NOTICE OF ORDINARY COUNCIL MEETING
Tuesday 21 May 2024
in the Council Chambers, 43-51 Tanunda Road, Nuriootpa,
commencing at 5.30pm.

A recording of the meeting will be available to view on the Council's website.

Martin McCarthy
CHIEF EXECUTIVE OFFICER
THE BAROSSA COUNCIL

A G E N D A

Welcome by Mayor

1. ATTENDANCE RECORD

1.1 Members Present

Apologies

Nil

Not Present

Nil

Leave of Absence

Cr Bruce Preece

2 CONFIRMATION OF PREVIOUS MINUTES

2.1 Minutes of previous meetings – for confirmation:

2.1.1 Council meeting held on Tuesday 16 April 2024 at 5.30pm
2.1.2 Special Council meeting held on Tuesday 14 May 2024 at 5.30 pm

2.2 Matters arising from previous minutes

2.2.1 Completion of Actions Recovering Costs Associated with Angas Recreation Park Canopy Matter 5
2.2.2 Town of Gawler Boundary Reform Proposal - Final Endorsed Engagement Plan 6

3 PROCEDURAL ITEMS

3.1 Petitions

Nil

3.2 Deputations/Visitors to the meeting

Volunteer Recognitions:
Stuart Swan - Tanunda Recreation Park Volunteer Advisory Group - 10 Years
Kathy Wallace - Community Transport - 15 years
Bill Gransbury - Old Union Chapel Committee - 35 years
Margaret Heidrich - Rowland Flat Community Centre Volunteer Advisory Group

3.3 Notice of Motion

Nil

3.4 Questions with Notice

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8.3 Development and Community Services

8.3.1 Barossa Assessment Panel - Correspondence from State Planning Commission 561

9. URGENT OTHER BUSINESS

10. NEXT MEETING

Tuesday 18 June 2024 at 5.30pm

11. CLOSURE

MATTERS ARISING FROM PREVIOUS MINUTES

2.2.1 COMPLETION OF ACTIONS RECOVERING COSTS ASSOCIATED WITH ANGAS RECREATION PARK CANOPY MATTER

Author: Chief Executive Officer
24/38055

The work to complete the settlement negotiations related to the Angas Recreation Park canopy matter have been concluded in alignment with Councils prior resolutions most recently the confidential meeting of 20 February 2024.

Funds will be paid to Council by 30 June 2024.

The full and commercial details are confidential. As outlined above the outcome is fully aligned to Councils prior approval for the Deed; costs recovered cover the cash costs of rebuilding the canopy.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil

MATTERS ARISING FROM PREVIOUS MINUTES

2.2.2 TOWN OF GAWLER BOUNDARY REFORM PROPOSAL - FINAL ENDORSED ENGAGEMENT PLAN

Author: Chief Executive Officer
24/39636

Council at its meeting of 19 March 2024 considered a report including assessing the preliminary engagement plan of the consultants who are undertaking the investigation into the boundary proposal and provide the feedback below. This feedback was provided to the relevant parties. The Commission has now determined the form of the engagement and written to the Mayor to inform Council of the outcome. The correspondence and finalised engagement plan are tabled for Councils information.

MOVED *Cr de Vries*

That Council receive and note the report and assessment of impact and resourcing needs and provide the following input for the consultants consideration:

(1) That the general public consultation processes:
- *a. Be deferred until after the statutory requirements placed upon Council are completed, approximately August 2024 and thus time the engagement to get the best possible engagement from community.*
- *b. Must be open to all residents of effected and neighbouring Councils, not just those within the nominated reform area as the changes could have significant impact on broader community and the financial viability of Councils.*
- *c. Include multiple methods of receiving input including a mailout to every resident as per item b. above, online survey, personal and written feedback.*

(2) That Elected Members be engaged through a face-to-face meeting, survey and are provided briefings at each relevant decision or data analysis point through a face-to-face meeting with the provision of necessary data and information to inform those meetings.

(3) That relevant regional associations and industry groups be engaged including Barossa Australia, Regional Development Australia, SA Primary Producers, TICSA and others identified for all Councils by the consultant.

SECONDED *Cr Preece* ***CARRIED 2022-26/389***

ATTACHMENTS

Attachment 1 Correspondence and Final Endorsed Engagement Plan ⇩

SUPPORTING REFERENCES

Nil

Government of South Australia

South Australian Local Government Boundaries Commission

GPO Box 2329
Adelaide SA 5001

Tel (08) 7133 1311
boundaries.commission@sa.gov.au

10 May 2024

Mayor Bim Lange
The Barossa Council
PO Box 867
NURIOOTPA SA 5355

By email to: mayor.lange@barossa.sa.gov.au

Dear Mayor Lange

Town of Gawler Boundary Change Inquiry – Final Engagement Plan

As you are aware, the South Australian Local Government Boundaries Commission (the Commission) has commenced the Inquiry into the Town of Gawler's Boundary Change Proposal (the Proposal). I thank your Council for the assistance provided thus far to the investigator, BDO, in this process.

As part of the initial work on the Inquiry, BDO met with all affected councils to outline the process of the Inquiry and provide details of the information required from the affected councils to address the various elements of the Inquiry Plan.

BDO also presented a draft Engagement Plan during these meetings for councils to consider and provide feedback, as per the requirements of the Commission's *Guideline 9 – Engagement and Consultation (Guideline 9)*.

The affected councils have provided feedback on the draft Engagement Plan and this feedback has been considered by the Commission and BDO. Following its consideration of matters raised by the affected councils the Commission has resolved to adopt a Final Engagement Plan for the Town of Gawler Boundary Change Inquiry – May 2024.

Please find attached a copy of the Final Engagement Plan for your information.

It is important to note that while this Engagement Plan will form the basis of BDO's investigation into the Town of Gawler Boundary Change Inquiry, there may be a need to make further changes to the Engagement Plan as the Inquiry progresses and further information comes to the Commission's attention.

If you have further questions, please contact Peter Ilee, Executive Officer at the Commission on 7133 1311 or boundaries.commission@sa.gov.au.

Yours sincerely

for Erika Vickery
COMMISSIONER
SOUTH AUSTRALIAN LOCAL GOVERNMENT BOUNDARIES COMMISSION

Encl. Town of Gawler Boundary Change Inquiry – Final Engagement Plan – May 2024.

TOWN OF GAWLER BOUNDARY CHANGE INQUIRY
STAKEHOLDER ENGAGEMENT PLAN

Approved by the South Australian Local Government Boundaries Commission
2 May 2024

Background

The South Australian Local Government Boundaries Commission (the Commission) was established in 2019 under the *Local Government Act 1999* (the Act). The Commission is an independent body that investigates and assesses council boundary change proposals and makes recommendations to the Minister for Local Government (the Minister).

In December 2019, the Town of Gawler (ToG) submitted a proposal to the Commission to change its boundaries to include seven separate areas currently within the Light Regional Council, The Barossa Council and the City of Playford. The proposal also included the removal of two areas from the ToG to the City of Playford.

The Commission has considered the proposal and consulted with the affected councils. It decided that the proposal could proceed to an inquiry, developed an Inquiry Plan and consulted with the affected Councils on the Inquiry Plan. The Commission provided a cost estimate to the ToG, and the ToG resolved to proceed with the Inquiry.

BDO has been appointed as the Investigator for the proposal. Following the investigation, BDO will provide a report to the Commission to enable it to make recommendations to the Minister. The Minister will then determine whether or not the proposed council boundary changes will proceed or not proceed

Purpose of Engagement

Appropriate engagement forms an integral part of the Inquiry into the proposal. Findings from the engagement process will inform BDO's recommendations to the Commission on whether the proposal meets the requirements of the Act, particularly the principles set out in Section 26.

The main elements of the engagement process include:

- Informing key stakeholders about the ToG boundary change proposal.
- Obtaining objective information about the impacts of the proposal across on the affected areas and where relevant, the broader areas in the following five streams, in accordance with the Inquiry Plan:
    1. Financial Matters
    2. Land use and planning matters
    3. Council employee matters
    4. Representation matters
    5. Community and service matters
- Ensure that the stakeholders from the affected areas are reasonably and appropriately engaged to provide feedback (through a range of engagement methods) about the potential impact of the proposal on their areas, relevant to the five inquiry areas identified above or any other matters that may emerge during the Inquiry.
- Validate information gathered through the various engagement activities to inform BDO's report to the Commission.

Stakeholder Engagement Duration

BDO will engage with stakeholders as part of the Inquiry in accordance with the Stakeholder Engagement Plan. Engagement will take place over three distinct stages and the anticipated timing for each stage is set out below. Further information about the three stages of engagement is set out in Appendix 1.

- Stage 1: Late February-to mid-April 2024
- Stage 2: Late May to early July 2024
- Stage 3: July 2024.

Scope of the Inquiry

No recommendation has yet been made about whether the proposal should proceed. At the conclusion of the Inquiry, the Commission may recommend to the Minister that the council boundary changes proceed as proposed, or the Commission may recommend that different boundary changes are made from those which have been proposed. The Commission may also recommend that no changes be made to the existing council boundaries. The Commission will receive BDO's Inquiry Report, prepare its own report and recommendations for the Minister and the Minister will make a final decision.

The Inquiry will be conducted within the following context:

- Under the Act, the Commission is responsible for receiving and investigating council boundary change proposals. The Commission is an independent body and makes recommendations to the Minister.
- In December 2019, the ToG proposed to include seven areas within its boundaries from the Light Regional Council, The Barossa Council, and the City of Playford. The proposal also includes moving two areas from the ToG to the City of Playford (see attached maps of the Affected Areas).
- The ToG's proposal is to change council boundaries, not to amalgamate (merge) councils.
- The Commission has started an Inquiry into the ToG's proposal. Under the Act and the Commission's Guidelines, the Commission may recover reasonable costs of the investigation from the ToG. The ToG has agreed to pay the costs of the Inquiry and the Inquiry has commenced.
- The scope of the Inquiry is set under:
  - the *Local Government Act 1999*,
  - the approved Inquiry Plan (which the affected councils were consulted on, and the Commission approved).
  - the Commission's Guidelines, in particular '*Guideline 4 - Investigation of General Proposals Initiated by Councils*' and '*Guideline 9 - Engagement and Consultation*.'
- BDO has been engaged by the Commission to be the Investigator for the proposal. BDO will seek information about the potential implications of the proposal, inform and consult with affected stakeholders, and report on its findings and recommendations to the Commission.
- The Commission will consider the report from BDO then make recommendations to the Minister.
- The Minister will receive the Commission's final report with recommendations. The Minister will make the final decision as to whether the proposal will proceed or not proceed.
- While the Inquiry and stakeholder engagement is planned for the first half of 2024, the Commission cannot provide timeframes for completion of the Inquiry. The Commission must ensure that it has all of the information required to make a recommendation to the Minister.
- The proposal from the ToG is the first significant proposal of its kind to proceed to an inquiry since the establishment of the Commission in 2019

- Beyond the scope and process of the Inquiry, information provided by the investigators during public information sessions will be preliminary and subject to feedback and where appropriate, further validation and may change as the inquiry progresses.
- Although BDO may be able to provide indicative information about the potential financial impacts of the proposal, the financial situation of councils and the rates they pass on to ratepayers are influenced by many factors determined by individual councils. Future changes in rates cannot be accurately predicted by the Inquiry process.

Scope of Influence on Inquiry Report/Outcomes

In line with the first engagement principle in the Commission's *Guideline 9 - Engagement and Consultation*, this Stakeholder Engagement Plan has been developed to be fit for purpose to the scope of the ToG's proposal and consider the Commission's previous engagement with impacted councils.

This Engagement Plan meets the Commission's requirements under Guideline 9 to ensure an Engagement Plan is developed for every General Proposal based on the Commission's four engagement principles. This Plan focuses on the 'Inquiry into a General Proposal.'

On the Public Participation Spectrum developed by the International Association for Public Participation (IAP2)[1], stakeholders will be engaged at the "Inform" and "Consult" levels.

- **Inform:** Stakeholders will be informed by being provided with objective information so they can understand the proposal as it impacts on the affected areas. This will include relevant information being made publicly available on the Commission's website and through stakeholders being provided with information about the proposal when they are invited to engage with the Investigators.
- **Consult:** Stakeholders will be consulted to obtain information from them and their feedback on the proposal. This consultation will be genuine, inclusive and respectful per the Commission's second and third engagement principles, with Investigators making the effort to support councils and communities participating in the Inquiry through three Stages of engagement and multiple methodologies of engagement. Stakeholders' feedback will be acknowledged. BDO will include information about how stakeholder feedback influences its report.

Together, the actions to Inform and Consult align with the Commission's fourth engagement principle that engagement is to be informed and transparent.

