toyota Prado	Replacement	Renewal	Completed	\$74,647	\$74,647	100%
WO.1436	Beachport Cinema (Building Works)	Repairs to wall and ceiling following Air Conditioner refurbishment and roof repairs	Renewal	Completed	\$9,000	\$8,619	100%
WO.2221	Green rise BBQ	Greenrise BBQ Renewal	Renewal	Completed	\$12,000	\$10,220	100%
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	Completed	\$7,000	\$5,000	100%
WO.2186	Mount Burr BBQ	Replacement of BBQ and works to repair shelter	Renewal	Completed	\$15,000	\$7,488	100%
WO.1433	Annual Computer Replacement (Staff)	Annual computer replacement based on 46 Surface Pro's & 41 Desktops over 5 years	Renewal	Completed	\$35,000	\$34,971	100%
WO.2218	Ridge terrace	23/24 - Video Conferencing Equipment - Ridge Terrace Meeting Room	New	Completed	\$7,500	\$7,420	100%
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	\$10,636	100%
WO.2206	Old School House, Millicent	replace box gutters, flashing and carpet	Upgrade	Completed	\$35,000	\$26,320	60%
WO.2171	Light Vehicle replacement program	Toyota Rav4 GXL (S160CCZ) P284	Renewal	Completed	\$32,416	\$32,416	100%
Count	107	TOTAL			\$14,893,404	\$7,170,751	48%

15.1.2 CEO Remuneration

Report Type	Officer Report
Department	Executive
Author	Ben Gower
Disclosure of Interest	Ben Gower has declared a Conflict of Interest in this matter under consideration as all CEO's in South Australia's remuneration is the subject of the Report.
Current Risk Rating	Low
Strategic Plan Reference	Theme 4 - Organisational Excellence 4.2 Govern in a responsible and responsive way.
File Reference	GF/555
Attachments	<ol style="list-style-type: none"> 1. Consultation Paper - Local Government CEOs [15.1.2.1 - 5 pages] 2. 20220705- Report-2-of-2022- Members-of- Local-Government [15.1.2.2 - 15 pages] 3. coulet mayor consultation paper local government ceos [15.1.2.3 - 4 pages]

Purpose of Report

To endorse Council's draft submission to the South Australian Remuneration Tribunal's Consultation Paper on the Minimum and Maximum Remuneration Levels for Local Government Chief Executive Officers.

Report Details

On 16 June 2023, the Remuneration Tribunal of South Australia (Tribunal) issued Determination 4 of 2023 (Current Determination) and accompanying Report 4 of 2023. The Current Determination covers 67 Councils who are grouped into eight bands. Each band contains a minimum and maximum remuneration amount that may be paid to a Council's Chief Executive Officer (CEO). The amount payable to a CEO is at the discretion of each Council, so long as it falls within the applicable band.

The eight bands are based on the current adjusted total remuneration packages of CEOs. The Tribunal does not consider this approach to be a long-term sustainable position and is therefore considering various options to improve the evaluation method of minimum and maximum remuneration amounts for CEOs ahead of the next review, scheduled for July 2024.

The bands do not come into effect until the CEO's current contract is renewed in 2026 or a new CEO is appointed.

After reviewing the Consultation Paper and an internally developed CEO benchmarking dashboard, the CEO's Performance Review Committee endorsed the principals outlined in the draft response attached to this report, and now seeks the formal endorsement of the full Council for it to be submitted under the Mayor's signature.

Financial Considerations

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

The Tribunal's Consultation Report and Council's response to that report only considers the methodology to be applied in determining CEO remuneration bands. They do not consider the quantum that will be paid to CEOs. That will be determined separately by the Remuneration Tribunal once the banding methodology has been determined.

Risk Considerations

No risks have been identified and will be addressed at an operational level.

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. Endorses the Wattle Range Council response to the South Australian Remuneration Tribunal's Consultation Paper on the Minimum and Maximum Remuneration Levels for Local Government Chief Executive Officers.



Remuneration Tribunal of South Australia

CONSULTATION PAPER

Minimum and Maximum Remuneration for Local Government Chief Executive Officers

January 2024

About this consultation paper

On 16 June 2023, the Remuneration Tribunal of South Australia (**Tribunal**) issued [Determination 4 of 2023 \(Current Determination\)](#) and accompanying [Report 4 of 2023](#). The Current Determination covers 67 Councils who are grouped into eight bands. Each band contains a minimum and maximum remuneration amount that may be paid to a Council's Chief Executive Officer (**CEO**). The amount payable to a CEO is at the discretion of each Council, so long as it falls within the applicable band.

The eight bands are based on the current adjusted total remuneration packages of CEOs. The Tribunal does not consider this approach to be a long-term sustainable position and is therefore considering various options to improve the evaluation method of minimum and maximum remuneration amounts for CEOs ahead of the next review, scheduled for July 2024.

The Tribunal has some reservation about the extent of participation in the process. As the Tribunal has noted, it incorporates the substantial and unexplained diversity of remuneration arrangements between Councils which have at least some inherently similar characteristics. These are characteristics of current arrangements. Councils apply significantly different approaches to calculating and reporting on current remuneration arrangements. Those current arrangements create the potential for flow-on effects to senior staff reporting to CEOs and hence may exacerbate instability within the Local Government sector. The Tribunal is acutely aware that the effect of the current determination is to limit movements in current remuneration and that current remuneration levels require further review. That further review will require the provision of substantially more information from Local Government than that which has been provided to date.

The purpose of this consultation paper is to outline the likely approach to be adopted by the Tribunal over the coming months and offer the Local Government sector an opportunity to engage with the Tribunal to provide input and suggestions for the next review. The Tribunal emphasises that this review will be progressed in 2024. Comments and suggestions are invited but a protracted period for debate over how the review should be undertaken is not proposed.

The Tribunal is seeking to move toward a remuneration structure for Council CEOs which considers the following criteria:

- CEO position descriptions and responsibilities
- The skills and experience required
- The complexity of CEO roles
- The population size, density, and characteristics of a Council district
- The geographic size and characteristics of a Council district

- Industry issues specific to a Council district
- Social or cultural issues specific to a Council district
- Isolation and distance factors
- Accommodation issues
- Consideration of tenure and contract duration
- Specifically nominated performance criteria
- Consideration of objectively established remuneration for comparable positions
- Recognition of attraction and retention approaches.

In considering these issues the Tribunal will have regard to current remuneration arrangements but does not consider these to be determinative of future remuneration minima and maxima.

The Tribunal recognises two important considerations for Local Government relative to this review. Firstly, it is desirable that both CEOs and elected members have the capacity to have input into this review. The Tribunal recognises that this represents a complication in that arrangements and opportunities for elected members comment will need to be arranged. Secondly, the *Local Government Act 1999* (SA) provides that, following consultation with the Local Government Association, the costs of the proposed review are to be met by Councils. The Tribunal is committed to minimising these costs, provided the integrity of the review is not compromised.

This consultation paper canvasses options for consideration and comment. The Tribunal recognises there are various ways to analyse the minimum and maximum remuneration amounts to be set for Local Government CEOs and that there may be other options not covered in this consultation paper. Submissions are welcomed, however, please take into account the Tribunal's jurisdiction which is primarily contained in section 99A of the [Local Government Act 1999 \(SA\)](#).

Information required

It appears to the Tribunal that, irrespective of the approach to be taken in the future, Councils will ultimately need to provide the Tribunal with detailed position descriptions for CEOs. Further, that it is also appropriate that Councils provide a description of how current CEO remuneration arrangements have been developed and reviewed. **Consequently, the Tribunal requests that, irrespective of any submissions about the options outlined below, this information be provided to the Tribunal by no later than 15 April 2024.**

How to make a submission

Written submissions, position descriptions and/or procedures or practices in relation to the current remuneration arrangements can be sent via email to RemunerationTribunal@sa.gov.au by no later than **15 April 2024**.

Disclaimer

The views expressed in this discussion paper are of a preliminary nature only. The Tribunal's views may change as a result of the submissions it receives or as other circumstances change.

OPTION 1**PROGRESSIVELY REVIEW REMUNERATION ARRANGEMENTS
AT THE REQUEST OF INDIVIDUAL COUNCILS**

This option would allow individual Councils to make an application requesting an increase or decrease to the minimum and maximum remuneration levels applicable to its CEO. Over time, the Tribunal expects that this will result in a minimum and maximum remuneration structure that reflects objective consideration of the relevant criteria.

The Tribunal would require each application to address in sufficient detail the reasons why a Council submits an increase or decrease is warranted. Those details would need to extend beyond a simple comparison with one or more other Councils, to address the criteria already identified.

Given there are 67 Councils covered by the Current Determination, this option could be time consuming, costly for the Local Government sector who bear the reasonable costs of the Tribunal and could result in up to 67 bands applying.

More significantly, consideration of individual Councils is likely to expose the significant differences between remuneration arrangements as inconsistencies that require broader review.

The Tribunal expects to evaluate individual submissions by considering each of the criteria referenced above.

The outcome of such an individual review may differ substantially from current arrangements.

This option also raises potential costing issues. These go to whether the Local Government Association will determine whether individual reviews will be funded by Councils concerned or whether these costs should be shared amongst other Councils. If individual reviews highlight inconsistencies that require consideration, then the Local Government Association will need to consider how that is funded.

The Tribunal would need to receive strong support from a majority of Councils to consider this option and therefore those making submissions are encouraged to indicate their level of support and preparedness to be bound by this option. Those who do not believe this is a viable option should also indicate that in any submission.

OPTION 2**ENGAGE A PROFESSIONAL EXTERNAL REMUNERATION SPECIALIST**

The Tribunal is considering engaging an external remuneration specialist to undertake a detailed evaluation of the remuneration framework. The Tribunal notes that external expertise assisted in the development of the West Australian approach to developing remuneration minimums and maximums.

This process would provide an opportunity for consideration of all of the relevant criteria as they relate to each Council. It would also enable elected members from each Council to have input into a consistently applied approach.

If the external consultant reviews each Council individually, the indicative cost of such an approach is likely to be between \$300,000 - \$350,000. The Tribunal is aware that, consistent with the other options below, there may be scope to substantially reduce this cost, and will endeavour to incorporate cost reduction capacity into any arrangement reached with the selected remuneration consultant – noting that a competitive tender process will take place. The Tribunal proposes to begin conferring with the Minister about these cost estimates shortly.

The Tribunal has looked at what this approach would involve. On the information available to it, it appears the process could take up to 22 weeks, would involve cooperation from CEOs and Mayors who would need to work with the external consultant. Such a review may involve consideration of other Local Government staff functions and benchmarking with an appropriate comparator market.

OTHER OPTIONS

There are other options that might be suggested by the Local Government sector.

Without limiting these in any way, they include the potential for Councils who use established remuneration setting methodologies, to propose a broader application of these approaches to include the CEO.

In terms of the second option (engaging and external remuneration specialist) Councils which believe they have similar relevant characteristics and CEO remuneration arrangements, may wish to propose that they be collectively reviewed.

If Councils are prepared to provide all available information covering the criteria identified in this paper, the Tribunal is open to engaging with elected members and/or CEOs to consider how remuneration has been set, how Councils can be compared and the appropriate criteria for remuneration levels. Because of the number of Councils and CEOs involved, it would seem appropriate that a smaller group or groups be established with the capacity to convey information about the criteria used to establish remuneration. An important consideration in this respect will be the extent to which such an approach has unanimous support and can be expeditiously undertaken. The Tribunal estimates that such an approach would involve substantially reduced costs.

The Tribunal acknowledges that, if the Local Government sector can provide adequate information addressing each of the criteria identified in this paper, it may be possible for the Tribunal to undertake the remuneration assessment with limited additional resources and costs. However, the Tribunal's experience to date indicates this could not be achieved in a timely manner that takes into account the positions of both CEOs and elected members.

The Tribunal is open to considering other approaches that might be proposed by Councils but stresses that a consistent approach across the sector will be required.



No. 2 of 2022

REPORT OF THE REMUNERATION TRIBUNAL
2022 ALLOWANCES FOR MEMBERS OF LOCAL GOVERNMENT COUNCILS

INTRODUCTION AND BACKGROUND

1. Section 14 of the *Remuneration Act 1990* provides that the Remuneration Tribunal (“the Tribunal”) has jurisdiction to determine the remuneration, or a specified part of the remuneration, payable in respect of certain offices, if such jurisdiction is conferred upon the Tribunal by any other Act or by the Governor by proclamation.
2. The Tribunal’s jurisdiction in relation to members of local government councils (“members”) is governed by section 76 of the *Local Government Act 1999*. That section confers jurisdiction upon the Tribunal to determine allowances for members, once every four years.
3. The Tribunal notes that its jurisdiction for members under the above legislation is limited and specific. The Tribunal’s powers are limited to the determination of allowances only and the Tribunal must consider certain criteria as set out in the legislation.
4. The last review of this entitlement was conducted by the Tribunal in 2018. The Tribunal notes that, for the three years between Tribunal reviews, allowances are indexed each year according to the above legislation.

PROCEDURAL HISTORY

5. Section 10(2) of the *Remuneration Act 1990* provides that prior to the making of a Determination, the Tribunal must allow an affected person, or persons of an affected class, a reasonable opportunity to make submissions orally or in writing to the Tribunal.
6. Section 10(4) of the *Remuneration Act 1990* provides that the Minister responsible for the Act may intervene, personally or by counsel or other representative, in proceedings before the Tribunal for the purpose of introducing evidence, or making submissions, on any question relevant to the public interest.
7. On 8 February 2022, the Tribunal wrote to the Premier of South Australia (“the Premier”), as the Minister responsible for the Act, the Minister for Local Government, as the Minister responsible for the *Local Government Act 1999*, and to the Local Government Association of South Australia (“LGA”), inviting submissions to the Tribunal.

8. A public notification of the review and a guideline for the making of submissions was published on the Tribunal's website the same day, advising that the Tribunal had "*initiated a review of allowances for Elected Members of Local Government Councils*".¹ This determination relates to members of South Australian local government councils excluding members of the Adelaide City Council. Allowances for members of the Adelaide City Council will be addressed in a separate determination by the Tribunal.
9. The Tribunal issued guidelines for the making of submissions that gave prior notice that the Tribunal would consider the following factors in the making of its determination:
 - Name and contact details of the Council, individual or association making the submission.
 - The geographical size (area) of the Council.
 - Population (number of electors).
 - The revenue (\$) of the Council.
 - The ratio of members to ratepayers.
 - Meetings (number of council and committee meetings held in last 12 months, number of members attending council and committee meetings).
 - Amount of allowance deemed appropriate (submission may present an evidence based justification for an adjustment).
 - Any other relevant factors, without limiting the issues that might be addressed (this may include comment on any issues with the current Determination, or council groupings for the purpose of determining the level of allowance, or the Council's capacity to pay).
10. These factors reflected the provisions of section 76(3) of the *Local Government Act 1999* and matters considered by the Tribunal to be potentially relevant to the establishment of allowances.
11. The closing date for written submissions was 8 April 2022.
12. The Tribunal conducted a hearing on 2 May 2022 for councils and individuals to make oral submissions to the Tribunal.

LEGISLATIVE PROVISIONS

13. Section 76 of the *Local Government Act 1999*, as amended, is set out as follows:

"76—Allowances

- (1) *Subject to this Act, a member of a council is entitled to the allowance determined by the Remuneration Tribunal in relation to the member's office and indexed in accordance with this section.*
- (2) *The Remuneration Tribunal must make determinations under this section on a 4 yearly basis before the designated day in relation to each set of periodic elections held under the Local Government (Elections) Act 1999.*

¹ The public notification advised that the scope of the review included allowances for elected members as defined in section 76 of the *Local Government Act 1999* and section 24 of the *City of Adelaide Act 1998*.

- (3) *The Remuneration Tribunal must, in making a determination under this section, have regard to the following:*
- (a) *the role of members of council as members of the council's governing body and as representatives of their area;*
 - (b) *the size, population and revenue of the council, and any relevant economic, social, demographic and regional factors in the council area;*
 - (ba) *the ratio of members to ratepayers;*
 - (c) *the fact that an allowance under this section is not intended to amount to a salary for a member;*
 - (d) *the fact that an allowance under this section should reflect the nature of a member's office;*
 - (e) *the provisions of this Act providing for the reimbursement of expenses of members.*
- (4) *For the purposes of the proceedings before the Remuneration Tribunal but without derogating from the operation of subsection (3), the allowances to be determined under this section will be taken to be in the nature of a fee under the definition of **remuneration** in the Remuneration Act 1990.*
- (5) *Without limiting section 10 of the Remuneration Act 1990, the Remuneration Tribunal must—*
- (a) *allow persons who are entitled to be enrolled on the voters roll for an area a reasonable opportunity to make submissions orally or in writing to the Tribunal in relation to a determination under this section that relates to the members of the council for that area; and*
 - (b) *allow the LGA a reasonable opportunity to make submissions orally or in writing to the Tribunal in relation to any determination under this section.*
- (6) *Nothing in subsection (5) requires the Remuneration Tribunal, for the purposes of making all determinations required under this section in any 4 year period, to hold more than 1 hearing to receive any oral submissions that persons may care to make (and the Tribunal is not required to hold any hearing if it appears to the Tribunal that no one is seeking to make oral submissions).*
- (7) *The rates of allowances may vary from office to office, and from council to council.*
- (8) *An allowance determined under this section will, in relation to the members of a particular council, be payable for the period—*
- (a) *commencing on the conclusion of the relevant periodic election; and*
 - (b) *concluding at the time at which the last result of the next periodic election is certified by the returning officer under the Local Government (Elections) Act 1999 (including in respect of a member of the council for whom the conclusion of the next periodic election is, for other purposes, the last business day before the second Saturday of November of the year of the periodic election as a result of the operation of section 4(2)(a)).*
- (9) *An allowance determined under this section is to be adjusted on the first, second and third anniversaries of the relevant periodic elections to reflect changes in the Consumer Price Index.*
- (10) *Sections 17 and 19 of the Remuneration Act 1990 do not apply in relation to a determination under this section.*

- (11) *Subject to subsection (8), a member of a council who holds an office for part only of the period in respect of which an allowance is payable is entitled to the proportion of the allowance that the period for which the member held the office bears to the total period.*
- (12) *An allowance under this section is to be paid in accordance with any requirement set out in the regulations (unless the member declines to accept payment of an allowance).*
- (13) *Despite any other Act or law, the reasonable costs of the Remuneration Tribunal in making a determination under this section are to be paid by the LGA under an arrangement established by the President of the Tribunal after consultation with the LGA.*
- (13a) *The LGA may recover the reasonable costs incurred by the Remuneration Tribunal in making a determination under this section as a debt from the councils to which the determination relates.*
- (14) *Regulations made for the purposes of this section may make different provision according to the offices or classes of council to which they are expressed to apply.*
- (15) *In this section—*

Consumer Price Index means the Consumer Price Index (All groups index for Adelaide) published by the Australian Bureau of Statistics;

designated day, in relation to particular periodic elections, means the day that is 14 days before the day on which nominations close for those elections.”

- 14. Relevantly, the Tribunal’s jurisdiction is confined to the making of Determinations, on a four-yearly basis, in relation to allowances of members. Section 76 recognises that the Tribunal may determine differential allowance amounts and increases depending on its assessment of these legislative criteria.
- 15. The Tribunal notes that the allowances referenced in the *Local Government Act 1999* fall within the definition of remuneration in the *Remuneration Act 1990* as follows:

“3—Interpretation

In this Act—

remuneration includes—

- (a) *salary; and*
- (b) *allowances; and*
- (c) *expenses; and*
- (d) *fees; and*
- (e) *any other benefit of a pecuniary nature;*

the Tribunal means the Remuneration Tribunal established under Part 2.”

- 16. The Tribunal notes that in accordance with section 76(3)(c) of the *Local Government Act 1999*, the allowance paid to members is “...not intended to amount to a salary for a member.” The Tribunal has proceeded with this review on that basis.

ROLE AND FUNCTIONS OF MEMBERS

- 17. The role of members is expressed at section 59 of the *Local Government Act 1999*. The Tribunal has had due regard to the official role and functions set out below in the making of its Determination.

“59—Roles of members of councils

- (1) *The role of a member of a council is—*
- (a) *as a member of the governing body of the council—*
- (i) *to act with integrity; and*
 - (ii) *to ensure positive and constructive working relationships within the council; and*
 - (iii) *to recognise and support the role of the principal member under the Act; and*
 - (iv) *to develop skills relevant to the role of a member of the council and the functions of the council as a body; and*
 - (v) *to participate in the deliberations and activities of the council; and*
 - (vi) *to keep the council's objectives and policies under review to ensure that they are appropriate and effective; and*
 - (vii) *to keep the council's resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review; and*
 - (viii) *to ensure, as far as is practicable, that the principles set out in section 8 are observed; and*
 - (ix) *to participate in the oversight of the chief executive officer's performance under the council's contract with the chief executive officer; and*
 - (x) *to serve the overall public interest; and*
- (b) *as a person elected to the council—to represent the interests of residents and ratepayers of the council, to provide community leadership and guidance, and to facilitate communication between the community and the council.*
- (2) *A member of a council may, with the principal member's authorisation, act in place of, or represent, the principal member.*
- (3) *A member of a council has no direct authority over an employee of the council with respect to the way in which the employee performs his or her duties.”*

SUBMISSIONS

18. A summary of written submissions made to the Tribunal by councils and individuals is included below:

Council	Type of submission	Summary of Issues Raised
Coorong District Council	Council	<ul style="list-style-type: none"> • Change in members to ratepayers ratio (less members) • Increase Deputy Mayor Allowance (to reflect acting arrangements for Mayor and mentoring other members)
City of Marion Council	Council	<ul style="list-style-type: none"> • Members can now attend meetings remotely, leading to efficiencies in travelling time
Port Pirie Regional Council (Individual, Mayor)	Individual, Member	<ul style="list-style-type: none"> • Reclassify all group 5 councils to group 4 • Members should receive a 5% pay increase across the board • Mayor should receive 6 times allowance of a member • Deputy Mayor should receive 1.75 times that of a member

Council	Type of submission	Summary of Issues Raised
Tea Tree Gully Council	Council	<ul style="list-style-type: none"> Requests reclassification from group 1B to group 1A
Tim Looker, City of Holdfast Bay	Individual, former Member	<ul style="list-style-type: none"> That the allowance for Holdfast Bay be reduced The city is over-represented (too many members) The workload is light and not deserving of such a high level of allowance
Walkerville Council	Council	<ul style="list-style-type: none"> Council deems that an annual increase of Consumer Price Index ("CPI") is reasonable
Whyalla Council	Council	<ul style="list-style-type: none"> Increase Mayor allowance to 5 times member allowance, and consider unique circumstances of mayor Regional mayor should receive 6 times member allowance
Malcolm Herrmann (individual, Adelaide Hills Council)	Individual, Member	<ul style="list-style-type: none"> Seeks higher sitting fee for committees Seeks a higher travelling time payment
City of Victor Harbor	Council	<ul style="list-style-type: none"> Seeks reclassification from Group 3 to Group 2
City of Port Lincoln (individual, Mayor Brad Flaherty)	Individual, Member	<ul style="list-style-type: none"> Seeks reclassification from Group 3 to Group 2
Robert Mann (individual, City of Victor Harbor)	Individual, Member	<ul style="list-style-type: none"> Paying a higher rate may help with the quality of candidates and hence lower costs in relation to code of conduct issues.
City of Charles Sturt	Council	<ul style="list-style-type: none"> Current grouping is appropriate
Adelaide Hills Council	Council	<ul style="list-style-type: none"> Council allowance form only a very minor part of Council revenues Time travelling component is insufficient and should include ward duties

19. Consistent with the observations of the Tribunal in its 2018 Report, the number of submissions made has continued to decrease. The submissions received were commonly focussed on requests for changed group allocations and allowances for mayors and deputy mayors and recognition of specific regional considerations. To avoid doubt, the Tribunal has included chairpersons and deputy chairpersons in its consideration of mayors and deputy mayors respectively.
20. In conducting this review, the Tribunal has sought data from various official sources including the Local Government Grants Commission of South Australia and the Electoral Commission of South Australia.
21. The Tribunal also conducted an analysis of certain metrics of councils, including the number of persons, revenues, geographical area and the ratio of members to ratepayers.

CONCLUSIONS

22. The Tribunal recognises that this review is being undertaken at an important time for local government in South Australia.
23. There is increased public scrutiny of local government operations in the context of its efficiency, its capacity to demonstrate efficient service delivery and its ability to articulate its role and functions. There are pressures to consider the efficiency gains that might arise from mergers or shared service delivery arrangements. Where changes in these respects have been made, there is a need to demonstrate that these have been beneficial.
24. The objective of the current review is to determine a fair rate of allowance, based on consideration of the legislative criteria. These allowances do not equate with salaries in the normal context in that they do not reflect a normal commercial or work value-based rate of remuneration that takes full account of the time, the commitment and the responsibility associated with these roles. The Tribunal recognises at the outset that there is a significant element of voluntary community commitment on the part of members of local government. What is clear from the *Local Government Act 1999* is that allowances provide at least partial recognition of the time and expenses incurred by members depending on the nature and structure of the council and the functions they perform as members.
25. The Tribunal considers that there is a legitimate community expectation that members will be capable of fully comprehending the significance of their roles, will be open to constructive debates and will comply with the relevant behavioural expectations for members. The Tribunal has adopted a position whereby the allowance levels presume that appropriate behaviour standards are met. The Tribunal does not regard these issues to be relevant to setting allowances.
26. The Tribunal acknowledges the very broad range of skills and contributions made by members.
27. In this report the Tribunal commences with a review of the traditional approach to reviewing allowance amounts. We then consider the issues raised in the context of this traditional system before explaining our conclusions about the quantum of allowances.

The grouping of councils

28. Previous determinations of the Tribunal have established groupings of councils. There are effectively six discrete groups. Within each group, common allowance amounts apply.
29. The current council groups are disposed² as follows:

<p>Group 1A City of Charles Sturt City of Onkaparinga City of Port Adelaide Enfield City of Salisbury</p>	<p>Group 1B City of Holdfast Bay City of Marion City of Mitcham City of Playford City of Tea Tree Gully City of West Torrens</p>
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² Appendix 1, *Determination of the Remuneration Tribunal Allowances for Members of Local Government Councils No. 6 of 2018*

<p>Group 2</p> <p>Adelaide Hills Council Alexandrina Council Barossa Council Campbelltown City Council City of Burnside City of Mount Gambier City of Prospect City of Norwood Payneham and St Peters City of Unley City of Whyalla District Council of Mount Barker Port August City Council Rural City of Murray Bridge Town of Gawler</p>	<p>Group 3</p> <p>Berri Barmera Council City of Port Lincoln City of Victor Harbor Clare and Gilbert Valleys Council District Council of Loxton Waikerie District Council of The Copper Coast District Council of Yorke Peninsula Light Regional Council Naracoorte Lucindale Council Port Pirie Regional Council Tatiara District Council Wattle Range Council</p>
<p>Group 4</p> <p>Adelaide Plains Council Corporation of the Town of Walkerville District Council of Coorong District Council of Grant District Council of Lower Eyre Peninsula District Council of Yankalilla District Council of Renmark Paringa Kangaroo Island Council Northern Areas Council Regional Council of Goyder Wakefield Regional Council</p>	<p>Group 5</p> <p>Barunga West Council District Council of Ceduna District Council of Cleve District Council of Coober Pedy District Council of Elliston District Council of Franklin Harbour District Council of Franklin Harbour District Council of Karoonda East Murray District Council of Kimba District Council of Mount Remarkable District Council of Orroroo Carrieton District Council of Peterborough District Council of Robe District Council of Streaky Bay District Council of Tumby Bay Flinders Ranges Council Kingston District Council Southern Mallee District Council Wudinna District Council</p>

30. Notwithstanding the capacity for councils to argue that the grouping system in overall terms was not appropriate, few of the submissions sought to challenge this. One submission sought broad clarification of the current grouping system and only a small number of submissions requested that their council group allocation be reviewed so that they were classified in a higher grouping.
31. Before considering the allowance amounts in the context of the Grouping system, the Tribunal reviewed the extent to which it could be fully satisfied that each of the groups reflected a fair

- characterisation of the statutory criteria in section 76 of the *Local Government Act 1999*. Disparities between councils within these groups and some inherent inconsistencies are readily apparent. The Tribunal is satisfied that while the current grouping arrangement can be applied for the purposes of this Determination, consideration of council functions collectively does not allow for optimal consideration of the legislative criteria the Tribunal is required to assess. The submissions, seen in the context of the disparities within the groups, do not permit council specific allowance adjustments that recognise the legislative criteria.
32. It is inherently difficult to address the factors in section 76(3) of the *Local Government Act 1999* in a group context. Consequently, as part of the next four-yearly review the Tribunal proposes to reconsider this traditional arrangement. Specifically, the Tribunal invites consideration of an alternative approach that would establish an appropriate allowance for a “standard” or “benchmark” council, with specific additions or deductions for all other councils to recognise each of the criteria in section 76(3). The Tribunal proposes to consider whether such an approach would more fairly recognise the impact of these statutory criteria and encourage councils to review the way in which they operate. Any such review must be evidence based. Whilst it was open to the Tribunal to delay the determination of this review to provide an opportunity for submissions on this proposition, the nature of the submissions received and likely delays mitigated against this. Councils are encouraged to consider this proposition well in advance of the next four-yearly review.
 33. In its 2018 review the Tribunal concluded that the limited number of submissions and the content of those submissions suggested that there was limited interest on the part of councils in general in changes to the current structure of allowances and the level of those allowances. We see little change from that position but the Tribunal is intent on providing an opportunity for more relevant recognition of the legislative criteria. While the general position adopted by most of the councils that made submissions was to the effect that there was no disagreement about their categorisation in a given band, later in this report, the Tribunal has considered the changes proposed by some councils.
 34. The Tribunal notes that most of the submissions made essentially presumed a status quo position and provided minimum information relating to the specified criteria, whilst not detailing views about the conclusions which the Tribunal should draw from that information. In this respect the general standard of submissions provided very limited assistance to facilitate assessments against the legislative criteria. Even the limited number of submissions that addressed the statutory criteria did not provide the Tribunal with a sustainable basis upon which to identify a different approach to the current broad generic groupings.
 35. The Tribunal distinguishes the submission made by the City of Marion. While that submission did not propose significant change to the current arrangements, it did provide a clear summary of the characteristics of that council in the context of the legislative criteria. The Tribunal suggests that submissions of this nature would assist in future consideration of allowances.
 36. The Tribunal has noted that council submissions generally supported CPI based increases to current Allowances. The limited number of alternative positions are summarised below.

Requests to change allowances generally

37. The Adelaide Hills Council made a submission that increased complexity, significant responsibilities and legislative obligations associated with member functions warranted a doubling of the current allowances. The Tribunal considers that this submission did not substantiate this claimed increase in the member allowances against the legislative criteria

- or in the context of the grouping system. The council's submission suggested restructuring the grouping criteria to incorporate considerations of population density and ward size. The Tribunal has recognised potential inherent deficiencies in the grouping system and has expressed an intention to give the local government sector the opportunity to consider those issues in a more fulsome manner at the next review. To the extent that the submission simply asserts that council budgets can afford an increase of the nature sought, the Tribunal rejects consideration of that issue alone.
38. The Mayor of the Port Pirie Regional Council made a personal submission proposing a five percent increase in the allowances payable to members generally. The Mayor sought annual indexation of this amount at no less than the CPI rate. The Tribunal is not satisfied that an adequate evidentiary case for such an increase has been put or that a claim of this nature is consistent with the legislative criteria that the Tribunal is required to consider.
 39. The Coorong District Council proposed adjusting the member allowances on the basis of movements in the wage price index rather than the CPI. The Tribunal is not satisfied that such a position is consistent with the reference to CPI in the legislation where the references are to the CPI and not another economic measure published by the Australian Bureau of Statistics. The Coorong District Council also suggested that consideration be given to a different approach to the calculation of allowances to better take account of the differing characteristics of councils. The Tribunal notes this suggestion in the context of its proposal for consideration of a different approach to the determination of allowances in the future. The Tribunal also notes that Coorong District Council proposes a biennial review of allowances which is inconsistent with the legislative requirements.
 40. The City of Tea Tree Gully provided data to facilitate consideration of the legislative criteria and made a submission seeking a more general review of allowance amounts, together with a request that the Tribunal consider adjusting the timing of future reviews to better correspond to council budgets. To the extent permitted by the *Local Government Act 1999*, the Tribunal recognises this concern about timing.
 41. The City of Victor Harbor submission expressed the view that allowances are not currently adequate given the time and expertise commitments required. The Tribunal notes this position but does not accept that this submission provides an evidentiary basis for increasing amounts as the changes sought are not fully established in their own right, or within the context of local government generally.
 42. Mr Mann, a councillor for the City of Victor Harbor, made a personal submission. Mr Mann's individual submission was to the effect that increased allowances would assist in improving the operations of local government, given increased complexities associated with local government functions. Mr Mann asserts that increased payments for members would encourage younger persons to take on these roles. Again, the Tribunal considers that the legislative criteria it is obliged to consider preclude the adoption of broad global statements of this nature.
 43. Mr Looker made an individual submission seeking a reduction in the allowance amounts applicable to the councillors of the City of Holdfast Bay. In his submission, Mr Looker argued for a reduction in allowances for that council on the basis that the City of Holdfast Bay had not made savings by reducing the number of councillors. The Tribunal is not satisfied that Mr Looker's assertions are properly established or that they take into account the entirety of the relevant circumstances that need to be considered in the context of the legislative criteria.