Not Determined

Recommendations on the proposal from the Inquiry are currently not determined, including whether the council boundary changes should proceed as proposed, proceed differently than proposed, or should not proceed.

The timing of engagement within each of the three Stages may be determined between stakeholders and the Investigator, subject to meeting overall engagement timeframes.

Determined:

At this stage, the Commission has determined that the Inquiry will proceed, and it is therefore not negotiable whether the proposal will be investigated.

The scope of the Inquiry has been determined by the Commission in consultation with the affected councils and may be changed if agreed by the Commission. While the Inquiry will be funded by the ToG, engagement with stakeholders will not be remunerated or reimbursed.

While stakeholder engagement is critical to the Inquiry, and will inform the investigator's report, the final report, including its findings and recommendations, will be that of the independent investigator.

The Commission will receive and consider the report of the investigator, but the Commission's findings and recommendations will be those of the Commission. In line with its engagement principle that engagement is

[1] See IAP2 Public Participation Spectrum - IAP2 Australasia.

informed and transparent, the Commission will explain the reasons behind its recommendations. The Minister will make the final decision on the proposal following receipt of the Commission's recommendations.

Engagement - High-Level Approach

The engagement approach will be in three stages:

- STAGE 1: Setting the Stage:
  - Initial meetings with affected Council leadership teams to inform them of the process, request provision of initial input and documentation relevant to the areas proposed for the boundary change; and
  - Request a list of stakeholders to engage including community and sporting groups, any business/private sector stakeholders or other groups relative to the affected areas in the proposal.
- STAGE 2: Stakeholder Engagement:
  - Engagement with elected members from the affected councils.
  - Engagement with stakeholders identified by the Commission, the investigator, and councils through requests for information, public sessions, interviews and focus groups, and surveys.
  - Hold three community forums: one online and two in-person, in locations that are accessible to the greatest number of affected residents (expected to be from Hewett and Concordia).
- STAGE 3: Validation:
  - Confirming the Investigators' understanding and use of information received from stakeholders where there is any ambiguity or lack of clarity.

Included as Appendix 1 is a more detailed outline of information sought from Councils in Stage 1.

Key Stakeholders

Note: The list of stakeholders will be informed by Stage 1 engagement with impacted Councils.

Where a stakeholder cannot participate in an interview/focus group or wishes to provide additional information following an interview, they will be invited to provide feedback in writing. Secondary interviews or focus groups may be conducted if circumstances warrant.

Stakeholder	Interest in Review	Engagement Method
Elected Members at the Town of Gawler, Light Regional Council, The Barossa Council and the City of Playford	Elected to act on behalf of communities potentially impacted by proposal	Stage 2: Engagement through four separate sessions (one for each affected council) of up to two hours each covering the Inquiry, its process and, where available, any preliminary or indicative findings. Invitation given to provide written feedback and any additional documents and information.
CEO/Leadership team at Town of Gawler	Key roles information about the origin of the proposal from Town of Gawler's perspective	Initial email Meetings/Interviews in Stage 1 Requests for information during Stage 2 (either CC or potentially direct contact—as per their requests. Currently envisioned to be by email, with follow up phone calls if required).

Stakeholder	Interest in Review	Engagement Method
		Written engagement for Stage 3 (validation).
CEOs/Leadership teams at Light Regional Council, The Barossa Council, and the City of Playford	Key roles in areas impacted by Town of Gawler's proposal Have access to information specific to the matters to be investigated and oversight of staff with information	Initial email Meetings/Interviews in Stage 1 Requests for information during Stage 2 (either CC or potentially direct contact—as per their requests. Currently envisioned to be by email, with follow up phone calls if required). Written engagement for Stage 3 (validation).
Council staff at the Town of Gawler, Light Regional Council, The Barossa Council and the City of Playford	Their interests and rights may be impacted by the general proposal or specific elements of it, including potential for transfer of staff (and therefore potential impact on conditions of employment).	Stage 1: Initial information through email providing assurance of engagement, when appropriate Stage 2: More detailed information about the number of employees affected and the nature of the impact on their employment, where applicable.
Specific staff groups at Town of Gawler, Light Regional Council, Barossa and City of Playford: – Planning – Financial – Community services (including libraries, recreation and leisure services) – Infrastructure (including Town Services, Roads and Environment) – Governance (re Representation Matters)	Have information specific to the Inquiry Plan matters investigated during the Inquiry.	Following engagement with Leadership Teams seeking key contacts, engagement undertaken during Stage 2 through: Written requests for information. Meetings seeking additional information and clarification. Limited written engagement may occur during Stage 3 for validation (or this may occur through engagement with Executive staff).
Australian Services Union Australian Workers Union Shop, Distributive and Allied Employees Association (at this stage appears to be relevant to Playford only—to be confirmed) Possibly United Voice (if any industrial and commercial canteens are impacted) Including any staff representatives of the above	Represent staff who may be impacted by the proposal.	Stage 2: Email informing of process and of staff impacts If required, meetings.
Department for Infrastructure and Transport, Planning and Land Use Services (PLUS – Department for Trade and Investment) and the Minister for Planning.	Planning and infrastructure implications (if any). Support for Ministers for Infrastructure and Transport; Local Government; and Police, Emergency Services and Correctional Services (responsibility for road safety).	Stage 2: Letter with invitation to provide written feedback. Offer an interview (or seek one, depending on information received) of up to one hour initially.

Stakeholder	Interest in Review	Engagement Method
Rate Payers and community members	Potential impact to rates and services and general interest.	Stage 1: Commission media release that BDO will seek input from the community, *If possible*, Letters to potentially impacted properties *(discussion required re logistics)* Stage 2: Invitations to attend via Commission website, councils' websites, councils' existing communication methods with rate payers. Three, two-hour public information sessions, covering the Inquiry, its process and, where available, any preliminary or indicative findings. One session to be held in person in Hewitt (location TBD), one to be held in Concordia (location TBD) and one session to be conducted online. Attendees will be encouraged to provide written feedback via a dedicated email box. Invitation on the Commission website and Councils' websites (if they permit) and an advertisement in the local paper seeking written feedback via email.
Local community services, sporting community groups, businesses across impacted areas of councils	Potential impact to services received, grants, and general interest.	Stage 1: Commission media release about BDO's engagement and that BDO will seek input from the community Stage 2: Invitation seeking written feedback on Commission website and councils' websites (if they permit), through council email lists/groups, and direct correspondence (mostly email) to identified groups and businesses. Targeted stakeholder engagement through focus groups or interviews, depending on information received Stage 3: Validate information received.
Electoral Commission of South Australia	Potential changes in representative structures.	Stage 2: Invitation to provide feedback if relevant to the Inquiry. Offer an interview (or seek one) of up to one hour initially, if required.
Developers, including Concordia Land and Springwood	Have existing relationships with councils; potential impact from change in relevant policies and procedures.	Stage 2: Invitation to provide written feedback. Offer an interview (or seek one) of up to one hour.
Any key groups where collaboration already exists between the councils, and is	Have existing relationships with councils; potential impact from	Stage 2: Invitation to provide written feedback

Stakeholder	Interest in Review	Engagement Method
highlighted For example: RDA, Gawler River Authority, Health etc.	change in relevant policies and procedures	Offer an interview (or seek one) of up to one hour

Risk Analysis

Risk	Mitigation
Stakeholders unavailable to provide timely feedback	Stage 1 to initiate stakeholders for feedback. Flexibility in engagement times, methodology and options. BDO to follow-up with key stakeholders if no responses.
Lack of constructive engagement	Reinforcing key messages about BDO and the Commission seeking to engage genuinely, no decisions have been made yet, report will be independent.
Interviews/engagement fail to garner useful information	Background information provided to stakeholders before any meetings, consultant well-briefed on activities to date and upcoming activities. Development of targeted questions for stakeholders. Clear emerging ideas/proposals discussed rather than too many "generalities" along with potential opportunities/constraints.
Stakeholders are unsure their feedback has been considered/concerns engagement was not genuine	Communications to be clear about the Stakeholder Scope of Influence (outlined above). Closing the loop on stakeholder engagement by acknowledging all feedback/information and, where appropriate, providing engagement participants with an overview of information/feedback obtained to validate content. Timing of seeking feedback enables provision of information/perception against emerging themes/proposals or key questions. Report to include information about the impact of stakeholder engagement.
Stakeholders seek negative media in regard to engagement process or about the Commission or inquiry	Reinforcing key messages about Commission seeking diverse views and fulsome input, that the Inquiry is independent, and that no decisions have been made.
Stakeholder perception that engagement methodology is not comprehensive enough.	Engagement with councils on draft engagement methodology. Commission has final decision on scope of engagement. Ensuring that information about how to engage is broadly advertised and encourage stakeholders to use their networks to spread the information to affected communities.

Communications and Engagement Contacts

Stakeholder engagement contact

- Annetay Henderson-Sapir, BDO: Annetay.Henderson-Sapir@bdo.com.au

Media contact

- Local Government Boundaries Commission: boundaries.commission@sa.gov.au, 08 7133 1311.

Approval

Approval for Engagement Plan

- Local Government Boundaries Commission

Appendix 1: Stages of Engagement

Stage 1 of Engagement (Council):

- The investigators (BDO) are seeking factual information to inform the Inquiry. BDO want to hear each Council's views about the Town of Gawler's proposal.
- Information from each Council and other stakeholders will inform BDO's findings and recommendations to the Commission. While engagement will inform BDO's findings, their findings will be independent.
- The engagement will have three stages:
  - Stage 1, with each of the impacted councils
  - Stage 2, with a range of stakeholders, including subject matter experts through questions and targeted interviews; community members, ratepayers, and groups through a call for written submissions and focus groups where appropriate; council staff through a survey (where relevant); and
  - Stage 3, confirms BDO's understanding and use of information received from individuals or organisations where there is any ambiguity or lack of clarity.
- Any information each Council has already collected about the potential impacts of the proposal on their council across the five areas of the Inquiry, which are:
  - Financial Matters
  - Land use and planning matters
  - Council employee matters
  - Representation matters
  - Community and service matters
- An invite to provide any initial written information across each of these areas, as well as nominate a lead staff member with whom BDO can ask follow-up questions, particularly the areas below:
  - Planning
  - Financial
  - Community services (including libraries, recreation and leisure services)
  - Infrastructure (including Town Services, Roads and Environment)
  - Governance (including Representation Matters)
- BDO welcomes information about key stakeholders in each Council area that should be consulted eg community, sporting, business, or other groups you think BDO should consult. Consideration will be given to adding them to Stage 2 of BDO's engagement.

Stage 2 of Engagement (Communities of Interest / Stakeholders):

- Provide selected and relevant foundation messages from above, targeted to the various stakeholder groups.
- As part of the engagement process, BDO are seeking information from each of the stakeholder groups identified on Pages 4 to 6 above about the impacts of the potential boundary changes for each particular stakeholder group. For example, ratepayers and communities within the affected areas are likely to have an interest in the impact on changes in council rates resulting from potential boundary changes. BDO are seeking information about the potential impacts of the proposed boundary changes.
- Impacted stakeholders are invited to provide feedback to BDO using the options provided in the "Engagement Method" section of the stakeholders table above. For example, ratepayers and communities have the opportunity to provide feedback and information to BDO at a public information session, or by lodging a written or emailed submission to the Commission.
- Information and feedback gained will inform BDO's investigation and recommendations to the Commission.

- Where appropriate, stakeholders will have the opportunity to check how BDO uses the information provided once it is reviewed and considered.

Stage 3 of Engagement (All Parties where required):

- Following Stage 2 of the Engagement process, BDO will collate the information and feedback received and summarize the key issues to be addressed as part of the investigation.
- In Stage 3 of the engagement process, BDO will check their understanding and the accuracy of the information and feedback, by providing a summary of the information and feedback to stakeholders for review.
- Stakeholders are encouraged to review the summary documents and let BDO know if any of the information or feedback is inaccurate or requires further clarification.

Town of Gawler Boundary Change Inquiry - Approved Stakeholder Engagement Plan		
Version	**Comments**	**Date**
1.0	SA Local Government Boundaries Commission Approved	02/05/2024

Mayor's Report - May Meeting 2024

24/34276

APRIL/MAY 2024

11/04/2024 Meeting with Mark Creed and Jake McVicar Lyndoch Hill regarding development opportunities.

11/4/2024 Meeting with Truro and Districts Community Association representatives and Mayor Simone Bailey (Mid Murray Council) regarding possible boundary realignment.

13/04/2024 Attended by invitation by the Playford City Mayor, to the SANFL game between Central Districts and Adelaide along with other neighbouring Mayors from Gawler, Light and Adelaide Plains.

15/04/2024 Represented Council and spoke at Keith Goers Funeral - Keith was the District Council of Tanunda District Clerk.