Requests to review specific group allocations

44. The City of Victor Harbor requested that it should be reclassified from Group 3 to Group 2, largely on the basis that it better aligned with the councils in Group 2. The City of Victor Harbor referred to its proximity to Adelaide and seasonal population growth in support of its submission, while asserting these factors were not taken into account in its current grouping. The Tribunal has noted this submission and the arguments incorporated in it and recognises these concerns. However, the Tribunal is concerned that reclassifying the City of Victor Harbor as a Group 2 council would create as many anomalies as it would resolve given the inherent uncertainty about the basis for groupings. The Tribunal is not inclined to reclassify the City of Victor Harbor in this review but invites further submissions at the next review.
45. The City of Port Lincoln is currently classified as a Group 3 council. The Mayor of the City of Port Lincoln made a personal submission seeking that the City be reclassified as a Group 2 council. This submission referred to the growth of the City over the past ten years and the extent to which it was more comparable with other Group 2 councils. Again, the Tribunal has noted this submission and recognises that certain of the criteria favour comparisons with other Group 2 councils. However, as was the case with the City of Victor Harbor, reclassification of the City of Port Lincoln will immediately create potential anomalies with other comparable Group 3 councils. Again, the Tribunal invites a further submission for the next review with more detailed explanations of its position relative to the section 76 criteria.
46. The Port Pirie Regional Council is classified as a Group 3 council. The Mayor of the council made a personal submission dealing with a range of matters, which included a submission that all Group 5 councils should be reclassified as Group 4 councils. The basis for this proposal is unclear to the Tribunal but in the absence of a sustainable foundation for this position, the Tribunal is not prepared to make a change of this nature.
47. The City of Tea Tree Gully is currently classified a Group 1B council. In its submission the City of Tea Tree Gully suggested it should be reclassified as a Group 1A council. The City also suggested alternative approaches to setting allowances. The Tribunal is not satisfied that the City has presented a sustainable case for either its reclassification as a Group 1A council on comparative grounds, or a sustainable case for the adoption of an alternative approach to establishing allowance amounts.

Requests to alter allowance arrangements applicable to mayors and chairpersons

48. From 2010, the Tribunal has adopted the position that mayors and chairpersons (excluding the Lord Mayor of the Adelaide City Council) should receive an allowance four times the annual amount applicable to members for that council.
49. The Whyalla City Council proposed that allowances for mayors should be increased to five times the annual allowance payable to members with regional mayors to receive an allowance six times the annual allowance payable to members. This submission was made on the basis that the responsibilities of mayors had increased following recent changes to the *Local Government Act 1999*. The further increase for regional mayors was sought on the basis that the Tribunal should establish a framework for recognition of the unique and complex circumstances confronting some councils. These included the need for some regional council mayors to actively engage in critical negotiations about significant projects and issues particularly relevant to their community. The Tribunal recognises that a capacity to distinguish between the requirements of a particular regional mayor and mayors generally may be appropriate in the future. However, such a distinction is difficult to reconcile with allowances to mayors that are based on allowances determined for the current groups. Additionally, the

Tribunal notes that such a proposal has not been promulgated by other councils. The Tribunal is not satisfied that the information provided represents a compelling case for a change that may establish unintended consequences.

50. The personal submission made by the Mayor of the City of Port Lincoln proposed increased recognition of the demands on a mayor. This submission asserted that the Tribunal's 2014 Determination relating to the City of Adelaide was apposite to the functions undertaken by both the mayor and councillors of the City of Port Lincoln. While the Tribunal recognises that this submission may reflect a correct recognition of a change in the role of mayors and members, it does not provide a sustainable basis for that increase, nor address the relevant statutory criteria. Nor indeed can it be taken to reflect a general position within local government.

Requests to alter deputy mayors and deputy chairpersons allowance arrangements

51. The Adelaide Hills Council proposed that the allowance amount for deputy mayors be set at two times the annual allowance for members or for this amount to be payable at the mayor's allowance rate when the deputy is undertaking the mayoral role. The Tribunal is not satisfied that there should be an across the board increase to two times the annual allowance for members because evidence about the comparative criteria for deputy mayors has not been provided but has concluded that, if a deputy mayor is required to undertake the duties of a mayor for a period of at least one month, the mayoral allowance rate should apply.
52. The Coorong District Council proposed a review of the allowance for deputy mayors because of asserted increased expectations of these roles. The Tribunal is not satisfied that this assertion represents a sustainable basis for change.
53. The Mayor of the Port Pirie Regional Council made a personal submission that the allowance for deputy mayors be increased to 1.75 times the annual allowance for a member. The Tribunal is not satisfied that a basis for this proposal has been established.

Requests to alter allowance payments to the presiding members of prescribed committees

54. In its 2018 Determination, the Tribunal confirmed an allowance amount for members who are presiding members of prescribed committees.
55. Mr Hermann, a councillor for the Adelaide Hills Council made a personal submission seeking a sitting fee for the Audit Committee. The Tribunal is not satisfied that a basis for such a fee has been established on the material provided.

Travel Time payments

56. In previous determinations the Tribunal has provided for a Travelling Time allowance for non-metropolitan councils. The 2018 Determination varied this Travel Time Allowance in the following terms:

"An allowance of \$410 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located at least 30 kms but less than 50 kms from that council's principal office, via the most direct road route.

An allowance of \$700 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located at least 50 kms but less than 75 kms from that council's principal office, via the most direct road route.

An allowance of \$1,050 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located at

least 75 kms but less than 100 kms from that council's principal office, via the most direct road route.

An allowance of \$1,490 per annum will be payable to council members, excluding principal members, whose usual place of residence is within the relevant council area and is located 100 kms or more from that council's principal office, via the most direct road route.

The non-metropolitan council members travel time allowance will be payable in addition to any entitlement to reimbursement of expenses actually incurred."

57. The Tribunal notes that travel expenses are separately covered by the legislation.
58. The Adelaide Hills Council submitted that travel times within its two wards, representing 569km and 225km, were undervalued by the travel time involved. The council suggested that the Travel Time Allowance should be restructured to include both a meeting attendance and a ward duties component to more appropriately recognise the travel time on council business. The Tribunal recognises that travel time within councils and within wards varies. Minimal information about other councils is available to the Tribunal, and indeed, other submissions note the reduction in travel time associated with increased video meeting participation. The Tribunal is not satisfied that sufficient information about this proposal has been provided so as to properly address an issue affecting many councils.
59. Mr Hermann, a councillor for the Adelaide Hills Council made a personal submission seeking a general member allowance in recognition of the extent of travel he undertook relative to other members of that council. The Tribunal is not satisfied that an additional specific payment is warranted on the basis of this submission, or that it establishes the need for a change in the existing travel time allowance.
60. The Tribunal notes that the Coorong District Council is not expected to have wards from the November 2022 council elections with consequent increased travel times.

Other submissions

61. The Manager Strategy and Governance at the City of Holdfast Bay has requested that the Tribunal clarify the potential for confusion about whether the allowance for a deputy mayor should be paid in addition to the allowance for a presiding member of a prescribed committee if that member performs both functions.
62. The Tribunal has noted that the 2018 Determination states:

"The annual allowance for a councillor who is a deputy mayor or deputy chairperson, or the presiding member of a prescribed committee or more than one prescribed committees established by a council, will be equal to one and a quarter (1.25) times the annual allowance for councillors of that council."
63. The Tribunal considers that this Determination establishes that the allowance applicable to a presiding member of a prescribed committee does not apply to either a mayor or deputy mayor undertaking those functions, that is, if a deputy mayor is also a member of a prescribed committee, the allowance is not duplicated.

Summary of the Tribunal position with respect to proposals seeking allowance changes.

64. Having considered the submissions seeking alterations to current allowance arrangements, the Tribunal has determined that the current structure of allowances set in 2018 should be retained for the purposes of this review. The submissions disclose highly variable appreciations of the legislative criteria the Tribunal is required to consider. They also generally fail to recognise the relative positions of councils and the extent to which a change made to

one council is likely to create anomalies in other councils. This again tends to support the proposal that the Tribunal has made for a future change in the general approach to establishing allowances.

65. The Tribunal notes that some councils may have achieved significant operational improvements, or confronted major community change or challenges but absent a better means of collectively considering these issues, the Tribunal has adopted the position that existing allowances should only be adjusted to ensure appropriate recognition of cost of living changes.
66. The Tribunal is satisfied that, in overall terms, the increases summarised below meet the requirements inherent in section 76(4) of the *Local Government Act 1999*. The submissions received refer to the role of members of councils. The Tribunal has noted that the current grouping system incorporates consideration of the size, population and revenue of councils and to economic, social, demographic and regional factors. The Tribunal has noted overall information relating to the ratio of members to ratepayers but has not made a specific allowance adjustment to this effect. The Tribunal has expressed its concern that the current system lacks the capacity to properly recognise these specific criteria, and creates inherent difficulties in comparing initiatives and characteristics of councils, and has suggested that councils generally consider options for substantial change. The Tribunal notes that there remains confusion about the distinction between salary arrangements and the allowances that are reflected in some of the submissions put, but is nevertheless satisfied that the amounts proposed recognised the vital voluntary nature of the role of members. The allowances summarised below reflect the varying nature of offices held by members and take into account the provisions of the *Local Government Act 1999* enabling the reimbursement of expenses.
67. General increase to allowances

- 67.1. The Tribunal has applied a general increase to the amount of the allowances for members of local government. This increase takes into account the provisions of section 76(9) of the *Local Government Act 1999* dealing with the annual recognition of CPI movements for the three years between reviews of this nature. This section states:

“(9) An allowance determined under this section is to be adjusted on the first, second and third anniversaries of the relevant periodic elections to reflect changes in the Consumer Price Index.”

- 67.2. The Tribunal considers an increase to current member allowances of three percent is appropriate. The Tribunal is satisfied that this adjustment, when considered in the context of the annual increases that have been applied over the past three years reflects the reasonable maintenance of allowance payments against consumer price index movements.

Principal Members (Mayors and Chairpersons), Deputy Mayors and Deputy Chairpersons

- 67.3. The Tribunal has not altered the basis for allowances payable to principal members, deputy mayors and deputy chairpersons.

Deputy Presiding Member/s of a prescribed committee

- 67.4. The Tribunal confirms that for the deputy presiding member/s of a prescribed committee, the deputy presiding member/s who undertakes the duties of a presiding

member for a minimum period of one month should receive the presiding member allowance for the entirety of the time they undertake those expanded duties.

Presiding Member of a committee that is not a prescribed committee

67.5. The Tribunal has increased the sitting fee payable to a councillor (other than a principal member, deputy mayor, deputy chairperson or a presiding member of a prescribed committee) who is the presiding member of a committee that is not a prescribed committee by three percent.

Travel Time Allowance

67.6. The Tribunal has not altered the basis for payment of the Travel Time Allowance but has increased these amounts by three per cent.

Changes to Council Groupings

67.7. The Tribunal has not altered the current council groupings.

FREQUENCY OF REVIEWS

68. The Tribunal intends to review the allowances for members on a four yearly basis in accordance with the *Local Government Act 1999*. The next review will be in 2026. The Tribunal has foreshadowed a significant review of the allowance setting approach may be undertaken in 2026.

OPERATIVE DATE

69. As provided for by section 76(8) of the Act, the accompanying Determination will come into operation upon the conclusion of the 2022 Local Government Elections.



Matthew O'Callaghan
PRESIDENT



Deborah Black
MEMBER



Peter de Cure AM
MEMBER

Dated this 5th day of July 2022

Our Ref: GF/12.35.1
 coulet mayor consultation paper local government ceos remuneration



Wattle Range
 COUNCIL

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13 March 2024

Mr Matthew O'Callaghan
 President
 Remuneration Tribunal of South Australia

Email: RemunerationTribunal@sa.gov.au

Dear Matthew

Minimum and Maximum Remuneration for Local Government Chief Executive Officers

Thank you for the opportunity to make a submission in relation to the Remuneration Tribunal's Consultation Paper on the Minimum and Maximum Remuneration for Local Government Chief Executive Officers (CEOs).

It is vitally important that CEO remuneration levels are set in a consistent, fair and transparent way to ensure that our rate payers receive value for money, and to ensure that the organisation can attract and retain the right leadership to fill this critical role.

In 2017, Wattle Range Council pioneered benchmarking in Local Government through the development of an in-house Power BI analytics dashboard coupled to a decade's worth of South Australian Grants Commission data. This dashboard generated an innovative and interactive way of comparing Council performance through dozens of standardised key performance indicators over a ten-year snapshot in time.

The dashboard was demonstrated to both the Local Government Association of South Australia and the South Australian Office of Local Government, and ultimately led to the development of the [Councils] In Focus website. The most important principle that this dashboard highlighted is that no two Councils are the same.

Taking Wattle Range as an example, we are a large, complex, regional Council that supports 13 different communities that have 13 different needs and personalities. We manage three swimming facilities as well as one of the fastest eroding coastlines in the country. We manage 2,500 km of roads, a public library, and a childcare centre. We have a relatively low population base which limits rate revenue, so we must be highly efficient with our scarce resources to deliver hundreds of different services to the communities that we serve. It is a requirement of the role that our CEO lives in the community, and they are held accountable by the community 24/7 365 days a year.

So how can you standardise CEO remuneration levels in such a diverse operating environment? Wattle Range believes that the Remuneration Tribunal is already achieving this standardisation through the periodic determination of Local Government Elected Member Allowances, and that this process could and should be equally applied to Local Government CEOs.

The fundamental reason we are recommending this is that while each of the 68 Councils may differ in their asset bases, services and community expectations, the Elected Members and CEOs within each individual Council share the same challenges, demographics and responsibilities.

As we did back in 2017, Wattle Range recently developed a benchmarking dashboard for Local Government CEO remuneration purposes. The dashboard has been built based on the latest 2021-22 SA Grants Commission Data, and both the Tribunal's 2022 Elected Member Grouping and 2023 CEO Banding determinations.

The dashboard also contains Council benchmarking groupings from the 2024 McArthur Remuneration Survey as well as the Australian Classification for Local Governments (ACLG) coding system.

What it shows is there are numerous similarities between Councils that are similarly clustered within the Elected Member, McArthur Survey and ACLG groupings, these similarities do not align with the Tribunal's current CEO Banding determination.

Taking Wattle Range as an example again, we are a CEO Band 7 Council that does not align with other Band 7 Councils when it comes to Population, Employees (FTE), Operating Income, Roads or Assets Valuations. On the other hand, as an Elected Member Group 3, McArthur Category 5 and ACLG RAV Council we do tend to align with our peer Councils in each of these different groupings. Given the relatively close alignment between the Tribunal's Elected Member Groupings, McArthur Categories and ACLG codes, it makes sense to align the CEO Bands with the Elected Member Groupings to achieve consistency.

Wattle Range Council believes that this would be a fair, transparent, consistent, cost effective and relatively simple way to determine Local Government CEO remuneration levels. We do not support any of the proposed options in the Consultation Paper and instead implore you to adopt this simple yet effective approach to setting Local Government CEO remuneration levels.

Yours sincerely

Des Noll OAM
Mayor

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Email: council@wattlerange.sa.gov.au

SA Remuneration Tribunal - Local Government CEO Remuneration

CEO Band		EM Group		McArthur Category			ACLG Code		
1	3	5	7	3	5	5	RAL	RAS	RSG
2	4	6	8	4	6	RAM	RAV	URS	

Council	CEO Band	EM Group	McArthur Category	ACLG Code	Population	Employees (FTE)	Operating Income (\$000)	Operating Expenses (\$000)	Roads (km)	Area (Hectares)	Assets (\$000)
Barunga West	7	5	6	RAM	2,676	32	\$11,338	\$11,697	927	172,138	\$57,666
Berri Barmera	7	3	5	RAV	10,713	65	\$18,656	\$18,589	481	50,903	\$145,447
Clare & Gilbert Valleys	7	3	5	RAL	9,393	57	\$19,081	\$20,396	1835	189,240	\$160,854
Cleve	7	5	6	RAS	1,765	25	\$6,965	\$6,192	1549	501,935	\$60,857
Coorong	7	4	5	RAL	5,569	58	\$17,694	\$16,286	1891	886,635	\$155,224
Franklin Harbour	7	5	6	RAS	1,323	18	\$5,866	\$5,602	788	279,293	\$47,517
Grant	7	4	5	RAL	8,925	69	\$17,204	\$16,112	1569	190,289	\$154,298
Kangaroo Island	7	4	5	RAL	5,084	58	\$23,631	\$23,405	1402	442,285	\$475,852
Lower Eyre Peninsula	7	4	6	RAL	6,100	47	\$15,237	\$14,517	1345	477,607	\$100,047
Loxton Waikerie	7	3	5	RAV	11,928	84	\$24,684	\$21,800	2306	798,989	\$259,698
Mount Remarkable	7	5	6	RAM	2,915	29	\$9,342	\$8,914	2069	350,930	\$69,709
Naracoorte Lucindale	7	3	5	RAL	8,928	61	\$20,491	\$17,728	1618	451,917	\$216,111
Northern Areas	7	4	6	RAM	4,671	53	\$15,130	\$12,212	2204	298,706	\$113,525
Port Lincoln	7	3	5	URS	14,947	67	\$24,068	\$22,544	161	3,228	\$236,910
Southern Mallee	7	5	6	RAM	2,013	39	\$8,750	\$8,904	1332	570,969	\$84,883
Tatiara	7	3	5	RAL	7,040	62	\$18,998	\$17,917	1916	652,155	\$219,389
Timby Bay	7	5	6	RAM	2,889	24	\$8,164	\$7,656	1001	267,767	\$79,530
Wakefield	7	4	5	RAL	6,958	59	\$17,534	\$17,312	2687	352,161	\$150,363
Wattle Range	7	3	5	RAV	12,163	135	\$29,659	\$29,106	2444	392,864	\$254,323
Yankalilla	7	4	6	RSG	5,998	63	\$15,551	\$14,786	544	75,376	\$116,767

Figure 1 - CEO Band 7 Councils

SA Remuneration Tribunal - Local Government CEO Remuneration

CEO Band		EM Group		McArthur Category			ACLG Code		
4	6	1	3	5	4	RAL	URS		
5	7	1A	2	4	5	RAV			

Council	CEO Band	EM Group	McArthur Category	ACLG Code	Population	Employees (FTE)	Operating Income (\$000)	Operating Expenses (\$000)	Roads (km)	Area (Hectares)	Assets (\$000)
Berri Barmera	7	3	5	RAV	10,713	65	\$18,656	\$18,589	481	50,903	\$145,447
Clare & Gilbert Valleys	7	3	5	RAL	9,393	57	\$19,081	\$20,396	1835	189,240	\$160,854
Copper Coast	6	3	4	RAV	15,652	87	\$36,143	\$31,733	910	79,503	\$347,419
Light	5	3	5	RAV	16,332	92	\$27,015	\$25,631	1460	127,695	\$257,525
Loxton Waikerie	7	3	5	RAV	11,928	84	\$24,684	\$21,800	2306	798,989	\$259,698
Naracoorte Lucindale	7	3	5	RAL	8,928	61	\$20,491	\$17,728	1618	451,917	\$216,111
Port Lincoln	7	3	5	URS	14,947	67	\$24,068	\$22,544	161	3,228	\$236,910
Port Pirie	6	3	5	RAV	17,648	88	\$28,910	\$27,289	1367	196,347	\$267,663
Tatiara	7	3	5	RAL	7,040	62	\$18,998	\$17,917	1916	652,155	\$219,389
Victor Harbor	6	3	4	URS	16,720	110	\$31,202	\$30,083	397	38,568	\$378,013
Wattle Range	7	3	5	RAV	12,163	135	\$29,659	\$29,106	2444	392,864	\$254,323
Yorke Peninsula	4	3	4	RAV	11,922	115	\$35,594	\$34,256	3900	601,065	\$292,716

Figure 2 - Elected Member Group 3 Councils

SA Remuneration Tribunal - Local Government CEO Remuneration

CEO Band		EM Group		McArthur Category			ACLG Code		
5	7	2	4	1	3	5	RAL	UDS	
6	8	3	5	2	4	6	RAV	URS	

Council	CEO Band	EM Group	McArthur Category	ACLG Code	Population	Employees (FTE)	Operating Income (\$000)	Operating Expenses (\$000)	Roads (km)	Area (Hectares)	Assets (\$000)
Berri Barmera	7	3	5	RAV	10,713	65	\$18,656	\$18,589	481	50,903	\$145,447
Clare & Gilbert Valleys	7	3	5	RAL	9,393	57	\$19,081	\$20,396	1835	189,240	\$160,854
Cooper Pedy	8	5	5	URS	1,576	47	\$14,944	\$16,788	440	7,769	\$120,491
Coorong	7	4	5	RAL	5,569	58	\$17,694	\$16,286	1891	886,635	\$155,224
Grant	7	4	5	RAL	8,925	69	\$17,204	\$16,112	1569	190,289	\$154,298
Kangaroo Island	7	4	5	RAL	5,084	58	\$23,631	\$23,405	1402	442,285	\$475,852
Light	5	3	5	RAV	16,332	92	\$27,015	\$25,631	1460	127,695	\$257,525
Loxton Waikerie	7	3	5	RAV	11,928	84	\$24,684	\$21,800	2306	798,989	\$259,698
Mid Murray	6		5	RAL	9,415	90	\$25,647	\$24,993	3386	627,139	\$162,679
Naracoorte Lucindale	7	3	5	RAL	8,928	61	\$20,491	\$17,728	1618	451,917	\$216,111
Port Lincoln	7	3	5	URS	14,947	67	\$24,068	\$22,544	161	3,228	\$236,910
Port Pirie	6	3	5	RAV	17,648	88	\$28,910	\$27,289	1367	196,347	\$267,663
Prospect	5	2	5	UDS	22,741	85	\$29,413	\$28,217	91	780	\$244,169
Renmark Paringa	6	4	5	RAV	10,044	55	\$16,447	\$17,240	480	90,314	\$144,807
Roxby Downs			5	URS	4,105	55	\$18,208	\$16,517	41	11,052	\$136,202
Tatiara	7	3	5	RAL	7,040	62	\$18,998	\$17,917	1916	652,155	\$219,389
Wakefield	7	4	5	RAL	6,958	59	\$17,534	\$17,312	2687	352,161	\$150,363
Wattle Range	7	3	5	RAV	12,163	135	\$29,659	\$29,106	2444	392,864	\$254,323

Figure 3 - McArthur Category 5 Councils

SA Remuneration Tribunal - Local Government CEO Remuneration

CEO Band				EM Group				McArthur Category			ACLG Code							
1	3	5	7	1	1B	3	5	1	3	5	RAL	RAS	RSG	UDL	UDS	UFL	UFS	URM
2	4	6	8	1A	2	4	2	4	6	RAM	RAV	UCC	UDM	UDV	UFM	UFV	URS	

Council	CEO Band	EM Group	McArthur Category	ACLG Code	Population	Employees (FTE)	Operating Income (\$000)	Operating Expenses (\$000)	Roads (km)	Area (Hectares)	Assets (\$000)
Adelaide Plains	6	4	6	RAV	10,461	63	\$15,541	\$13,969	978	104,814	\$139,905
Berri Barmera	7	3	5	RAV	10,713	65	\$18,656	\$18,589	481	50,903	\$145,447
Copper Coast	6	3	4	RAV	15,652	87	\$36,143	\$31,733	910	79,503	\$347,419
Light	5	3	5	RAV	16,332	92	\$27,015	\$25,631	1460	127,695	\$257,525
Loxton Waikerie	7	3	5	RAV	11,928	84	\$24,684	\$21,800	2306	798,889	\$259,698
Port Pirie	6	3	5	RAV	17,648	88	\$28,910	\$27,289	1367	196,347	\$267,663
Renmark Paranga	6	4	5	RAV	10,044	55	\$16,447	\$17,240	480	90,314	\$144,807
Wattle Range	7	3	5	RAV	12,163	135	\$29,659	\$29,106	2444	392,864	\$254,323
Yorke Peninsula	4	3	4	RAV	11,922	115	\$35,994	\$34,256	3900	601,065	\$292,716

Figure 4 - ACLG RAV Councils

DRAFT

15.1.3 Millicent Saleyards 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	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 3.4 Plan for and optimise Council's stock of building assets whilst meeting the future and current needs of community.</p>
File Reference	GF/4.64.1/9
Attachments	Nil

Purpose of Report

To consider the Audit and Risk Committee recommendations for the Millicent Saleyards precinct from its meeting held 5th March 2024.

Report Details

At the 10 October 2023 Ordinary Meeting Council resolved 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.*

At the 13 February 2024 Ordinary Meeting, Council considered a report on the status of the Millicent Saleyards and resolved to

1. *Update the data with March 2024 information and distribute to the Audit & Risk Committee for tabling in the March 2024 Council Meeting.*

The Audit and Risk Committee considered the following report at its meeting held 5th March 2024.

This report considers the operation of the transit yards in the context of the above resolutions. It also considers the ongoing risk associated with the continued operation of the stock transfer facility and seeks a definitive outcome in relation to the future of the facility.

Council's indecision around the implementation of essential infrastructure upgrades required to mitigate a number of SafeWork SA Safety Improvement Notices has left the organisation, its PCBU, and responsible officers seriously exposed should a safety incident or accident occur at the facility. There are a number of outstanding risk issues with the yards and ramps that present a high risk to personal safety and the facility either needs to be upgraded or closed.

It is imperative that Council decides what the future of each element of the Saleyard facility will be, and that those decisions are made in a conclusive and timely manner. The installation of the

remaining infrastructure upgrades cannot be delayed any further and the decision on whether to proceed or close the yards needs to be made now.

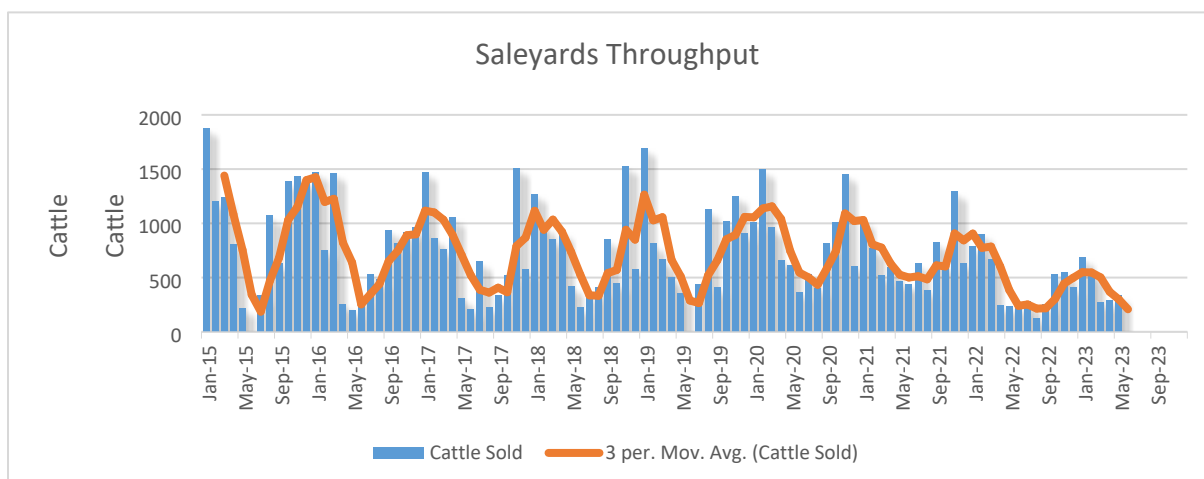
Stock Transfers

Council has inducted and issued permits to 12 individuals to transit stock through the Saleyards since the permit system was put in place in November 2023. Of the 12, only two individuals have exercised their permits, both being local stock agents.

It should be noted that this permit system does not effectively mitigate Council’s biosecurity or personal injury risk as the facility is not monitored and it is highly likely that some members of the public will bypass this process and continue to use the yards without Council’s knowledge and without being appropriately inducted.

Over the same four-month period, there have been six recorded stock movements with a total of 334 stock transited through the yards (18 cattle and 316 sheep). A single shipment of 269 sheep accounted for 80% of these stock numbers. It is understood that these sheep were only there for a short period of time, being one hour and that they were not yarded to prevent them from accessing water.

Historical Saleyard throughput numbers suggest that the four-month period from November through to February represents the peak season for cattle sales and therefore potential transfers of stock.

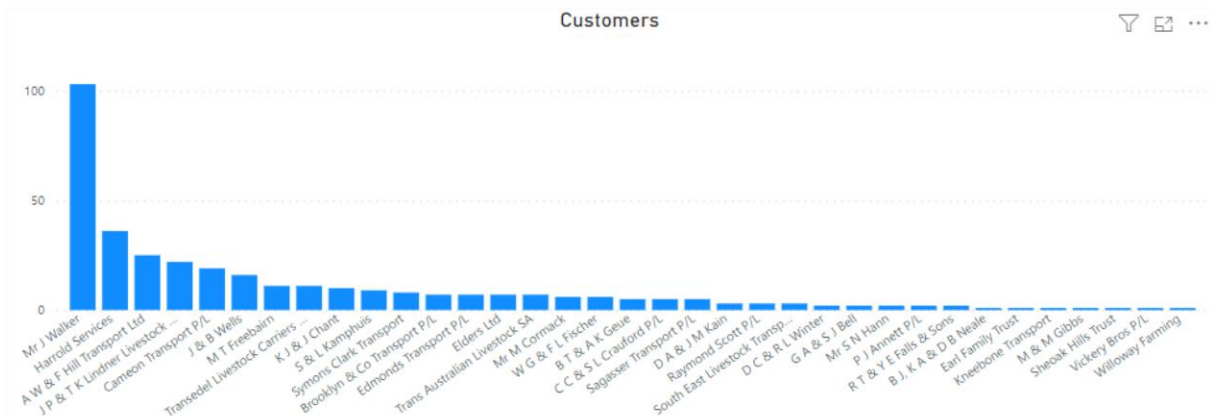
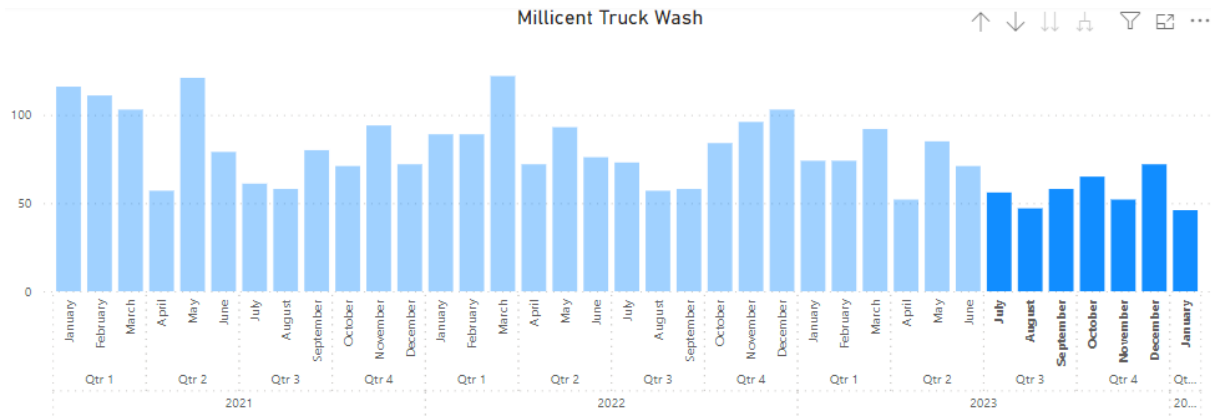


Truck Wash

Truck wash usage rates have reduced by ~30% since the Saleyards ceased trading in June 2023 in both the number of users and washes.

Council has completed all upgrade works for the washdown facility to address the SafeWork Safety Improvement Notices. Council will need to continue to manage wastewater disposal for this facility, which means continuing with paddock irrigation and ongoing bore water monitoring to EPA standards.

It has been assumed that the truck wash will be retained for the foreseeable future which means that the effluent management system and some of the land adjacent to the facility will also need to be retained for irrigation purposes.



Stock Transfer and Truck Wash Infrastructure Works

Hamlyn Wilson Pty Ltd. was awarded the contract to undertake improvements to the truck wash, ramps and yards in August 2022. A purchase order was raised to complete this work with the following high level cost breakdown:

Preliminaries	\$31,460
Truck Wash	\$78,738
Static Ramps	\$98,285
Double Height Loading Ramp	\$241,384
TOTAL	\$449,867

To date, \$329,535 of this purchase order has been expended on the preliminaries, the truck wash and the purchase of the double height loading ramp.

The residual work predominantly relates to the fabrication and installation of the static ramps and the installation of the double height loading ramp at a cost of \$120,000. Given that only two static ramps need to be retained (reduced from the original scope of five) there should be a 60% or \$60,000 saving in the fabrication and installation of these ramps. There are no cost savings associated with the installation of the double height loading ramp. Verbal advice from Hamlyn Wilson suggests that this ramp has a resale value close to its original purchase price of \$113,850. Proceeding with the implementation of these essential upgrades will have a net financial impact of \$170,000.

Key Decisions

Council has several key decisions to make in relation to a number of sub-elements of the Saleyards.

Stock Transfer Yards

The first decision is whether to retain the yards and ramps for stock transfers.