Keith worked for 33yrs as the District Clerk (now known as the Chief Executive Officer) most of the time operating from the District Offices situated in the front of the former Tanunda Soldiers Memorial Hall – 3 Basedow Road which is now the Regional Gallery.

Interestingly Keith's Uncle Hermann Carl Goers was the District Clerk from 1921 to 1945 - 24 years, so a Goers at the helm collectively for some 57yrs. Keith as a young fellow use to go with his Uncle reading the meters.

Keith was appointed to the Tanunda Council in 1960, after working as an Internal Auditor with the Commonwealth Bank. He had a period at the Tatiara Council and also with the Department of Lands as an Inspector.

Keith was a Community Member Barossa Valley Apex Club and a member of the Tanunda Swimming Pool Committee and Treasurer of the Tanunda Town Band.

Some of his achievements are as follows:

- Relocation of the District Offices from 3 Basedow Road to the corner of Bushman and Murray Street (now known as The Hub) together with the refurbishment of the Tanunda Library which was located adjacent to the District Offices (formerly the Red Door Café).
- Installation of the Tanunda township Common Wastewater Disposal System (CWMS) and effluent ponds – Gomersal Road - and provision of associated connections to individual properties.

- Development and building of Barossa Valley Recreation Centre – Magnolia Road - together with management of the centre and staff for a period.
- Purchase and development of Heinemann Park property – Murray Street – southern entrance to township and renovation of the old dwelling for restaurant use which now is occupied by Barossa Valley Brewing.
- Development of our Sculpture Park and Mengler Hill Lookout – Mengler Hill Road.
- Development of the Garden of Remembrance on the corner of Murray Street and Bridge Street and also Keil Garden and Rotunda situated on the corner of Murray Street and Bilyara Road.
- Development of Bethany Reserve together with the shelter / pavilion / kitchen and associated toilets.
- Successfully negotiating with other Government Departments for grant funding for the sealing of many roads/streets within the Council area.

Photo promotion with Tony Piccolo, Member for Light with club representatives at the Barossa Park Project.

16/04/2024 Meeting and various site visit with Hon Don Farrell and CEO Martin McCarthy discussing various matters including tourism, event and community activation, market access for wine and other economic development opportunities for the future.





24/04/2024 Regional Reform Roundtable convened by Tony Piccolo, Member for Light with Mayors staff representatives from Gawler, Light, Adelaide Plains, and Mid Murray Councils.

25/04/2024 Spoke and laid a wreath on behalf of Council at Williamstown Anzac Day Service.
I took the salute for the RSL Veterans March by - Tanunda Main Street and represented Council at the Anzac Day Angaston versus Nuriootpa football match and service at Angaston Oval.

29/04/2024 Adelaide ABC radio interview - Barossa Park Project

2/05/2024 Scoping meeting for the Barossa Rugby Precinct opening ceremony – Barossa Rams Representatives and Council Staff.

Barossa Park Project Stakeholders Meeting

3/05/2024 Teams meeting LGA Constitutional Review phase 2 workshops - regional boundaries.

4/05/2024 Attended Barossa History Fair Dinner and book launch by Councillor Kathryn Schilling (who also research and development the book over a long period of time) – Vine Inn



5/05/2024 Attended and officially opened the Barossa History Fair – Tanunda with Quenten Agius and Rebecca Reynolds



6/05/2024 Meeting with Tony and Darren Robinson (Barossa Leader Newspaper), Jo Moen, Director Corporate Services and Business Innovation and Heidi Helbig, Team Leader Communications and Engagement regarding news articles.

Visit and speak at the Redeemer Primary School with Ben Clark Director of Infrastructure and Environmental Services.





7/05/2024 Attended South Australian Festival and Events Policy Forum speakers included Premier Peter Malinauskas and South Australian Minister for Tourism Zoe Bettison.

Councillor's Report to Council - Cr Schilling - May Meeting 2024

24/34544

APRIL

12/04/2024 Northern & Yorke Regional Forum attended with Carly Hennessy, Manager Community Services.

The topic for the day was Regional Resilience the need for Diversity. After a very emotional Welcome to Country by Uncle Quentin, we had 8 presentations before lunch and 6 after.

The event had insights from Government leaders including the Hon. Tanya Plibersek MP, Minister for the Environment and Water and the Hon. Clare Scriven MLC, Minister for Primary Industries and Regional Development.

Climate change was the big topic, and we were given data on how serious this is becoming. The theme from most of the presenters was that we need to be committed to propelling our community towards a more resilient and dynamic future.

The presentation by Sarah Castine, showed how Hawaii is putting a $ value on the natural infrastructure like we do with roads and buildings.

Christian Hampson CEO and founder of Yerrabingin was inspirational in his work in designing built environments using nature as the inspiration. Some very successful projects in NSW including indigenous food production projects that provide and educational experience.

Karen Venables from Ingham QLD showed her town mosaic project and how it interprets the story of Sugar Cane production onto a tourist attraction.

We found opportunities for the Wellbeing and Concordia projects and I developed an understanding of how the heritage of Concordia can be interpreted by how the project is sensitive to its connection to the land.

I do hope we can adopt LGA's Climate Change and Support Plan into our strategies and plans for the whole of the Barossa Council and continue to include climate risk and awareness into everything we do in the Barossa.

Councillor's Report to Council - Cr Greatwich - May Meeting 2024

24/35960

MAY

19/03/2024 On Tuesday 19th March I was so honoured to be invited to attend Ms Spaan's and Miss Modistach's Year 4/5 class at Tanunda Primary School as part of their Civics Curriculum.

The class had been learning about the different levels of government, and their spheres of responsibility. They had prepared some fantastic questions including how much Elected Members get paid, what qualifications do you need to be a Councillor, how hard is it to be an Elected Members and whether Elected Members get assigned to particular responsibilities such as running the Bushgardens or collecting rubbish. Some great ideas in there.

There was a particular question about a park in Tanunda that is "full of dirt and weeds" and what could Council do to redevelop the area. That might be an ongoing conversation!

We had a really good conversation about why having people with lots of different experience and from different backgrounds is really important for the Council and talked about some of the ways that the Council can encourage people to stand as an Elected Member, and what barriers there might be to that.

The class was so bright and engaged, and asked fantastic questions. It was a great pleasure to spend the afternoon with them.



MATTERS FOR INFORMATION

6.1 WILLIAMSTOWN AND LYNDOCH LANDCARE GROUP INC.

Author: Executive and Project Support Officer
24/33444

Minutes of the Williamstown and Lyndoch Landcare Group Inc. meeting held 27 March 2024, are **attached** for information.

ATTACHMENTS

Attachment 1 Minutes and Summary of Achievements - Williamstown and Lyndoch Landcare Group - 27 March 2024 ⇩

SUPPORTING REFERENCES

Nil.

WILLIAMSTOWN & LYNDOCH LANDCARE GROUP INC. LANDCARE SOUTH AUSTRALIA	**Meeting Minutes** PO Box 694 Lyndoch, SA 5351

Purpose **General Meeting**

Prepared by Terry Redman **Phone No.** 0418 857 915

Location Council Rooms, 29 Barossa Valley Way, Lyndoch, SA 5351 **Date** 27 March 2024

Attendees Angus Atkinson (Chair), Tracy Sinclair (Vice Chair), Joerg Wiese, Kym Burton, Maria Burton, Pam Cross, Terry Redman, Tina Woods, Peter Henshaw, Don Wegener, Shirley Wegener

Distribution All current & life members, Chris Kruger (Executive Assistant, Development and Environmental Services, The Barossa Council) and Kim Thompson

File 20240327_GeneralMeetingMinutes.docx

Item			Action by	Date Due
1		**Meeting Opened** 7.32 pm.		
2		**Apologies –** Mick Kobryn, Margaret Puddy, Nelly Van Der Lerssel, Trish Adamson, Elke Wiese.		
3		**Minutes of previous Meeting** held 28 February 2024 – Accepted. Moved by Joerg Wiese, seconded by Tracy Sinclair – Carried.		
4		**Business Arising last meeting:**		
4.1		**Actions now closed:**		
		ACTION: Care for Landcare Grant. Final Report and Financial Acquittal submitted. Refer attachment		

WILLIAMSTOWN & LYNDOCH LANDCARE GROUP INC. LANDCARE SOUTH AUSTRALIA	**Meeting Minutes**

		ACTION: Wildlife Camera Initial location for Camera determined at Thursdays Working Bee		
		ACTION: Boundary Fence monitored for signs of damage. *Ongoing monitoring, as required*		
		ACTION: Summary of 2023 5-year Objectives Report, refer attachment		
		ACTION: New Biodiversity Act - Closing date passed before opportunity to complete survey		

4.2	**Actions Still open:**		
	ACTION: **Environmental Cultural Flows Project –** Tracy Sinclair provided an update of the Project outlining some of the key environmental activities for 2024, including a fish survey, a water watch schools program in Winter and a bioblitz citizen science event late Spring. Community engagement to be coordinated with Liz Innes	Angus Atkinson	July 24
	ACTION: **Tour of Hansen Australia Quarries –** Organise a tour as offered by Angie Garzon Gutierrez, Enviro Compliance & Planning Officer during corporate volunteer/ing day.	Angus Atkinson	July 24
	ACTION: **2024/25 Year Objectives Plan -** Meeting to be held at Weekly Working Bee	Tina Woods	May 24
	ACTION: **Finance –** Draft Financial protocols and complete How to Guides for instigation of a payment and approving a payment	Tina Woods	May 24
	ACTION: **OHS –** Annual Review of OHS Documents	Committee	May 24
	ACTION: **LandscapeSA** - Bio Control agents for the control of Horehound and Salvation Jane – WLLG has been included in a list to receive the bio control later in the year.	Terry Redman	June 24
	ACTION: **Ecological Directions –** to be engaged to fulfill action item 6.2 of the 5-year objectives. Upload all current flora and flora listings into the Biological Database for South Australia	Tina Woods	May 24
	ACTION: **Container Meetings –** Proposal for meetings to be held at Container on Working Bee days	Angus Atkinson	May 24

WILLIAMSTOWN & LYNDOCH LANDCARE GROUP INC. LANDCARE SOUTH AUSTRALIA	**Meeting Minutes**

5		**New Actions from Business arising this meeting:**		
		Nil		
6		**Correspondence IN-** **Friends of Parks SA** • **Wednesday Weekly mailout –** 6/3/24, 13/3/24, 20/3/24, 27/3/24 • Grass Roots Grants available from 5/3/2024 to 17/4/2024 (up to $4000) **Northern and Yorke – monthly Yakka newsletter**		

		WILLIAMSTOWN & LYNDOCH LANDCARE GROUP INC. LANDCARE SOUTH AUSTRALIA		Meeting Minutes
		Barossa Council • Council Facility Hire Permit **LandcareSA** • Care for Landcare Grant • Members Blast 22/3/2024 **Green Adelaide News** • 20/3/2024 • Grassroot Grants available till 15 May 2024 **Barossa Bushgardens** • Soil Workshop 17/3/2024– attended by Tina Woods, Tracy Sinclair and Nelly Van Der Lerrsel **Royal Geographical Society of South Australia –** Invitation from Society for WLLG members to join upcoming lectures and events of the Society. **Ecological Directions –** various emails relating to the upload of Flora and Fauna species list for Altona Landcare Reserve to the Biological Database of SA. **Correspondence OUT-** **Ecological Directions – various emails**		
7		**Chair Report**: Nil to Report		

WILLIAMSTOWN & LYNDOCH LANDCARE GROUP INC.
LANDCARE SOUTH AUSTRALIA

Meeting Minutes

8 **Monthly Volunteer Hours:**

Tasks	YTD	FEB 24	MAR 24 (to date)
1. Admin Duties (Committee Members)[2]	155	17	16
2. Meetings, home & away	92	12	
3. Promotions. (Tours, demos, etc.)	154		
4. Propagation (Sowing, planting out, seed collection, etc.)	nil		
5. Weed & Pest Control	545		12
6. Construction & maintenance (Equipment, fencing, trails, buildings, etc.)	29		25
7. Equipment design & manufacture (Seed boxes, displays, jigs, tools, etc.)	31	13	18
8. Monitoring	88	13	10
Totals	**1094**	**55**	**80**

WILLIAMSTOWN & LYNDOCH LANDCARE GROUP INC.
LANDCARE SOUTH AUSTRALIA

Meeting Minutes

9 **Treasurers Report** – as presented by Tina Woods:

Moved that report be accepted by Tracy Sinclair, seconded by Pam Cross- carried.