The \$170,000 cost associated with upgrading the facility to SafeWork standards does not represent value for money given the extremely low utilisation rates. The alternative is to close the yards, which would eliminate Council's biosecurity and personal injury risk due to the cessation of stock movements.

If the facility is closed, it is recommended that the yarding, ramps, and associated structures are all removed to mitigate the general risk to public safety. Without any maintenance, this area will fall into disrepair and restricting access to overhead walkways, ramps and other hazardous infrastructure cannot be guaranteed.

A cost has not been determined for the removal of this infrastructure; however, it is anticipated that most of the cost would be offset by the scrap value of the metal.

Saleyards Office

Council also needs to consider the future of the Saleyards office building which was also deemed unsafe in the SafeWork Safety Improvement Notices. The upper storey of the building was closed and locked out due to the presence of friable asbestos which has now been removed. The roof and all upper storey windows need replacing and the interior of the building requires the installation of a new ceiling and internal walls. The ground floor toilets are in poor condition and also require upgrading.

A budget of \$270,000 was allocated to address these issues, however this was an estimate only based on 2020/21 building costs. Should Council want to retain this asset, officers would need to review this budget as the cost would have escalated since initial estimates.

The toilets and showers are currently used by truck drivers, the Rider Safe program (motorcycle licencing and training) and car drifting events that intermittently occur at the site. One of the ground floor rooms is also used for theory training by the Rider Safe program. The building is not otherwise used.

It is recommended that this facility be demolished and not replaced at an estimated cost of \$80,000. If Council were to resolve this way, the Administration would work with the Rider Safe and drift event organisers and suggest that they arrange suitable portable toilets to accommodate these activities at the site.

Weighbridge Office

The condition of the Weighbridge Office was also identified as being unsafe in the SafeWork Safety Improvement Notices. It was identified that \$200,000 was required to replace this building with a transportable office. With the closing of the Saleyards, the office has been locked out and the asbestos has been removed. It is recommended that this facility is demolished and not replaced (including the adjoining weighbridge) at an estimated cost of \$50,000.

Land

Council owns several contiguous blocks in the Saleyards precinct that are currently being used for recreational purposes (Lake McIntyre), the Millicent Waste Transfer facility, a quarry, and for the Saleyard's effluent management system (irrigation). The remainder of the land is currently being grazed by local farmers through informal short-term agreements and is surplus to Council's needs.

It is recommended that this surplus land is subdivided and either leased or sold via a competitive tender process.



Waste Management

The overall site also includes the Millicent Waste Transfer Station. The current footprint for this facility is limited and will need to be expanded at some time in the future to cater for increasing demands.

An option exists to expand Council's waste services to include the composting of green waste from the existing mulching operations and as well as from kerbside collection.

The former Saleyard site offers nearly 10,000m² of concrete surface which would allow for 40 rows of composting material which is equivalent to 5,600m³ of composting material at any given time. Raw materials can be converted to compost within as little as a month, potentially increasing these volumes by a factor of 10 per annum.

The site would need some levelling however it is already graded, concreted and EPA licensed which are significant cost savings. To progress this option, the yards would need to be removed and both a leachate (water catchment area) and an irrigation system would need to be developed to water the rows.

There would also be a requirement to purchase several items of plant and equipment including a unit for windrow turning. This proposal would result in an increase in annual operating costs for waste services, which would be offset by a reduction in disposal charges to Bio-Gro who are currently accepting our green organics from kerbside. It is estimated that this would result the development of a new sales opportunity as compost is currently selling for \$50 per cubic metre.

There may also be a legislative requirement to produce a prudential management before this option is implemented.

Financial Considerations

The following table outlines the Saleyards operating budget for the last three years.

	2022 Actual	2023 Actual	2024 Budget	2024 Forecast	2024 YTD	% Forecast
Avdata	\$ 8,781	\$ 15,185	\$ 12,000	\$ 12,000	\$ 8,279	69%
Other Income	\$ 3,790	\$ 3,563	\$ 4,000	\$ 4,000	\$ 3,830	96%
Yard Fees	\$ 81,230	\$ 58,745	\$ -	\$ -	\$ -	
Total Income	\$ 93,801	\$ 77,493	\$ 16,000	\$ 16,000	\$ 12,109	76%
Audit Fees	\$ 1,350	\$ 62	\$ 5,500	\$ 5,500	\$ -	0%
Cleaning	\$ 2,003	\$ 2,089	\$ 1,100	\$ 1,100	\$ 651	59%
Depreciation	\$ 58,428	\$ 58,429	\$ 58,429	\$ 58,429	\$ 34,113	58%
Electricity	\$ 10,623	\$ 9,588	\$ 12,000	\$ 12,000	\$ 5,840	49%
Emergency Maintenance	\$ 14,333	\$ 2,162	\$ -	\$ -	\$ 583	
Fuel	\$ 355	\$ 189	\$ 550	\$ 550	\$ 67	12%
Insurance	\$ 8,691	\$ 9,920	\$ 11,160	\$ 11,160	\$ 8,105	73%
Licence Fees	\$ 11,048	\$ 10,704	\$ 11,200	\$ 11,200	\$ 8,671	77%
Pest Control	\$ 218	\$ 109	\$ 600	\$ 600	\$ -	0%
Routine Maintenance	\$ 88,131	\$ 61,033	\$ 28,772	\$ 28,772	\$ 16,943	59%
Salaries	\$ 49,184	\$ 55,868	\$ 3,297	\$ 3,297	\$ 2,809	85%
Signs	\$ 623	\$ 260	\$ -	\$ -	\$ -	
Subscriptions	\$ 550	\$ 625	\$ -	\$ -	\$ -	
Telephone	\$ 2,563	\$ 1,543	\$ 1,000	\$ 1,000	\$ 607	61%
Uniforms	\$ 459	\$ 79	\$ -	\$ -	\$ -	
Water Licence	\$ 238	\$ 244	\$ 250	\$ 250	\$ 265	106%
Water Sampling	\$ 12,015	\$ 17,395	\$ 7,000	\$ 7,000	\$ 6,825	98%
Total Expense	\$ 260,812	\$ 230,299	\$ 140,858	\$ 140,858	\$ 85,479	61%
Deficit	-\$ 167,011	-\$ 152,806	-\$ 124,858	-\$ 124,858	-\$ 73,370	59%

The total capital budget for infrastructure renewal is as follows.

Budget Allocation	\$984,000
Budget Spent to Date	\$655,796 (actual + committed)
Budget Variation Requested	\$0

Risk Considerations

The Millicent Saleyards currently have a number of unmitigated risks associated with personal injury, biosecurity, and financial sustainability.

There are a number of high personal injury risks associated with the ramps and yarding that could be partially mitigated with the installation of upgraded infrastructure, however the lack of adequate supervision on site and the ability for any untrained and unpermitted member of the public to access and use the facility limits Council's ability to reduce this risk to an acceptable level. From a hierarchy of control perspective, these risks would be better dealt with through the closure of the stock transfer facility and the removal of the associated infrastructure.

There is a medium biosecurity risk associated with the site, as Council's inability to consistently monitor and record stock transfers through the facility could lead to ineffective contact tracing should a biosecurity outbreak emerge.

There is high financial sustainability risk associated with this site, which has already consumed hundreds of thousands of dollars of public money for very little benefit to the local community. The continued operation of this site as a stock transfer facility will require an additional \$170,000 capital investment and a significant annual operating budget.

Following consideration of the above report the Audit and Risk Committee resolved the following recommendations for Council consideration and action.

That the Audit & Risk Committee:

- 1) *Receive and note the report.*

2) *Recommend that;*

- a. *Council continues to operate the Truck Wash facility on a 'watch and act' basis for a period of 12 months.*
- b. *Council ceases all stock transfers through the Millicent Saleyards facility immediately.*
- c. *Council sells the double height elevated loading ramp and any other yarding infrastructure that is yet to be installed.*
- d. *A report be tabled to Council regarding the cost to demolish and remove the yards, ramps, overhead gantry's, Saleyards Office, Weighbridge Office, weighbridge scales and other ancillary infrastructure items that are surplus to Council's needs.*
- e. *A report be tabled to Council outlining future options for the saleyard's lands including property boundary realignments, and recommendations for retention, lease or sale of surplus lands.*
- f. *A report be tabled to Council outlining the feasibility of developing a "green waste to compost facility", at the existing saleyards site.*
- g. *The Millicent Saleyards Advisory Committee be disbanded.*

In deliberating the above the Audit and Risk Committee provided the following comment,

"All members have had the opportunity for a discussion and to seek comments from the relevant managers on the risk and economic factors involved. Its apparent to the members of the Committee that this topic has been ongoing for 10 years and the unrecorded cost in staff hours committed to the various reports and discussions need to come to an end. We understand there have been multiple independent consultant reports recommending the closure of the Saleyards."

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

The Audit and Risk Committee reviewed the report at its meeting held 5th March 2024 and recommended a number of actions.

RECOMMENDATION

That Council:

- 1) Receive and note the report.
- 2)
 - a. Continues to operate the Truck Wash facility on a 'watch and act' basis for a period of 12 months.
 - b. Ceases all stock transfers through the Millicent Saleyards facility immediately.
 - c. Sells the double height elevated loading ramp and any other yarding infrastructure that is yet to be installed.
 - d. Requests that a report be tabled to Council regarding the cost to demolish and remove the yards, ramps, overhead gantry's, Saleyards Office, Weighbridge Office,

- weighbridge scales and other ancillary infrastructure items that are surplus to Council's needs.
- e. Requests that a report be tabled to Council outlining future options for the saleyard's lands including property boundary realignments, and recommendations for retention, lease or sale of surplus lands.
 - f. Requests that a report be tabled to Council outlining the feasibility of developing a "green waste to compost" facility, at the existing saleyards site.
 - g. Discontinue the operation of the Section 41 - Millicent Saleyards Advisory Committee.

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 February - 2024 [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 29 February 2024 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 29 February 2024. 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 eight 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 \$14.95M of which \$7.28M 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 \$2.953M.

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 February Financial Performance Report.



WATTLE RANGE COUNCIL
2023/24 MONTHLY BUDGET REPORT
AS AT
29-February-2024

OPERATING ACTIVITIES

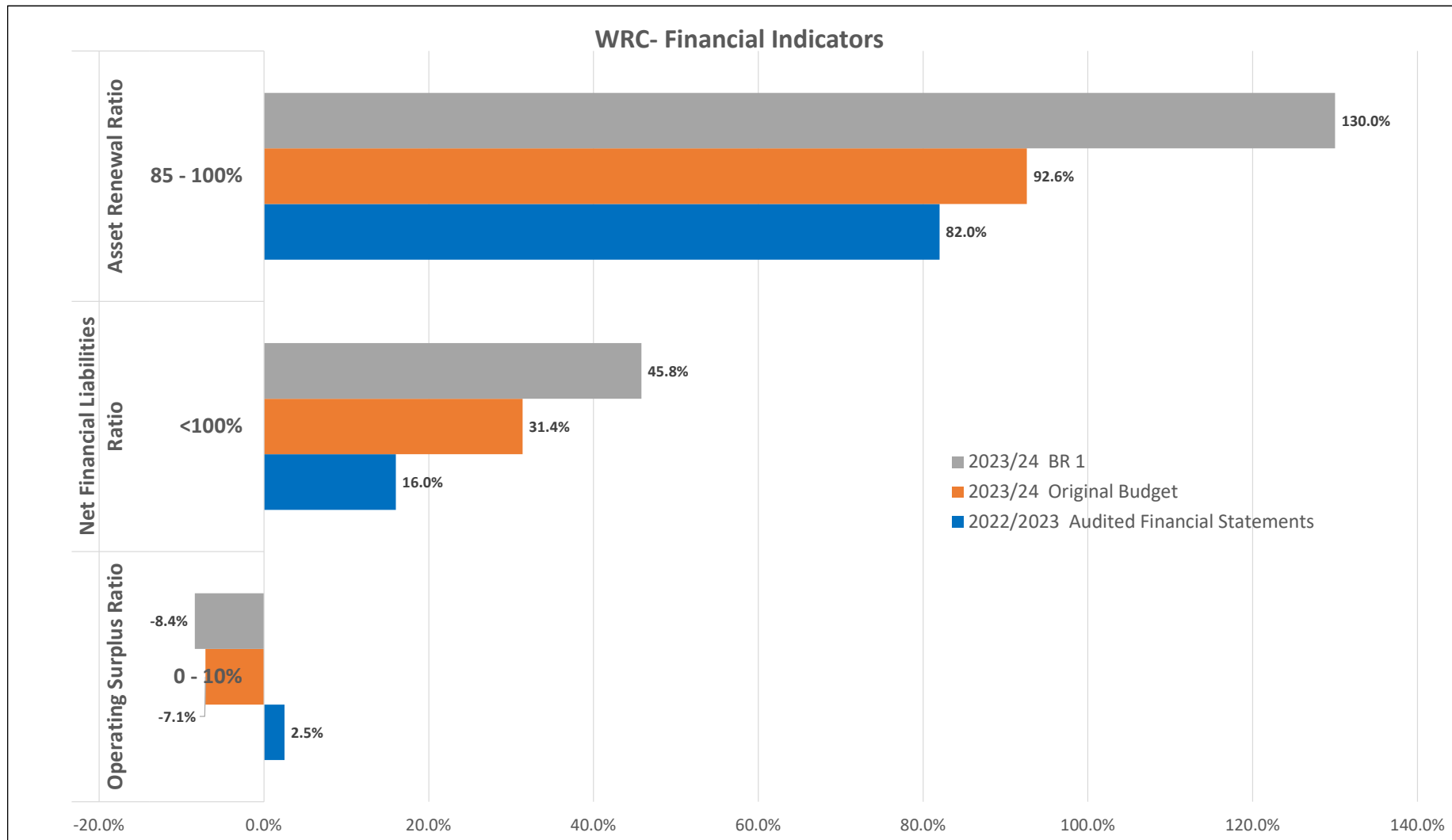
Annual Plan Budget 2023/24 \$'000	Budget Review 1 2023/24 \$'000		YTD	YTD	YTD	YTD	NOTE
			2023/24 BUDGET \$'000	2023/24 ACTUAL \$'000	2023/24 VARIANCE \$'000	2023/24 VARIANCE %	
			A	B	C=A-B		
		OPERATING INCOME					
22,162	22,162	Rates	22,162	22,179	(16)	0.1%	
358	358	Statutory Charges	282	261	22	(7.7%)	1
2,883	2,883	User Charges	1,922	1,829	93	(4.8%)	2
5,886	5,886	Grants Subsidies and Contributions	3,924	584	3,340	(85.1%)	1 & 3
195	195	Investment Income	130	275	(145)	111.8%	4
32	32	Reimbursements	22	24	(2)	11.5%	1
151	151	Other	101	163	(62)	61.4%	5
31,667	31,667	Total Operating Income	28,543	25,315	3,228	(11.3%)	
		OPERATING EXPENSES					
13,397	13,397	Wages and Salaries	8,670	8,758	(88)	1.0%	6
13,250	13,641	Materials, contracts & other expenses	8,474	7,131	1,342	(15.8%)	1
255	255	Finance Costs	138	121	17	(12.2%)	7
7,028	7,028	Depreciation, amortisation & impairment	4,685	4,857	(172)	3.7%	8
33,930	34,322	Total Operating Expenses	21,967	20,868	1,099	(5.0%)	
		OPERATING SURPLUS/(DEFICIT)					
(2,263)	(2,655)	A BEFORE CAPITAL AMOUNTS	6,576	4,446	2,130	(32.4%)	
		CAPITAL ACTIVITIES					
		Net Outlays in Existing Assets					
6,425	9,013	Capital Expenditure on renewal and replacement of Existing Assets	6,008	3,422	2,586	(43.0%)	1
(7,028)	(7,028)	Depreciation, Amortisation and Impairment	(4,685)	(4,857)	172	3.7%	8
(385)	(385)	Proceeds from Sale of Replaced Assets	(257)	(190)	(67)	(26.0%)	1
(988)	1,599	B	1,067	(1,625)	2,692	(252.4%)	
		Net Outlays on New and Upgraded Assets					
4,349	5,942	Capital Expenditure on New and Upgraded Assets	3,961	1,490	2,472	(62.4%)	1
-	-	Amounts received specifically for New and Upgraded Assets	-	-	-		
-	-	Proceeds from Sale of Surplus Assets	-	(200)	200	100.0%	9
4,349	5,942	C	3,961	1,290	2,672	(67.4%)	
(5,624)	(10,196)	Net Lending / (Borrowing) for Financial Year (A-B-C)	1,548	4,782	(3,234)	(208.9%)	



WATTLE RANGE COUNCIL
2023/24 MONTHLY BUDGET REPORT
AS AT
29-February-2024

NOTES

#	Description	Status	Action Required
1	Some timing issues between forecasted budget and actuals.		No Action Required
2	Income from Southern Ocean Tourist Park which is lower than budgeted contributed significantly to the variance, the budget was done on the assumption that the council would receive 100% of the revenue but in the new contract with Belgravia the council receives 57% of the revenue.		Adjust Budget at BR3
3	YTD Budget includes Federal assisted grants that were prepaid in June 2023. Assumption is that part of 2024/2025 FAG's will be prepaid in June 2024.		No Action Required
4	Higher investment income received, the Council had more funds in the investment accounts at higher interest rates than anticipated.		Adjust Budget at BR2
5	Other income is higher than budget due to timing issues and receipt of a one-off long service leave transfer received from another Council related to a new employee.		Adjust Budget at BR2
6	Workers' Compensation and Overtime expenses contributed mainly to the variance. Overtime work was done to catch up on projects and remediation works from storm damage in Millicent. Adjustments to be completed in the next budget review.		Adjust Budget at BR2
7	Timing issues on finance cost , this is expected to smooth out as interest payments are made during 23/24.		Year end process
8	Depreciation for Asset classes - Roads and Plant & Machinery contributed mainly to the variance.		Adjust Budget at BR2
9	Income from sale of surplus land that had not been budgeted for, adjustment to be completed in the next budget review.		Adjust Budget at BR3



15.2.2 Naming of Roads Policy - Community Feedback

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. 4.3 Increase community input into Council decision making, through adoption of quality Community Engagement principles and practices.
File Reference	GF/16.58.1/2
Attachments	<ol style="list-style-type: none"> 1. Naming-of- Roads- Policy [15.2.2.1 - 4 pages] 2. Naming of Roads Policy - J Luckhurst- Smith 31.01.2024 [15.2.2.2 - 2 pages] 3. Naming of Roads - N Boyle 15.2.2024 Redacted [15.2.2.3 - 2 pages]

Purpose of Report

For Council to review and adopt the Naming of Roads Policy following consideration of community feedback regarding the Policy.

Report Details

Background

Pursuant to section 219(5) of the *Local Government Act 1999*, Council must have a policy describing the process for assigning names to roads in the Wattle Range Council area. Council is required to review the policy every four years after each general election and the review must include public consultation.

At its meeting on 12 December 2023, Council gave approval to undertake public consultation on the Naming of Roads Policy (Minute Ref: Folio 10942; Item 15.2.6). The policy is included as Attachment 1.

The consultation was advertised in the SE Times and the Penola Pennant newspapers on 24 January 2024 and on Engage Wattle Range on the Council's website. Submissions were open from 24 January to 15 February 2024.

Two submissions were received from John Luckhurst-Smith and Noel Boyle. Their feedback about the Naming of Roads Policy is summarised below.

Summary of feedback received

	Submitter	Submission	Officer Response to Submission
1.	Fred Luckhurst-Smith	Minor changes to be made to the Policy with removal of references to Ward Committees.	No further changes required to the Policy as this was corrected prior to consultation but previous version advertised.
		Change the Policy requiring Council to consult with the South East Family History Group (SEFHG) prior to every proposed road naming or re naming.	Proposed change does have merit and could avoid potential issues in naming and could add value in streamlining naming suggestions for Council. Drawback of consultation is the additional delays may occur to the road naming process through consultation with SEFHG and potential conflict between SEFHG and other local history groups in other township areas who have relevant knowledge.
		Correction of Council communications regarding omission of full historical names of rooms / buildings.	Not related to the Policy, comments noted.
2.	Noel Boyle	<p>Listed requirements of a previous submission</p> <ul style="list-style-type: none"> • Consultation would take place before Street named. • No street named after a living person. • Where possible street names to be named after Pioneers, soldiers who appear on the Cross of Sacrifice or deceased persons who have worked hard for the benefit of the district. First nations names, including native plant names and animal names from district, road name of country roads to be named after families who have lived there for several generations should be considered. • No Streets should be named in the town that are already used. • Records to be kept on road naming. • Council input in naming new subdivisions from developers. 	<p>Included in Policy that naming of roads requires Council consultation but could be broadened to include consultation with SEFHG.</p> <p>This is included in the Policy. No change recommended.</p> <p>Whilst these are not stipulated directly in the Policy, they are indirectly covered through general application of clause 3.3 Road Name – Uniqueness- “Road names must have relevance to the area”. Policy could be altered to list examples after “road names must have relevance to the area”.</p> <p>This is included in the Policy. No change recommended.</p> <p>Whilst not enshrined in the Policy, by default Council keeps records of the correspondence between the road naming applicant and Council. No change recommended to the Policy.</p> <p>This is included in the Policy. No change recommended.</p>

Noting the above community consultation submissions, there are a few possible changes that Council could consider within the Policy including:

- Adding an additional step in the preliminary stage of to consult with relevant local history groups regarding the proposed road names under clause 3.2.
- Inclusion of examples of “road names of relevance to the area” clause 3.3.

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 risk rating is medium – Policy and Procedure Review Cycle.

Policy Considerations

The Naming of Roads Policy is due for review and a public consultation has been carried out as required.

Legislative Considerations

It is a requirement of section 219(5) of the *Local Government Act 1999* that Council has a policy in relation to road naming.

Environmental / Sustainability Considerations

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

Communication & Consultation Considerations

Consistent with the requirements of the policy, community consultation was carried out from 24 January 2024 to 15 February 2024 to seek feedback about the policy. Advertisements were placed in the SE Times and Penola Pennant newspapers in addition to Council's Engage Wattle Range page.


RECOMMENDATION

That Council:

1. Receive and note the report.
2. Adopt the Road Naming Policy as presented.

OR

2. Adopt the amended Road Naming Policy with the following change/s:
 - Adding an additional step in the preliminary stage of to consult with the relevant local history groups regarding the proposed road names under clause 3.2.
 - Inclusion of examples of "road names of relevance to the area" clause 3.3.

 Wattle Range COUNCIL	POLICY 5.1	Version:	5
	Naming of Roads	Date Adopted:	12 April 2011
		Next Review Due:	December 2014

1. STATEMENT

The purpose of this policy is to ensure that an open and transparent process is undertaken to consult the community in relation to the naming of roads throughout the Council region.

2. DEFINITIONS

There are no known definitions related to this Policy.

3. PRINCIPLES

3.1 Scope

Council has the power under section 219 of the *Local Government Act 1999 (the Act)* to assign a name to, or change the name of:

- a public road
- a private road, and
- a public place.

Council must assign a name to each public road created by land division. (This requirement applies from 1 July 2010.) The developer is required to submit proposed road names to Council for prior approval.

It is Council's policy that all sealed public roads and all formed public roads within the Council area that are regularly accessed will be assigned a name. This does not include 'unmade' road reserves.

All formed private roads that are accessible to the public (with the exception below) will also be assigned a name. Private roads with five or less property addresses do not need to be named. In these cases, address numbers will be assigned off the road that the private road exits on to.

All roads that can be used as part of an address for an address site will be assigned a name.

Road name signs that identify each public road will, as far as practicable, be placed at every road intersection and will clearly indicate the road to which it applies.

3.2 Initiating the Road Naming Process

A road naming process may be initiated if:

- a request is received by the Council from an affected land owner or their agent
- Council resolves that a name change be investigated
- Council staff determine it is in the public interest to investigate a change in road name
- Council opens or forms a road, or
- Council receives an application for a land division.

3.3 Road Names - Uniqueness

In the naming and renaming of public roads the following principles will be observed:

- a road will have only one name
- a road name will be unique within a rural locality. Duplicate road names within a locality will be resolved in order to avoid confusion (eg emergency services response)

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 14.63.1	Public	Engineering Services	Director Engineering Services	4 Yearly (After Every General Election)
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 5.1	Version:	5
	Naming of Roads	Date Adopted:	12 April 2011
		Next Review Due:	December 2014

- roads that are maintained by the Department for Infrastructure and Transport (DIT) will be named by DIT. Council will consult with DIT in relation to naming these roads
- duplicate names and similar sounding names (e.g. Paice, Payce or Pace Roads) within a locality will be avoided where possible
- if possible, duplication of names in proximity to an adjacent locality will also be avoided. However, roads crossing Council boundaries should have a single and unique name
- wherever practicable, road names will be continuous from the logical start of the road to the logical end of the road, irrespective of Council boundaries, landforms and intersecting roads
- roads are not to be named after a living person
- road names must have relevance to the area.

3.4 Naming of Private Roads

This policy covers all formed roads that are regularly accessed and therefore includes private roads. Private land owners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private land owners and developers to select suitable names, preferably in accordance with this policy, and to obtain Council endorsement for the name. Where Council proposes to assign a name to a private road it will consult with the owner of the land over the proposed name and the signage requirements for the road.

3.5 Consultation with Adjoining Council

If a Council decides to change the name of a public road that runs into the area of an adjoining Council, the Council will give the adjoining Council at least two months notice of the proposed change and consider any representations made by the adjoining Council in response to the notice. [see s.219(2) of the *LG Act*]

3.6 Public Notice of Name Assignment or Change

Council will give public notice of the assigning or changing of a road name. This will be by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State, as required under the *LG Act*. Public notice will include the date that the new name takes effect and notice will also be published on the Council's website www.wattlerange.sa.gov.au.

Where a road is to be named or renamed:


- a) Council will advertise the proposed naming or name-change of the road in the local press, allowing a period of four weeks for written submissions prior to closing of the relevant Agenda
- b) Council will then make a determination of name and will notify parties who have made a written submission of the outcome.

3.7 Advise Relevant Parties of New Name or Name Change

Council will provide written notice (e.g. by email) of Council's decision on a new road name or name change to all relevant parties, including:

- Registrar-General

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 14.63.1	Public	Engineering Services	Director Engineering Services	4 Yearly (After Every General Election)
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 5.1	Version:	5
	Naming of Roads	Date Adopted:	12 April 2011
		Next Review Due:	December 2014

- Surveyor-General, and
- Valuer-General [see s.219(3)(a) of the *LG Act*]
- the owner of the road (if a private road)
- owners of abutting properties
- Australia Post
- Telecommunications provider
- SA Water
- SA Power Networks
- SA Police
- SA Ambulance Service, and
- SA Metropolitan Fire Service and/or Country Fire Service.

3.8 Date of Effect for New Names or Name Changes

The date of effect of the new or changed road name will be determined at the time the decision to assign the name so as to allow sufficient time for all stakeholders to make arrangements to ensure a smooth transition.

The date of effect will be determined after considering:

- in respect of renaming an existing road, the impact on existing property owners, residents, tenants and occupiers
- potential confusion for people using maps and street directories that effectively become out of date, and
- the desire of some developers to sell property 'off the plan' and the opportunity for new owners to know their future address at an early stage.

Council will update the Register of Public Roads as required by s.231 of the *LG Act*.

3.9 Road Name Signage

Council will ensure road naming signage in accordance with the relevant Australian Standard is erected. (Signage may be erected during construction of a sub-division).

NOTE: Signage for State road names is the responsibility of DIT.

4. REVIEW

This Policy will be reviewed every four years after each general election.


Upon review, ELT, Council and the public must be consulted.

5. AVAILABILITY

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

A copy of the Policy may also 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.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 14.63.1	Public	Engineering Services	Director Engineering Services	4 Yearly (After Every General Election)
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

 Wattle Range COUNCIL	POLICY 5.1	Version:	5
	Naming of Roads	Date Adopted:	12 April 2011
		Next Review Due:	December 2014

6. REFERENCES & FURTHER READING

References	•
Relevant Legislation:	• <i>Local Government Act 1999</i> – Section 219
Relevant Policies / Procedures / Guidelines	• There are no relevant documents relating 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:
1	9 December 2008	Council	Adopted	Folio 4096; Item 11.1.7
2	5 May 2010	Council	Reviewed	Folio 4358; Item 11.1.10
3	12 April 2011	Council	Reviewed	Folio 4544; Item 11.1.8
4	26 July 2016	ELT	Amended – Policy number	-
N/A	29 June 2017		Adapted into new format	-
5	23 October 2023	ELT	Minor changes: Updated government department names	Agenda item 13.4.3
N/A	12 December 2023	Council	Approved release of policy for community consultation subject to amendment to remove reference in section 3.6 to Ward Committees .	Folio 10942; Item 15.2.6

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 14.63.1	Public	Engineering Services	Director Engineering Services	4 Yearly (After Every General Election)
Printed copies of this document are uncontrolled, refer to Council's Intranet to verify this is the current version.				

Mr Ben Gower
Chief executive
Wattle Range Council

My Response to the WRC Naming of Roads Policy

Dear Ben,

I wish to take up council's invitation to comment on the Naming of Roads Policy.

I believe some minor changes are required such as the references to ward committees which no longer exist.

Most importantly, I believe the policy needs to be amended to include a reference obliging council to formally consult with the South East Family History Group about every proposed road naming or re-naming.

I believe the amended policy should state that the SEFHG be invited in writing by the WRC to express a non-binding opinion.

I am a member of the SEFHG but I am making this submission in a private capacity.

As you may know, the SEFHG was established 44 years ago, has an extensive research collection, a paid-up membership of around 150 from across the region and beyond and attracts 25-30 to every monthly meeting.

I believe the input of the SEFHG would ensure that road names have direct links to the area.

If this had been in place around 15 years or so ago, I believe an inappropriate name would not have been assigned at Beachport.

From memory, council agreed to a request from the local Mills family to have the name "Sir William Mills Drive" assigned to an unnamed road leading to their land.

Sir William Mills was a distant relative who otherwise had no association with Beachport whatsoever.

He was a British industrialist who designed and made the "Mills bomb" which was a type of hand grenade used during the First World War.

His service to the nation was recognised with a knighthood and so a road named in his honour in faraway Beachport 80 years after his death was unwarranted.

I would also like to take this opportunity to comment on other "Names".

I am annoyed that official council communications frequently omit the names of people who have given much to our communities.

For example, the Bruce Towers History Room at the Millicent Public Library is just called the "history room".

Bruce Towers donated \$50,000 and bequeathed furniture etc to the library, published books and articles about Millicent history and was in great demand as a guest speaker and tour group leader.

He was deeply involved in a number of local organisations such as the Show Society, Anglican Church, Lodge, National Trust etc and I co-wrote his eulogy.

Another example is the Riddoch Memorial Institute Hall at Kalangadoo which often omits the Riddoch reference.

George Riddoch was an MP, Kalangadoo pioneer and benefactor.

Arguably the most glaring omission is the absence of the Dr David Harris Room at the Millicent Visitor Information Centre.

Displays in this room at the Millicent V.I.C. are promoted without acknowledgement of Dr Harris.

He was a highly-regarded GP in Millicent for 42 years, awarded the O.A.M., founder of the Millicent National Trust and Museum and much more.

The fact that such names as Towers, Riddoch and Harris are overlooked by council is disappointing and should be corrected.

I am happy for these opinions to be placed on the public record.

Thanking you

John Luckhurst-Smith

Millicent, 31/1/24

LETTER NO: 1224169					
FILE GF/ 963-1/4		PF/			
DATE RECEIVED 16 FEB 2024					REFER TO: Go-Jw DR
CEO	DCS	DDS	DES		FILE

Submission to Wattle Range Council on naming of streets in the district.

Noel P Boyle



15 February 2024

My interest in streets name goes back many years, and I have letters to and from the District Council of Millicent from 1989 with suggestion on naming of streets in the district and also to correct the spelling of a number of them.

A small history of street naming in the district.

In the S E Times of February 1960: names were suggested for the new housing subdivision off Wylie Road.

S E Times February 1967: Council put several names in a hat to name new streets

In the SE Times of April 1967: an article appeared suggesting names of two Millicent pioneers to be placed on a list for future reference.

In May 1982: nine members of Millicent Council met and named 32 streets in Millicent and a number in other outlying towns. I believe there was no public consultation but I was pleased to see most of the streets were named after pioneers of the district.

I spoke with Frank Brennan the former CEO of the Wattle Range Council, a number of years ago, as he asked me for my input on the subject of forming a policy for street names.

These were some of the Council policies at the time plus my ideas on street naming.

Consultation would take place before a street is named

No street to be named after a living person.

Where possible to be named after a pioneer, a soldier whose name appears on the Cross of Sacrifice or a deceased person who has worked hard to benefit the district.

First Nation names should also be discussed. This should also cover native plants and animal names of the district, that were used by the Boandik people.

Research needs to be carried out on the naming of country roads or lanes so that they are not named after the current land owner. Unless of course several generations have owned the property.

No streets should be named in the same town that are already used. For example, Lossie Road and Lossie Lane. Brennan Street and Brennan Close.

There is a Brooks Street and a Brooks Road but one is in the township of Millicent and the other near Snuggery. I cannot see a problem with this.

Records need to be kept on why the street or road was named.

I have my thoughts but I have no definite proof how Emily and Daphne Street were named.

Parker Close off Belt Road is a street name that I would like to point out. The Parker family went into council with a plan of their subdivision but they were advised they had to name the street so they named it Parker Close, on the day. This was named after a living person who had no connection to the town and only lived in Millicent for a short time. The other point, when an organization or person inquires why it was named Parker Close no records exist.

The South East Family History Group has an extensive library of local history and are only too willing to help research an area for its history.

A difficulty may arise when a new subdivision is opened up and the person wants to put his selection of street names forward. I think it is their right to name the area but I would like to suggest the Council to have some input.

A handwritten signature in black ink, appearing to read 'N. Boyle', written over a horizontal line.

Noel P Boyle

15.2.3 Community Grants, Scholarship and Sponsorship Programs Guidelines - Amendment

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	Not Applicable
Strategic Plan Reference	<p>Theme 1 - Community Vibrancy & Presentation 1.6 Promote and support the establishment of strong, sustainable clubs and volunteer organisations throughout the Wattle Range area.</p> <p>Theme 4 - Organisational Excellence 4.2 Govern in a responsible and responsive way.</p>
File Reference	GF 9.63.1/4
Attachments	<ol style="list-style-type: none"> 1. Community- Grants- Scholarship- Sponsorship- Programs- Guideline - With YDF amends [15.2.3.1 - 16 pages] 2. Wattle- Range- Youth- Development- Foundation- Charter [15.2.3.2 - 5 pages]

Purpose of Report

To obtain Council endorsement of the updated Community Grants, Scholarship and Sponsorship Programs Guideline, following the recent revocation of the Youth Development Foundation Charter.

Report Details

At its meeting on 15 January 2024, Council agreed to cease the Section 41 Youth Development Foundation Committee (Folio 10953; Item 15.2.5). It was discontinued because Youth Development Grants are included in Council's Community Grants, Scholarship and Sponsorship Programs Guideline and having a separate Section 41 Committee to consider applications for youth funding support was duplicative and added unnecessary administrative complexity.

The 15 January 2024 report to Council stated that the Community Grants, Scholarship and Sponsorship Programs Guideline would be updated to ensure it included all the application conditions in the Youth Development Foundation Section 41 Committee Charter. The Guidelines have been updated and the amendments are shown in track changes (Refer to Attachment 1).

It is recommended that the updated Community Grants, Scholarship and Sponsorship Programs Guideline are endorsed by Council and the Youth Development Foundation Charter is revoked. The Charter is included as Attachment 2. Whilst Council ceased the Section 41 Committee at the 15 January 2024 meeting, the Charter was not formally revoked.

Financial Considerations

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

There are no known financial considerations related to this report.

Risk Considerations

There are no known risk considerations related to this report.

Policy Considerations

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. Endorse the revised Community Grants, Scholarship and Sponsorship Program Guidelines.
3. Cease the Youth Development Foundation Charter.

	GUIDELINE	Version: 5
	Community Grants, Scholarship and Sponsorship Programs	Date Adopted: 12 December 2023
		Next Review Due: December 2027

1. STATEMENT

This document provides guidance on the application and assessment process of a range of Council financial assistance programs that are available to individuals and community groups within the Wattle Range Council area.

2. DEFINITIONS

Not for profit - is an organisation that is not operating for the profit or gain of its individual members, whether these gains would have been direct or indirect. This applies both while the organisation is operating and when it winds up.

Donation – is a cash contribution to an individual or organisation that may be associated with a particular event, purpose or project but does not carry with it any specific guidelines for use, or any acquittal requirements.

Sponsorship - is a cash contribution to an individual or organisation for a specific purpose or event where the Wattle Range Council receives public recognition for its contribution and where the funded organisation will be required to present a financial acquittal and end of sponsorship project report to the Council.

Grant – is a cash contribution made to an individual or organisation for the sole purpose of the delivery of a one-off project and which must be fully financially and qualitatively acquitted to the Council at the conclusion of the project.

In - Kind - an in-kind donation is a donation of services and/ or resources where no cash is exchanged. In-kind requests include but are not limited to subsidised waived fees and venue hire, administrative or operational services, and various applications of staff time and other resources.

Acquittal - is the process of ensuring that any funds have been fully expended for the purpose for which the funds were initially granted.

Shovel ready – A shovel ready project is one that has a mature scope of work, robust cost estimates, planning approvals (if required), and can proceed within three months of any funding being awarded by Council.


3. PRINCIPLES

3.1 Scope

Council receives a large number of requests from individuals and community groups for grants, scholarships, sponsorship and in-kind support. This guideline is a strategic tool aimed at supporting the community through various means of financial support with the aim of building community capacity, supporting innovation and addressing community needs in line with the Council's strategic objective of promoting community vibrancy.

This guideline provides an equitable, efficient, transparent and sustainable framework for the allocation of Council' financial assistance programs available to the broader Wattle Range community.

CD:	File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
46	9.63.1/4	Public	Development Services	Director Development Services	4 Yearly
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	GUIDELINE	Version: 5
	Community Grants, Scholarship and Sponsorship Programs	Date Adopted: 12 December 2023
		Next Review Due: December 2027


4. Funding Categories

Council provides an allocation from its annual rates revenue to a range of grants, scholarships and sponsorships. To ensure that these funds are distributed in a rational way, a range of criteria are used for the assessment and prioritisation of applications to be funded.

The funds allocated to local community groups, organisations and individuals are to assist in the provision of activities and services that benefit the local community. The following funding categories encourage and cater for a range of applications and activities.

Community Funding Category	Description	Open for applications	Maximum amount per application	Approval
Category A Community Infrastructure Grants	One-off infrastructure projects that provide broad benefits to a township or community	Twice a year- July 1 – 31 November 1 – 30	\$50,000	Council
Category B(i) Community Financial Assistance Grants	To foster and assist in the development of a broad range of community-based services and events within the Wattle Range Council area.	Twice a year, in August and December	\$2,000	Council
Category B(ii) Sport & Recreation Financial Assistance Grants	To foster and assist in the development of sport and recreational infrastructure, services and events within the Wattle Range Council area.	Twice a year, in August and December	\$2,000	Council
Category C Local Heritage Restoration Grants	The program promotes and supports the conservation of local heritage buildings and structures, by reimbursing property owners with a proportion of costs involved in retaining, reinforcing or re-instating their heritage significance.	Upon Application	\$2,500	Delegated Authority
Category D Youth Development Foundation Grants	Provide financial 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.	Upon Application	\$200 for representation within Australia and \$400 for representation outside of Australia	Council
Category E (i) Flinders University Scholarships	The Terry Roberts MLC Memorial student scholarship has been established to assist students from the Wattle Range Council area to commence undergraduate study at Flinders University.	Upon Application to Flinders University	2 x Scholarships valued at \$5,000 each	Delegated Authority
Category E (ii) University SA Study Grants	This grant provides encouragement and support for talented students from the Wattle Range Council area as they commence a University SA undergraduate degree program.	Upon application to UniSA	2 x Scholarships valued at \$2,500 each	Delegated Authority

CD:	File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
46	9.63.1/4	Public	Development Services	Director Development Services	4 Yearly
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	GUIDELINE	Version:	5
	Community Grants, Scholarship and Sponsorship Programs	Date Adopted:	12 December 2023
		Next Review Due:	December 2027

Category E (iii) Dianne Manhood Commitment to Excellence in the Early Years Award	This peer nominated award is dedicated in memory of one of the region's most highly respected early years professionals, Dianne Manhood. The award is given towards on-going professional development activities for the recipient.	Upon Application	\$500	Delegated Authority
Category E (iv) Youth Leadership Development Program	Provide eligible youth with a 50% contribution to the costs of undertaking leadership training. The training shall enhance the leadership skills of the recipient with the objective of either advancing the recipients career in an existing Wattle Range business or advancing a community initiative within the Wattle Range region.	Upon Application	Up to \$1,000	Council
Category F Local Event Support	Financial and/or in-kind support to cultural/arts activities which will generate tourism or economic benefit for the Wattle Range Council area.	Upon Application	Up to \$3,000 (excluding in-kind support)	Delegated Authority (seed, one-off and in-kind) or Council (perpetual)
Category G Shop Façade Upgrade Program	One-off infrastructure projects that specifically upgrade and beautify shop fronts or make shops more disability friendly	Upon Application	Up to \$4,000	Delegated Authority
Category H Public Art on Private Assets Grants	One-off grants that assist private building and land owners to install professional artwork for public enjoyment	Upon Application	Up to \$5,000	Council


4.1 Category A - Community Infrastructure Grants

The Community Infrastructure Grant (CIG) is a program that is provided to community and sporting groups to assist with co-funding major infrastructure projects. The grant is available to all community and sporting groups across the Council area. The CIG program assists community projects that provide direct benefits to residents of Wattle Range with a maximum Council contribution of \$50,000.

Council's total allocation to this program (refer Schedule 1). This program has a focus on health and wellbeing, access and inclusion, community participation and environmental sustainability. This includes infrastructure that supports any recreational, sport or cultural activities, including projects that:

- Build new infrastructure in response to an identified community need.
- Upgrade or improve existing community infrastructure.
- Improve accessibility of community facilities to increase use and promote inclusion.

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Projects can involve improvement to infrastructure that can result in:

- Improved community health and wellbeing.
- Enhanced and diverse participation by the community.
- Improved community safety.
- Improved environmental sustainability or address environmental issues and concerns.

The total grant pool (refer Schedule 1) is an annual allocation that will be available to sporting and community groups who have infrastructure projects that are *shovel ready*.

The following is a list of conditions and guidelines for the grant applicant:

- Applicants can apply for amounts up to \$50,000 for their project.
- Applicants must be able to contribute at least 50% of the Council's contribution from their own, existing accounts. These funds may not come directly or indirectly from other grant sources for the project in question.
- Applicants should be aware that the grant process is competitive, and funding may not be guaranteed.
- If an application is being supported by an auspicing body on behalf of another organisation, the application form must have written approval of the auspicing body submitted with the application, or the application must be submitted by the auspicing body.
- Only one CIG application per financial year will be considered.

Eligibility criteria includes:

- Not for profit incorporated group, organisation or club; or
- Voluntary association; or
- Unincorporated bodies/groups with a community focus; and
- Applicants must be able to contribute at least 50% of the total cost of the project; and
- Applicants must have a current Australian Business Number (ABN) issued by the Australian Taxation Office (ATO); and
- An organisation may only submit one application per grant funding round; and
- Primary and Secondary schools are generally excluded from applying, unless they can demonstrate that their project or event is predominantly for the benefit of the wider community.

4.2 Category B - Financial Assistance Grants


Subject to the Council budget approval, Council allocates \$55,000 annually to its Financial Assistance Grants programs. The program has two separate rounds commencing in August and December annually.

These financial assistance grants are offered in two (2) separate funding categories:

(i) Community Financial Assistance Grants

A total of \$30,000 is available per annum for allocation to eligible Community groups and organisations to foster and assist in the development of a broad range of community-based services and events within the Wattle Range Council area.

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(ii) Sport & Recreation Financial Assistance Grants

A total of \$25,000 is available for allocation to eligible Sports & Recreation groups and organisations to foster and assist in the development of sport and recreational infrastructure, services and events within the Wattle Range Council area.

Eligibility criteria includes:

- Not for profit incorporated group, organisation or club; or
- Voluntary association; or
- Unincorporated bodies/groups with a community focus; or
- Individuals; and
- Applicants must be able to contribute at least 50% of the total cost of the project; and
- Applicants must have a current Australian Business Number (ABN) issued by the Australian Taxation Office (ATO); and
- An organisation may only submit one application per grant funding round; and
- Primary and Secondary schools are generally excluded from applying, unless they can demonstrate that their project or event is predominantly for the benefit of the wider community.

The types of project which would be considered appropriate for funding would include:


- The purchase of furniture, tools or equipment aimed at improving the quality or range of activities or level of use of the facilities;
- The renovation, overhaul or repair of existing equipment, buildings or facilities to extend the life or usability of the overall facilities to the community;
- Support for the hosting of special sporting or recreation events (including major events) which create community and/or economic benefits for the Council area;
- Projects which are aimed at increasing the community usage of specific sport or recreation facilities;
- Programs that encourage and support equity of access to community facilities; programs and activities for all citizens within the Wattle Range Council area, particularly those people who are economically or socially disadvantaged or have disabilities;
- Projects or programs that increase the range of, and access to, quality community recreational, social and cultural activities;
- Projects that address the needs of mature age residents and people with disabilities.

In respect of projects involving buildings or infrastructure, preference will be given to applications which aim to renovate, overhaul or repair existing buildings or facilities, rather than the construction of new or additional facilities, consistent with Council's Strategic Plan pertaining to infrastructure.

4.3 Category C - Local Heritage Grants

The Council area is endowed with a diversity of historic architecture, significant sites and cultural heritage. The conservation of our built heritage will preserve outstanding places and connection to the local history of the community and helps to promote tourism within the region.

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Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to its Local Heritage Grants (LHG) program. Applications are accepted throughout the year and are only applicable to premises that are listed on Council's Local Heritage Register.

The LHG program promotes and supports the conservation of local heritage buildings and structures, by reimbursing property owners with a proportion of costs involved in retaining, reinforcing or re-instating their heritage significance.

Depending on demand for assistance and funds available in the respective financial year, a maximum of 50% of the cost of the conservation work (i.e. matched dollar for dollar by the applicant) up to a total subsidy of \$2,500 may be approved.

LHG funds may be used to cover up to \$1,500 of the costs for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken.

Eligibility criteria includes:

- Applications will only be accepted from the property owner of the Local Heritage listed property;
- Value of works must be in excess of \$1,000;
- Internal works to local heritage items where public access is readily available will be considered;
- Works that ensure the structural integrity of the building;
- Re-instatement of lost elements or fabric of a historical building where physical or archival evidence is available, such as historical photos or drawings, or remnant site fabric of elements. (Conjectural works will only be supported where no prior evidence exists, and a heritage consultant is engaged to achieve an authentic and appropriate outcome).

The following exclusions apply:

- Work that has already been completed or commenced;
- Properties that are in arrears for any unpaid debt with Council;
- State or Australian Government owned buildings;
- Any other exclusions that appears within this Guideline.


4.4 Category D - Youth Development Foundation Grants

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 sState, sState cCountry, or nNational or international level.

The financial assistance from Council may be in the form of a cash contribution from the Council towards the expenses involved in travelling to the event, accommodation, equipment and attendance at training. It is not envisaged that Council would pay all expenses but would pay a contribution to defray some of the expenses involved in participating in the event.

To be considered for a grant, an application form (available on the Council's website) must be completed by the youth or his/her representative organisation and lodged with Council at least six weeks prior to the event. Applications need to include a selection confirmation

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statement from the event administrator, details of the event (e.g. location and date) and details of the costs associated with participating in the event.

Council will include an amount of money in its annual budget to meet the cost of providing financial assistance for the Youth Development Foundation Grant. Applications will be considered throughout the year. Council Officers will present a report of eligible applications to Council for consideration.

~~Eligibility criteria includes evidence that the applicant has been selected to participate in, train or compete in a state country, state, national or international team.~~

4.5 Category E – Scholarships and Study Grants

Council supports and acknowledges the development of youth across the Council area. Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to scholarships and study grants in order to support local students in their learning, development and retention in the Council area.

Council partnerships have been developed with local Universities and training providers in South Australia. It is a prerequisite that the students place of origin is from the Wattle Range Council area and in the case of the Youth Leadership Development Program, the recipient must also work in the Wattle Range Council area.

(i) Terry Roberts MLC Memorial Student Scholarship

Wattle Range Council has established the Hon Terry Roberts MLC Memorial Student Scholarship to recognise the contribution made by the late Hon Terry Roberts to South Australia, the Wattle Range Council area and the Millicent community. The scholarship has been established to assist students from the Wattle Range Council area to commence undergraduate study at Flinders University. Subject to availability, up to 2 Scholarships valued at \$5,000 each will be awarded annually.

(ii) UniSA Wattle Range Study Grants

The Wattle Range Council UniSA Study Grant provides encouragement and support for talented students from the Wattle Range Council area as they commence a UniSA undergraduate degree program.


The grants will be awarded to students who resided in the Wattle Range Council area during Year 12, or in the period immediately prior to lodging an application to study at UniSA. Two grants of \$2,500 are available each year:

- One grant for a Wattle Range Council resident relocating to Adelaide to commence an undergraduate program offered at a UniSA Metropolitan Campus.
- One grant for a Wattle Range Council resident commencing study at the UniSA Mount Gambier Campus.

(iii) Dianne Manhood Commitment to Excellence in the Early Years Award

The peer nominated award is dedicated in memory of one of the region's most highly respected early years professionals, Dianne Manhood.

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The award is sponsored by Wattle Range Council and the \$500 award money is given towards on-going professional development activities for the recipient.

(iv) Youth Leadership Development Program

The Wattle Range Council Youth Leadership Development Program supports young people aged 35 years and under with a 50% contribution to the costs of leadership training. The training shall enhance the leadership skills of the recipient with the objective of either advancing the recipients career in an existing Wattle Range business or advancing a community initiative within the Wattle Range region. The aims of the Youth Leadership Development Program include:

- Retaining young people in our region longer;
- Providing young people with skills that create opportunities for career progression or advancement of community initiatives;
- Developing leaders locally, rather than seeking candidates for senior leadership positions from outside of the region; and
- Supporting local businesses and volunteer organisations to upskill their existing employees/volunteers to meet their growing needs

Sponsorship is capped at \$1,000 per person, per course, per annum. To be eligible, applicants must live and work/volunteer in the Wattle Range Council area and provide evidence of support of their employer (if employed). Course eligibility is at the discretion of Council.

4.6 Category F – Local Event Support


Council supports and acknowledges the importance of the development and sustainability of community events to the health and vibrancy of our communities. Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to support a number of key events which are capable of generating ongoing tourism and economic benefit for the Wattle Range Council area.

It is expected that most sponsorship requests will come from organisations and community groups. However, individuals or unincorporated bodies can submit an application for sponsorship under the auspices of another recognised incorporated body. Under these circumstances, a signed agreement from the auspicing body must accompany the application.

Eligibility criteria includes:

- Appropriateness of the proposed event or activity and the overall suitability for the location;
- Innovation / originality of the concept;
- Timing of the event or festival in relation to its ability to extend the length of the local tourism season;
- Preference should be given to events staged outside peak and public holiday periods,
- Evidence of community support and participation in the event;
- The number of tourists the proposed event will encourage into the town/district,
- Evidence of a well-developed budget and business plan;
- The level of financial or in-kind support contributed to the event from other sources, particularly local sources;

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- Evidence of long-term planning for development of the event (if it is not to be a one-off event);
- Marketing strategies;
- Management of past sponsorships;
- Demonstrated ability of the organising committee to manage events.

Seed Funding of New Events

Seed funding is designed to assist an organising body to establish a new recurring event in the Wattle Range Council area until such time that the event becomes self-sustainable. Funding may be provided for the first three years of an event with the annual funding amount significantly decreasing each consecutive year.

One-off Funding Support

One-off funding support is aimed at new and established events that Council has not previously supported

In-kind Sponsorship

Council will support new and existing events through in-kind sponsorship subject to available resources. In-kind sponsorship may include the following activities:

- Administrative assistance;
- Printing, mail out and promotional services;
- Assistance with extra waste management services;
- Assistance with road closures;
- Loan and delivery of Council equipment, including grandstands, parklet, fencing and hand sanitiser stations (a refundable deposit may be requested)
- Waiving of hire fees for use of council owned land and buildings subject to compliance with Council policy;
- Waiving of permit and other fees;
- Promotional support through social media platforms.

Perpetual Sponsorship of Events


Council supports a small number of established events that receive perpetual funding in accordance with its Annual Business Plan (as per Schedule 1). Events seeking perpetual funding must submit a proposal to Council during December, January or February for consideration by Council to include in the following financial year's Annual Business Plan.

4.7 Category G - Shop Façade Upgrade Program

Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to its Shop Façade Upgrade Program. Applications are accepted throughout the year and are only applicable to premises that operate a business with an open shop and are located in the town centres* of a Wattle Range Council community (*zoned Township, Township Activity Centre or Suburban Activity Centre)

The need for shop façade upgrades has been repeatedly highlighted by the community during various consultations related to main street master planning and Community Town Plans.

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Council's Shop Façade Upgrade Program is aimed at supporting businesses and shop owners to improve the appearance and functionality of shopfronts in community town centres.

A maximum of 50% of the cost of the upgrade work (i.e. matched dollar for dollar by the applicant) up to a total subsidy of \$4,000 may be approved.

Eligibility criteria includes:

- Applications will only be accepted from the property owner or with supporting evidence of approval by the property owner;
- Value of works must be in excess of \$1,000;
- The shop must be an open shop and located in the Town Centres of a Wattle Range Council community (Town Centres are zoned Township, Township Activity Centre or Suburban Activity Centre)
- Works must aesthetically improve the shop façade; **and/or**
- Works can improve accessibility for people with a disability

The following exclusions apply:

- Work that has already been completed or commenced;
- Home based businesses or activities;
- Properties that are in arrears for any unpaid debt with Council;
- State or Australian Government owned buildings;
- Any other exclusions that appears within this Guideline.

4.8 Category H – Public Art on Private Assets Grant

Council allocates funding through its Annual Business Plan and Budget (as per Schedule 1) to its Public Art on Private Assets Grant program. Applications are accepted throughout the year.


The Public Art on Private Assets is specifically aimed at businesses and organisations that may not be eligible for other grant opportunities (being for-profit organisations) who wish to undertake a public art project that is in line with Council's themes of wind and water. Council recognises the value of public art in improving public amenity, generating tourism and developing character within communities. The Public Art on Private Assets program offers part funding for one-off projects that support the installation of public art across the district.

A maximum of 50% of the cost of the public art project (i.e. matched dollar for dollar by the applicant) up to a total subsidy of \$5,000 may be approved. Ongoing maintenance of the public art will be the responsibility of the applicant and the applicant will be asked to outline how ongoing maintenance will be managed and funded.

Eligibility criteria includes:

- Local business; or
- Individual; or
- Other organisation, either incorporated or auspiced by an incorporated organisation;
- The applicant must be the owner of the private asset where the art is to be installed;
- Applicants must be able to contribute at least 50% of the total cost of the project;
- The Artwork must be located in an area highly frequented by members of the public;
- Artwork must be aligned with Council's themes of wind and water;
- Artwork must be completed by a professional, renowned artist;

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- A proof or concept of the artwork must be submitted with the application for approval by Council;
- An organisation may only submit one application per financial year.

4.9 Landowner Consent and Letters of Support from Council

Letters of support and/or landowner consent are often required to support an application that relates to Council owned land as they demonstrate to potential funding partners that the application has Council's support.

Council staff will provide a letter of support and/or landowner consent (where applicable) for grant applications where the outcomes align with Wattle Range Council's Strategic Plan.

Requests for letters of support or landowner consent for grant applications must be made in writing with at least 14 days' notice before the document is required. Requests should include:

- Name of organisation
- Email address
- Phone Number
- Funding program details
- Date funding program closes
- Date letter is required
- Details of project
- Reason for applying for funds
- Total cost of project
- Details of how project will be funded including budget and business case, funding partners.

4.10 Development Application Fees and Charges

Community Groups who are recognised as being an incorporated, not-for-profit organisation can apply in writing to the Chief Executive Officer to have development application fees waived. Only Council related fees and charges can be waived. Development application fees such as lodgement fees and fees that are required for external referrals, public notification advertising fees or as a Levy to the State Government or other third-party agencies will not be waived.


4.11 General Considerations

Applications will be considered ineligible if applicants are in arrears in the payment of any rates, fees or charges due to Wattle Range Council at the time of their application.

Applicants **may be required to:**

- Show that they have a limited capacity to raise funds through other sources such as annual income, gate charges or similar.
- Agree in writing with any terms and conditions applying to the grant prior to the receipt of funds.
- Assume all responsibilities including project management, public risk and/or other insurances and any project funding shortfalls.
- Have satisfactorily acquitted any previous grants received from Wattle Range Council.

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- Acknowledge Council's assistance in any publications or publicity.
- Have a committee of management that accepts responsibility for the administration of the grant.
- Have an adequate risk management plan in place.

Applicants **may be required to** detail in writing:

- The purpose for which the requested funds will be utilised;
- Demonstrate that the purpose of the funding request meets a recognised community need or identified gap; and
- Demonstrate that the purpose of the funds will primarily benefit the residents of the Wattle Range Council area.

The applicant **must** comply with all relevant Australian and South Australian legislation, including:

- Accounting and auditing requirements;
- Equal opportunity and anti-discrimination laws;
- Planning and Building Rules (where relevant);
- Human rights laws;
- Privacy, confidentiality and freedom of information laws;
- Registration or accreditation of professional employees;
- Preparation and dissemination of Annual Reports.


Funding will **not** be provided for the purposes that:

- Are considered to be primarily the responsibility of the State or Federal Government;
- Seek to make a financial profit for the applicant;
- Events or functions which are held on an annual or other regular basis that require ongoing financial support;
- Retrospectively – i.e. have already been completed or for costs that have already been expended;
- Have funds available through other appropriate funding sources or avenues;
- Duplicate other locally available services;
- Require regular maintenance and/ or repairs to property where the responsibility is with a private entity, Local, State or Commonwealth Government Department;
- Are for ongoing operational costs such as building maintenance, rates, electricity, staff wages, rent, water, insurance, telephone costs or the purchase of land or the repayment of financial loans;
- Support Political Parties;
- Are for commercial activities, projects or events.

Where an application is made under the **Category A** CIG program - The applicant **must** also provide:

- A copy of the latest audited financial statements for a minimum period of two years;
- A detailed project budget, including proposed project expenditure, project income from all sources and funding assistance sought from Council;
- A copy of their business plan;
- Formal quotes (less than three months old) for all services and products over \$3,000. Quotes must include the suppliers ABN and the GST amount;
- Certificate of Currency for public liability insurance to cover members, contractors, volunteers and the general public, to \$20 million;

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- Project plan;
- In the case of sporting associations, evidence of Star Club accreditation levels;
- Other supporting information that may assist Council in assessing the application.

The successful applicant will be required to spend Council's grant funds within 12 months of the start of their program, project or activity and must abide by any other funding conditions required by Council. A written evaluation report / grant acquittal outlining the outcomes of the program, project or activity, together with an audited financial report on how the grant funds were expensed must be provided to Council within three months of the completion date of the program, project or activity.

The successful applicant must acknowledge Council's assistance in any publications or publicity such as their Annual Report. A draft of any media release mentioning the grant should be sent to Council for review prior to submission to the media.

4.12 Non-conforming Requests for Funding

From time-to-time Council may receive requests for funding and support that do not fit within its existing Community Grants, Scholarship and Sponsorship categories. Non-conforming requests for funding will be presented to Council for consideration.

All non-conforming requests for funding must include the following documentation:

- A detailed project plan, including intended outcomes, timeline, key stakeholders and communication plan;
- A detailed project budget, including proposed project expenditure, project income from all sources and funding assistance sought from Council; and
- A copy of the latest financial statements;
- Other supporting information that may assist Council in assessing the application.

Non-conforming requests for funding are best submitted prior to Council's budget deliberations in January to March each year. Non-conforming requests received outside of the January to March timeframe will be considered by Council, but are less likely to be approved, as a budget variation will be required.

5. REVIEW

This guideline shall be reviewed every four years. Schedule 1 should be updated annually in conjunction with the Annual Business Plan and Budget process.


6. AVAILABILITY

This guideline is available for inspection without charge at the following location

- Council Website: www.wattlerange.sa.gov.au.

A copy of the guideline may be purchased from the Principal Council Office upon payment of a prescribed fee in accordance with Council's Schedule of Fees and Charges.

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7. REFERENCES & FURTHER READING

Relevant Legislation:	<ul style="list-style-type: none"> • <i>Local Government Act 1999</i>; • <i>Development Act 1993</i>; • <i>Planning Development & Infrastructure Act 2016</i>.
Relevant Policies / Procedures / Guidelines	<p>This Guideline should be read in conjunction with:</p> <ul style="list-style-type: none"> • Wattle Range Council Strategic Plan • Guarantee of Community Loans Policy • Financial Assistance Grants Guidelines • Hall Hire Policy

8. ADOPTION & AMENDMENT HISTORY

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


Version No:	Issue Date:	Authorised by:	Description of Change:	Minutes Reference:
1	13/10/2020	Council	New guideline	Folio 9037; Item 15.1.2
2	08/03/2022	Council	Minor changes	Folio 9902; Item 15.3.2
3	06/09/2022	Council	Additional Grants have been included into the program.	Folio 10336; Item 17.1
4	13/06/2023	Council	Category E (i) Scholarship value increased from \$2,500 to \$5,000 each.	Folio 10564-1056; Item 15.3.3(3)
5	12/12/2023	Council	Section 4.12 added re non-conforming requests for funding. At this meeting Council agreed to revoke the Sponsorship of Community Events Policy and the Applications to Council for Funding Assistance Policy as they are addressed by these Guidelines.	Folio 10942; Item 15.2.5
	TBA15/01/2023	Council	Council endorsed inclusion of the Included content from Youth Development Foundation Charter (YDFC). The Section 41 Committee for the YDFC was ceased by Council on 15/01/2024, following Council ceasing the operation of the Youth Development Foundation Committee as a section 41 committee.	Folio 10953; Item 15.2.5 – Cessation of S. 41 Committee

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SCHEDULE 1: Total Annual Funding Available per Funding Category as per Annual Business Plan and Budget

Community Funding Category	Description	Maximum amount available per application	Total amount available per financial year
Category A Community Infrastructure Grants	One-off infrastructure projects that provide broad benefits to a township or community	\$50,000	\$100,000
Category B(i) Community Financial Assistance Grants	To foster and assist in the development of a broad range of community-based services and events within the Wattle Range Council area.	\$2,000	\$30,000
Category B(ii) Sport & Recreation Financial Assistance Grants	To foster and assist in the development of sport and recreational infrastructure, services and events within the Wattle Range Council area.	\$2,000	\$25,000
Category C Local Heritage Restoration Grants	The program promotes and supports the conservation of local heritage buildings and structures, by reimbursing property owners with a proportion of costs involved in retaining, reinforcing or re-instating their heritage significance.	\$2,500	\$10,000
Category D Youth Development Foundation Grants	Provide financial 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.	\$200 for representation within Australia and \$400 for representation outside of Australia	
Category E (i) Flinders University Scholarships	The Terry Roberts MLC Memorial student scholarship has been established to assist students from the Wattle Range Council area to commence undergraduate study at Flinders University.	2 x Scholarships valued at \$5,000 each	\$10,000
Category E (ii) University SA Study Grant	This grant provides encouragement and support for talented students from the Wattle Range Council area as they commence a University SA undergraduate degree program.	2 x Scholarships valued at \$2,500 each	\$5,000
Category E (iii) Dianne Manhood Commitment to Excellence in the Early Years Award	This peer nominated award is dedicated in memory of one of the region's most highly respected early years professionals, Dianne Manhood. The award is sponsored by Wattle Range Council and the \$500 award money is given towards on-going professional development activities for the recipient.	\$500	\$500
Category E (iv) Youth Leadership Development Program	This sponsorship program is for Wattle Range residents who are 35 years old or under. It provides a 50% contribution to costs of personal or professional development courses that will enhance leadership skills for recipients who work or volunteer in an existing Wattle Range business or organisation.	\$1,000	\$10,000
Category F Event Funding Support	Seed Funding: Financial assistance to new events and cultural/arts activities which will generate tourism or economic benefit for the Wattle Range Council area.	\$3,000	\$36,000
	One-off Event Funding: One-off funding support is aimed at new and established events that Council has not previously supported		
	In-kind support to events which are capable of generating tourism and economic benefit for the Wattle Range Council area.		N/A

Category G Shop Façade Upgrade Program	One-off infrastructure projects that specifically upgrade and beautify shop fronts and/or make shops more disability friendly	\$4,000	\$20,000
Category H Public Art on Private Assets Grants	One-off grants that assist private building and land owners to install professional artwork for public enjoyment	\$5,000	\$20,000

 Wattle Range COUNCIL	CHARTER 330	Version:	3
	Wattle Range Youth Development Foundation	Date Adopted:	29/11/2022
		Next Review Due:	November 2026

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.

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
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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 subparagraphs 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.

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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.

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

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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.

"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.

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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*.

13. 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	13 November 2007	Council	Adopted	
2	12 June 2012	Council	Adopted Amended	Folio 4766; Item 11.1.2
3	29 November 2022	Council	No changes made. Council reaffirmed the membership of the Committee to comprise the members of Council.	Folio 10381; Item 15.1.2

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15.2.4

Mid-Year Budget Review 2 - 2023/24

Report Type	Officer Report
Department	Corporate Services
Author	Kristine Todd
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. Statements 2324 B R 2 [15.2.4.1 - 6 pages] 2. Capex B R 2 F Y 24 [15.2.4.2 - 3 pages]

Purpose of Report

As per the requirements of the *Local Government Act 1999* and the *Local Government Financial Management Regulations 2011*, the purpose of this report is to review the second quarter budget review for 2023/24

Report Details

This report details the Mid-Year Budget Review of the 2023/24 Operating and Capital budget and is the second significant review of the Budget since its adoption in June 2023. 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, 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.

Mid-Year Budget Review 2 confirms that Council's Operating Deficit is proposed to increase from (-\$2.654M) to (-\$2.695M) 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 is 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.