- **Monthly Income & Expenditure** – since last General Meeting

	FEB 24	MAR 24 (to date)
Balance Brought Forward	$ 9,564.34	$ 4,365.57
Income	$ 3.55	$ 1,350.00
Expenses	$ 5,202.32	$ 482.69
End Month Balance	**$ 4,365.57**	**$ 5,232.88**

WILLIAMSTOWN & LYNDOCH LANDCARE GROUP INC.
LANDCARE SOUTH AUSTRALIA

Meeting Minutes

Account Balances – since last General Meeting

	FEB 24	MAR 24 (to date)
Administration	$ 1,980.38	$ 3,310.88
Credit Union Share	$ 2.00	$ 2.00
Project No.2 (Altona)	$ 1,925.41	$ 1,920.00
Project No. X (Care for Landcare Grant)	$ 457.78	$ -
Total End Month Balance	**$ 4,365.57**	**$ 5,232.88**

Note:

1. Project X – Care for Landcare Grant has now been acquitted, overspend of $5.41 allocated to Project No. 2

2. Hanson have paid Invoice for Corporate Volunteer Day (held 9 November). Allocated to Administration. Overall benefit $429 (once toilet hire deducted - $349) and fee for Weed Workshop $572)

Proposals:

1. Ecological Directions be engaged to fulfill action item 6.2 of the 5-year Objectives i.e. Upload all current flora and fauna listings into the Biological Database of South Australia. Quote estimate $660, to be funded from the 'donation' from Hanson Quarries for the corporate volunteer day ($429) and $231 from Administration Fund

10 **Petty Cash** – as presented by Tracy Sinclair:
Current balance $215.05. Going forward monthly ins and outs will be recorded.

11 **Work Health and Safety**

- A review of OHS documents is due.

12 **Publicity:**

- **Facebook:**
  - Regular updated continuing
- **Lyndoch Grapevine:**
  - Standing advertisement.
- **Willy Wagtail:**
  - Standing advertisement - (to be confirmed)

WILLIAMSTOWN & LYNDOCH LANDCARE GROUP INC. LANDCARE SOUTH AUSTRALIA	**Meeting Minutes**

13 General Business:

- Painting – Following the installation of the new sign to the Reserve Noticeboard, agreed to undertake maintenance/painting to existing seats and lookouts. Preparation work to be done at this week's working bee which should allow painting to be done over the next couple of working bees. Paint has been purchased.
- Container Pond – With the recent draining of the pond to identify leaks, discussion occurred re keeping or removing the pond due to possible impact to the environment.

Chair moved for a vote to retain or remove pond.

Pond retained 7 votes to 4.

- Container Meetings – Proposal that meetings could be held at Container on Thursday's working bee. To be discussed at next Meeting.

14 Key Dates for 2024:

- **Thursday 11 April –** Seed collection Workshop – Terry Redman to attend Workshop at Belair National Park
- **Wednesday 17 April –** Community Environment Forum, Barossa Bushgardens

15 Next Meeting –

Next meeting will be **Wednesday 22 May 2024**, 7.30pm Council Rooms, 29 Barossa Valley Way, Lyndoch, SA.

16 Meeting Closed 8.39pm

Altona CSR Landcare Reserve - Objectives and Strategies - 2022 Management Plan

Summary of achievements in 2023

Item No.	Focus Area	Objective	Strategies	Summary of achievements in 2023
1.1	Community Use and Context	Promote the reserve for visitor use which are compatible with the reserves natural and conservation values, and recruit new Landcare members.	Liaise with The Barossa Council, tourism authorities and the community to encourage the promotion of informal recreational activities.	An Open Day was held on Sunday 15 October to celebrate 20 years of reserve being open to the general public. Despite poor weather it was deemed a great success with 43 Adults and 2 children passing through the gates on the day (over 40% were from post code 5351, most others from SA, with two people from Sydney.) Some members of WLLG attended a Community Environmental Forum on 17 May (at the Barossa Bush Gardens). An information stall was erected at the Barossa Bush Gardens Open Day on 28 May. A plant ID workshop was held at the reserve on 31 August with The Barossa Council. A corporate volunteer day was held on 9 November attended by employees of Hanson Australia, with an intensive hand weeding session being undertaken. Australian Conservation Foundation Barossa Bushwalk organised a walk at the reserve on 18 November. BirdsSA also undertaken two guided bird walks during the year. Copies of the information pamphlet were distributed to the Gawler and Tanunda Tourist Information Centres.
1.3			Monitor inappropriate activities e.g., fishing, mountain bike riding, vandalism etc. and work with The Barossa Council to discourage these activities.	Regular monitoring was undertaken as part of the Thursday working bees during the year (weather permitting). No significant damage was noted nor significant inappropriate activities. Occasionally dog walking was observed, owners were advised that the reserve is dog free and suggested the sand track as an alternative place to walk.
1.4			Continue to promote the Landcare reserve through Facebook, Parks SA, Lyndoch Grapevine etc.	This was on-going throughout the year with regular Facebook posts made after most Thursday working bees. A regular advertisement is maintained in the monthly editions of the Lyndoch Grapevine and the Williamstown Willy Wagtail. Leading up to the Open Day posters were placed in a number of local businesses in the area.
2.2	Cultural Heritage	To encourage the recording of significant heritage sites within the reserve and to incorporate any site information in the Reserve Interpretative Program.	Before proceeding with any development works within the reserve obtain an assessment and clearance from the appropriate authority, under the provisions of the Aboriginal Heritage Act 1988.	No development works were undertaken in 2023.
2.3			Sites or items of archaeological, anthropological, cultural or historical significance located within the reserve should be identified, recorded, protected, restored and/or monitored in cooperation with DAARE and other relevant authorities and organisations. These sites will also require a conservation management plan to assist with appropriate management of the site.	No sites or items of archaeological, anthropological, cultural or historical significance were located in 2023.

WLLG 2023-2027 5 Year Objectives_2023Summary_rev0.xlsx

3.1	Fauna	To maintain current populations of native fauna and to improve the quality of the habitat for native fauna so as to encourage the increase in populations of native fauna.	Maintain current levels of weed control programs to enhance habitat suitable for native fauna.	Weed control was the primary focus of the volunteers during the regular Thursday working bees (40-off held during the year). The volunteers target weeds such as Boneseed (*Chrysanthemoides monilifera) and Pincushion (*Scabiosa atropurpurea). Professional weed control was also undertaken by Environmental Weed Control & Revegetation in January, May and December. The weeds controlled included: • Acacia iteaphylla • *Asclepias rotundifolia (Broad-leaf Cotton-bush) • Asparagus (Tagasaste & Edible) • Bamboo/Arundo • Blackberry • Castor Oil plant • *Chrysanthemoides monilifera (Boneseed) • *Cynara cardunculus (Artichoke Thistle) • *Fraxinus rotundifolia ssp rotundifolia (Desert Ash) • Madeira Vine • Montpellier Broom • *Olea europaea ssp. europaea (Olive) • *Pennisetum setaceum (Fountain Grass) • *Pinus halepensis (Aleppo Pine) • St John's Wort • South African Daisy • *Watsonia sp. (Watsonia)
3.4		To maintain the current programs for monitoring and control of pest animals.	Maintain current management strategies for controlling pest animals including mapping of dens and warrens.	The presence of deer and foxes were noticed in 2023. The location of fox dens have been noted but no physical control was actually undertaken in 2023. This will be a target for 2024.
3.5			Monitor populations of pest species and seek professional advice on suitable control methods. Employing contractors to undertake pest management as required	A wildlife camera was purchased (from a Care for Landcare Grant), in December to be installed in 2024.
4.2	Fire Management	To manage the reserve so as to ensure the maintenance of biodiversity, the protection of natural, cultural and built assets and the protection of life and property.	Maintain the main vehicle tracks to allow access by CFS vehicles.	See comment below - item 7.5. A fallen tree across the main entry track was removed by Barossa Council employees in March.
5.3	Flora	The effective control and removal of all exotic (proclaimed and environmental) weeds from Altona CSR Landcare Reserve.	Maintain current level of weed control programs, weed mapping and monitoring work.	See comment above - item 3.1. Mapping of the areas of the reserve weeded is shown on the reports submitted by Environmental Weed Control & Revegetation.
7.1	Infrastructure Maintenance / On-going Monitoring	To inspect the fences at regular intervals to determine need for repair and or replacement.	Regular monitoring of all boundary fences	Regular monitoring was undertaken as part of the weekly Thursday working bees.
7.2			Undertake repairs to fences as required. If replacement fencing is required then a program of funding and liaison with adjoining landowner/s will need to be implemented.	No significant repairs were required in 2023.
7.4		To continue to provide access and walking tracks which meet council safety guidelines and allow for the safe use by visitors.	To undertake annual safety inspections in conjunction with council staff.	The Barossa Council undertook an annual WHS audit on 23 November. No action was required by WLLG arising from this audit.
7.5			To maintain tracks in good condition meeting the safety requirements required by council.	The Barossa Council repaired significant rutting on all the access tracks caused by heavy rainfall in late 2022 in April.
7.6			Landcare group to undertake clearance envelope work and other minor repairs to meet safety requirements.	No works were required in 2023.
7.8		To continue the use of photo points to document changes to the reserve landscape and vegetation restoration work programs.	Continue with the seasonal photograph program for all photo points to allow for comparison of changes to individual sites over time.	Due to the absence of the volunteer who normally takes the photo points, photos were only taken in Autumn (May).

MATTERS FOR INFORMATION

6.2 REQUEST FOR INCREASE IN SERVICE LEVEL - NITSCHKE ROAD TANUNDA

Author: Director Infrastructure and Environmental Services
24/34870

An email has been received from Paul Clancy requesting an update on the status of the future sealing of Nitschke Road, Krondorf. Mr Clancy requested that his correspondence be tabled at the next Council meeting.

In response Officers have advised Mr Clancy that Nitschke Road is on the Infrastructure Upgrade Register for future budget consideration and currently sits at priority 127.

Officers will continue to monitor the condition of Nitschke Road for maintenance as required.

ATTACHMENTS

Attachment 1 Paul Clancy - Nitschke Road - request for service ⇩

SUPPORTING REFERENCES

Nil

-----Original Message-----
From: Paul Clancy <[redacted]>
Sent: Tuesday, 9 April 2024 2:33 PM
To: MBX Barossa <barossa@barossa.sa.gov.au>
Subject: [EXTERNAL] Attn: Chief Executive Officer, Attn Works Manager

CAUTION: This Message originated outside your organization. Treat all attachments and hyperlinks with suspicion.

Dear Sir,

I live at 189 Nitschke Road, Krondorf.

I have had my house on the market for more than 6 months (October last year) and despite attracting 105 enquiries and showing 65 parties through the property and holding an auction last month, I have not received a single offer to sign a contract to purchase. This is despite the home being described as one of the best Barossa properties ever to come on the market.

I have had three separate parties keen to purchase but who, in the end, declined to go ahead all citing the state of the unsealed Nitschke Rd. It is clear people are not interested in investing in the purchase of my property because it is situated on an unsealed road which is regularly in disrepair, down to its bedrock and corrugated due to the high gully winds which blow away the surface material. A new car lasts an average of 2.5 years before it is shaken to bits. Additionally I have damaged four tyres - beyond repair - on this road in the past 10 years.

I am very concerned, and angry, that I cannot sell my home and move on after the tragic and unexpected death of my wife, because of the state of a Council road.

It seems so unfair on so many fronts. I have been paying Council rates on this rural property, only 5 minutes from the centre of Tanunda, for 25 years and the landowners before me for more than 100 years and yet we cannot get a sealed road. Other properties on the road, including one of the Barossa's iconic B&B establishments, a cellar door and the airfield (which is used every week by model aircraft enthusiasts and hosts the annual Barossa Air Show), plus two residential properties.

Why is this so?

Surely, in 100 or more years this road has moved up the priority list. The unsealed length is 2km.

Can you give me any positive indication on when the road is likely to be sealed so that I can offer some comfort and encouragement to prospective buyers?

I ask you to table this letter at the next meeting of Council.

Your written response as soon as possible will be appreciated.

Yours sincerely

Paul Clancy
[redacted]
Tanunda SA 5352

MATTERS FOR INFORMATION

6.3 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

Author: Executive and Project Support Officer
24/34873

Draft Minutes and Key Outcome Summary of the Gawler River Floodplain Management Authority meeting held 18 April 2024, are attached for information.

ATTACHMENTS

Attachment 1 Minutes and Key Outcomes Summary - Gawler River Floodplain Management Authority Meeting - 18 April 2024 ⇩

SUPPORTING REFERENCES

Nil.

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

9:45am Thursday 18 April 2024

Adelaide Hills Council – Football Club Rooms, 57 Glover Street, Kersbrook

1. Meeting of the Board

1.1 Welcome by the GRFMA Chairperson

Mr Ian Baldwin formally welcomed Board Members, Deputy Board Members, Observers, and the Executive Officer and opened the 149th meeting of the Board.