This report's intent is to provide the Council with a budget update and bring to its attention any required variances from the adopted 2023/24 budget. These reports provide the Council with a high-level understanding of the decision made or going to be made and the impact on the financial ratios. They are not intended to provide detailed line-by-line analysis of how the Council is tracking its current budget; ultimately, this is the responsibility of the management team to monitor once the Council has approved the budget.

The mid-year Budget Review 2 provides an update on the movements of projects from 2023/24 and considers the major changes that occurred following the first quarter budget review. These changes are represented in the Summary Financial Performance & Position Statement (SFPPS) (also known as uniform presentation of finances) below.

Wattle Range Council
Summary of Financial Performance & Position Statement (SFPPS)
2023/2024

Summary of Financial Performance & Position Statement (SFPPS)		2023/24 Original Budget \$,000	2023/24 1st Qtr Budget Update \$,000	2023/24 2nd Qtr Budget Update \$,000	Budget Variance \$,000
1	Income	31,667	31,667	32,035	368
2	less Expenses	33,930	34,321	34,730	409
		-	2,263	-	2,654
3	less Net Outlays on Existing Assets				
	Capital Expenditure on renewal and replacement of Existing Assets	6,425	9,013	8,413	(600)
	less Depreciation, Amortisation and Impairment	7,028	7,028	7,407	380
	less Sale of Replaced Assets	385	385	385	-
		-	988	1,600	621
4	less Net Outlays on New and Upgraded Assets				
	Capital Expenditure on New and Upgraded assets	4,349	5,942	5,832	(109)
	less amounts specifically received for New and Upgraded Assets	-	-	-	-
	less Proceeds from sale of surplus assets	-	-	-	-
		4,349	5,942	5,832	-
5	Net Lending / (Borrowing) for Financial Year	-	5,623	-	10,196
					-
					9,149
					- 1,047

Financial Ratios

6	Operating Surplus / Deficit * <i>(Operating Revenue less Operating Expenses)</i>	-	2,263	-	2,654	-	2,695	-	41
7	Operating Surplus Ratio ** <i>(Operating surplus / Operating Revenue)</i>	-	7.1%	-	8.4%	-	8.4%	-	0.1%
8	Net Financial Liabilities Ratio *** <i>(Net Financial Liabilities divided by Operating Income) Target between Nil and 100%</i>	31.4%	45.8%	13.4%					-32.3%
9	Asset Renewal Ratio **** <i>(Acquisition of renewal and replacement of assets / Depreciation) Target between 85% and 105%</i>	92.6%	130.0%	121.3%					-8.6%

* 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

The operating income is forecast to increase by \$368k The following changes have impacted the operating income expectations for 2023/24:

- a. \$210k increase in forecast interest due to higher interest rates on Council investments as well as greater than budgeted funds in these investments.
- b. An increase of \$15k to reflect the year-to-date income received from Cemetery Fees.
- c. Budget increase of \$12k to reflect actual income for insurance & other recoupments related to – workers compensation rebates.
- d. An increase in childcare subsidy fee, resulting in a budget increase of \$8k.
- e. A budget increase of \$9k to reflect the actual income received from private works.
- f. \$15k increase in statutory charges including Infringement - Local Nuisance & Litter Control Act.
- g. \$7k increase in rental lease community & commercial facilities to the amount originally budgeted.
- h. A review of actual rates revenue resulted in a net increase of \$14k based on actuals year to date income.
- i. \$31k budget increase to reflect the actual amount received for transfer of leave entitlements new employees Manager Administration and Manager Operations.
- j. Depot trainee incentive payment received, increasing income by \$9k.
- k. \$6k donations received from Millicent Shares a Plate and Youth Recognition.
- l. \$9k Increase in lease, rent and permit charges, increase to actuals.
- m. \$4k budget increase to match actual income from compliance enforcement matters.
- n. \$2k operating grant received for the upcoming “Dogs Breakfast” event.
- o. \$6k increase in income received from gallery exhibitions and artwork sales.
- p. \$11K budget increase related to various minor income increases across a number of areas.

2) Operating Expenses

Within the operating expenditure budget, the following changes contribute to the \$409k increase in operating expenditure:

- a. Review of wages & salaries budgets resulted in a budget increase of \$92k. The main contributor to the increase is related to unbudgeted overtime after the recent Millicent storm.
- b. \$380k budget increase in depreciation costs. The depreciation increase largely relates to final revaluation changes as a result of finalisation of the 2023/24 annual financial statements combined with acknowledgment of a full year of depreciation for new assets acquired from the year prior and renewed assets completed this year that were carried over from the previous financial year.
- c. \$44k less than budgeted payments for the Council's asset insurance.
- d. \$24k of budget increase in Technical Investigations - Code Amendment (Per Council resolution February 2024 to allow for the full scope for Glencoe)
- e. Decrease of \$35k for allocation of elections, original budget had a full election cost allocation reduced to cover the supplementary election only.
- f. Net increase \$36k Information Communication and Technology (ICT) budget related to various projects (\$33k licensing and implementation costs new human resources software ELMO, \$8K Increase - cybersecurity penetration testing and audit required, \$35k assistance required to develop Council's Sharepoint architecture to finalise the transfer of Council's electronic records and file drive information, \$2k upgrades were required to microwave wireless link to improve bandwidth and connectivity of Ridge Terrace and Davenport Street office sites, \$2k increased storage capacity of offsite

backup Network Attached Storage (NAS) system, decrease \$44k deferral of the ICT trainee).

- g. \$63k budget saving result in Southern Ocean Tourist Park, decrease in retainer fees and reduction in cleaning and maintenance fee associated with the Belgravia contract.
- h. \$10k increase in the budget for cleaning costs across the area.
- i. \$9k net increase from various variations in budget lines largely related to events management and administrative costs.

3) Net Outlays on Existing Assets

In total the Net Outlays on Existing Assets has decreased by \$979k the decrease is attributed to a reduction in capital expenditure on existing asset renewals combined with an increase of \$380k in depreciation.

Council's revised capital expenditure budget is now \$14.245M, this is a decrease of \$709k from Council's Budget Review 1 Capital Budget of \$14.954M. The budget for the replacement of existing assets has decreased by \$600k.

- a. \$232k saving – deferral to 2024/25 financial year of the fire service upgrade - McLaughlin Park due to the project still being in the design stage.
- b. Millicent Saleyards infrastructure projects budget savings of \$319k - \$50k savings from various minor capital works. \$269k budget saving Saleyards Infrastructure, due to removal of the canteen building upgrade project.
- c. \$8k increase for the replacement of Library Roof and Air Conditioning.
- d. Childcare Koala Room upgrade completed \$21k under budget.
- e. \$25k decrease various vehicle replacements under budget.
- f. \$41k net increase various plant items the increase is mostly attributable to the purchase of the Grader Caterpillar 12M (S35SYL) P4040.
- g. Mount Burr BBQ completed under budget, result in saving of \$7k.
- h. \$4k budget saving due to the project contingency for the boundary fence between Lakeside Caravan Park and Rotary Park Millicent not being required.
- i. Greenrise BBQ project completed \$2k under budget.
- j. Road reseals completed under budget by \$39k (\$27k transferred to new assets for upgrade of Kennedy Road).
- k. Domain Rotunda repair completed under budget by \$8k.
- l. \$7k budget saving from Millicent Swimming Lake - replacement of valve.
- m. \$7k budget required for Beachport bore water main breakage due to emergency maintenance.
- n. \$3k Arthur Street toilet renewal increase budget upgraded tapware to timer taps.
- o. \$1k Tantanoola BBQ installation under budget.
- p. \$1k decrease Southend Tourist information Shelter transferred to operational budget amount is less than the capitalisation threshold.
- q. Mt Burr drainage repair works changed classification from a new asset to replacement \$7k.

4) Net Outlays on New and Upgraded Assets

Net outlays on new and upgraded assets are forecasted to decrease by \$109k in upgraded assets and a slight increase in grant income for new assets contributed to the net change. The decrease in expenditure on upgraded assets of \$109k is summarised as follows;

- a. Millicent Depot upgrade budget increase of \$41k for spray seal apron area which was not initially budgeted.
- b. A budget increase of \$117k for new tow behind roller with 50mm ring feeder Hitch (P4104), carryover purchase from 2022/23 omitted from Budget review 1 carryover listing.
- c. \$3k increase in budget required for the remote-control access new gates depot.

- d. \$10k budget increase for upgrade footpath around toilets for Penola Main Park as part of the subsurface irrigation upgrade project.
- e. Budget saving of \$6k from maintenance for RV Dump Point in Kalangadoo.
- f. \$18k increase for Road Traffic School BBQ capital.
- g. Amount transferred from road reseal budget increase \$27k for completion of Kennedy Road, Glencoe sealing works.
- h. \$270k saving for the Queen Street Penola Road Drainage Upgrade reduce budget to design costs as construction is not being undertaken until 2024/25.
- i. \$2k saving for Lake McIntyre Mower Container due to contingency not required.
- j. \$2k increase Penola Town Square sculpture cost of installation not budgeted for.
- k. \$40k budget saving from Small Plant budget accounted for twice.
- l. Greenrise toilet upgrade budget saving of \$1k.
- m. Increase \$2k installation of electrical points for events Millicent Domain precinct, variation due to increased trenching costs.
- n. \$3k decrease Cape Buffon Drive works completed under budget.
- o. Mt Burr drainage repair works changed classification from a new asset to replacement \$7k.

5) Net Lending/Borrowing

Council's Net Borrowing for 2023/24 is forecasted to decrease by \$1.047M from -\$10.196M to -\$9.149M from budget review 1. The main change is driven by a reduction in capital expenditure of \$709k coupled with an increase in depreciation \$380k.

6) Operating Surplus / Deficit

Council's operating (deficit) has increased by \$41k. The net changes in operating income and expenditure are summarised above, the forecast operating deficit is now anticipated to be (-\$2.695M).

7) Operating Surplus Ratio

The Operating Surplus (Deficit) Ratio is forecasted to decrease by (-0.1%) The main change can be attributed to an increase in the operating expenditure comparative to operating income as outlined.

8) Net Financial Liabilities Ratio

Net Financial Liabilities ratio is forecasted to decrease from 45.8% to 13.4%. The contributing factors for the decrease can be attributed to the bringing to account of the 2022/23 final cash position from the audited annual financial statements, coupled with expected decreases in capital expenditure from Budget Review 1.

9) Asset Renewal Funding Ratio

Asset Renewal Funding Ratio is forecast to decrease from 130% to 121.3%. The result is above the target range set by Council of 85% to 105%. The ratio has decreased in the mid-year budget review largely due to a decrease in renewal expenditure from deferral or withdrawal of various capital projects as outlined above.

Cash Flow Statement

Budgeted cash at the end of the year is forecast to increase by \$1.759M from the previous Budget Review. The change has largely been influenced by updating of opening cash position from the previous year.

In summary, following the adoption of the audited 2022/23 Annual Financial Statements, it was noted that the bank balance from 2022/23 was higher than what was originally budgeted for. This adjustment combined with improvement in the Net Lending position forecasted from the Mid-Year budget update has had a positive adjustment to the forecasted end cash balance.

Balance Sheet

The changes noted in the Mid-Year Budget Update – Balance Sheet are largely influenced by the bringing to account of the closing balance of the audited 2022/23 Annual Financial Statements. In particular, the largest increase in the budgeted Balance Sheet items can be attributed to Council's cash and cash equivalents balance which was better than anticipated due to various capital projects not being completed in 2022/23 and carried over to 2023/24 for completion.

Statement of Changes in Equity

As detailed above, the main significant change to the Statement of Changes in Equity surround bringing to account the closing balances of the Balance Sheet equity reserve items from the previous year.

Financial Considerations

The financial implications of Mid-Year Budget Review 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

The Mid-Year Budget review was tabled to the Audit & Risk Committee for review at its 5th March 2024 meeting and a minor grammatical change was recommended to the report. The change was made in the Council report.

RECOMMENDATION

That Council:

1. Receive and note the mid-year 2023/24 Budget review report.
2. Adopt the 2023/24 Mid-Year Budget Review as presented.

**WATTLE RANGE COUNCIL
BUDGET REVIEW 2**

STATEMENT OF COMPREHENSIVE INCOME			
Original Budget 2023/2024 \$ '000		BR1 2023/2024 \$ '000	BR2 2023/2024 \$ '000
INCOME			
22,162	Rates	22,162	22,176
358	Statutory Charges	358	373
2,883	User Charges	2,883	2,922
4,894	Grants Subsidies and Contributions - Operating	4,894	4,896
992	Grants Subsidies and Contributions - Capital	992	992
195	Investment Income	195	405
151	Other	151	233
32	Reimbursements	32	38
31,667	TOTAL REVENUES	31,667	32,035
EXPENSES			
13,397	Employee Costs	13,397	13,489
13,250	Materials, contracts & other expenses	13,641	13,579
255	Finance Costs	255	255
7,028	Depreciation, amortisation & impairment	7,028	7,407
33,930	TOTAL EXPENSES	34,321	34,730
(2,263)	OPERATING SURPLUS/(DEFICIT)	(2,654)	(2,695)
156	Net gain (loss) on disposal or revaluation of assets	156	156
-	Amounts specifically for new or upgraded assets	-	-
-	Physical resources received free of charge	-	-
	Other Comprehensive Income		
-	Changes in revaluation surplus - infrastructure, property, plant & equipment	-	-
(2,107)	TOTAL COMPREHENSIVE INCOME	(2,498)	(2,539)

**WATTLE RANGE COUNCIL
BUDGET REVIEW 2**

CASH FLOW STATEMENT			
Original Budget 2023/2024 \$ '000		BR1 2023/2024 \$ '000	BR2 2023/2024 \$ '000
Inflows (Outflows)		Inflows (Outflows)	Inflows (Outflows)
	CASHFLOWS FROM OPERATING ACTIVITIES		
	RECEIPTS		
31,472	Operating Receipts	31,472	31,630
195	Investment Receipts	195	405
	PAYMENTS		
(26,647)	Operating payments to suppliers & employees	(27,038)	(27,068)
(255)	Finance Payments	(255)	(255)
4,765	Net Cash provided by (or used in) Operating Activities	4,374	4,712
	CASH FLOWS FROM INVESTING ACTIVITIES		
	RECEIPTS		
-	Grants specifically for new or upgraded assets	-	-
385	Sale of Assets	385	385
7	Repayment of Loans by Community Groups	7	7
	PAYMENTS		
(10,773)	Capital Expenditure	(14,954)	(14,245)
(10,381)	Net Cash provided by (or used in) Investing Activities	(14,562)	(13,853)
	CASH FLOWS FROM FINANCING ACTIVITIES		
	RECEIPTS		
4,000	Proceeds from Borrowings	8,000	
	PAYMENTS		
(355)	Repayment of Borrowings	(355)	(355)
3,645	NET CASH USED IN FINANCING ACTIVITIES	7,645	(355)
(1,971)	NET INCREASE (DECREASE) IN CASH HELD	(2,544)	(9,497)
2,623	CASH AT BEGINNING OF YEAR	2,623	11,335
651	CASH AT END OF YEAR	79	1,838

**WATTLE RANGE COUNCIL
BUDGET REVIEW 2**

BALANCE SHEET			
Original Budget 2023/2024 \$ '000		BR1 2023/2024 \$ '000	BR2 2023/2024 \$ '000
ASSETS			
CURRENT ASSETS			
651	Cash and cash equivalents	79	1,838
1,250	Trade & other receivables	1,251	1,385
430	Inventories	430	420
2,331	TOTAL CURRENT ASSETS	1,760	3,643
NON-CURRENT ASSETS			
110	Financial Assets	110	110
251,067	Infrastructure, Property, Plant & Equipment	255,248	266,015
251,177	TOTAL NON-CURRENT ASSETS	255,358	266,125
253,508	TOTAL ASSETS	257,118	269,769
LIABILITIES			
CURRENT LIABILITIES			
2,750	Trade & Other Payables	2,750	2,015
378	Borrowings	378	357
2,200	Short-term Provisions	2,200	2,300
5,328	TOTAL CURRENT LIABILITIES	5,328	4,672
NON-CURRENT LIABILITIES			
6,394	Long-term Borrowings	10,394	2,773
240	Long-term Provisions	211	190
6,634	TOTAL NON-CURRENT LIABILITIES	10,605	2,963
11,962	TOTAL LIABILITIES	15,933	7,635
241,546	NET ASSETS	241,185	262,134
EQUITY			
62,380	Accumulated Surplus	61,989	64,490
176,280	Asset Revaluation	176,280	194,898
2,885	Other Reserves	2,915	2,746
241,546	TOTAL EQUITY	241,185	262,134

**WATTLE RANGE COUNCIL
BUDGET REVIEW 2**

STATEMENT OF CHANGES IN EQUITY			
Original Budget 2023/2024 \$ '000		BR1 2023/2024 \$ ' 000	BR2 2023/2024 \$ ' 000
ACCUMULATED SURPLUS			
64,517	Balance at end of previous reporting period	64,517	67,059
(2,107)	Net Result for Year	(2,498)	(2,539)
3,182	Transfer From Reserves	3,182	3,182
(3,212)	Transfer To Reserves	(3,212)	(3,212)
62,380	BALANCE AT END OF PERIOD	61,989	64,490
ASSET REVALUATION RESERVE			
176,280	Balance at end of previous reporting period	176,280	194,898
-	Gain on revaluation of infrastructure, property, plant & equipment	-	-
-	Transfer to Accumulated Surplus on sale of infrastructure, property, plant & equipment Revaluations	-	-
176,280	BALANCE AT END OF PERIOD	176,280	194,898
Specific Fund Reserve			
2,613	Balance at end of previous reporting period	2,643	2,474
3,212	Transfer to reserve from accumulated surplus	3,212	3,212
(3,182)	Transfer from reserve to accumulated surplus	(3,182)	(3,182)
2,643	BALANCE AT END OF PERIOD	2,673	2,504
Aged Accommodation Reserve			
15	Balance at end of previous reporting period	-	-
	Transfer to reserve from accumulated surplus	-	-
(15)	Transfer from reserve to accumulated surplus	-	-
-	BALANCE AT END OF PERIOD	-	-
Other Reserves			
242	Balance at end of previous reporting period	242	242
-	Transfer to reserve from accumulated surplus	-	-
-	Transfer from reserve to accumulated surplus	-	-
242	BALANCE AT END OF PERIOD	242	242
241,546	TOTAL EQUITY AT END OF REPORTING PERIOD	241,185	262,134

**WATTLE RANGE COUNCIL
BUDGET REVIEW 2**

UNIFORM PRESENTATION OF FINANCES			
Original Budget 2023/2024 \$ '000		BR1 2023/2024 \$ '000	BR2 2023/2024 \$ '000
INCOME			
22,162	Rates	22,162	22,176
358	Statutory Charges	358	373
2,883	User Charges	2,883	2,922
4,894	Grants Subsidies and Contributions - Operating	4,894	4,896
992	Grants Subsidies and Contributions - Capital	992	992
195	Investment Income	195	405
151	Other	151	233
32	Reimbursements	32	38
31,667	TOTAL REVENUES	31,667	32,035
EXPENSES			
13,397	Employee Costs	13,397	13,489
13,250	Materials, contracts & other expenses	13,641	13,579
255	Finance Costs	255	255
7,028	Depreciation, amortisation & impairment	7,028	7,407
33,930	TOTAL EXPENSES	34,321	34,730
(2,263)	OPERATING SURPLUS/(DEFICIT)	(2,654)	(2,695)
Less Net Outlays in Existing Assets			
6,425	Capital Expenditure on renewal and replacement of Existing Assets	9,013	8,413
(7,028)	<i>less Depreciation, Amortisation and Impairment</i>	(7,028)	(7,407)
(385)	<i>less Proceeds from Sale of Replaced Assets</i>	(385)	(385)
(988)		1,600	621
Less Net Outlays on New and Upgraded Assets			
4,349	Capital Expenditure on New and Upgraded Assets	5,942	5,832
-	<i>less Amounts received specifically for New and Upgraded Assets</i>	-	-
-	<i>less Proceeds from Sale of Surplus Assets</i>	-	-
4,349		5,942	5,832
(5,623)	Net Lending / (Borrowing) for Financial Year	(10,196)	(9,149)

FINANCIAL INDICATORS			
Budget 2023/2024 \$ '000		BR1 2023/2024 \$ ' 000	BR2 2023/2024 \$ ' 000
(\$2,263)	Operating Surplus <i>Being the Operating Surplus (Deficit) before Capital Amounts</i>	(\$2,654)	(\$2,695)
-7.1%	Operating Surplus Ratio <u>Operating Surplus</u> Rates - general & other rates less Landscape levy <i>This ratio expresses the Operating Surplus as a percentage of general and other rates, net of Landscape Levy</i>	-8.4%	-8.4%
\$9,951	Net Financial Liabilities <i>Net Financial Liabilities are defined as Total Liabilities less financial assets (excluding equity accounted investments in Council Businesses)</i>	\$14,493	\$4,302
31.4%	Net Financial Liabilities Ratio <u>Net Financial Liabilities</u> Total Operating Revenue less Landscapes levy	45.8%	13.4%
92.6%	Asset Renewal Funding Ratio <u>Net Asset Renewals</u> Depreciation Expense <i>Net Asset Renewals Expenditure is defined as Net Capital Expenditure on the renewal and replacement of existing assets, and excludes new Capital Expenditure on the acquisition of additional assets</i>	130.0%	121.3%

FY 2023/2024 CAPITAL PROJECTS: Budget Review 02

No	WO Number	Project Title	Work Order Type	Adopted Budget	Budget Review 01	Budget Review 02	Variance	Notes
				A	B	C	(C-B)=D	
				10,773,164.00	14,954,394.46	14,245,488.23	- 708,906.23	
1	WO.1096	Swimming Lake Changerooms roof & ceiling upgrade - Capital Renew	Renewal	-	3,218.55	3,218.55	-	
2	WO.1099	Intersection Upgrade HVSP Border and Casterton Road	New	-	113,866.00	113,866.00	-	
3	WO.1115	Kalangadoo Hall Supper Room Roof - Capital Renew	Renewal	-	13,593.93	13,593.93	-	
4	WO.1116	Penola Stadium Roofing Upgrade - Capital Renew	Renewal	-	83,313.85	83,313.85	-	
5	WO.1117	Kalangadoo Hall Toilet Exterior - Capital Renew	Renewal	-	23,746.55	23,746.55	-	
6	WO.1118	Beachport Depot Shed Replacement - Capital Renew	Renewal	-	284,925.00	284,925.00	-	
7	WO.1123	Beachport Medical Centre roof and awning - Capital Renew	Renewal	14,270.00	14,270.00	14,270.00	-	
8	WO.1426	Border Road from Dergholm Road (1.8km section)	New	-	25,234.00	25,234.00	-	
9	WO.1432	Annual computer replacement (Public)	Renewal	5,500.00	5,500.00	5,500.00	-	
10	WO.1433	Annual Computer Replacement (Staff)	Renewal	35,000.00	35,000.00	35,000.00	-	
11	WO.1435	New Council Building	New	-	201,823.23	201,823.23	-	
12	WO.1436	Beachport Cinema air conditioner	Renewal	9,000.00	9,000.00	9,000.00	-	
13	WO.1444	Millicent Depot Upgrade	New	-	375,651.86	416,372.00	40,720.14	Spray seal apron area not initially budgeted
14	WO.1445	Millicent Depot Access Gates	New	-	3,556.98	6,400.00	2,843.02	\$2,844 for remote control access gates for staff
15	WO.1448	Beachport Boat Ramp	Renewal	-	79,411.00	79,411.00	-	
16	WO.1450	Mount Burr Signage & Entrance Signs	Upgrade	-	30,000.00	30,000.00	-	
17	WO.1451	Domain Rotunda Repair	Renewal	-	17,564.09	9,413.60	- 8,150.49	Completed under budget
18	WO.1452	Rymill Hall Storage Shed	New	-	95,897.33	95,897.33	-	
19	WO.1455	SOTP Solar bollard lights	New	-	4,943.06	4,943.06	-	
20	WO.1474	Centennial Park Beachport- Stormwater pump	Renewal	165,000.00	165,000.00	165,000.00	-	
21	WO.1482	Fire Service Upgrade - McLaughlin Park	Renewal	282,000.00	282,000.00	50,000.00	- 232,000.00	Project still at design phase, further finance for construction will be required FY25
22	WO.1483	Fire Hydrant- McCorquindale Park (Penola)	Renewal	42,000.00	42,000.00	42,000.00	-	
23	WO.1499	Millicent Town Entrance	Renewal	20,000.00	20,000.00	20,000.00	-	
24	WO.1541	South Terrace Beachport	Renewal	-	208,549.00	208,549.00	-	
25	WO.1662	Saleyards Infrastructure	Renewal	-	709,347.50	440,347.00	- 269,000.50	Canteen building upgrade removed
26	WO.1792	Greenrise Toilet Upgrade	New	-	90,858.00	90,348.18	- 509.82	Completed under budget
27	WO.1793	Rendelsham Hall Renewal Works	Renewal	-	14,384.37	14,384.37	-	
28	WO.1794	Arthur Street Toilet Upgrade	Renewal	-	209,064.00	212,324.65	3,260.65	Variation due to tapware upgraded to timer taps
29	WO.1795	Replacement of Library Roof and Air Conditioning	Renewal	-	261,495.93	270,000.00	8,504.07	\$240,000 budget with \$30,000 contingency approved at the 12th September 2023 council meeting
30	WO.1796	Beachport VIC external wall, sign and painting	Renewal	20,000.00	20,000.00	20,000.00	-	
31	WO.1798	Millicent RRC Office & CCTV	Renewal	-	30,227.99	30,227.99	-	
32	WO.1800	Childcare Babies Room, Quiet Room and Storage	Renewal	-	47,070.87	26,500.00	- 20,570.87	Small amount of electrical work to complete
33	WO.1801	Eyre Street Showers and Toilets Southend	Renewal	-	6,713.16	6,713.16	-	
34	WO.1802	SOTP Electrical renewal - Stage 1	Renewal	48,000.00	48,000.00	48,000.00	-	
35	WO.1806	Beachport Museum Fire Upgrades	New	-	50,000.00	50,000.00	-	
36	WO.1807	Domain Electrical Repairs and Power Supply for Events	New	-	11,000.00	12,520.72	1,520.72	Over budget due to rock saw required for trench digging
37	WO.1808	Penola Main Park - Subsurface Irrigation	New	-	44,154.20	53,745.91	9,591.71	Over budget due to upgrade of footpath around toilets
38	WO.1818	New Tilt Tray Truck	Upgrade	-	252,000.00	252,322.72	322.72	Completed over budget
39	WO.1819	6 ton excavator	New	-	149,700.00	149,518.72	- 181.28	Completed under budget
40	WO.1821	RV Dump Point in Kalangadoo	Upgrade	-	21,500.00	15,624.36	- 5,875.64	Completed under budget
41	WO.1822	Susan Wilson Playground - additional play equipment	New	-	48,522.85	48,522.85	-	
42	WO.1823	Sealing Beachport Recreation Hall Car Park	New	165,000.00	165,000.00	165,000.00	-	
43	WO.1858	Gartner Road - Glenroy	Renewal	-	-	-	-	
44	WO.1908	Drainage Renewal Works - Mount Burr Rentention	Renewal	-	6,869.49	6,869.49	-	Previously reported as "New"
45	WO.1975	Replacement of P279 - Toyota Prado (S150-BYK) - (New No: P306)	Renewal	-	74,647.00	74,647.09	0.09	
46	WO.1976	Replacement of P280 - Ford Mondeo LX Wagon (S702-BXT) (New No: P307)	Renewal	-	33,000.00	32,311.63	- 688.37	Purchased under budget
47	WO.1977	Replacement of P281 - Camry (S159-BYK) - (New No: P308)	Renewal	-	45,000.00	44,052.72	- 947.28	Purchased under budget
48	WO.1978	Replacement of P282 - Camry Hybrid (S173-BYK) (New No: P309)	Renewal	-	46,800.00	31,658.45	- 15,141.55	Purchased under budget
49	WO.1979	Replacement of P4049 - Iseki 72" SF370 Front Deck Mower with cabin	Renewal	-	76,073.00	76,073.69	0.69	
50	WO.1980	Replacement of P4063 - Kubota ZD1011-54AU Zero Turn Mower - Millicent	Renewal	-	25,007.00	24,900.00	- 107.00	Purchased under budget
51	WO.1982	One new tow behind roller with 50mm ring feeder Hitch (P4104)	New	-	-	116,800.00	116,800.00	Carry over omitted in initial BR1
52	WO.1985	Replacement of P241 - Toyota Hilux Single Cab Utility	Renewal	-	43,000.00	34,349.42	- 8,650.58	Completed under budget
53	WO.1994	Tantanoola BBQ upgrade	Renewal	-	2,793.69	2,174.27	- 619.42	Completed under budget
54	WO.1995	Pump station 2 controller Southend	Renewal	-	15,000.00	15,000.00	-	
55	WO.1997	Glencoe West /Telford place sealed Bellmouth	New	-	5,000.00	5,000.00	-	
56	WO.2017	Capital Small Plant Purchases	New	-	40,000.00	-	- 40,000.00	WO's 2017 and 2175 duplicated so removed