1.2 Present

- Mr Ian Baldwin, Independent Board Member, Chair
- Cr Terry-Anne Keen, Adelaide Plains Council, Board Member
- Mr James Miller, Adelaide Plains Council, Board Member
- Mr Ashley Curtis, Adelaide Hills Council, Board Member
- Cr Bruce Preece, The Barossa Council, Board Member
- Mr Jake McVicar, The Barossa Council, Board Member
- Cr Paul Koch, Town of Gawler, Board Member
- Ms Whendee Young, Town of Gawler, Board Member
- Mr Richard Dodson, Light Regional Council, Board member
- Cr Clint Marsh, City of Playford, Board Member
- Mr Greg Pattinson, City of Playford, Board Member
- Mr David Hitchcock, Executive Officer
- Mr Lino Di Lernia, Guest

1.3 Apologies

- Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
- Cr Michael Phillips-Ryder, Light Regional Council, Board Member

1.4 Appointment of Observers

Nil

1.5 Declarations of Interest

Ian Baldwin confirmed an interest in Item 4.1 and advised that he will seek an interim Chairperson for that item.

2. Confirmation of Minutes

2.1 GRFMA Ordinary Meeting Minutes

GB23/24 **GRFMA Ordinary Meeting Minutes**
Moved: Cr Terry-Anne Keen
Seconded: Cr Bruce Preece

That the Minutes of the Gawler River Floodplain Management Authority Board meeting held on 15/02/2024 and the separate Special meeting held on 07/03/2024 be confirmed as a true and accurate records of those meetings.

CARRIED UNANIMOUSLY

2.2 GRFMA Confidential Meeting Minutes

GB24/24 **GRFMA Confidential Meeting Minutes**
Moved: Mr James Miller
Seconded: Cr Bruce Preece

That the Minutes of the Gawler River Floodplain Management Authority Board Confidential meeting held on 15/2/2024 be confirmed as a true and accurate record of the meeting.

CARRIED UNANIMOUSLY

2.3 Actions on Previous Resolutions

The actions were received and noted.

2.4 Matters Arising from the Minutes

Nil

3. Questions on Notice

Nil

4. Motions on Notice

GB25/24 **Outgoing Independent Chairperson**
Moved: Cr Terry-Anne Keen
Seconded: Cr Clint Marsh

That James Miller be appointed as Interim Chairperson for Item 4.1.

CARRIED UNANIMOUSLY

9:55am James Miller assumed the position of Chairperson.

4.1 Outgoing Independent Chairperson

GB26/24 Outgoing Independent Chairperson
Moved: Mr James Miller
Seconded: Mr Richard Dodson

That the Gawler River Floodplain Management Authority acknowledges the significant contributions of outgoing Independent Chairperson, Ian Baldwin, to the activities of the Board over a 17-year period, noting a number of key initiatives Ian has led as Chairperson, namely:
- *Gawler River Flood Mitigation Business Case*
- *Stormwater Management Plan*
- *GRFMA Charter Review*
- *Cost Contributions Model*

CARRIED UNANIMOUSLY

10:00am Ian Baldwin resumed the position of Chairperson.

5. Presentations

10am: Robyn Daly, National Program Manager, Resilience, JLT Public Sector – JLT Risk Solutions Pty Ltd JLT Public Sector has developed a vulnerability profile methodology and program for application Council-by-Council around the nation profiling Local Government's capacity and capability to build resilience. The program creates harmonised data and information, supporting the objectives of the National Disaster Resilience Strategy.

Robyn provided the presentation and Board Members asked questions.

6. Audit Committee

6.1 Audit Committee Meeting Minutes

GB27/24 Audit Committee Meeting Minutes
Moved: Cr Bruce Preece
Seconded: Mr Richard Dodson

That the GRFMA receives the minutes of the Gawler River Floodplain Management Authority Audit and Risk Committee meeting held on 5/04/2024.

CARRIED UNANIMOUSLY

7. Technical Assessment Panel

Nil

8. Reports

8.1 Gawler River Flood Mitigation Business Case

GB28/24 Gawler River Flood Mitigation Business Case
Moved: Mr Greg Pattinson
Seconded: Cr Bruce Preece

That the GRFMA:
1. *Receives the report.*
2. *Notes the Disaster Ready Grant application, Community Flood Awareness and Preparedness campaign.*

3. *Endorses participation with the Department for Environment and Water (DEW) as the applicant with SES and GRFMA as project partners.*

CARRIED UNANIMOUSLY

8.2 Financial Report and BR2

GB29/24 Financial Report and BR2
Moved: Mr Greg Pattinson
Seconded: Mr James Miller

That the GRFMA:
1. *Receives the financial report as of 31 March 2024 showing a cash at bank balance of $18,092.51.*
2. *Notes internal cash lending for CAD offset is $122,740.*
3. *Adopts the GRFMA 2023/2024 Budget Review 2 documents April 2024, and the variances contained as its amended and current budget for the period ended 30 June 2024.*

CARRIED UNANIMOUSLY

8.3 Executive Officer Report

11:02am Cr Bruce Preece left the meeting.

11:04am Cr Bruce Preece returned to the meeting.

11:08am Richard Dodson left the meeting.

11:10am Richard Dodson returned to the meeting.

GB30/24 Executive Officer Report
Moved: Cr Bruce Preece
Seconded: Cr Terry-Anne Keen

That the GRFMA:
1. *Receives the GRFMA Executive Officer report.*
2. *Endorses attendance of the GRFMA Executive Officer at the That's Dam Challenging workshop in Brisbane on Tuesday 23 April 2024.*

CARRIED UNANIMOUSLY

8.4 GRFMA Chairperson

GB31/24 GRFMA Chairperson
Moved: Mr Greg Pattinson
Seconded: Cr Bruce Preece

That the GRFMA receives the report and:
1. *Notes Clause 4.4.1 of the GRFMA Charter provides that terms of appointment for the GRFMA Chairperson, Independent Member, commence upon resolution of appointment by all Constituent Councils.*
2. *Subject to receipt of confirmation of formal appointment from all Constituent Councils, agrees to commencement and remuneration conditions for GRFMA Chairperson, Independent Member, for Mr Lino Di Lernia, capped at $20,000 pa, as detailed for the GRFMA meeting 18/4/2024, Agenda item 8.4 and 8.4 GRFMA Chairperson, Independent Member - Late Report.*

CARRIED UNANIMOUSLY

9. Correspondence

GB32/24 Correspondence
Moved: Mr Greg Pattinson
Seconded: Mr Richard Dodson

That the GRFMA receives and notes the following correspondence:
- *9.1 – Northern and Yorke Landscape Board: Offer (and acceptance) for Bite-sized Grants Program 2023-2024.*
- *9.2 – Hon Geoff Brock MP: Gawler River Flood Management Business Case*

CARRIED UNANIMOUSLY

The Board noted that the GRFMA Chairperson would respond to Hon Geoff Brock MP with acknowledgement of correspondence.

10. Confidential

Nil

11. Urgent Matters Without Notice

The Board discussed the following items raised:
- James Miller: Individual Council's Annual Business Plan and allocation of the $25k to the GRFMA Business Case.
- Greg Pattinson: Department for Housing Infrastructure Planning Unit – process for the Concordia development. Within their structure planning we need to ensure they are aware of the GRFMA Business Case.

12. Next Meeting

Date and Time: 20 June 2024
Host: The Barossa Council

13. Closure

The Chairperson thanked the members for their attendance and contributions and thanked the Board for their working relationship, acknowledging this is his last meeting as Chairperson.

The Board expressed its appreciation and thanked Mr Baldwin for his service to the Authority.

The Chairperson closed the meeting at 12:15pm.

Chair _____ Date _____

Gawler River Floodplain Management Authority

Adelaide Hills Council, Adelaide Plains Council, The Barossa Council,
Town of Gawler, Light Regional Council, City of Playford

KEY OUTCOMES SUMMARY

GRFMA Board Meeting – 18 April 2024

Presentations

Robyn Daly, National Program Manager, Resilience, JLT Public Sector – JLT Risk Solutions Pty Ltd JLT Public Sector presented on a vulnerability profile methodology and program for application Council-by-Council around the nation profiling Local Government's capacity and capability to build resilience. The program creates harmonised data and information, supporting the objectives of the National Disaster Resilience Strategy.

Outgoing Independent Chairperson

Members unanimously acknowledged the significant contributions of outgoing Independent Chairperson, Ian Baldwin, to the activities of the Board over a 17-year period, noting a number of key initiatives Ian has led as Chairperson, namely:

- Gawler River Flood Mitigation Business Case
- Stormwater Management Plan
- GRFMA Charter Review
- Cost Contributions Model

Community Flood Awareness

The meeting endorsed participation in a Disaster Ready Grant application, Community Flood Awareness and Preparedness campaign, with the Department for Environment and Water (DEW) as the applicant with SES and GRFMA as project partners.

Financial Report

The financial report as of 31 March 2024 was received which showed a cash at bank balance of $18,092.51. It was noted internal cash lending for CAD offset is $122,740.

GRFMA Chairperson

The Board noted Clause 4.4.1 of the GRFMA Charter provides that terms of appointment for the GRFMA Chairperson, Independent Member, commence upon resolution of appointment by all Constituent Councils and resolved:
Subject to receipt of confirmation of formal appointment from all Constituent Councils, agrees to commencement and remuneration conditions for GRFMA Chairperson, Independent Member, for Mr Lino Di Lernia, capped at $20,000 pa, as detailed for the GRFMA meeting 18/4/2024, Agenda item 8.4 and 8.4 GRFMA Chairperson, Independent Member - Late Report.

Contact: eo@grfma.com / 0407 717 368

Gawler River Floodplain Management Authority

Adelaide Hills Council, Adelaide Plains Council, The Barossa Council,
Town of Gawler, Light Regional Council, City of Playford

Urgent Matters Without Notice

Discussion on individual Constituent Council's Annual Business Plan and allocation of the $25k to the GRFMA Business Case.
GRFMA to contact the Department for Housing Infrastructure Planning Unit regarding the process for the Concordia development to ensure they are aware of the GRFMA Business Case.

Schedule of Ordinary GRFMA Meetings for 2024

- Thursday 20 June 2024, The Barossa Council
- Thursday 15 August 2024, Town of Gawler
- Thursday 17 October 2024, Adelaide Plains Council
- Thursday 12 December 2024, City of Playford

Next Meeting

Date: Thursday 20 June 2024.
Host: The Barossa Council.

Mr. Ian Baldwin thanked the Board for their working relationship, acknowledging this is his last meeting as Chairperson.

The Board expressed its appreciation and thanked Mr. Baldwin for his service to the Authority.

MATTERS FOR INFORMATION

6.4 TREES FOR LIFE - BUSH FOR LIFE REPORT

Author: Executive and Project Support Officer
24/37630

Trees for Life (TFL) have forwarded a copy of the 'Bush For Life Quarterly Report, January to March 2024) which is attached for information.

Currently there are six Bush for Life sites on Council land, with significant work occurring.

Remedial work has been recommended following site inspections of the Winters Road and the Magnolia Road Reserve.

ATTACHMENTS

Attachment 1 Bush for Life Quarterly Report - January to March 2024 ⇩

SUPPORTING REFERENCES

Nil

BUSH FOR LIFE

QUARTERLY REPORT

January to March 2024

TreesForLife

Site Owner: The Barossa Council

BFL Coordinator: Elisha Brunton

Profile	
Number of BFL sites owned	6
Number of site carer allocations (at end of quarter)	4
Staff on-ground work hours this quarter	7.25
Volunteer on-ground work hours this quarter	0 (group activities) + estimated 36 (unsupervised)
Carer movements this quarter	0 new carers and 0 retirements



Plant ID of Shrub Violet at Winters Rd



Area liberated of PVG by recent BAT at Magnolia Rd

Comments:

A very quiet quarter over the hot Summer period. The weather and weeds have not been conducive to bushcare volunteering. More activities to resume next quarter. I have been completing my Chemical Card training at TAFE over this period to further support my delivery of this role.

In February three Bush For Life staff met to discuss Plant ID and bushcare strategies at Winters Road.

Following this activity, a site strategy meeting was held with Council regarding remediation of the site following flora and soil disturbance by trucks from the neighbouring development. TFL will provide recommendations for site remediation, eg. planting, mulching etc.

A Site Hazard Assessment of **MAGNOLIA RD RESERVE** in February found that kids had set up a bench and games (see photos). This was reported to council immediately and has since been removed.

Council have done an excellent job of mowing the Perennial Veldt-Grass on the weedy side of the site. This is an excellent step forward in the long term maintenance of the site and will help reduce the spread of seed into the more intact bushland of the core area. Trees For Life recommends slashing the first 10-15 metres on the other side of the track as this is mostly weedy grasses also. This would compliment the hand weeding and careful slashing that our staff and volunteers are doing in the core area.

The TFL slashing from last year has created a definitive boarder around the core area which will receive a follow-up spray in June 2024 as part of our new strategy to slash and spray.

It is very evident where the BAT team had moved the weed front 3m from the last visit. This was in the new work zone next to the recently discovered Two-bristle Greenhood orchids. We are hopeful that looking after this area will support increased populations of Orchids.

Efforts will continue to schedule more BATs from late Spring through to early Autumn to reduce soil compaction in the boggy moss understorey.

Site activities during the quarter							
Date	**Sitecode**	**Site Name**	**Activity**	**OGW time (hrs)**	**Number of volunteers**	**Total hours (staff + vols)**	**Main weeds/tasks**
7/02/2024	BR002	WINTERS RD	Support	1	0	3	Hazard Assessment, Site Strategy with TFL staff regarding bushcare
7/02/2024	BR002	WINTERS RD	Support	1.25	0	3.75	Site Strategy meeting with Council regarding remediation
19/02/2024	BR007	MAGNOLIA RD RESERVE	Support	0.5	0	0.5	Hazard Assessment

On-ground Works Summary			
# BATs	0	**# Support visits**	3
# MiniBATs	0	**Total hours OGW (staff+vols)**	43.25

MATTERS FOR INFORMATION

6.5 CORRESPONDENCE REGARDING LANDSCAPE LEVY FOR 2024-2025

Author: Chief Executive Officer
24/37995

Council has been informed what the community's contribution to the Northern and Yorke Landscape Board will be for the 2024-2025 financial year which is linked to September CPI, the increase will be 5.9%, the March CPI index is 4.3%.

The amount to be paid by Council on the community's behalf and recovered through the levy is $850,122 (up from $821,926 in 2023-24, $560,509 in 2022-23 and $546,848 in 2021-22 and increase of 55.45% over the identified period). The average chargeable levy per rateable assessment will be $63.50 compared to $61.54 per assessment in 2023-24. The correspondence is at the Attachment.

Notices issued to ratepayers will clearly indicate this is not a Council charge but rather collection on behalf of the State.

ATTACHMENTS

Attachment 1 Correspondence from Landscape Board ⇩

SUPPORTING REFERENCES

Nil

19 April 2024

Northern and Yorke Landscape Board

151 Main North Road
Clare SA 5453
Tel 08 8841 3444

ABN 83 450 552 896
ny.landscapeboard@sa.gov.au
www.landscape.sa.gov.au/ny

Mr Martin McCarthy
Barossa Council
PO Box 867
Nuriootpa SA 5355

Via email: mmcarthy@barossa.sa.gov.au

Dear Mr McCarthy,

In accordance with the *Landscape South Australia Act 2019* (the Act) the Northern and Yorke Landscape Board (the Board) write to advise the details of the landscape levy arrangements for the 2024-2025 financial year.

The Act outlines that the Board must publish in their annual business plans the amounts to be collected by Councils on behalf of the Board, through the regional landscape levy. The levy supports the delivery of the programs and projects in the annual business plan, within the priorities of Communities, Biodiversity, Water, Sustainable Agriculture and Pest Plants and Animals.

For the 2024-2025 financial year, there are no proposed changes to the basis of the levy. The total regional landscape levy has been increased by 5.9% in accordance with the September CPI (All groups index, Adelaide, September 2023). The total regional landscape levy is apportioned to each council based on their share of the capital value of rateable properties across the whole region. The capital value data was extracted from SAILIS in January 2024 and non-rateable properties removed from the calculations. As capital values change, each councils' share of the total regions' capital value also vary, and therefore the levy contribution varies. Individual council contributions for the 2024-2025 financial year, collected on behalf of the Board, are shown in Attachment A. The Northern & Yorke Landscape Board will invoice councils quarterly for their respective levy contributions.

Councils may also collect a fee from the Landscape Board for the administrative costs of collecting the Regional Landscape Levy. For 2024-2025 the fee has been calculated using a fixed fee of $3,003.32 plus $0.30 per rateable assessment. The estimated collection fee for each council is shown in Attachment A.

We thank you and your staff for collecting the landscape levy, and we look forward to continued partnerships between the Board and Council in delivering the objectives of the Regional Landscape Plan. The 2024-2025 Annual Business Plan Summary is attached for your information, with the final document to be published on the Board website by June 2024.

If you have any queries regarding the landscape levy or collection fees, please contact Mr Chris Martin on 8841 3444 or at **Chris.Martin3@sa.gov.au**.

Yours sincerely,

Tony Fox
General Manager, Northern and Yorke Landscape Board

www.landscape.sa.gov.au/ny

LANDSCAPE SOUTH AUSTRALIA NORTHERN AND YORKE

Attachment A - **Regional Landscape Levy to be collected by Councils on behalf of the Northern and Yorke Landscape Board for 2024/2025, including collection fees claimable by Councils.**

Local Government Area	*Levy distributed by capital value*	*24/25 Collection Costs*
ADELAIDE PLAINS	*344,246.75*	*4,777.70*
BAROSSA	*850,122.05*	*7,114.28*
BARUNGA WEST	*257,629.36*	*3,914.23*
CLARE & GILBERT VALLEYS	*479,783.27*	*5,258.06*
COPPER COAST	*593,007.50*	*6,805.30*
GAWLER	*640,322.01*	*6,797.00*
GOYDER	*280,101.91*	*4,529.22*
LIGHT	*552,412.71*	*5,575.34*
MOUNT REMARKABLE	*149,535.05*	*4,109.64*
NORTHERN AREAS	*335,827.38*	*4,428.99*
ORROROO CARRIETON	*44,823.49*	*3,502.66*
PETERBOROUGH	*32,810.13*	*3,576.50*
PORT PIRIE	*345,838.96*	*6,367.94*
WAKEFIELD	*422,932.63*	*4,808.24*
YORKE PENINSULA	*1,234,260.51*	*7,573.59*
TOTAL	***6,563,653.72***	***79,138.69***

www.landscape.sa.gov.au/ny

LANDSCAPE SOUTH AUSTRALIA NORTHERN AND YORKE

2024/2025 Annual Business Plan Snapshot

The Northern and Yorke Landscape Board region covers 38,500 km^2 and is home to a population of 150,000 people. As a diverse and productive region, with 80% of land used for agriculture, the region incorporates large areas of threatened ecosystems, fragile coastlines, spectacular mountain ranges and important tourism and industry assets.

The Board delivers a variety of programs and projects that support the sustainable management of our natural resources, in line with the Regional Landscape Plan 2021-2026. A sample of the programs and projects planned for the 2024/2025 year are outlined below.

The Regional Landscape Levy is the primary funding source for the Board, with the Board able to leverage additional project funding from the Commonwealth and State Governments*.

Communities

First Nations Engagement
Five Nations Landscape Committee
Community engagement, education, events & forums
Citizen Science Programs
Grants and Sponsorships
Nature Education Program

Water Management

Barossa Water Allocation Plan Amendment
Baroota Water Allocation Plan
*Environmental and Cultural Flows Project**
Environmental Flows (Baroota and Beetalo)
Water Affecting Activity Permits
Flood and Flow monitoring network
Groundwater Salinity Testing
*Water watch and Bio blitz program**

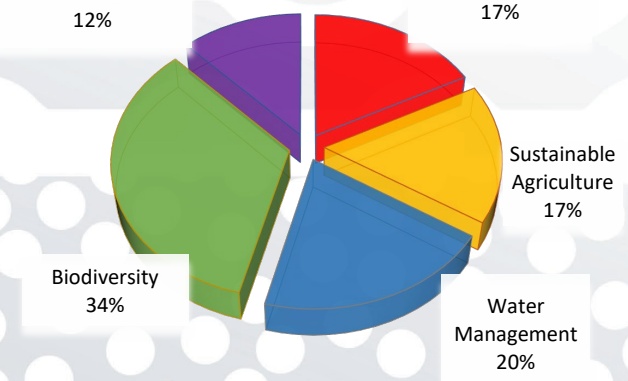
Biodiversity

Coastal Garden Workshops
Threatened species, ecosystem and natural resource monitoring programs
Revegetation Projects
*Marna Banggara (Re-wilding Project)**
*Carbon Outreach Program**
*Regenerating Catchments in the Mid North Farmscape**
Djulda-Wawa Badja (Resilient Coastal Project)

Sustainable Agriculture

*Stronger Country – Agriculture and Threatened Ecosystem Project**
*Sustainable Agriculture Facilitator**
*Soil Extension Officer**
Weather Stations and Soil Moisture Probe Network
Managing impact causing native species
Arid Seeding project

PROPOSED INVESTMENT BREAKDOWN
TO BE CONFIRMED



Pest Plant and Animal Control

Fox, Rabbit & Wild Dog bait distribution & advice
Joint Roadside Weed Control with Councils
Arterial Road and Rail Corridor Weed Management Program
*Now or Never Deer and Goat Management Project**
Roadside Woody Weed Project – "Restoring our Roadsides"
Pest Plant and Animal management advice, workshops and assistance
Biological Controls nurseries and releases

www.landscape.sa.gov.au/ny

MATTERS FOR INFORMATION

6.6 LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING

Author: Chief Executive Officer
24/38044

The Local Government Association of South Australia has released the Ordinary General Meeting (AGM) agenda, and the link is provided below.

The Mayor attends as the voting delegate of Council and aligns any matters of debate on the agenda to the Council known positions. If Members wish to discuss any matters on the agenda, please notify the Mayor and CEO, prior to the Council meeting so that those matters can be listed and prepared for conversation and if necessary, Members can provide a direction to the Mayor on any matters arising for decision at the meeting. A summary of the matters for decision and alignment to Council policy are outlined in the following table:

Agenda Item	Notes – Proposal	Proposed Voting
5.1-5.2	Minutes and updates on actions – for information only	Support all
6.1-6.5	General update and information reports comprising the following subjects: • LGA Update • LGA Mutual Services Update • LGA Procurement Update • LGA Board and Committee Member Allowances and Expenses • LGA Constitution and Ancillary Documents Review	Support all
7.1	That the Ordinary General Meeting requests the LGA to strongly advocate for the following: 1. In accordance with the Item of Business submitted by the Renmark Paringa Council: a. Recognition by Health SA [SA Health] of the poor mental health services currently provided to Regional SA, as detailed in the Review of Rural Mental	Support – aligns to Community Plan theme of Community and Culture and Health and Wellbeing <u>Goal 4</u> The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for

	Health Services in SA Report (May 2023); and b. Urgent Action on all of the 30 recommendations contained within the "Response to the Review of Rural Mental Health Services in South Australia" (13th September 2023); and 2. In accordance with the LGA Secretariat's additional recommendations that were unanimously endorsed by the SAROC Committee on 14 March 2024: a. Resourcing regional councils to coordinate and inform sector efforts, by way of grant monies, to support local government's role and capability to deliver preventative mental health strategies and initiatives and influence attitudinal change; b. Increased funding to the NGO sector to deliver psychosocial supports as per the recommendations noted in the 'Unmet mental health service need in South Australia that could be met by the NGO sector: An analysis on behalf of the South Australian Government' report; c. An acknowledgement of the role of local government and the need for formalised partnerships	our youth and vulnerable people; and <u>Goal 9</u> Our community has fair and equitable access to the resources and services they need to lead a safe, healthy, inclusive and connected lifestyle.

	to progress health and wellbeing outcomes; and d. Any advocacy undertaken includes the promotion of the Regional Health Workforce Toolkit to demonstrate local government's commitment to supporting local communities.	
8.1	That the Ordinary General Meeting: 1) Notes the work undertaken by the LGA since 2020 on domestic and family violence including opportunities for securing funding for a dedicated officer and working with the State Government to support cross government programs; 2) Approves the LGA writing to the Premier, the Treasurer and the Minister for Women and the Prevention of Domestic and Family Violence: a. Seeking fixed-term funding for a minimum of five years, for a dedicated domestic, family and sexual violence policy/project officer to: i. assist councils to support the State Government's outcomes; and ii. ii) utilise and implement Our Watch's local government toolkit and implement preventative domestic and family violence measures	Support – aligns to Community Plan theme of Community and Culture and Health and Wellbeing <u>Goal 4</u> The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people; and <u>Goal 9</u> Our community has fair and equitable access to the resources and services they need to lead a safe, healthy, inclusive and connected lifestyle.

	and gender equality work. b. Seeking the establishment of a local government grant funding program, similar to the Victorian Free from Violence grant program, to be administered by the LGA. c. Noting the findings and recommendations from the 2017 report from the Municipal Association of Victoria (MAV) and the Nous Group in Evaluation of the role of local government in preventing violence against women. 3) Should the LGA receive funding for a dedicated policy/project officer, endorse that the officer establish a dedicated council network or community of practice. The aim of this would be to support council staff deliver, partner and lead primary prevention work through a diverse range of strategies and actions across their communities.	