FY 2023/2024 CAPITAL PROJECTS: Budget Review 02

No	WO Number	Project Title	Work Order Type	Adopted Budget	Budget Review 01	Budget Review 02	Variance	Notes
				A	B	C	(C-B)=D	
				10,773,164.00	14,954,394.46	14,245,488.23	- 708,906.23	
57	WO.2021	Southend Tourist Information Shelter	Renewal	-	1,274.00	-	1,274.00	Operational
58	WO.2025	Penola Town Square Sculpture	New	-	-	1,751.82	1,751.82	Budget to match actual
59	WO.2027	Road Traffic School BBQ capital	New	-	-	18,000.00	18,000.00	Partially funded by the Road Safety Committee \$6.6k. Budget allocated from Council \$11.4k. Refer to minutes from March 2023 Council meeting.
60	WO.2123	23/24 - Aberle Street, Millicent Reseal Program	Renewal	-	-	3,693.78	3,693.78	Works completed by InRoads. Offset against WO.2207
61	WO.2124	23/24 - Beachport-Penola Road, Thornlea Reseal Program	Renewal	-	-	260,582.35	260,582.35	Works completed by InRoads. Offset against WO.2207
62	WO.2125	23/24 - Bonshor Street, Millicent Reseal Program	Renewal	-	-	18,689.09	18,689.09	Works completed by InRoads. Offset against WO.2207
63	WO.2127	23/24 - Camerons Road, Furner Reseal Program	Renewal	-	-	64,999.22	64,999.22	Works completed by InRoads. Offset against WO.2207
64	WO.2128	23/24 - Canunda Frontage Road, Millicent Reseal Program	Renewal	-	-	7,265.45	7,265.45	Works completed by InRoads. Offset against WO.2207
65	WO.2129	23/24 - Carthew Street, Millicent Reseal Program	Renewal	-	-	5,675.40	5,675.40	Works completed by InRoads. Offset against WO.2207
66	WO.2130	23/24 - Edwards Street, Millicent Reseal Program	Renewal	-	-	6,725.35	6,725.35	Works completed by InRoads. Offset against WO.2207
67	WO.2131	23/24 - Glencoe Road, Glencoe Reseal Program	Renewal	-	-	33,498.53	33,498.53	Works completed by InRoads. Offset against WO.2207
68	WO.2133	23/24 - Guerin Lane, Glencoe Reseal Program	Renewal	-	-	9,036.01	9,036.01	Works completed by InRoads. Offset against WO.2207
69	WO.2134	23/24 - Henty Street, Beachport Reseal Program	Renewal	-	-	4,407.19	4,407.19	Works completed by InRoads. Offset against WO.2207
70	WO.2135	23/24 - Herbert Street, Beachport Reseal Program	Renewal	-	-	7,735.14	7,735.14	Works completed by InRoads. Offset against WO.2207
71	WO.2136	23/24 - Kongorong-Tantanoola Road, Tantanoola Reseal Program	Renewal	-	-	147,748.00	147,748.00	Works completed by InRoads. Offset against WO.2207
72	WO.2137	23/24 - Lossie Road, Millicent Reseal Program	Renewal	-	-	72,546.35	72,546.35	Works completed by InRoads. Offset against WO.2207
73	WO.2138	23/24 - McCourt Street, Beachport Reseal Program	Renewal	-	-	18,422.69	18,422.69	Works completed by InRoads. Offset against WO.2207
74	WO.2139	23/24 - North West Terrace, Beachport Reseal Program	Renewal	-	-	4,599.51	4,599.51	Works completed by InRoads. Offset against WO.2207
75	WO.2140	23/24 - Plunkett Terrace, Millicent Reseal Program	Renewal	-	-	7,024.50	7,024.50	Works completed by InRoads. Offset against WO.2207
76	WO.2141	23/24 - Smelt Road, Glencoe Reseal Program	Renewal	-	-	5,972.93	5,972.93	Works completed by InRoads. Offset against WO.2207
77	WO.2142	23/24 - Somerville Street, Beachport Reseal Program	Renewal	-	-	6,917.80	6,917.80	Works completed by InRoads. Offset against WO.2207
78	WO.2143	23/24 - South Terrace, Tantanoola Reseal Program	Renewal	-	-	5,005.69	5,005.69	Works completed by InRoads. Offset against WO.2207
79	WO.2144	23/24 - Tenth Street, Millicent Reseal Program	Renewal	-	-	21,522.95	21,522.95	Works completed by InRoads. Offset against WO.2207
80	WO.2145	23/24 - Varcoe Street, Beachport Reseal Program	Renewal	-	-	5,315.59	5,315.59	Works completed by InRoads. Offset against WO.2207
81	WO.2146	23/24 - Walker Street, Millicent Reseal Program	Renewal	-	-	25,207.46	25,207.46	Works completed by InRoads. Offset against WO.2207
82	WO.2147	23/24 - Willowbank Road, Millicent Reseal Program	Renewal	-	-	19,135.31	19,135.31	Works completed by InRoads. Offset against WO.2207
83	WO.2148	23/24 - Wylie Road, Millicent Reseal Program	Renewal	-	-	26,917.42	26,917.42	Works completed by InRoads. Offset against WO.2207
84	WO.2237	23/24 - McCourt Street Millicent Reseal Program	Renewal	-	-	17,096.29	17,096.29	Works completed by InRoads. Offset against WO.2207
85	WO.2207	23/24 - Reseal Program Budget	Renewal	865,442.00	865,442.00	20,494.72	- 844,947.28	Works completed by InRoads and Council. Offset against actuals above.
86	WO.2149	23/24 - Kennedy Road, Glencoe	New	357,007.00	357,007.00	384,548.31	27,541.31	
87	WO.2150	23/24 Retention Basin Nangwarry - Capital Works Stormwater	New	30,000.00	30,000.00	30,000.00	-	
88	WO.2151	23/24 Millicent Swimming Lake - Replacement of Valve	Renewal	7,000.00	7,000.00	-	7,000.00	Not required with lake maintenance
89	WO.2152	23/24 - Culvert Replacement Program - Capital Works Stormwater	Renewal	30,000.00	30,000.00	30,000.00	-	
90	WO.2153	23/24 Beachport Treatment Facility - Replacement of failed sprinklers	Renewal	20,000.00	20,000.00	20,000.00	-	
91	WO.2154	23/24 Penola Treatment Facility - Replacement of failed sprinklers	Renewal	80,000.00	80,000.00	80,000.00	-	
92	WO.2155	23/24 Penola Pump Station	Renewal	170,000.00	170,000.00	170,000.00	-	
93	WO.2156	23/24 Kalangadoo Pump Station	Renewal	90,000.00	90,000.00	90,000.00	-	
94	WO.2157	23/24 Beachport Pump Station	Renewal	45,000.00	45,000.00	45,000.00	-	
95	WO.2164	23/24 Kerb Renewal Program Budget	Renewal	220,000.00	220,000.00	220,000.00	-	
96	WO.2165	23/24 Flocon - Isuzu FVD 1000 (SB59KS) P4051	Renewal	350,000.00	373,290.35	373,290.35	-	
97	WO.2166	23/24 Backhoe Loader Caterpillar 432E (S56SUW) P4041	Renewal	200,000.00	220,000.00	214,065.00	- 5,935.00	Purchased under budget
98	WO.2167	23/24 Motor Grader Caterpillar 12M (S35SYL) P4040	Renewal	450,000.00	450,000.00	497,500.00	47,500.00	Council approved tender variation
99	WO.2168	23/24 Self Propelled Vibrating Roller Caterpillar (NVP-092) P4023	Renewal	200,000.00	200,000.00	200,000.00	-	
100	WO.2169	23/24 Tip Truck Hino (SB35BI) P4028	Renewal	150,000.00	161,472.00	161,472.00	-	
101	WO.2170	23/24 Resheet Program Budget	Renewal	1,330,945.00	1,330,945.00	1,330,945.00	-	
102	WO.2171	23/24 Toyota Rav4 GXL (S160CCZ) P284	Renewal	45,000.00	32,415.63	32,415.63	-	
103	WO.2172	Capital Acquisition - Plant & Equipment - 23/24 Toyota Hilux dual cab	Renewal	45,000.00	-	-	-	
104	WO.2173	23/24 Ford Ranger Crewcab 4WD (S764BOS) P264	Renewal	45,000.00	46,755.00	46,755.00	-	
105	WO.2174	23/24 Ford Ranger (includes lifting device) (S744BOS) P266	Renewal	65,000.00	65,000.00	65,000.00	-	
106	WO.2175	23/24 Minor Plant	Renewal	40,000.00	40,000.00	40,000.00	-	
107	WO.2182	23/24 - Gladys Smith Early Learning Centre - Wallaby Room	Renewal	125,000.00	125,000.00	125,000.00	-	
108	WO.2183	23/24 - Beachport Recreation Centre - Renewal	Renewal	60,000.00	60,000.00	60,000.00	-	
109	WO.2184	23/24 - Millicent Swimming Lake Leak	Renewal	600,000.00	732,000.00	732,000.00	-	
110	WO.2185	23/24 - Domain Playground Softfall	Renewal	90,000.00	90,000.00	90,000.00	-	
111	WO.2186	23/24 - Mount Burr BBQ	Renewal	15,000.00	15,000.00	7,487.75	- 7,512.25	Completed under budget
112	WO.2187	23/24 - Penola Resource Recovery Facility	Renewal	61,000.00	61,000.00	61,000.00	-	

FY 2023/2024 CAPITAL PROJECTS: Budget Review 02

No	WO Number	Project Title	Work Order Type	Adopted Budget	Budget Review 01	Budget Review 02	Variance	Notes
				A	B	C	(C-B)=D	
				10,773,164.00	14,954,394.46	14,245,488.23	- 708,906.23	
113	WO.2188	23/24 - Civic & Arts Centre Fittings & Fixtures	Renewal	20,000.00	20,000.00	20,000.00	-	
114	WO.2189	23/24 - IT mobile Solutions	New	20,000.00	20,000.00	20,000.00	-	
115	WO.2190	23/24 - Wayfinding Tourism Signage	New	100,000.00	100,000.00	100,000.00	-	
116	WO.2191	Council Service Centre	New	3,000,000.00	3,000,000.00	3,000,000.00	-	
117	WO.2192	Scenic Drive Beachport Realignment (Design)	New	150,000.00	150,000.00	150,000.00	-	
118	WO.2193	Saleyards (Minor Capital Works)	Renewal	50,000.00	50,000.00	-	50,000.00	No longer required
119	WO.2194	23/24 - Council Visitor Information Centre (Design)	Renewal	10,000.00	10,000.00	10,000.00	-	
120	WO.2195	23/24 - Street Lighting	Renewal	20,000.00	20,000.00	20,000.00	-	
121	WO.2196	23/24 - Penola Rail Trail (Signage)	New	80,000.00	80,000.00	80,000.00	-	
122	WO.2197	23/24 - Queen Street Penola Road and Drainage Upgrade	New	300,000.00	300,000.00	30,000.00	270,000.00	Cost reduced to quote from Tonkin to complete design only as construction works will not be undertaken until FY25.
123	WO.2198	23/24 - Civic & Arts Centre Sound System	New	25,000.00	25,000.00	25,000.00	-	
124	WO.2199	23/24 - Cat Impounding Facility, Millicent	New	7,000.00	7,000.00	7,000.00	-	
125	WO.2200	23/24 - Boundary Fence between Lakeside Caravan Park and Rotary Park Millicent	Renewal	15,000.00	15,000.00	10,636.36	4,363.64	Completed under budget
126	WO.2201	23/24 - Millicent Road, Beachport Footpath Lighting	New	45,000.00	45,000.00	45,000.00	-	
127	WO.2202	23/24 - Lake McIntyre Mower Container	New	7,000.00	7,000.00	5,000.00	2,000.00	Completed under budget
128	WO.2203	23/24 - Millicent Depot front fence and entrance landscaping	Renewal	60,000.00	60,000.00	60,000.00	-	
129	WO.2204	23/24 - Tantanoola Reserve (new tables and bins)	New	11,000.00	11,000.00	11,000.00	-	
130	WO.2205	23/24 - Cape Buffon Drive	New	30,000.00	30,000.00	27,200.00	2,800.00	Completed under budget
131	WO.2206	23/24 - Old School Building	Renewal	35,000.00	35,000.00	35,000.00	-	
132	WO.2208	23/24 Footpath Program Budget	Renewal	196,000.00	196,000.00	196,000.00	-	
133	WO.2214	Beachport bore water main break	Renewal	-	-	7,131.46	7,131.46	Emergency work
134	WO.2215	Tantanoola Picnic and BBQ Area	New	-	15,000.00	15,000.00	-	
135	WO.2218	23/24 - Video Conferencing Equipment - Ridge Terrace Meeting Room	New	-	7,500.00	7,420.23	79.77	Completed under budget
136	WO.2221	Greenrise BBQ Renewal	Renewal	-	12,000.00	10,220.11	1,779.89	Completed under budget
137	WO.2238	Civic roof renewal over toilets where currently leaking	Renewal	-	50,000.00	50,000.00	-	
138	WO.2239	CWMS manhole replacement	Renewal	-	40,000.00	40,000.00	-	
				10,773,164.00	14,954,394.46	14,245,488.23	- 708,906.23	

15.2.5 Motor Vehicle Procedure

Report Type	Officer Report
Department	Corporate Services
Author	Paul Duka
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/9.63.1/3
Attachments	1. Motor Vehicles Procedure Track Changes [15.2.5.1 - 9 pages]

Purpose of Report

To review and adopt the updated Motor Vehicle Procedure.

Report Details

The Motor Vehicle Procedure provides guidance around vehicle allocation, procurement value, vehicle use and replacement. Its application relates to all staff, Elected Members and any other persons authorised to use a Council motor vehicle.

Council has a number of motor vehicles within its vehicle fleet that are allocated to some senior staff and the Mayor. As part of attracting and retaining senior staff for various management roles within Council, the ability to provide a motor vehicle with full or partial private use of this vehicle is an important part of Council's recruitment and retention strategy.

The Motor Vehicle Procedure provides broad guidance as to what vehicle price range is appropriate for the salary packaging of that position. In addition, the procedure also sets guidance as to the price range of the Mayor's vehicle as part of the approved elected member allowances.

Recently, the motor vehicle procedure was reviewed by the Executive Leadership Team (ELT). Whilst the recruitment and retention strategies of staff is a matter for the CEO, the setting of the CEO's and the Mayor's motor vehicle amount is a consideration for Council.

The following are list of changes to the procedure that have been proposed following consultation with staff:

- Update to the definition of partial private use, allowing staff that have private partial use of vehicles to travel up to 600 km from the Millicent Council Office without CEO approval. The change provides clarity surrounding the specified distance for partial private use and provides equity with full private use drivers who have their vehicles when on annual or long service leave.
- Update to vehicle price range for CEO, Directors, Managers and the Mayor. These amounts have been indexed from the last review of the procedure being January 2020 and indexed by aggregate CPI (Consumer Price Index) up to January 2024. In

addition, the price ranges of the vehicles allow for inclusion of EV (Electric Vehicles) for the CEO as an outcome of Council's climate change action plan. The change in pricing ranges is recommended to ensure existing similar class of vehicles can be purchased in today's dollars.

- Authorised drivers update to remove the requirement for responsible officer with partial private use / commuter use to not have anyone other than another Council employee to drive the vehicle. The change is recommended, partly to reduce fatigue risks when driving and to provide equity in providing similar allowances on eligible driver options as those with full private use.
- Inclusion of the banning of E cigarettes and vaping usage in vehicles. Change is recommended to be consistent with current smoking ban in vehicles.

Financial Considerations

Budget Allocation	Various
Budget Spent to Date	Various
Budget Variation Requested	Nil

There are no known financial considerations related to this report.

Risk Considerations

There are no known risk considerations related to this report.

Policy Considerations

Procurement Policy

Legislative Considerations

There are no known legislative considerations related to this report.

Environmental / Sustainability Considerations

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


Communication & Consultation Considerations

The Draft Motor Vehicle Procedure was tabled to the Audit & Risk Committee for review at its 5 March 2024 meeting and no suggested changes were made to the procedure.

RECOMMENDATION

That Council:

1. Receive and note the report.
2. Adopt the revised Motor Vehicle Procedure as presented.

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	Motor Vehicle	Date Adopted: 23 January 2020 <u>25 Jan 2024</u>
		Next Review Due: January 2024/25 Jan 2028

This procedure relates to the Human Resources Policy.

1. DEFINITIONS

Full Private Use: Staff that are provided with full private use of a Council vehicle can do so without restriction including during periods of leave.

These vehicles are fully maintained by Council excluding cleaning which is the responsibility of the employee. With the exception of the CEO's vehicle, these vehicles are considered to be pool cars and can be used by other staff members for work related purposes as required from time to time. Employee contributions for the private use of these vehicles are to be specified within individual employment contracts.

Partial Private Use: Staff that are provided with partial private use of a Council vehicle are subject to restrictions with regard to its personal use. Restrictions are to be specified within individual employment contracts and may include ~~either or both of~~ the following:

—The vehicle is not to be used ~~whilst on annual or long service leave,~~

~~The vehicle is not to be used beyond a specified distance from the Council border beyond 600 kilometres from the Millicent Council Office without CEO approval.~~

These vehicles are fully maintained by Council, excluding cleaning which is the responsibility of the employee. These vehicles are considered to be pool cars and can be used by other staff members for work related purposes as required from time to time. Employee contributions for the private use of these vehicles are to be specified within individual employment contracts.

Commuter Use: Staff that are provided with commuter use of a Council vehicle are subject to restrictions with regard to its personal use. The vehicle can be used for personal travel to and from work, including any minor deviations from the normally travelled route. It can also be used by General Inspectors and Rapid Response staff when they are rostered to be "on-call" to enable them to respond to a call out in a timely manner. There is no other provision for private use.

These vehicles are fully maintained by Council, excluding cleaning which is the responsibility of the employee. These vehicles are considered to be pool cars and can be used by other staff members for work related purposes as required from time to time. Employee contributions are not required for the private use of these vehicles.


Standard Accessories: These are accessories that are considered part of a standard configuration for Council vehicles that do not incur any additional costs.

Non-standard Accessories: These are accessories that are optional extras that are not included in the standard purchase price of the vehicle. The cost of their purchase and installation will be borne by either Council or the employee as approved by the CEO.

Pool Car: Is a vehicle that is available during normal work hours for work related purposes. These vehicles are shared resources available for use by all Council staff.

Responsible Officer: Is the employee or elected member that has been allocated a Council motor vehicle.

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2. PRINCIPLES

2.1 General

In addition to being required for service delivery, the private use of a Council owned motor vehicle can play an important part in Wattle Range Council's recruitment and retention strategies. Council may, at its discretion, provide employee's access to a motor vehicle in accordance with the conditions defined in this procedure.

This procedure provides guidelines around vehicle allocation, use and replacement. Its application relates to all staff, Elected Members and any other persons authorised to use a Council motor vehicle. It pertains to all passenger and light vehicles but excludes plant and heavy machinery.

2.2 Purchase

Council's Procurement Policy provides further guidance on the procurement of motor vehicles. Where practicable the purchase of vehicles shall be from local businesses preferably within the Wattle Range Council area.

2.3 Vehicle Selection

Motor vehicles are to be mechanically and structurally capable of satisfying their designated function, i.e. the type of vehicle must be fit for purpose. This requirement will be periodically reviewed by the Executive Leadership Team (ELT) through consultation with the Team Leader Mechanical Services (TLMS).

The total vehicle purchase price must fit within Council's allocated budget and the vehicle price range as defined below. It must provide the best value for money to Council on a whole of life cost basis which includes consideration of the purchase price, running costs, maintenance costs, warranty and resale value.

2.4 Vehicle Replacement

Council's TLMS will periodically review the condition of vehicles and determine the optimum time for their replacement. Replacement of vehicles will be in accordance with Council's Plant and Equipment Asset Management Plan and associated vehicle renewal schedule. Variances may occur where availability of replacement vehicles are delayed, or a vehicle's condition varies significantly from the plan.

All vehicles shall be disposed of by way of public tender, quotations for supply and trade-in, or via a public government auction clearing house.


2.5 Accessories

If approved by the CEO, the following non-standard accessories may be installed at the Council's cost:

- Bull bar
- Driving lights
- Floor mats
- Tow bar

If approved by the CEO, other non-standard accessories may be installed at the employees' cost.

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All non-standard accessories must:

- Be fitted in accordance with the manufacturer's recommendations;
- Not compromise the vehicle's warranty; and
- Comply with Australian Design Standards.

2.6 Vehicle Price Ranges

The purchase of any full or partial private use vehicle must be in accordance with Council's approved budget and in line with the following price range:

Chief Executive Officer	<u>\$70,000—\$80,000</u> Up to <u>\$89,000*</u>
Director	<u>\$55,000—\$65,000</u> Up to <u>\$73,000</u>
Manager	<u>\$35,000—\$45,000</u> Up to <u>\$50,000</u>
____ Mayor	<u>\$35,000—\$45,000</u> Up to <u>\$50,000</u>

* The vehicle selected will be less than the ATO set luxury car tax thresholds annually, i.e. 2023/24 (\$89,332 fuel efficient vehicles, \$76,950 other vehicles).

2.7 Use of Private Vehicles for Council Business

While recognising that the use of private vehicles on Council business is occasionally required, regular use will not be approved.

All use of private vehicles on Council business must be approved in advance by the Departmental Director and or Manager. The rate of reimbursement will be as set out in the appropriate Industrial Award and remunerated through the payroll process.

It is the responsibility of the owner of the vehicle to arrange appropriate comprehensive motor vehicle insurance at their own expense; to pay any policy excess applicable. The Council will not accept any liability which may arise from the use of a private vehicle on Council business.

2.8 Fringe Benefit Tax

The Council is required to pay Fringe Benefit Tax (FBT) to the Australian Tax Office for the private use of any Council vehicle. Individual employee contracts may stipulate that employees are to make cash contributions to offset any FBT liability. Any reportable fringe benefits will be recorded on the employee's payment summary as required by the Australian Taxation Office.

The responsible officer will maintain a vehicle use log-book as required by Council for FBT reporting purposes.


Where Council is not disadvantaged, employees may establish novated leases for vehicles via salary sacrifice arrangements through an approved provider. In these instances, a cash equivalent contribution from the employee is required to negate any FBT impact to Council. All such novated leases must be approved by the CEO.

2.9 Conditions of Use

The responsible officer must ensure that the vehicle is properly cared for. Day-to-day maintenance includes keeping the vehicle's exterior and interior in good condition.

Responsible officers will be held responsible for costs incurred for cleaning the vehicle or repairing damage or deterioration to the condition of the vehicle that is in excess of reasonable wear and tear. Reasonable wear and tear will be determined by the TLMS and will take into

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consideration the type of work undertaken by the responsible officer, the age of the vehicle and the kilometres travelled.

Council vehicle must not be used:

- For transportation of persons or goods for hire or reward;
- For any unlawful purpose;
- For any purpose of a commercial nature which is not Council related (e.g. a personal business venture);
- To compete in any race, speed test, car rally or competition whatsoever;
- In a manner which may contravene the insurance policy and result in refusal to honour the insurance cover and/or the vehicle manufacturer's warranty.

All persons who drive a Council motor vehicle are required to follow the Motor Vehicle Usage Rules attached at Appendix A.

2.10 Maintenance of Vehicles

The responsible officer is to contact the TLMS to schedule vehicle servicing in accordance with the manufacturer's recommendations and report faults as soon as practicable to expedite repairs.

The Council mechanical services team will carry out the scheduled servicing in accordance with the manufacturer's service book recommendations.

2.11 Drivers Licence Requirements

No person is permitted to drive a Council vehicle unless they hold a current driver's licence for the class of vehicle, except where authorised tuition to upgrade a licence is being undertaken by an appropriately qualified Council employee.

Any responsible officer whose licence is cancelled for any reason shall immediately notify their direct manager or the CEO and return the vehicle to the Council Depot. They will automatically forfeit their rights to use any Council vehicle and they will not be entitled to any cash equivalent value of the vehicle for the duration that the licence is cancelled. Alternative arrangements will be at the discretion of the CEO.

2.12 Authorised Drivers

In the case of responsible officers with full / partial private use, immediate family members are permitted to drive the vehicle. Where the driver is other than the spouse, either the responsible officer or his/her spouse must be present in the vehicle.


~~In the case of responsible officers with partial private use or commuter use, it is not permissible for any other person other than Council employees to drive the vehicle.~~

Notwithstanding the above, the CEO may, where special or extraordinary circumstances exist, authorise the driving of the vehicle by another person without the responsible officer or their spouse being present in the vehicle at the time, provided that the arrangement is temporary in nature.

2.13 Ancillary Items (Fuel Cards, First Aid Kits & Fire Extinguishers)

Each motor vehicle will be supplied with a fuel card from Council's preferred fuel provider. In addition, each vehicle will be supplied with a first aid kit for emergencies and selected cars (utilities) will be equipped with fire extinguishers.

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Upon sale of the vehicle it is the responsible officer's responsibility to ensure that items such as fuel cards and first aid kits are transferred to the new vehicle.

In relation to Council's unassigned pool cars, the TLMS will ensure items are transferred correctly.

2.14 Infringements

Responsibility for payment of any infringement resides with the person in charge of the vehicle at the time of the infringement. The responsible officer is accountable for determining the driver at the time of the infringement if they were not in charge of the vehicle at that time.

Where the vehicle has been allocated from the car pool at the time of the infringement and the driver cannot be determined, the obligation for the payment of the associated costs will be at the discretion of the CEO.

2.15 Motor Vehicle Insurance

Council vehicles are insured under a comprehensive policy covering all vehicles, drivers and authorised passengers.

This insurance policy becomes null and void if the driver:

Is not in possession of a current and appropriate driver's licence; or

Is convicted of being under the influence of alcohol or any other prohibited substance.

In such cases the driver could become liable for damages including third party vehicles, injury, property damage and payment of the excess imposed on Council by the insurance company.

2.16 Accident or Breakdown Procedure

Council will ensure that all vehicles have 24-hour roadside assistance.

All drivers must immediately advise their Director and/or the CEO of any accident, theft or breakdown event and promptly complete an incident and accident report and associated insurance forms and documents.

2.17 Temporary Replacement Vehicles

Council will endeavour to source a replacement vehicle from internal or external sources where a Council vehicle is off the road for repairs for a period greater than two (2) days.

2.18 Contravention of Motor Vehicle Policy

The CEO will be the final arbiter in respect to this procedure and will deal with any contravention at their discretion. The interpretation of this procedure shall be at the sole discretion of the CEO.


3. REVIEW

This procedure will be reviewed every four years. Reviews must be undertaken in consultation with the Executive Leadership Team.

4. AVAILABILITY

This procedure is available for internal use only.

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5. REFERENCES & FURTHER READING


References		
Relevant Legislation:	<i>Local Government Act 1999</i>	<i>Road Traffic Act 1961</i> <i>Motor Vehicle Act 1959</i>
Relevant Policies / Procedures / Guidelines	Policy 303 Human Resources Policy Policy 1.2 Public Access to Council and Committee Meetings & Associated Documents Code of Practice Policy 1.5 Procurement Policy Policy 1.3 Council Member Allowances & Benefits Policy	Code of Conduct <u>Behavioural Standards</u> for Elected Members Work Health Safety – 4.2.1 Incident Reporting & Investigation Procedure AWU & ASU enterprise Bargaining Agreements 2018

6. ADOPTION AND AMENDMENT HISTORY

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

Version No:	Issue Date:	Authorised by:	Description of Change:	Minutes Reference:
1	23/01/2020	ELT	Policy revoked by Council. ELT implemented Procedure.	Item 9.4
<u>2</u>	<u>25/01/2024</u>	<u>ELT</u>	<u>Partial private use update for change in private use. Variation of vehicle price range (CPI indexation). Minor corrections.</u>	<u>Item 11.8</u>


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Appendix A – Motor Vehicle Usage Rules

- i) All drivers are required to hold a current licence appropriate to the vehicle being used and to advise of any change in the status of the licence. A certified copy of the driver's licence is to be provided to the Human Resources & Risk Manager upon employment and when licence renewals occur.
- ii) The responsible officer assigned a Council vehicle is responsible for ensuring proper and adequate care, usage and maintenance of the vehicle including regular internal and external cleaning and ensuring regular checks of running items including: fuel level, engine oil level, tyre pressure and wear, windscreen washers and wipers and general roadworthiness of vehicle.
- iii) The responsible officer assigned a Council vehicle must ensure that the vehicle is maintained in a roadworthy condition. No vehicle is to be driven if there is any doubt as to its roadworthiness. This must be brought to the attention of TLMS immediately. Vehicles shall not be driven in areas where damage may be incurred due to unfavourable ground conditions. Drivers must exercise particular care and judgement at all times when driving Council-owned vehicles.
- iv). The responsible officer assigned a Council vehicle must ensure that scheduled servicing is maintained in accordance with manufacturer's recommendations. The responsible officer may be required to reimburse Council for any costs incurred by Council in cleaning the vehicle, repairing any damage, or deterioration in the condition of the vehicle, as a result of the authorised user's actions, in excess of the Council's reasonable assessment of normal wear and tear.
- v). The responsible officer assigned a Council vehicle is to store the Council-owned vehicle after hours within the confines of their residential property, and the vehicle must be securely locked at all times.
- vi) The Council logo will be affixed to vehicles that do not have full or partial private use as part of their employment agreement.
- vii). Usage of vehicles where the employee has unlimited private use contained within their employment contract shall be available to:
 - The participating employee
 - Appropriately licensed nominated partner of the participating employee
 - Appropriately licensed immediate family members or associate of the participating employee (when the participating employee is present in the vehicle)
 - An appropriately licensed employee of the Council for approved Council purposes
 - An appropriately licensed Elected Member of the Council for approved Council purposes
- viii). Usage of vehicles not associated with an employment contract shall be limited to the employee only, unless otherwise approved by the CEO. The following persons may also be permitted to use the vehicle from time to time subject to the terms and conditions of this procedure:
 - An appropriately licensed employee or contractor of the Council for approved Council purposes.

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An appropriately licensed Elected Member of the Council for approved Council purposes.

An appropriately licensed employee who is working on behalf of the Council, such as childcare staff.

- ix). Usage of the vehicle allocated to the Mayor shall be limited to the Mayor; nominated partner, Elected Members and Council employees with the approval of the Mayor.
- x). No insurance excess is payable as a result of a motor vehicle accident while the vehicle is being appropriately used by Council employees, Elected Members and nominated partners in accordance with this procedure.
- xi). Council is responsible for payment of vehicle registrations.
- xii). Vehicles are to be driven responsibly and lawfully taking into consideration legislation such as the Road Traffic Act and Motor Vehicle Act Rules and Regulations.
- xiii). Council accepts no responsibility for fines, parking or traffic offences, all such fines are the responsibility of the driver. In the event of no evidence being available as to who may have been driving the vehicle at the time of the offence, the responsibility for any fines, parking or traffic offences will remain with and may be recovered from the nominated driver of the vehicle.
- xiv). Smoking and/or vaping and the use of e-cigarettes is prohibited in all Council vehicles.
- xv). Vehicles subject to this procedure are not to be hired out, lent out or used in a manner other than allowed by this procedure.
- xvi). Re-fueling~~Refuelling~~ of vehicles (other than fuel purchases for private use) shall occur wherever possible at relevant petrol stations using fuel cards supplied and where relevant, fuel tanks supplied by Council. Accurate vehicle odometer readings must be recorded when refueling~~refuelling~~ all vehicles.
- xvii). In the event of an accident the procedure outlined in the Work Health Safety – 4.2.1 Incident Reporting & Investigation Procedure must be followed.
- xviii). Vehicles may be inspected on an ad hoc basis by management or their nominee for acceptable standards of cleanliness or any damage.
- xix). The responsible officer will ensure the completion of any logbook relating to vehicle use as requested by Council. Any other driver using a vehicle other than the Authorised User must complete the user logbook. As a minimum, logbooks are to be maintained for a concurrent period of 12 weeks and should be renewed every 5 years or sooner if the pattern of usage has changed substantially.
- xx). In terms of driver fatigue it is the responsibility of the driver of any Council vehicle to ensure they take appropriate steps to combat the effects of fatigue.
- xxi). Driving with alcohol content over the legal limit or under the influence of illegal drugs is forbidden, the consequences of which include personal penalties such as fines and/or jail as well as financial penalties associated with the voiding of insurance cover and damage to property expenses. Any Council employee found guilty of such an offence will be responsible for the payment of all fines and repair costs resulting from the incident and may be subject to disciplinary action.

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- xxii). Personal property left in the Council motor vehicle is not insured under Council insurance. Therefore, wherever practicable, valuable items such as laptop computers must not be left in vehicles. If it is unavoidable, the items (including items of this nature owned by Council) must be stowed out of sight and the vehicle securely locked.
- xxiii). In the event of a theft of a Council motor vehicle, the driver is required to notify the Police and their Director immediately. A replacement vehicle may be available either in the existing fleet or from Council's preferred vehicle fleet supplier.
- xxiv). Where a staff member leaves the employment of Council, the vehicle is to be returned on the last day of duty in a clean condition, suitable for use by the next driver. In all cases the keys, fleet card, log-books, first aid kits and any other documentation and accessories must be returned to the Departmental Director. The vehicle may be reallocated to an acting staff member in the position on approval of the Chief Executive Officer.
- xxv) When returning a vehicle, including for trade-in, the vehicle is to:
- Be presented in a clean, well maintained and roadworthy condition,
 - Have keys and remotes (including duplicates), fuel card(s) and Owner's/Service Manual returned with the vehicle,
 - Have all accessories attached if paid for by the Council,
 - Have all service records with proof of services (i.e. authorised service centre stamps),
 - Have no outstanding accident damage or accident/incident reports. Any damage must be reported at least six weeks prior to arranging the return of the vehicle.
 - Have all personal effects removed from the vehicle,
 - First Aid kits and Fire Extinguishers supplied are to be returned with the vehicle.

CD:	File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
<u>136</u>	GF/12.63.1/1	Internal	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.					

15.2.6 Treasury Management Policy

Report Type	Officer Report
Department	Corporate Services
Author	Paul Duka
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/7.63.1
Attachments	<ol style="list-style-type: none"> 1. WORKING COPY Treasury Management Policy [15.2.6.1 - 6 pages] 2. Draft Treasury Management Policy [15.2.6.2 - 5 pages]

Purpose of Report

For Council to review and adopt the proposed changes to the draft Treasury Management Policy.

Report Details

Council first adopted the Treasury Management Policy at the Ordinary Council meeting dated 10th March 2009. The Policy is now due for review in line with the stipulated review cycle for the policy.

For context the purpose of this Policy is to ensure that Council establishes a decision-making framework to ensure that:

- funds are available as required to support approved outlays;
- interest rate and other risks (e.g. liquidity and investment credit risks) are acknowledged and responsibly managed;
- the net interest costs associated with borrowing and investing are reasonably likely to be minimised on average over the longer term;
- management of Council's debt and maximisation of cash investments.

Treasury management refers to the way in which borrowings are raised and cash and Investments are managed. In addition to the changes in the level of borrowings and interest rates, Council's treasury management practices can have a significant effect on its interest costs. Regardless of the level of a Council's borrowings, it is desirable that Council undertakes treasury management to minimise interest costs, in a risk averse manner, over the medium to longer term.

The LGA Financial Sustainability Paper 15 – Treasury Management provides a template policy to be utilised as a basis for Council's Policy development. The pro forma policy template has been adapted / updated to make the Policy contemporary and consistent with modern day requirements of both the *Local Government Act 1999* and administration operation.

In summary a number of changes to the draft Policy are proposed, including;

- Updating the objectives of the Policy to provide clearer reasoning for what the objectives are for the Treasury Management Policy i.e. risk, liquidity, cash, debt, investment and treasury management;
- Expansion of the borrowings area to provide an overview of borrowings purpose and risk management measures;
- Update the wording related to the fixed and variable interest rate borrowings and updated reference to the range targets for Council's debt profile;
- Update to wording for alternate investment options and requirement to seek independent impartial advice before approval by the Council.

Financial Considerations

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

There are no known financial considerations related to this report.

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

The Local Government Act 1999

Environmental / Sustainability Considerations

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


Communication & Consultation Considerations

The policy was reviewed by the Audit & Risk Committee at its 5 March 2024 meeting and no changes to the draft policy was recommended.

RECOMMENDATION

That Council:

1. Receive and note the report.
2. Adopt the Draft Treasury Management Policy as presented.

	POLICY 125	Version: 54
	Treasury Management	Date Adopted: 12XX MarNov 202449
		Next Review Due: SeptApr 20283

1. STATEMENT

This policy provides the framework, direction and targets for which Councils' treasury management activities can operate within and its associated financial risks managed.

2. DEFINITIONS

Credit Foncier Borrowings – are borrowings for a fixed period with regular repayments where each repayment includes components of both principal and interest, such that at the end of the period the principal will have been entirely repaid. Commercial credit foncier borrowings (including to local governments) usually have a fixed rate of interest.

Financial Assets - include cash, investments, receivables and prepayments. Equity held in a Council business is normally regarded as a financial asset but is excluded for the purpose of calculating local government published financial indicators. Inventories and land held for resale are also not regarded as financial assets.

Financial Sustainability – is achieved where planned long term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to service.

Net Financial Liabilities – equals total liabilities less financial assets, where financial assets for this purpose include cash, investments, receivables and prepayments, but excludes equity held in Council business, inventories and land held for resale.

Net Financial Liabilities Ratio – indicates the extent to which net financial liabilities of a Council could be met by its operating revenue.

3. PRINCIPLES

3.1 Objectives


This Treasury Management Policy establishes a decision framework to ensure ~~that~~:

- ~~Liquidity management – to provide assurance that Council maintains sufficient cash reserves to meet its day-to-day operational needs and strategic objectives;~~
- ~~Cash management – utilisation of excess cash funds to optimise the net interest costs associated with borrowing and investing; financing of Council operations as documented in its annual budget and Long Term Financial Plan (LTFP) is supported;~~
- ~~Risk management – To identify and mitigate interest rate and other risks (e.g. liquidity, financial and investment credit risks) are acknowledged and responsibly managed on average over the longer term; funds are available as required to support associated projected / actual cash flow receipts and approved outlays;~~
- ~~Debt management – To determine the optimal mix of debt financing activities to maximise value to Council while minimising financial, liquidity and interest rate risks; interest rate and other risks (e.g. liquidity and investment credit risks) are acknowledged and responsibly managed;~~
- ~~Maximisation of investment management – provide guidance on strategic investment decisions of maximising returns for cash funds for Council while managing the associated financial, liquidity and interest rate risks, subject to Council's capital expenditure decisions, the gross level of debt is minimised over the longer term and Council is reasonably likely to optimise the net interest costs associated with borrowing and investing.~~

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File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 7.63.1	Public	Corporate Services	Director Corporate Services	4 Yearly (After Every General Election)
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	POLICY 125	Version: 54
	Treasury Management	Date Adopted: 12XX MarNov 202449
		Next Review Due: SeptApr 20283

- Monitoring of performance – Ensuring accurate and timely financial reporting on performance of the treasury management strategy.

3.2 Treasury Management Strategy

Council's operating and capital expenditure decisions are made on the basis of:

- identified community need and benefit relative to other expenditure options;
- cost effectiveness of the proposed means of service delivery; and,
- affordability of proposals having regard to Council's long-term financial sustainability (including consideration of the cost of capital and the impact of the proposal on Council's Net Financial Liabilities (NFL) ratio).

Council manages its finances holistically in accordance with its overall financial sustainability strategies and targets. This means Council will:

- maintain target ranges for its NFL ratio between 0%-100;%.
- not retain and quarantine money for particular future purposes unless required by legislation or agreement with other parties;
- borrow funds in accordance with the requirements set out in its Long Term Financial Plan (LTFP);
- apply any funds that are not immediately required to meet approved expenditure (including funds that are required to be expended for specific purposes but are not required to be kept in separate bank accounts) to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required.

3.3 Borrowings

Borrowings are not a form of income and do not replace the need for Council to generate sufficient operating income to service its operating requirements. Borrowings to fund capital expenditure acquisition or renewal can be effective in linking the payment for an asset to the successive ratepayer base who will benefit over the life of the asset. This user-pays matching concept is known as inter-generational equity.


Council may borrow through any market mechanism under Section 134 and Section 135 of the Local Government Act 1999 but will not directly issue its own debt.

All loan borrowings will be subject to Council approval. To ensure an adequate mix of interest rate exposures, Council will structure its portfolio of loan borrowings to ensure an optimal Treasury Management position, taking into account all borrowing options including fixed and variable terms.

In order to spread its exposure to interest rate movements, Council will aim to have a variety of maturity dates on its fixed interest rate borrowings over the available maturity spectrum.

Council will establish, and make extensive use of, a long-term variable interest rate borrowing facility / LGFA's Cash Advance Debenture facility that requires interest payments only and that enables any amount of principal to be repaid or redrawn at call. The re draw facility will provide Council with access to liquidity when needed.

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 Wattle Range COUNCIL	POLICY 125	Version: 54
	Treasury Management	Date Adopted: 12XX Mar^{Nov} 202419
		Next Review Due: Sept^{Apr} 20283

Pursuant to Section 134 of the Local Government Act 1999 (The Act), any other borrowing financial arrangements utilised for the purpose of managing, hedging or protecting against movements in interest rates allowable i.e. interest rate swaps, forward interest rate agreements and interest rate options will require independent, impartial advice from a specialist expert before approval of Council is granted.

3.3.4 Interest Rate Risk Exposures (Borrowings)

3.3.4.1 Fixed Interest Rate versus Variable Interest Rate Borrowings

Council recognises that future movements in interest rates are uncertain in direction, timing and magnitude. It considers it is appropriate to set indicative range limits for both fixed and variable interest rate borrowings to achieve its objective of minimising net interest costs on average over the longer term and at the same time managing interest rate movement risks within acceptable limits. Therefore Council has approved the range limits set out below.

Type of Loan	Proportion of the Debt Portfolio	
	Minimum	Maximum
Fixed Interest Rate - Credit Foncier	20%	80%
Variable Interest Rate – Cash Advanced Debentures	20%	80%

3.3.4.2 Fixed Interest Rate Borrowings

To ensure an adequate mix of interest rate exposures, Council will restructure its portfolio of borrowings, as old borrowings mature and new ones are raised, to progressively achieve and thereafter maintain on average in any year, not less than 30% of its gross debt in the form of fixed interest rate borrowings ~~the indicative range limit targets.~~

In order to spread its exposure to interest rate movements, Council will aim to have a variety of maturity dates on its fixed interest rate borrowings over the available maturity spectrum.

In circumstances where Council needs to raise new fixed interest rate borrowings it will consider using medium to long-term borrowings (3-2 years or more duration) that:

- have a fixed interest rate;
- require interest payments only; and
- allow the full amount of principal to be repaid (or rolled over) at maturity.


Council also will ensure that no more than 25% of its fixed interest rate borrowings mature in any year.

3.3.4.3 Variable Interest Rate Borrowings

Council will restructure its portfolio of borrowings, as old borrowings mature and new ones are raised, to progressively achieve, the indicative range limit targets, and then maintain, not less than 30% of its gross debt on average in any year in the form of variable interest rate borrowings.

Council will continue to make extensive use of long term Cash Advance Debenture (CAD) facilities through the Local Government Finance Authority (LGFA), which requires interest

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	POLICY 125	Version: 54
	Treasury Management	Date Adopted: 12XX Mar 202419
		Next Review Due: Sept 20283

payments only and which enables any amount of principal to be repaid or redrawn at call. The redraw facilities will provide Council with access to liquidity when needed.

3.43.5 Investments

Council funds that are not immediately required for operational needs and cannot be applied to either reduce existing borrowings or avoid the raising of new borrowings will be invested.

The balance of funds held in any operating bank account that does not provide investment returns at least consistent with 'at call' market rates shall be kept at a level that is no greater than is required to meet immediate working capital requirements.

Council funds available for investment will be lodged 'at call' or, having regard to differences in interest rates for fixed term investments of varying maturity dates, may be invested for a fixed term. In the case of fixed term investments the term should not exceed a point in time where the funds otherwise could be applied to cost-effectively either defer the need to raise a new borrowing or reduce the level of Council's variable interest rate borrowing facility.

When investing funds Council will select the investment type which delivers the best value, having regard to investment returns, transaction costs and other relevant and objectively quantifiable factors.

~~Delegated Council Senior~~ Staff may from time to time invest surplus funds in:

- deposits with the LGFA; and/or
- bank interest bearing deposits.

Any other investment allowable under Section 140 of the Local Government Act 1999 will require independent, impartial advice from a specialist expert before the specific approval of Council is granted. The amount invested with these types of investments will have a cumulative limit of no more than 20% of the average level of funds expected to be available for investment by Council over the duration of the specific authorised investments.

~~Where Council authorises any investments of a type outside of those specified above, the amount so invested will be cumulatively limited to no more than 20% of the average level of funds expected to be available for investment by Council over the duration of the specific authorised investments.~~

3.53.6 Treasury Performance Reporting

At least once a year Council's Audit & Risk Committee shall receive a specific report regarding treasury management performance relative to this policy document. The report shall highlight:


- for each Council borrowing and investment - the quantum of funds, its interest rate and maturity date, and changes in the quantum since the previous report; and,
- the proportion of fixed interest rate and variable interest rate borrowings at the end date of the reporting period and an estimate of the average of these proportions across this period along with key reasons for significant variances compared with the targets specified in this policy.

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	POLICY 125	Version: 54
	Treasury Management	Date Adopted: 12XX MarNov 202419
		Next Review Due: SeptApr 20283

4. REVIEW

This Policy will be reviewed every four years after each general election.

Upon review, the Executive Leadership Team (ELT) and Audit & Risk Committee 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

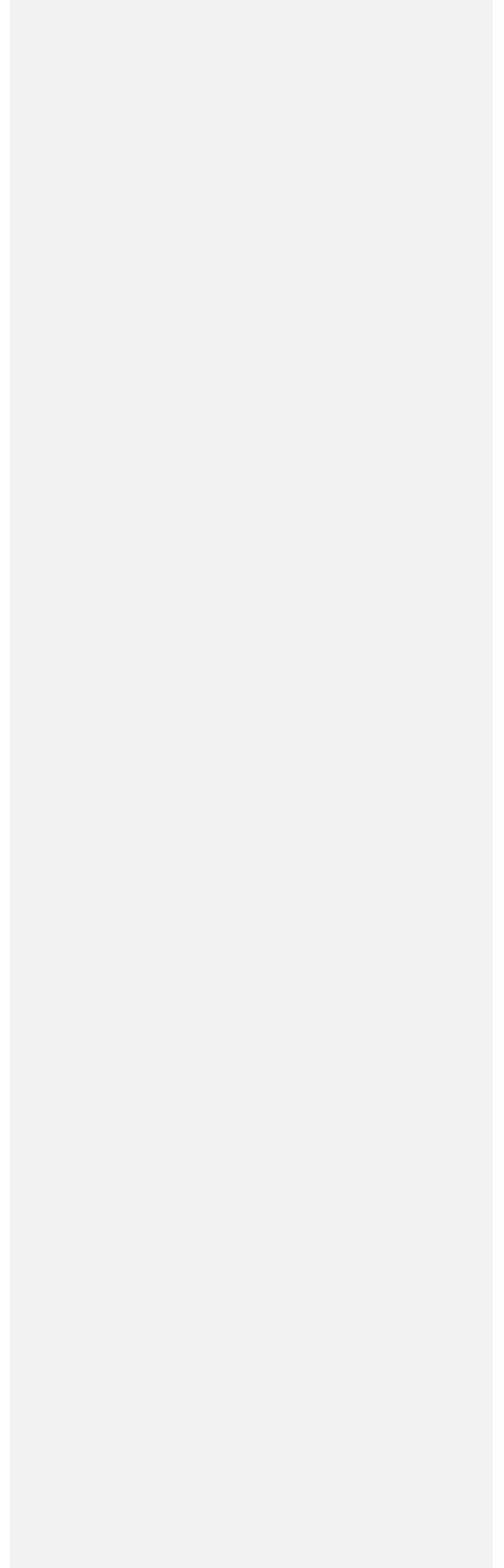
References	
Relevant Legislation:	<ul style="list-style-type: none"> • <i>Local Government Act 1999</i> – <ul style="list-style-type: none"> ◦ Sections 44, 48, 122, and 134 and 135 of Borrowings ◦ Sections 47, 139 and 140 of Investments • <i>Local Government (Financial Management) Regulations 1999</i>
Relevant Policies / Procedures / Guidelines	This Policy should be read in conjunction with: <ul style="list-style-type: none"> • Financial Sustainability Information Paper 15 – Treasury Management • Financial Sustainability Information Paper 9 – Financial Indicators • Financial Sustainability Information Paper 10 – Debt • Long-Term Financial Plan


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:
1	10 March 2009	Council	Adopted	Folio 4141; Item 5.2
2	11 August 2011	ELT	Reviewed	-
3	10 November 2015	Council	Reviewed	Folio 6156; Item 13.2.10
4	26 June 2017	ELT	Adapted into new format	-
5	12 November 2019	Council	Review	Folio 8696; Item 15.2.8
<u>6</u>	<u>XX March 2024</u>	<u>Council</u>	<u>Update policy</u> <u>- changes to the Local Government Act 1999</u> <u>- review objectives</u> <u>- borrowings section added</u>	<u>Folio XXXX; Item XX.X.X</u>

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 7.63.1	Public	Corporate Services	Director Corporate Services	4 Yearly (After Every General Election)
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 Wattle Range COUNCIL	POLICY 125	Version: 5
	Treasury Management	Date Adopted: XX Mar 2024
		Next Review Due: Apr 2028

1. STATEMENT

This policy provides the framework, direction and targets for which Councils' treasury management activities can operate within and its associated financial risks managed.

2. DEFINITIONS

Credit Foncier Borrowings – are borrowings for a fixed period with regular repayments where each repayment includes components of both principal and interest, such that at the end of the period the principal will have been entirely repaid. Commercial credit foncier borrowings (including to local governments) usually have a fixed rate of interest.

Financial Assets - include cash, investments, receivables and prepayments. Equity held in a Council business is normally regarded as a financial asset but is excluded for the purpose of calculating local government published financial indicators. Inventories and land held for resale are also not regarded as financial assets.

Financial Sustainability – is achieved where planned long term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to service.

Net Financial Liabilities – equals total liabilities less financial assets, where financial assets for this purpose include cash, investments, receivables and prepayments, but excludes equity held in Council business, inventories and land held for resale.

Net Financial Liabilities Ratio – indicates the extent to which net financial liabilities of a Council could be met by its operating revenue.

3. PRINCIPLES

3.1 Objectives

This Treasury Management Policy establishes a decision framework to ensure:


- Liquidity management – to provide assurance that Council maintains sufficient cash reserves to meet its day-to-day operational needs and strategic objectives;
- Cash management – utilisation of excess cash funds to optimise the net interest costs associated with borrowing and investing;
- Risk management – To identify and mitigate interest rate and other risks (e.g. liquidity, financial and investment credit risks) are acknowledged and responsibly managed on average over the longer term;
- Debt management – To determine the optimal mix of debt financing activities to maximise value to Council while minimising financial, liquidity and interest rate risks;
- Maximisation of investment management – provide guidance on strategic investment decisions of maximising returns for cash funds for Council while managing the associated financial, liquidity and interest rate risks.
- Monitoring of performance – Ensuring accurate and timely financial reporting on performance of the treasury management strategy.

3.2 Treasury Management Strategy

Council's operating and capital expenditure decisions are made on the basis of:

- identified community need and benefit relative to other expenditure options;
- cost effectiveness of the proposed means of service delivery; and,

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	Treasury Management	Date Adopted:	XX Mar 2024
		Next Review Due:	Apr 2028

- affordability of proposals having regard to Council's long-term financial sustainability (including consideration of the cost of capital and the impact of the proposal on Council's Net Financial Liabilities (NFL) ratio).

Council manages its finances holistically in accordance with its overall financial sustainability strategies and targets. This means Council will:

- maintain target ranges for its NFL ratio between 0%-100%.
- not retain and quarantine money for particular future purposes unless required by legislation or agreement with other parties;
- borrow funds in accordance with the requirements set out in its Long Term Financial Plan (LTFFP);
- apply any funds that are not immediately required to meet approved expenditure (including funds that are required to be expended for specific purposes but are not required to be kept in separate bank accounts) to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required.

3.3 Borrowings

Borrowings are not a form of income and do not replace the need for Council to generate sufficient operating income to service its operating requirements. Borrowings to fund capital expenditure acquisition or renewal can be effective in linking the payment for an asset to the successive ratepayer base who will benefit over the life of the asset. This user-pays matching concept is known as inter-generational equity.

Council may borrow through any market mechanism under Section 134 and Section 135 of the Local Government Act 1999 but will not directly issue its own debt.


All loan borrowings will be subject to Council approval. To ensure an adequate mix of interest rate exposures, Council will structure its portfolio of loan borrowings to ensure an optimal Treasury Management position, taking into account all borrowing options including fixed and variable terms.

In order to spread its exposure to interest rate movements, Council will aim to have a variety of maturity dates on its fixed interest rate borrowings over the available maturity spectrum.

Council will establish, and make extensive use of, a long-term variable interest rate borrowing facility / LGFA's Cash Advance Debenture facility that requires interest payments only and that enables any amount of principal to be repaid or redrawn at call. The re draw facility will provide Council with access to liquidity when needed.

Pursuant to Section 134 of the Local Government Act 1999 (The Act), any other borrowing financial arrangements utilised for the purpose of managing, hedging or protecting against movements in interest rates allowable i.e. interest rate swaps, forward interest rate agreements and interest rate options will require independent, impartial advice from a specialist expert before approval of Council is granted.

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	Treasury Management	Date Adopted: XX Mar 2024
		Next Review Due: Apr 2028

3.4 Interest Rate Risk Exposures (Borrowings)

3.4.1 Fixed Interest Rate versus Variable Interest Rate Borrowings

Council recognises that future movements in interest rates are uncertain in direction, timing and magnitude. It considers it is appropriate to set indicative range limits for both fixed and variable interest rate borrowings to achieve its objective of minimising net interest costs on average over the longer term and at the same time managing interest rate movement risks within acceptable limits..

Type of Loan	Proportion of the Debt Portfolio	
	Minimum	Maximum
Fixed Interest Rate - Credit Foncier	20%	80%
Variable Interest Rate – Cash Advanced Debentures	20%	80%

3.4.2 Fixed Interest Rate Borrowings

To ensure an adequate mix of interest rate exposures, Council will restructure its portfolio of borrowings, as old borrowings mature and new ones are raised, to progressively achieve the indicative range limit targets.

In order to spread its exposure to interest rate movements, Council will aim to have a variety of maturity dates on its fixed interest rate borrowings over the available maturity spectrum.

In circumstances where Council needs to raise new fixed interest rate borrowings it will consider using medium to long-term borrowings (2 years or more duration) that:

- have a fixed interest rate;
- require interest payments only; and
- allow the full amount of principal to be repaid (or rolled over) at maturity.

3.4.3 Variable Interest Rate Borrowings

Council will restructure its portfolio of borrowings, as old borrowings mature and new ones are raised, to progressively achieve, the indicative range limit targets.

Council will continue to make extensive use of long term Cash Advance Debenture (CAD) facilities through the Local Government Finance Authority (LGFA), which requires interest payments only and which enables any amount of principal to be repaid or redrawn at call. The redraw facilities will provide Council with access to liquidity when needed.


3.5 Investments

Council funds that are not immediately required for operational needs and cannot be applied to either reduce existing borrowings or avoid the raising of new borrowings will be invested.

The balance of funds held in any operating bank account that does not provide investment returns at least consistent with 'at call' market rates shall be kept at a level that is no greater than is required to meet immediate working capital requirements.

Council funds available for investment will be lodged 'at call' or, having regard to differences in interest rates for fixed term investments of varying maturity dates, may be invested for a fixed term. In the case of fixed term investments the term should not exceed a point in time

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	Treasury Management	Date Adopted: XX Mar 2024
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where the funds otherwise could be applied to cost-effectively either defer the need to raise a new borrowing or reduce the level of Council's variable interest rate borrowing facility.

When investing funds Council will select the investment type which delivers the best value, having regard to investment returns, transaction costs and other relevant and objectively quantifiable factors.

Delegated Staff may from time to time invest surplus funds in:

- deposits with the LGFA; and/or
- bank interest bearing deposits.

Any other investment allowable under Section 140 of the Local Government Act 1999 will require independent, impartial advice from a specialist expert before approval of Council is granted. The amount invested with these types of investments will have a cumulative limit of no more than 20% of the average level of funds expected to be available for investment by Council over the duration of the specific authorised investments.

3.6 Treasury Performance Reporting

At least once a year Council's Audit & Risk Committee shall receive a specific report regarding treasury management performance relative to this policy document. The report shall highlight:

- for each Council borrowing and investment - the quantum of funds, its interest rate and maturity date, and changes in the quantum since the previous report; and,
- the proportion of fixed interest rate and variable interest rate borrowings at the end date of the reporting period and an estimate of the average of these proportions across this period along with key reasons for significant variances compared with the targets specified in this policy.

4. REVIEW

This Policy will be reviewed every four years after each general election.

Upon review, the Executive Leadership Team (ELT) and Audit & Risk Committee must be consulted.

5. AVAILABILITY

This Policy is available for inspection without charge at the following location during ordinary business hours:


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6. REFERENCES & FURTHER READING

References	
Relevant Legislation:	<ul style="list-style-type: none"> • <i>Local Government Act 1999</i> – <ul style="list-style-type: none"> ○ Sections 44, 48, 122, 134 and 135 of Borrowings ○ Sections 47, 139 and 140 of Investments • <i>Local Government (Financial Management) Regulations 1999</i>

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 Wattle Range COUNCIL	POLICY 125	Version: 5
	Treasury Management	Date Adopted: XX Mar 2024
		Next Review Due: Apr 2028

Relevant Policies / Procedures / Guidelines	This Policy should be read in conjunction with: <ul style="list-style-type: none"> • Financial Sustainability Information Paper 15 – Treasury Management • Financial Sustainability Information Paper 9 – Financial Indicators • Financial Sustainability Information Paper 10 – Debt • Long-Term Financial Plan
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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:
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5	12 November 2019	Council	Review	Folio 8696; Item 15.2.8
6	XX March 2024	Council	Update policy - changes to the Local Government Act 1999 - review objectives - borrowings section added	Folio XXXX; Item XX.X.X

File Ref:	Classification:	Department:	Position Responsible:	Review Frequency:
GF/ 7.63.1	Public	Corporate Services	Director Corporate Services	4 Yearly (After Every General Election)
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15.3 Director Development Services

15.3.1 Quarterly Development Services Performance Update

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	Not Applicable
Strategic Plan Reference	Theme 5 - Organisational Excellence 5.5 Ensure Council has the right people to succeed in delivering outcomes.
File Reference	GF/9.24.1
Attachments	Nil

Purpose of Report

This report is to provide Council with an update on the projects and operations of the Development Services Directorate for the period 01 December 2023 to 29 February 2024.

Development and Regulatory Services

Please find detailed below information relevant to the quarter starting 1 December 2023 to 29 February 2024:

Section 7 Searches

80

Section 7 searches are completed upon request from real estate agents due to potential property sales (relates to Form 1 requirements). Work to prepare a section 7 report is conducted by multiple officers from Corporate Services and Development Services areas of Council and requires a review of Council records.

PLANNING AND BUILDING

Development Assessment

Development Statistics for Quarter 1 2024 (1 December 2023 to 29 February 2024):

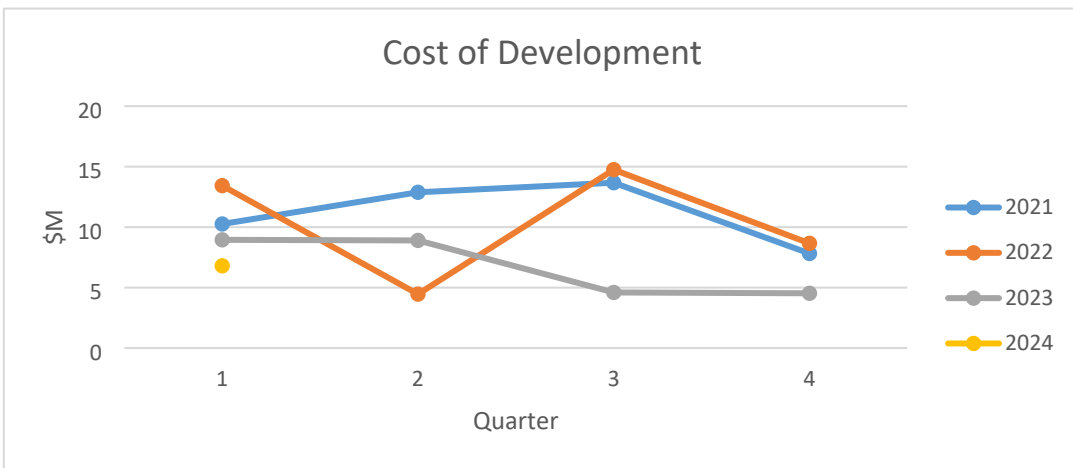
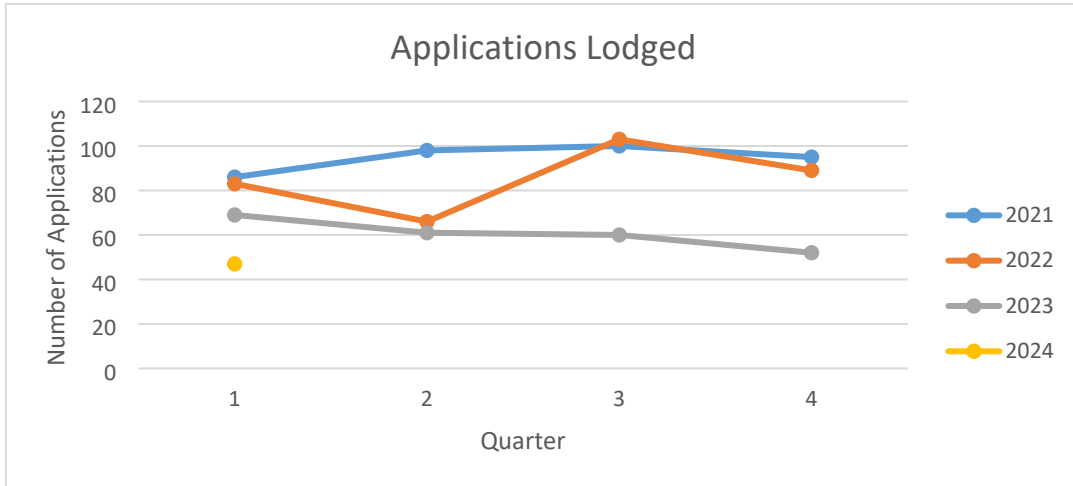
Development Applications Lodged

47

Estimated Development Cost

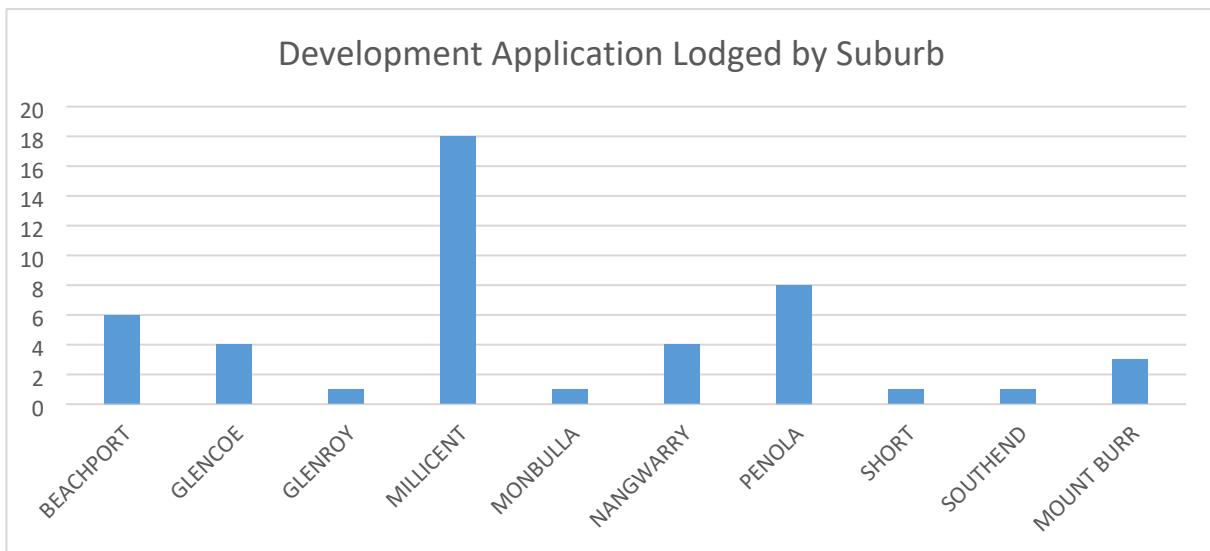
\$6.8 M

The following graphs respectively provide a comparison by quarter of applications lodged and estimated cost of development shown, since 2021.



Data Source: Plan SA Council Area Report Applications Dashboard,

The locations of development applications for the last quarter are as follows:

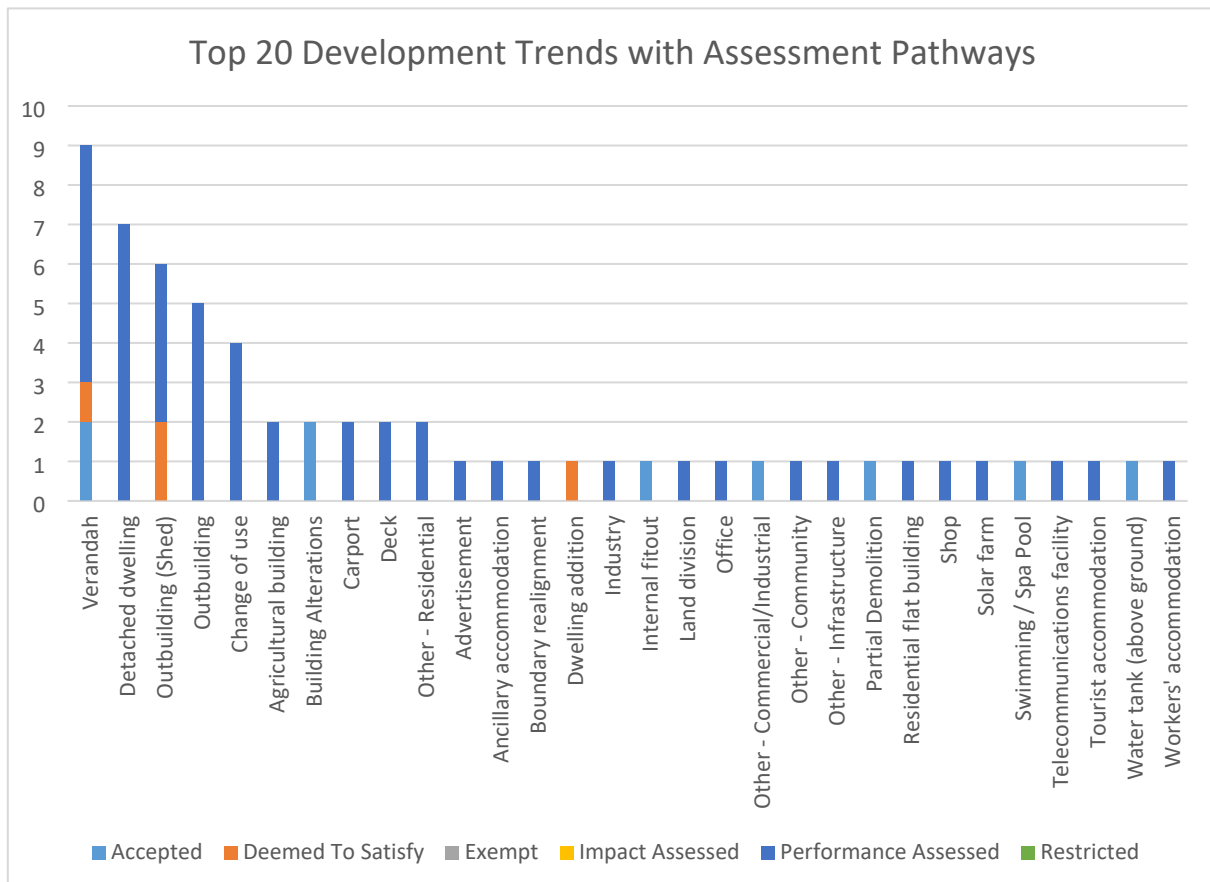


Data Source: Plan SA Council Area Report Applications Dashboard (Underlying Data),

Note: A location is only shown where applications have been lodged during the quarter being reported. Hence, if a suburb is not shown, there are no applications lodged in that suburb for the quarter. E.g. there were no applications lodged in the township of Tantanoola during this quarter.

Plan SA provide a map viewer to show the locations of development applications. A link to the map viewer is provided should Council Members wish to view this information on a map. <https://dpti.geohub.sa.gov.au/portal/apps/webappviewer/index.html?id=0da2b61ca38f4232acb02b236c6181b6&groupfilter=%7B%22Council%22%3A%5B%22Wattle%20Range%22%5D%7D> .

The top types of development trends and assessment pathways for the quarter are identified on the graph below:



Source: Plan SA Council Area Report Top Development Trends Dashboard,

Number of Developments Publicly Notified

The below table outlines the average and median days it has taken council officers to complete the various types of consents during the quarter. The legislated timeframe that officers are required to work within is detailed in brackets in the description column. Council is completing assessments well within timeframes required.

Description	Average (Days)	Median (Days)
Planning Consent		
Deemed To Satisfy (5 Days)	3.06	1.50
Performance Assessed - No Public Notification No Referral (20 Days)	13.61	17.00
Performance Assessed - No Public Notification With Referral Required (50 Days)	52.73	50.00
Performance Assessed - Public Notification No Referral (70 Days)	52.54	44.00
Performance Assessed - Public Notification With Referral Required (60-70 Days)	37.00	37.00
Planning & Land Division Consent		
Performance Assessed - No Public Notification No Referral (60 Days)	51.50	60.50
Land Division Consent		
Land Division Consent (60 Days)	65.00	65.00
Building Consent		
Assessment Timeframe	11.08	4.00

Source: Plan SA Workload Management Report (Timeframe), filtered with date range 1 December 2023 to 29 February 2024, accessed 29 February 2024.