ATTACHMENTS

Nil

SUPPORTING REFERENCES

LGA-OGM-Agenda-and-Papers-24-May-2024.pdf

MATTERS FOR INFORMATION

6.7 RECTIFICATION OF ENCROACHMENT

Author: Chief Executive Officer
24/38064

As previously briefed to Council the encroachment of building work at the rugby development has been the subject of negotiation with relevant officers within the Department of Education.

Recently the Minister has agreed and entered into arrangements to resolve the minor encroachment. The relevant agreements (sale and transfer of land and licence) have been executed under delegated authority. This will rectify the matter by realigning the relevant boundary and amalgamating a small amount of the Minister's land into Councils land and at no transfer cost. The process will allow, as it did, prior to the development, and was agreed to continue post development, for the adjacent primary school to use the car park area as a drop off and pick up location during limited timeframes in the mornings and afternoons during school operating times.

This has no impact on the useability of the rugby assets and provides additional services and safety outcomes to the school at no additional cost to Council. With these agreements now in place the boundary alignment work and transfer of land, as a relatively simple administrative process will be undertaken. Budget has already been approved to support this work.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil

MATTERS FOR INFORMATION

6.8 INDEPENDENT REVIEW OF THE LANDSCAPE SOUTH AUSTRALIA ACT 2019

Author: Executive and Project Support Officer
24/38076

The Minister for Climate, Environment and Water has completed an independent review of the *Landscape South Australia Act 2019*, and the findings report has now been tabled in Parliament.

The *Landscape South Australia Act 2019* (Landscape Act) came into operation progressively from December 2019, following extensive reform of the former *Natural Resources Management Act 2004 (*NRM Act). It provides a framework for the integrated management of land, water, pest animals and plants, and biodiversity across the state, while recognising the social, economic and cultural significance of these landscapes.

The six month review commenced in August 2023, led by the Honourable John Hill. As part of the public consultation process, 134 written submissions were received covering all parts of the Act as well as some other related legislation.

The full report can be accessed at DEW-Landscape-Act-Review-Report.pdf (environment.sa.gov.au)

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

MATTERS FOR INFORMATION

6.9 CONSULTATION ON MINISTERIAL BUILDING STANDARD - NCC 2022 LIVABLE HOUSING AND ENERGY EFFICIENCY PROVISIONS

Author: Manager Development Services
24/38898

The Liveable Housing and Energy Efficiency provisions in the National Construction Code (NCC) 2022 will commence in South Australia on 1 October 2024. The Liveable Housing and Energy Efficiency provisions in the NCC 2022 include:

- Improved entry and spaces inside homes, such as wider doors and corridors and step-free access;
- Requirements to reinforce a bathroom and toilet wall during construction;
- An increase from 6 to 7 star for energy related construction requirements under the Nationwide House Energy Rating Scheme (NatHERS);
- Adoption of an annual energy use budget related to household building system design (heating and cooling, hot water, lighting).

The draft Ministerial Building Standard has been prepared, outlining how the Liveable Housing and Energy Efficiency provisions in the NCC 2022 would be delivered in South Australia for 2024. The draft can be viewed via the following link:

Ministerial Building Standard MBS 007 - Modifications to the Building Code of Australia (plan.sa.gov.au)

Stakeholders were invited to submit feedback in respect to the draft Ministerial Building Standard by way of two week period of consultation between 24 April and 8 May 2024. Staff have made a submission contained within *Attachment 1.*

A second round of consultation is proposed for period of two weeks, commencing 17 May 2024 in respect to how the modern homes provisions will be applied to alterations and additions.

Training is currently being organised to assist the sector to transition to the implementation date of 1 October 2024 and is anticipated to commence in late June 2024.

Regular updates about the implementation of the modern homes provisions, including the consultation papers, will be provided on the PlanSA Building Code and through the Building Standard e-newsletter.

ATTACHMENTS

Attachment 1 Submission - Draft Ministerial Building Standard - Livable Housing and Energy Efficiency ⇩

SUPPORTING REFERENCES
Ministerial Building Standard
National Construction Code

Chris Kruger

From: Aaron Curtis
Sent: Wednesday, 8 May 2024 4:15 PM
To: plansasubmissions@sa.gov.au
Cc: Rick Stephen; Eliza Wedge; Jake McVicar; Chris Kruger
Subject: RE: Draft Ministerial Building Standard - Livable Housing and Energy Efficiency Provisions - National Construction Code 2022

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

Dear Sir/Madam,

Thank you for opportunity to provide feedback in respect to the Draft Ministerial Building Standard.

Given the limited timeframe for this consultation, the submission is made by Council administration. The comments are not endorsed by formal Council elected body.

Having reviewed the provisions, we would like to make the following comments:

- Overall, we consider the provisions to be positive in that they will improve accessibility for new dwellings;
- The increase in energy related construction requirements will likely increase the initial cost of construction but we anticipate the savings for ongoing use of the home will quickly be recouped;
- The reinforcement of a bathroom and toilet wall is considered a minor adjustment and will assist people to stay in their homes for longer;
- The step free access provisions does raise concerns for areas subject to slope as not every housing allotment will have a level surface. This requirement will impact on pole type and elevated homes in some areas and transportable homes. With respect to sloping land, some form of discretionary allowance should be permitted.
- We note the Concordia growth area is identified for future development and is subject to a current Code Amendment that has been initiated by the Minister for Planning. The Concordia growth area is anticipated to accommodate in order of 10,000 new homes. The Concordia growth area is subject to undulating slope and therefore the proposed Ministerial Building Standard will have implications for housing design within the Concordia growth area which should be considered.

We look forward to hearing how the feedback provided during this consultation will be considered prior to adoption of the Ministerial Building Standard.

Please do not hesitate to contact me if you would like to discuss.

Regards

Aaron Curtis
Manager - Development Services
E: acurtis@barossa.sa.gov.au | T: T:08 8563 8492 M:0448122161

TheBarossaCouncil



MATTERS FOR INFORMATION

6.10 DRAFT BAROSSA GROWTH AND INFRASTRUCTURE INVESTMENT STRATEGY - CONSULTATION UPDATE

Author: Director Development and Community Services
24/39454

To provide Elected Members with an update on the recent community consultation process undertaken for the DRAFT Barossa Growth and Infrastructure Investment Strategy (the Strategy).

The community consultation on the Strategy recently concluded on 1 May 2024.

In total 570 submissions were received which comprised of 443 Yoursay responses and 131 individual submissions. In addition, 3 late submissions have been received. This does not include various comments received on Councils Facebook page.

Council staff and URPS are now reviewing all submissions and are preparing a consultation summary to be presented to a future Council workshop for discussion. Following endorsement of the Consultation summary, a subsequent workshop is expected to enable Council to determine what amendments it would like to make to the Strategy in response to the feedback received before it is presented to Council for final adoption at a future Council meeting.

Once all the feedback has been considered by Elected Members, the Strategy will be amended and presented back to Council for final adoption at a future Council meeting.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Nil.

DEBATE REPORT

7.1 Office of the Mayor and CEO

7.1.1 NORTHERN AND YORKE LOCAL GOVERNMENT ASSOCIATION - 2024-2025 BUSINESS PLAN

Author: Chief Executive Officer
24/34298

PURPOSE

To review the proposed Annual Business Plan and Budget and determine support or otherwise.

RECOMMENDATION

That Council having reviewed the Northern and Yorke Local Government Association 2024-2025 Business Plan:

(1) Supports the Business Plan settings.

(2) Does not support the implementation of a levy on Councils' who are successful in receiving a special local road grant as the management of this process and the associated transport plan is a core service and deliverable to Councils that should be funded by the membership fees, and therefore request the NYLGA to recast the budget without this revenue stream and that the outcomes of the recasting of the budget be reported back to Councils for further consideration once completed.

REPORT

Background and Introduction
The Northern and Yorke Local Government Association (NYLGA) has developed its Annual Business Plan and Budget and is seeking endorsement from its member Councils.

Representatives of NYLGA have recently presented to Council on their activities at the Workshop of 3 April 2024.

Discussion
The documents presented have been broadly assessed and comments follow for Council review:

Annual Business Plan and Budget 2024-2025

The document is tabled at Attachment 1.

In summary the plans for the organisation having recently completed a significant review of its priorities and operations is to focus more on core business centred on advocacy with value-add activities also included. The NYLGA plans to focus on:

- Federal Election platform as its key advocacy action under its Advocacy Strategy.
- In alignment with its Coordinate Strategy it plans to focus on:
    - Regional Transport Plan review, this is welcomed and of high value and should focus heavily on our interfaces and needs under peri-urban development underway.
    - Waste collection knowledge and promotion
    - Continued management of the regional collaboration model for CWMS.
    - Northern and Yorke Climate Change Sector Agreement and Regional Drought Resilience Plan.
    - Run a regional forum.
- The last strategy under Operate the NYLGA plans to focus on:
    - Annual member satisfaction survey.
    - Position descriptions and needs and support for officer bearers.

Budget for 2024-25 with 3 Year Forward Estimates

In summary the plan highlights:

- Membership increase of 5%.
- Introduction of a $35,000 levy from Councils who receive special local road program funding, impacting the Council if we are successful with grant applications.
- Reduction of CEO hours and administration officer no longer funded.
- A small operating deficit of $20,300 which will be funded from available reserves currently standing at over $400,000.

Summary and Conclusion
The Budget and Business Plan are presented for consideration of Council and reflect significant realignment of priorities and an improving long term financial position.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Draft Business Plan and Budget ⇩

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

BS13 Strategic/Legislative Planning and Reporting - Provision of organisational performance report (outcomes), activity report (outputs), a range of statutory reporting (e.g. public health, tax, superannuation), financial reporting. Transparency and accountability regarding Council activity and expenditure provided

Legislative Requirements
Section 43 of the Local Government Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The difference in the proposed increase in membership fees to the draft budget is minor at $347.22.

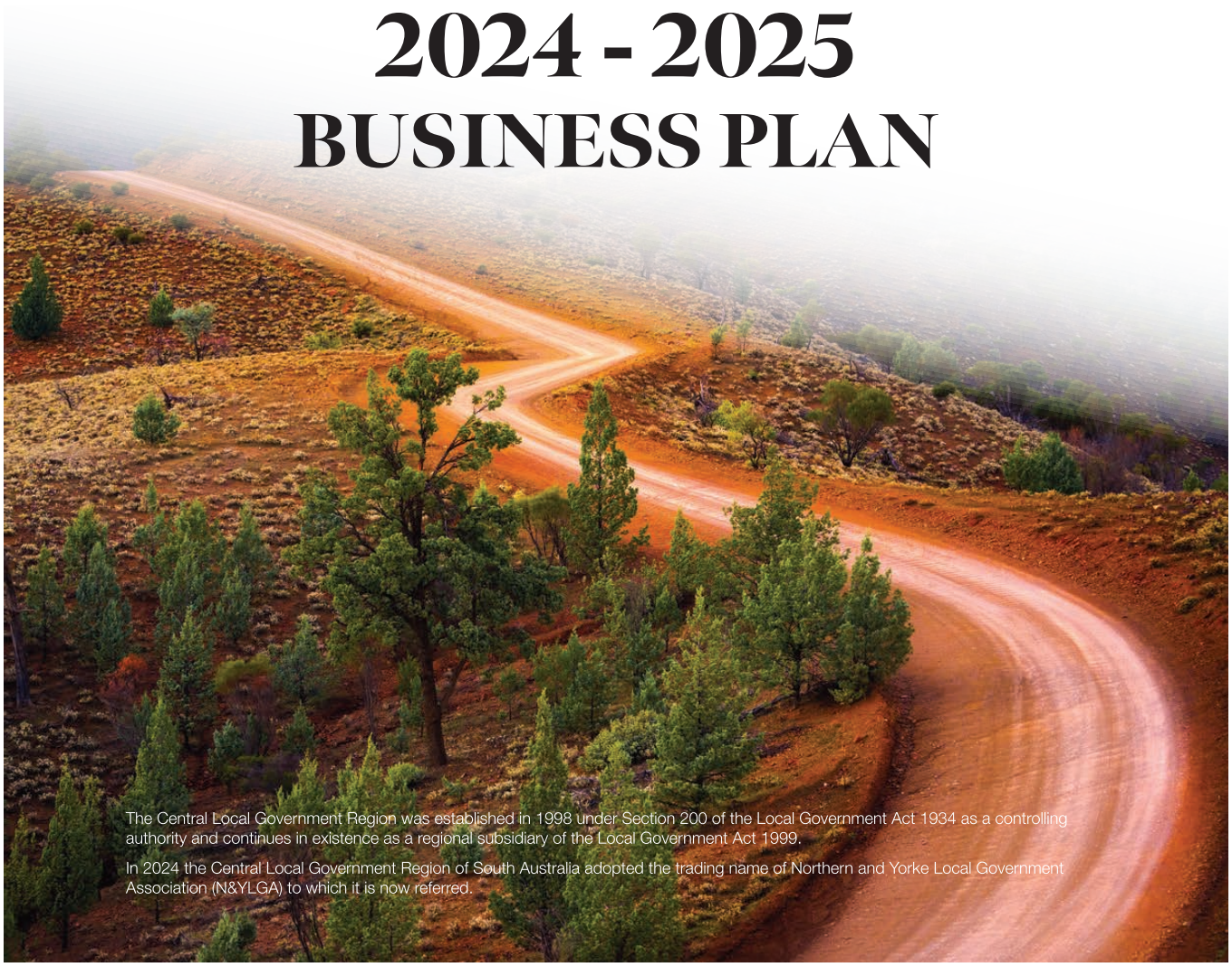
COMMUNITY ENGAGEMENT

Nil required however the Council's Annual Business Plan and Budget outlines the expected membership costs and our participation as a member with NYLGA.