Preliminary Advice

A summary of this quarter's 'Meet with the Development Team' sessions is provided below:

Location	Dates	Topics of Interest	
Beachport	13 Dec 2023	WRC Code Amendment	Staff provide preliminary development advice to customers over the phone or in person to assist residents, business owners and community groups with their development assessment enquiries. 'Meet with the Development Team' sessions enable Officers to be more accessible to the community outside of Millicent. Council's Heritage Advisor provides assistance with these sessions when necessary.
	10 Jan 2024		
	7 Feb 2024		
Penola	6 Dec 2023	Tourist accommodation, land division & WRC Code Amendment	
	24 Jan 2024		
	21 Feb 2024		

State-wide Bushfire Hazards Overlay Code Amendment

The State Planning Commission has initiated a Code Amendment that covers the whole State regarding the Bushfire Hazards Overlay. This amendment is likely to have a significant affect on properties across the Wattle Range Council area, with approximately 590 more properties having a High rating applied and approximately 2598 more properties having a medium rating applied under the proposal.

This is currently on consultation with the ability for anyone to provide a submission until 5 April 2024. Members of the Community are encouraged to visit the YourSay site to see information about this proposed amendment and provide any feedback <https://yoursay.sa.gov.au/state-wide-bushfire-hazards-code-amendment>.

Planning and Design Code, used by Council Officers to assess Development Applications, is managed at the State Government level, with prescribed processes for it to change from time to time. These changes are implemented through Code Amendments, which are required to go through specific processes such as community consultation and investigations phases. The following code amendments may be of interest to Council Members:

- State-wide bushfire Hazards Overlay Code Amendment

ENVIRONMENTAL HEALTH

Inspection Type	Number of Inspections
Preliminary Food Business Inspection	2
Wastewater#	1

includes installation inspections and inspections of existing systems requiring upgrade

Approvals	Number of Inspections
Wastewater	12

Enquiry Type	Number of Inspections
Applications for new Food Business Number	3

Community Wastewater Management System – Septic Pump-Out Program

Council's Contractor, Jury's Liquid Waste, has continued pump-outs in Penola Area 4 during February 2024. Discussions are occurring about scheduling pump-outs for Penola Area 1, Kalangadoo Area 4 and Southend Area 4.

Pest Control Program

The Pest Control Program relating to Council facilities has been undergoing review and will be put out to tender soon.

Food

The Australian Standard for Design, Construction and Fit-out of Food Premises is currently under review and Council's Environmental Health Officer is participating in the working group helping to review this work.

No Smoking / Vaping Laws

From 1 March 2024 new laws come into effect further banning smoking and vaping in a variety of public outdoor areas. Many of these are applicable to Council, including:

- at early childhood services premises, and education and children's services facilities (including schools), and within ten (10) metres of their boundaries
- at and within ten (10) metres of non-residential building entrances, such as entrances to shopping centres, government and commercial buildings
- at public hospitals and health facilities, private hospitals and residential aged care facilities, and within ten (10) metres of their boundaries

(note: the regulation for residential aged care facilities will come into operation 12 months after the day on which the other regulations are made)

- within outdoor public swimming facilities
- at major events venues declared under the Major Events Act 2013
- at and within ten (10) metres of a sporting venue during an organised underage sporting event, training or practice session
- on beaches between and within fifty (50) metres of red and yellow patrol flags, and under (and within five (5) metres of) jetties.

Council's Environmental Health Officer has been assisting by raising awareness in the organisation and ordering the relevant signage to assist people's awareness of the new laws.

FIRE PREVENTION

Council officers undertake inspection of properties during the fire danger season with the aim of ensuring that owners of private land are taking reasonable steps to:

- prevent or inhibit the outbreak of fire on the land; and
- prevent or inhibit the spread of fire through the land; and
- protect property on the land from fire; and
- minimise the threat to human life from a fire on the land.

The table below outlines the 2023/2024 season's updated statistics:

Stage of Annual Fire Prevention Inspections	Number of Inspections Undertaken	Number of Letters / Notices Issued	Status of Inspections
Formal 105F Notice Issued		87	Completed
Contractor Engaged		22 properties	Completed

Notes:

- Due to some changes within the Fire Prevention Module, the reporting dashboard was not able to be used, hence there may be some slight variation to these numbers.
- Formal 105F Notice Issued – means that a property owner has failed to take reasonable steps to meet the points listed above and has been issued a notice detailing what they are required to do and when by.
- Contractor Engaged – means that a property owner failed to comply with the 105F notice issued and Council has then exercised its rights to undertake the works and charge the costs back to the property.

Officers are considering whether some sections of the Council area may need to be re-inspected to ensure property owners are continuing to maintain their properties.

ANIMAL MANAGEMENT

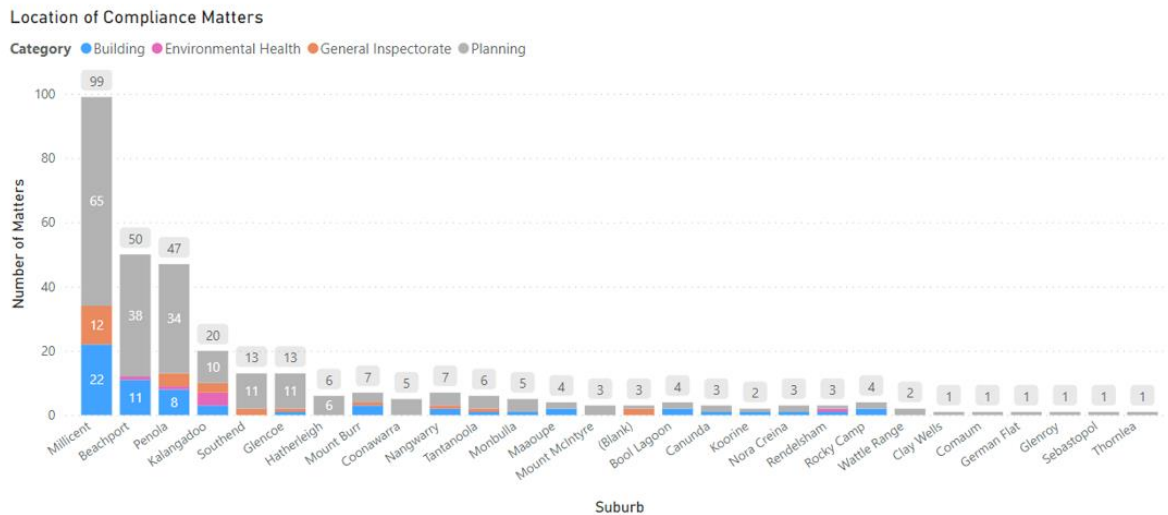
Type of Matter	Number of Matters
Impounded Dogs	21
Dog Attacks	4
Nuisance Control Orders	1
Wandering Stock	10

GENERAL COMPLIANCE

The Development and Regulatory services team use a compliance register to better track matters that require follow-up or investigation. This includes conditions on approval documents, routine inspections, and complaint investigations. Below provides a snapshot to the workload the team have been processing:

Compliance Register Statistics	
Total Number of Open Items as at 1 March 2024	260
Total Number of Closed Items as at 1 March 2024	135
Items Modified in last 90 days	58
New Items in last 90 days	19

Note: Open items in the register will have different timeframes that follow up is required, some are short term and others may only need follow up in the next 2 years. The register does not include building inspections, food inspections or other personal health related matters.



Compliance Register Open items by location (report generated 1 March 2024)

Community Development

EVENTS

Community Vision Sessions

This quarter, staff assisted with facilitating the Community Vision Sessions in Millicent, Beachport and Penola. The sessions were very well attended and community members were given the opportunity to speak to Elected Members and Senior Staff about their future visions for their home towns. The Community Visions are live, informative and responsive pages that community members can engage with at any time: <https://www.engage.wattlerange.sa.gov.au/>

The Community Visions will guide Council's forward planning and budgeting.

Full Throttle in Wattle – Summer School holiday program

Another very successful school holiday program saw hundreds of kids going “*Full Throttle in Wattle!*” this Summer. The program included a particularly jam-packed week during the period the Millicent library was closed for renovations. Highlight activities included:

- Colour runs in Millicent and Coonawarra (*over 90 attendees*)
- Connies Walk and native plant propagation in Southend (*15 attendees*)
- A shearing demonstration and hand's on animal experience with Bush Buddies in Millicent (*30 attendees – booked out*)
- Come and Try Disc Golf in Beachport (*24 attendees*)
- A Mount Burr Trails walk and craft session (*22 attendees*)
- Giant Kites and movie at Southend (*Approximately 200 attendees*)



Native plant propagating in Southend



Giant kites in Southend



Colour run at Lions Park in Millicent

Australia Day Events

The various Australia Day events held across the Council region were again, very successful events drawing the crowds to Penola, Millicent, Beachport, Kalangadoo and Tantanoola. This year, the Citizenship Ceremony was hosted at Penola and attendees were treated to an address by Australia Day Ambassador Dr Robert 'Bob' Irving, a veterinary surgeon, who was honored in 2019 as the SA Senior Australian of the Year Nominee for his work in remote Aboriginal communities treating sick animals.

The 2024 Australia Day Awards were presented to the following worthy recipients:

Corcoran Ward – Chris Hollingsworth (Citizen of the Year), IMAG's Millicent Met Gala (Community Event of the Year), Jay Watson (Active Citizen of the Year) and Brogan Wright (Youth Recognition - Contributions to the Community)

Riddoch Ward – Doug Balnaves (Citizen of the Year), Rochelle Crawford (Young Citizen of the Year and Youth Recognition Award - Learning Success), Judy Goodes-Mountford (Active Citizen of the Year), Cory O'Connor (Youth Recognition - Environment & Sustainability), and Toby Zerk (Youth Recognition - Inspiration by Innovation)

Kintore Ward – Linda Carter-Shepherd (Citizen of the Year), Rivoli Bay Jetties Junior Fishing Competition (Community Event of the Year) and Kate Nowak (Active Citizen of the Year)



*Above: Millicent Celebrations;
Below: Penola's Ceremony and newest citizens of Wattle Range Council*

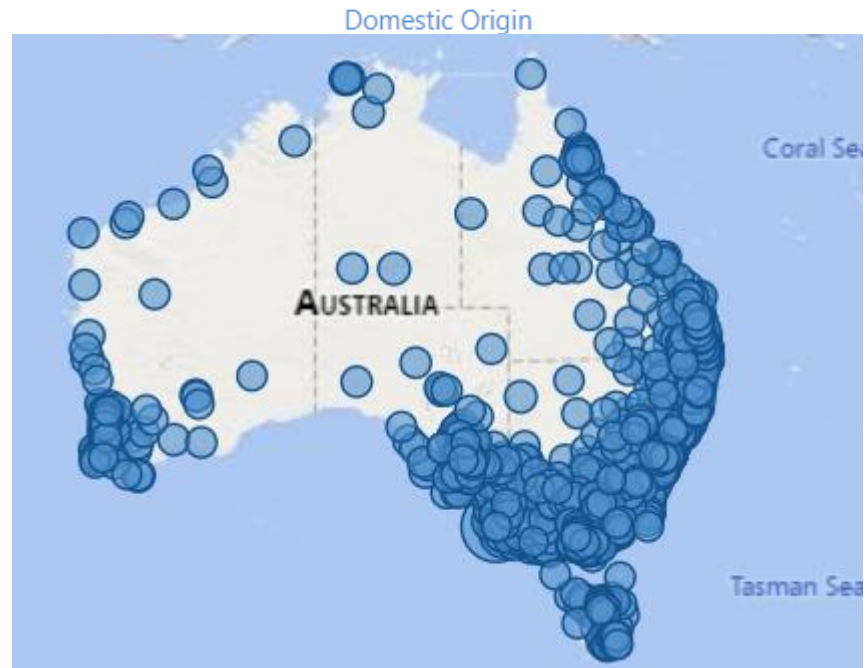


TOURISM

Total Number of Visitors to the Council VICs					
	December		January	February	Summer Total
2021/22	3,865		4,219	3,746	11,902
2022/23	4,908		7,854	4,810	17,572
2023/24	4,388	5,471	4,097	13,956	

	Penola	Beachport	Millicent
Autumn '23	6,507	4,721	4,128
Winter '23	4,305	2,032	2,576
Spring 23	5,537	3,551	4,028
Summer '23/24	4,949	5,104	3,903

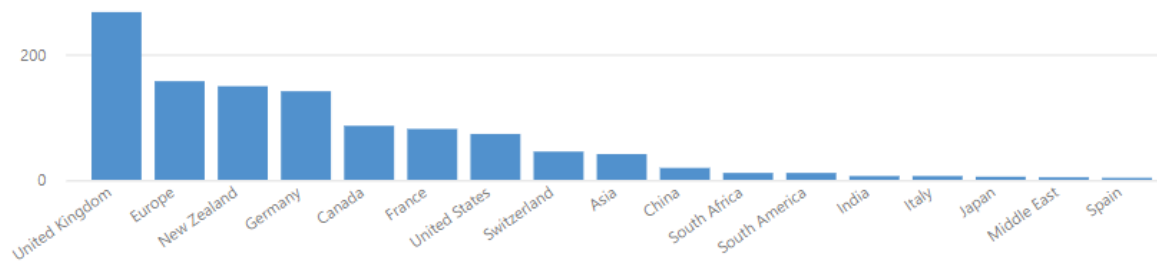
Origin of Tourism Visitors to the Visitor Information Centres from 01 January 2023 to 31 December 2023:



International Origin



International



Libraries and Cultural Services

LIBRARY SERVICES

The vision of our library service is to provide local residents with opportunities for community connection through embracing the idea that a library can become a community learning loungeroom and a hub for all. This vision extends to outside of the Millicent Library, where staff offer services via our hybrid consortia model, embracing a Public Library, School Community Library, Branch Library at Beachport and an outlet at the Tantanoola Post Office. The hybrid model affords as many residents as possible the opportunity to enjoy the benefits of large scale libraries. Our passionate library staff have created a flexible library structure which is dynamic and ready to take advantage of future innovation and growth. Currently, a review is underway of School Community Libraries and their funding models. This review will shape the landscape of school community libraries and their public library component. Consultations have commenced.

December and January were busy periods in the library: staff visited Glencoe, Mount Burr, and Rendelsham with an activity and storytelling continuing our outreach services and commitment to outlying communities. We continue to work with all our schools through providing additional resources and activities. We also partnered with Road Safety Schools and over this week schools visiting the centre also included the library participating in storytelling, craft activities and using our technology. Christmas week activities were popular and over the three-month program there were 5826 people who participated in our programs both in the library and externally and this took in our Christmas break. In closing this report I would like to say we have received very favourable comments on the renovations that have occurred and this has enabled us to once again review our spaces and community engagement opportunities and continue to evolve. Thankyou to Council for the budget to undertake this successful project.

MILLICENT GALLERY



The response to the opening of the Wattle Range Art Exhibition was exceptional with a continual stream of visitors. Interestingly many were interstate tourists and one group stayed overnight, had breakfast visited the gallery, met some artists and then had lunch. An example of cultural tourism coming to the fore. Anecdotally there were some tourists from Ballarat who heard about the exhibition at Meningie, extended their stay, stayed overnight in

Millicent, and came to the Gallery. They were most complimentary about the exhibition and artists. Similarly we had visitors and artists from Bendigo, Sydney and the East Coast. This story continued through December into January when the library and gallery closed for the week of renovations. It was also pleasing to note that there were several good sales. The number of visitors to the gallery was evident when the gallery was closed for the renovations

and people continued to come in looking for the Gallery. The renovations and painting has the Gallery looking first class!

Peter Dunn won People’s Choice in the Wattle Range Art Exhibition for his painting – Lest we Forget, and his award was presented by Mayor Des Noll.



Julie Anne McEwen’s solo exhibition **Nostalgia – The Creative Journey** was our first exhibition for the year and not only is it an amazing exhibition: 20 years of artistry and over 130 pieces on display but the opening was beyond all expectation. Naomi Fallon Director of the Walkway Gallery opened the exhibition, a student of Julie Ann’s some 20 years previous and there were at one count 145 attendees at the opening. Julie Ann is artist in residence for 5 days over the exhibition period and her first day was extremely busy as she took visitors through the exhibition and discussed techniques and her work. There continues to be a steady stream of visitors and artists to the gallery, enthusiastic and in awe of Julie Ann’s work.



as she took visitors through the exhibition and discussed techniques and her work. There continues to be a steady stream of visitors and artists to the gallery, enthusiastic and in awe of Julie Ann’s work.



Financial Considerations

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

There are no known financial considerations related to this report.

Risk Considerations

There are no known risks to consider relating 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.

15.4 Director Engineering Services

15.4.1 Art Installation (Craypot) Beachport

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	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. 1.7 Support and advocate for improved infrastructure that enhances and creates economic and business opportunities.
File Reference	GF/16.73.1
Attachments	1. 224377 [15.4.1.1 - 1 page]

Purpose of Report

Provide Council feedback on the public consultation associated with the installation of a large Craypot in the township of Beachport.

Report Details

At the 12th December 2023 Council meeting an officer report entitled “Art Installation Craypot Beachport” was presented.

The report stated Council has been able to secure a large craypot from the Saint Anthony’s Catholic School in Millicent. The craypot was one of two installed in a nature playground within the school grounds which was assessed as being unsafe.

The school offered them to Council (and/or community groups) who may want to install them as public artwork as they wouldn’t have to meet the same standards as playground equipment. One was secured by the Southend Progress association and with the assistance of Council installed at the entrance to the town (see below photo).



The second craypot was secured by Council for installation in Beachport.

The minutes from that meeting are as follows:

15.4.1 Art Installation (Craypot) Beachport

Cr Cassidy moved that Council:

1. Receive and note the report.
2. Undertake public consultation in Council Engage website to vote on the various proposed sites.

Cr Castine seconded





CARRIED

Community consultation was undertaken on Council's public engagement platform and closing on the 28th February 2024.

Council undertook paid advertising in the SE Times on the 7th February and the engagement was noted in the Council communication column published in both the SE Times and Penola Pennant on the 14th February. Posters that included a link to the QR Code were also displayed in the township over the consultation period.

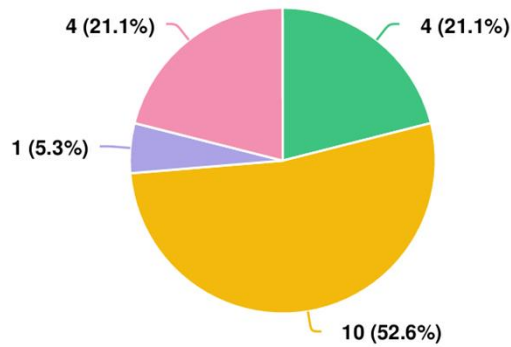
During the consultation 44 people visited the engagement website page, there were 19 responses to the survey and one written submission received which is attached to the report.

The survey was provided to the community to select from 4 options as detailed below:

<p>Option 1: Surf Beach Car Park The sculpture and concrete slab would be installed between the entrance and exit to the car park on the grass area.</p>	
<p>Option 2: Beach Road and Millicent Road Intersection The sculpture and concrete slab would be installed on the lawn areas in front of the Beachport Caravan Park.</p>	
<p>Option 3: Millicent Road adjacent the Visitor Information Centre The sculpture and concrete slab would be installed between the shared path and road under the existing streetlight.</p>	
<p>Option 4: Centennial Park (Corner of Sargeant and Chambers Streets) The sculpture would be installed on the existing concrete slab as shown in the image above.</p>	

Below is a summary of the survey responses:

Q1 | Please select your preferred option for the location of the public art installation.



Question options

- Option 1: Surf Beach Car Park
- Option 2: Beach Road and Millicent Road Intersection
- Option 3: Millicent Road adjacent the Visitor Information Centre
- Option 4: Centennial Park (Corner of Sargeant and Chambers Streets)

In addition to question 1, Council sought optional community to comment which is detailed below:

Q2 Are there any comments you would like to make?

Anonymous

2/07/2024 04:18 PM

Needs to Be where it can be seen easily by residents and tourists

Anonymous

2/09/2024 04:05 PM

This area at the surf beach would look amazing with the craypot there. There is also plenty of parking for people to stop and look and take photos.

Anonymous

2/10/2024 08:24 AM

This would be a good site or even in sculpture park

Anonymous

2/15/2024 04:16 PM

Why not near or adjacent the boat ramp ?

Anonymous

2/15/2024 04:25 PM

As there are sculptures already in Centennial Park I think it would be nice to keep them together and install the cray pot in the same vicinity.

Anonymous

2/18/2024 04:03 PM

I feel it needs to be seen so to at the entry area of Beachport would be seen coming into the town. The surf beach has art in the area including mine already and if more art should be surf orientated. The park is too far in town and the visitor information centre being across the road would look like an after thought.

Anonymous

2/22/2024 03:00 PM

Installing the artwork could impinged upon vehicular traffic flow, therefore option 4 would seem the safest location.

Anonymous

2/26/2024 10:49 AM

Actually don't like it. We have some ch talent artists in Beachport it's a pity not to use them.

It is clear from the responses that the majority would support the installation of the Craypot at site 2 Beach Road and Millicent Road intersection noting one person made a negative comment about the craypot.

The Council should note that following the decision on a site, the community group involved in the installation will also need development approval as the next stage to allow for installation.

Financial Considerations

Budget Allocation	\$0
Budget Spent to Date	\$0
Budget Variation Requested	\$0

The community has indicated that it is willing to install the artwork (large craypot).

Risk Considerations

The only risk in considering this matter is a reputational risk.

Policy Considerations

There are no known policy considerations related to this report.

Legislative Considerations

Once the site is selected an application to obtain development approval will be required to allow for the installation.

Environmental / Sustainability Considerations

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

Communication & Consultation Considerations

The report brings back information to Council on community consultation.

RECOMMENDATION

That Council:

1. Receive and note the report.
2. Approves the location of the craypot at the intersection of Beach Road and Millicent Road and write to the Beachport District Development Association that it can now seek development approval to allow for the installation.

LETTER NO: 1224377	
FILE GF/ 16.20.2	PF/
DATE RECEIVED	22 FEB 2024
REFER TO: S. Starke	
Mt Gambier	
CEO	DCS
DDS	DES
SA	FILE

Dear Sir / Ms,

In regards to the large "CRAY POT" public art display at Beachport, we as a regular visitor to Beachport, this "CRAY POT"

This should be

Option 2

Very similar to the lobster at Kingstone.

Please consider this

Thankyou.



S Starke.

15.4.2 Millicent Town Entrance

Report Type	Officer Report
Department	Engineering Services
Author	Matthew Crowden
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 1.2 Through appropriate planning, develop vibrant, presentable townships throughout the Wattle Range area.</p> <p>Theme 2 - Economic Prosperity 2.5 Promote Wattle Range as a tourism destination through provision of appropriate tourist facilities and advocacy.</p>
File Reference	GF/7.81.4
Attachments	Nil

Purpose of Report

To provide direction on the next stage for the Millicent Town Entrance picture board sign.

Report Details

Council has allocated funding for two large new entrance photo signs for Millicent, with the possibility of a new sign on Mt Burr Road.

One sign is located on the Princes Hwy near Kimberly Clark (KCA) Tantanoola (see image below) and the second on the Princes Hwy near Walkers Tin Hut Road. Both signs are quite old and dated and the images need updating. These signs encourage tourists to visit Millicent and explore the town.



We are seeking direction from Council on the next stage of the project. There are two considerations:

Consideration 1 - Council chooses one of the options below as the image feature on the town entrance signs.

or

Consideration 2 - Seek community feedback via a voting survey on the preferred image and use that image to feature on the town entrance signs.

Below are the three images selected of key features of the Millicent Domain Precinct.

Option 1- Rotunda



Option 2 – The Hand



Option 3 - Playground



Financial Considerations

Budget Allocation	\$20,000
Budget Spent to Date	\$3,164
Budget Variation Requested	Nil

There are no known financial considerations related to this report.

Risk Considerations

Please refer to Wattle Range Council's SharePoint Register – Acquisition, Contract & Tender Compliance.

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

At this stage the community has not been consulted on the possible content for the sign.

RECOMMENDATION

That Council:

1. Receive and note the report.

That Council:

2. Approve:

Option 1 Rotunda; or
Option 2 The Hand: or
Option 3 Playground

as the image feature on the town entrance signs.

OR

2. Seek community feedback via a voting survey on the preferred image and use that image to feature on the town entrance signs.

16 Correspondence

16.1 Limestone Coast Local Government Association - Minutes of GM Meeting and and AGM dated 16 February 2024

Report Type	Correspondence
Correspondent	Limestone Coast Local Government Association
File Reference	GF/10.14.2/1
Attachments	1. LCLGA GM Meeting Summary 16 February 2024 [16.1.1 - 3 pages]

RECOMMENDATION

That the Summary of the Meeting dated 16 February 2024 for the Annual General Meeting and the General Meeting 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, Tatiara District Council, District Council of Grant, Kingston District Council, Naracoorte Lucindale Council, District Council of Robe, & Wattle Range Council.

MEETING SUMMARY
LCLGA AGM & General Meeting, 16th of February 2024
 hosted by the Wattle Range District Council

AGM SUMMARY

1. Thank you to Mayor Martin OAM and Mayor Des Noll for fulfilling the roles of President and Vice President respectfully for the from February 2023 to February 2024.
2. Congratulations to Mayor Lynette Martin (City of Mount Gambier) who has been successfully nominated unopposed to the President's role for the LCLGA from the 2024 AGM to the 2025 AGM.
3. Congratulations to Mayor Liz Goossens (Tatiara District Council) who has been successfully in winning the Vice President's Role from the 2024 AGM to the 2025 AGM.
4. The LCLGA will undertake tender process for new Auditors as of July 1st 2024. This will be for a 5 year tender ending 30th June, 2029.
5. Mayor Martin and Mayor Goossens are the Limestone Coast representatives to SAROC as of February 16th, 2024.

GENERAL MEETING SUMMARY

1. Meeting opened by LCLGA Board President Mayor Lynette Martin OAM and welcomed by Mayor Des Noll OAM of Wattle Range Council.
2. Mayor Des Noll OAM updated us on a number of events in Wattle Range Council including:
 - Capital Expenditure of \$10.4 Million.
 - Millicent Swimming Lake re-development.
 - Stormwater construction in Penola.
 - Cancer Service Centre
 - Unsealed \ Sealed Road Works
 - Way finder Infrastructure
3. The Board received presentations/information from:
 - a. **Mr Michael Patterson, Team Telstra**

A written report was provided outside of the meeting from Michael.

 - (i) Telstra is working with the Commonwealth on the Regional Connectivity Program Round 3 contract and will then work with the State and Local Governments.

- (ii) Michael will circulate a template agreement for local governments to review and for feedback.
- (iii) Councils budgeting funds for phone towers will be required around June 2026.
- (iv) Telstra is currently building 4 mobile sites in the Limestone Coast: Greenways expected April 2024, Colebatch expected May 2024, Furner expected July 2024 and Cape Jaffa shortly into the new financial year. Still going through planning.
- (v) A Universal Services Obligation Discussion Paper was shared.

b) Sarah Wozniak – LGA Senior Policy Officer (Native Vegetation)

Sarah spoke to a Power Point that she presented at the meeting, the Power Point has been distributed.

- (i) Sarah is working on reviewing legislation around roadside and native vegetation.
- (ii) She is seeking parties to work with around Case Studies and Actions for policy including Roadside Vegetation, Bushfire Mitigation, Legislative Interaction & Models of practice.

c) Mr Andrew Lamb Director of Advocacy, Local Government Association of SA (LGASA)

Mr Lamb updated the LCLGA Board on developments at LGASA.

- i) Spoke about the reports provided in 'Members Services Report'.
- ii) Lead discussion on cost shifting and gathering data on its impact to Councils.

d) Outside Organisations

Ms Jennifer Schilling, Department of Primary Industries & Regions, SA (PIRSA)

- i) Ms Schilling updated the LCLGA Board on events happening at PIRSA. This included \$15million investment over 10 years for the Forestry Centre of Excellence.
- ii) Regional Precinct Partnership Fund (assessment in December 2023).
- iii) We are Waiting on the Enabling Infrastructure Program being run by PIRSA.

Hon Nick McBride MP – Member for MacKillop

Hon Nick McBride MP provided updates on:

- i) Housing Shortage in Limestone Coast and Road Signage.
- ii) Invited LCLGA Board Members to call him directly to inform him of important matters they would like him to discuss with the Premier Peter Malinauskas.

Mr David Wheaton CEO - Regional Development Association Limestone Coast

Mr David Wheaton provided a written report:

- i) To date this financial year the RDALC has provided support to 297 business/organisations across the Limestone Coast.
- ii) There have been 239 Projects in the Investment Pipeline Summary Report up until 31/12/2023 with a 3.31 Billion investment.

4. The LCLGA Board considered and discussed the following at the meeting:

- a. The Finance Report included:
 - i) Changes to the income being higher for interest earned from \$10000.00 to \$30000.00
 - ii) Variation to the LCRDA funding to align with 2023/24 Actual costs.
 - iii) Short term increase to the lease vehicles budget to end a Vehicle Lease (leading to savings of around \$3000), on a vehicle that is no longer required.
- b. LCLGA Meeting Dates for 2024 were updated and endorsed.
- c. LCLGA Executive Officer provided a discussion paper on subscription format, including alternative models and presented these to the Board.
- d. Eyes on Eyre Project was discussed to gauge interest for a Limestone Coast approach to a similar model. The Executive Officer will provide more information on resourcing and costing to the next meeting.
- e. Project update reports were provided on Tourism/Destination Development, Connected & Active Communities & The Limestone Coast Regional Sporting Academy to the LCLGA Board.
- f. The Board have requested that consultants Marsden and Jacobs provide return brief scoping document to support the next steps around the Materials and Waste project.
- g. The LCLGA Mayors are concerned around the Country Health Connect Services and Health services in general across the Limestone Coast and will be forming a united delegation to meet the Health Minister.

Further information is available by contacting Mr Adrian Maywald, Executive Officer Ph: 0400 829 348

E: admin@lclga.sa.gov.au. Copy of reports can be found on the LCLGA Website at

www.lclga.sa.gov.au

16.2 Letter from Her Excellency the Honourable Frances Adamson AC

Report Type	Correspondence
Correspondent	Governor of South Australia Her Excellency the Honourable Frances Adamson AC
File Reference	GF/2.42.2/1
Attachments	1. Letter from Governor of South Australia [16.2.1 - 1 page]

RECOMMENDATION

That the correspondence from Her Excellency the Honourable Frances Adamson AC dated 19 February 2024 regarding her recent visit be received and noted.



GOVERNOR OF SOUTH AUSTRALIA

Monday, 19 February 2024

Dear Des,

I write to thank you and Mr Ben Gower for hosting me during my visit to the Southeast.

I appreciated you accompanying me to Kimberley-Clark, Holla-Fresh and the Millicent Museum and for the opportunity to meet with the Councillors.

Once again, thank you for your warm welcome and for sharing your knowledge and insights into your council area. Please pass on my thanks to your team, in particular Catherine, for assisting my staff with putting the program together.

Yours sincerely

Her Excellency the Honourable Frances Adamson AC
GOVERNOR OF SOUTH AUSTRALIA

Mr Des Noll
Mayor
Wattle Range Council
PO Box 27
MILLICENT SA 5280

17 Motions On Notice

17.1 Motion on Notice - Cr David Walshaw - Gladys Smith Early Learning Centre

Report Type	Motions on Notice
Author	Cr David Walshaw
File Reference	GF/9.24.1/6
Attachments	Nil

Cr David Walshaw submitted the following Motion on Notice in regard to Gladys Smith Early Learning Centre.

I Cr David Walshaw, give notice of my intention to move the following motion at the Council Meeting of 12 March 2024.

RECOMMENDATION

That Council review the admission criteria for childcare at the Gladys Smith Early Learning Centre for essential services workers to give priority for admission to children of Doctors, Nurses, Teachers, Police Officers, Para Medics and Allied Health personnel.

Rationale

The recruitment of general practitioners (GPs) to rural areas is not just a healthcare issue, but a societal one, as the lack of GPs in rural areas directly impacts the health and well-being of our communities. The importance of having a general practitioner, where possible, in every community cannot be overstated.

These dedicated professionals provide primary healthcare services, from routine check-ups to managing chronic diseases. However, the reality is that many rural areas face significant challenges in attracting and retaining these essential healthcare providers.

The role of local councils in this matter also cannot be overstated. As the first line of defense in rural communities, local councils can play a crucial role in supporting and advocating for the attraction and recruitment of GPs. They can do this by creating an environment that is conducive to the success of rural healthcare recruitment by investing in local infrastructure, by providing amongst other things, better access to childcare facilities, financial or housing incentives, and fostering a sense of community.

But local councils alone cannot solve this problem. The role of the community and government agencies is equally significant, however, within the scope of the Council's responsibility, there are some simple things we can do to support with the recruitment and retention of doctors and other essential services workers.

At the current time I understand the waiting list for admission to the Gladys Smith Early Learning Centre is significant, so the prospect of an essential workers children obtaining

admission to the Centre in the short to medium term would be near impossible so they are obliged to look at other facilities in other towns that can expedite entry.

While the focus of this motion is mainly directed toward GP recruitment as predicated on our recent discussions and Dr Bushell's recent public messaging, the loss of essential workers considering Millicent as a location to support the provision of primary health care, education and law and order as described above cannot be understated. I am aware of several essential workers who have chosen to live and work in Mount Gambier to the detriment of Millicent due to the ready access to childcare.

I therefore commend this motion for your consideration and look forward to discussing it in more detail if required at our next meeting.

18 Urgent Motions Without Notice

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

19 Items For Consideration In Confidence

No Items in Confidence have been presented at the point of publishing the Agenda.

20 Meeting Closure

Meeting Closure.