NORTHERN & YORKE
LOCAL GOVERNMENT ASSOCIATION

DRAFT

2024 - 2025 BUSINESS PLAN



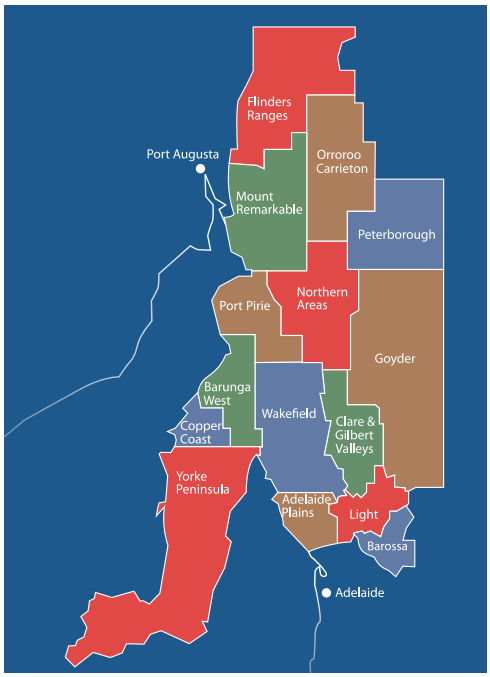
The Central Local Government Region was established in 1998 under Section 200 of the Local Government Act 1934 as a controlling authority and continues in existence as a regional subsidiary of the Local Government Act 1999.

In 2024 the Central Local Government Region of South Australia adopted the trading name of Northern and Yorke Local Government Association (N&YLGA) to which it is now referred.



01 OVERVIEW

" Regional Local Government ambassador and advocate."



The Central Local Government Region was established in 1998 under Section 200 of the Local Government Act 1934 as a controlling authority and continues in existence as a regional subsidiary of the Local Government Act 1999. In 2024 the Central Local Government Region of South Australia adopted the trading name of Northern and Yorke Local Government Association (N&YLGA) to which it is now referred. The constituent councils (members) are:

- Adelaide Plains Council
- Barunga West Council
- Clare and Gilbert Valleys Council
- Copper Coast Council
- District Council of Mount Remarkable
- District Council of Orroroo Carrieton
- District Council of Peterborough
- Light Regional Council
- Northern Areas Council
- Port Pirie Regional Council
- Regional Council of Goyder
- The Barossa Council
- The Flinders Ranges Council
- Wakefield Regional Council
- Yorke Peninsula Council

This Business Plan is to be read as a 4 year rolling business plan, noting that this replaces the need for a N&YLGA Strategic Plan. The plan is to be read in conjunction with the N&YLGA Charter and the strategic plan framework report prepared by BRM Advisory Group in 2023 as adopted by the N&YLGA in February 2024. This business plan is developed in alignment with the:

- Legatus Group Regional Transport Plan
- Legatus Group Waste Resource & Recovery Strategy
- Northern and Yorke Regional Plan
- Northern and Yorke Climate Change Sector Agreement
- Northern and Yorke Drought Resilience Plan

These documents guide priority actions where they are needed and supported by members.

OVERVIEW cont.

The strategic context for the N&YLGA over the next four years includes the 2025 Federal and 2026 State Elections with key focus areas to include:

- Maximise the region's opportunity and capacity to benefit from the funding streams and grant programs available.
- Increased access to Federal and State funding for roads and transport infrastructure.
- Support advocacy for local government partnering in solutions towards housing, health, education and childcare.
- Support to constituent councils in mitigating climate risk, building resilience and achieving net-zero targets.
- Initiate and support strong sector-wide advocacy to address increasing government fees and charges and the cost of complying with regulatory requirements.
- Identify and deliver actions on financial constraints facing its members.
- Coordinate engagement and advocacy to align with State planning instruments to the needs of the region.
- Strengthen the role of the N&YLGA within the Local Government Association and influence in state-wide forums.

BOARD OPERATION & GOVERNANCE

The operation of the N&YLGA is in accordance with legislative requirements and the board's policies and procedures and it provides an opportunity for members to have a:

- cohesive point of view;
- combined and collective voice;
- work collaboratively to achieve common goals;
- attract funding and resources;
- be proactive and responsive to regional matters of interest; and
- share experiences and information.

The Board comprises of the 15 Mayors with the following set of advisory committees to assist in developing, monitoring, reviewing and recommending the business plan and budget.

- Audit and Risk Committee
- Executive Committee (to be confirmed)
- Road Transport and Infrastructure Advisory Committee
- Waste Management Advisory Committee
- Community Wastewater Management Advisory Committee

Staffing – CEO (full time until 31 December 2024 and then 0.8FTE from 1 January 2025) and outsourced contract for financial services.



REGIONAL ALLIANCE

The N&YLGA is a member of the Northern and Yorke Regional Alliance a partnership with RDA Yorke and Mid North, RDA Barossa Light Gawler Adelaide Plains and the Northern and Yorke Landscape Board to work collaboratively on strategic issues of importance to the region. Their primary role is to provide a mechanism for regional partner organisations to work closely together, share information and resources and promote better coordination and collaboration on initiatives that may have a better long-term benefit for the community.

The membership of the Alliance comprises the Chair and Executive Officer (or their proxy) of each organisation. The N&YLGA will continue to liaise with RDA Far North, which includes The Flinders Ranges Council. The Port Pirie Regional Council is also a member of the N&YLGA and the Upper Spencer Gulf Common Purpose Group.



02

KEY PRIORITIES & ACTIONS

1.0 ADVOCATE

To harness and leverage the strength of fifteen Councils speaking together with a united and powerful voice to advocate for better outcomes of the region.

Objectives:

- Through relationships and engagement with members, develop a deep understanding of the collective advocacy needs and priorities of local government in the region.
- Implement a planned and strategic approach to targeted and tactical regional advocacy to achieve the region's priorities.
- Focus advocacy efforts on attracting more funding and services to the region.
- Work collaboratively with the Local Government Association and SAROC to initiate and support sector-wide advocacy and achieve greater influence for members.
- Build third party support for the region's advocacy priorities through beneficial alliances, partnerships and relationships.
- Have a reputation with Federal and State Governments and their agencies as a 'go to' organisation for consultation and advice on matters relevant to local government.

ACTION	2024/2025	2025/2026	2026/2027	2027/2028
Advocacy Plan - Set priorities and guide a targeted and tactical approach to regional advocacy.	***Federal Govt Election May 2025*** **Q1** Review current advocacy priorities and develop an Advocacy Plan and Framework. **Q2-3** ***(1)*** Develop State and Federal Govt Election advocacy campaigns. ***(2)*** Provide members with a campaign toolkit to amplify regional priorities through local advocacy. ***(3)*** Prepare Federal Budget submission in accordance with the adopted Advocacy Plan. **Q4** Review.	***State Govt Election March 2026*** **Q1** Prepare State Budget submission in accordance with the adopted Advocacy Plan. **Q2-3** Focus on Implementing the Advocacy Plan with regards State elections. **Q4** Review outcome of the election and advocacy targets.	***Local Govt Election November 2026*** **Q1** Review current advocacy priorities and develop an Advocacy Plan and Framework. **Q2** Develop induction for new members following outcome of the elections. **Q3-4** ***(1)*** Develop State and Federal Govt Election advocacy campaigns. ***(2)*** Provide members with a campaign toolkit to amplify regional priorities through local advocacy.	***Federal Govt Election May 2028*** **Q1-2** Prepare Federal Budget submission in accordance with the adopted Advocacy Plan. **Q4** Review.

KEY PRIORITIES & ACTIONS

2.0 CO ORDINATE

Councils and partners work together through N&YLGA on issues, actions and outcomes that can be sensibly, efficiently and effectively progressed at a regional level to provide benefits to members.

Objectives:

- Encourage and support members to share information, identify common solutions and learn from each other's best practices.
- Coordinate and manage the region's requirements for the Special Local Roads Program.
- Keep regional plans, strategies and partnerships under review and evaluate their effectiveness and value to member councils.
- Provide information and resources to Councils to support service delivery and compliance, where there has been a clear and consistent need for N&YLGA assistance established across the region.
- Collate research, data and case studies that provide a strong and compelling evidence-base for the region's priorities identified in the Advocacy Plan.
- Identify and apply for grants that are directly linked to the delivery of the Business Plan.

ACTION	2024/2025	2025/2026	2026/2027	2027/2028
Regional Transport Plan	**Q1-Q2** Complete a major review of the Legatus Group 2030 Regional Transport Plan. **Q3** Develop the prioritising for roads for the Special Local Road Program (SLRP). **Q4** Regional Roads Forum and provide final prioritising report for SLRP.	**Q1-Q2** Complete a minor review of the Legatus Group 2030 Regional Transport Plan. **Q3** Develop the prioritising for roads for the Special Local Road Program (SLRP). **Q4** Regional Roads Forum and provide final prioritising report for SLRP.	**Q1-Q2** Complete a minor review of the Legatus Group 2030 Regional Transport Plan. **Q3** Develop the prioritising for roads for the Special Local Road Program (SLRP). **Q4** Regional Roads Forum and provide final prioritising report for SLRP.	**Q1-Q2** Complete a minor review of the Legatus Group 2030 Regional Transport Plan. **Q3** Develop the prioritising for roads for the Special Local Road Program (SLRP). **Q4** Regional Roads Forum and provide final prioritising report for SLRP.
Waste and Resource Recovery Strategy and a Waste Management Action Plan	**Q1** Identify and support a project that will assist member councils with promoting waste collection at events. **Q2** Identify and support a project to assist member councils with delivering a message on use of bins. **Q3** Regional Waste Forum.	**Q1-2** Complete a major review of the Waste and Resource Recovery Strategy and Action Plan. **Q3-4** Implement, monitor and evaluate the Group Waste and Resource Recovery Strategy and a Waste Management Action Plan.	Implement, monitor and evaluate the Waste and Resource Recovery Strategy and a Waste Management Action Plan	Implement, monitor and evaluate the Waste and Resource Recovery Strategy and a Waste Management Action Plan
Community Wastewater Management Schemes (CWMS)	**Q1-2** Facilitate regional collaboration and information sharing on CWMS. **Q3-4** Collaborate with the LGA CWMS Management Committee on a State Conference.	**Q1-2** Facilitate regional collaboration and information sharing on CWMS. **Q3-4** Collaborate with the LGA CWMS Management Committee on a State Conference.	**Q1-2** Facilitate regional collaboration and information sharing on CWMS. **Q3-4** Collaborate with the LGA CWMS Management Committee on a State Conference.	**Q1-2** Facilitate regional collaboration and information sharing on CWMS. **Q3-4** Collaborate with the LGA CWMS Management Committee on a State Conference.

KEY PRIORITIES & ACTIONS

2.0 CO ORDINATE cont.

ACTION	2024/2025	2025/2026	2026/2027	2027/2028
Northern and Yorke Climate Change Sector Agreement and Regional Drought Resilience Plan	**Q1-Q2** Update the current Climate Change Sector Agreement and identify grant opportunities from both plans. **Q 3-4** Subject to outcome of grant application to the Disaster Ready fund commence the Community Resilience Project.	**Q1-Q2** Subject to outcome of grant application to the Disaster Ready fund deliver the Community Resilience Project. **Q3-4** Review the Regional Drought Resilience Plan and identify possible projects.	Review Climate Change Sector Agreement and identify grant opportunities.	Review the Drought Resilience Plan and identify grant opportunities.
Regional Forum & Workshops	**Q1** Review the previous year's 'Regional Forum' and identify theme for the coming year. **Q2** Deliver a forum specific to identified member council's needs. **Q3-4** Assist regional partners with the Regional Forum.	**Q1** Review the previous year's 'Regional Forum' and identify theme for the coming year. **Q2** Deliver a forum specific to identified member council's needs. **Q3-4** Assist regional partners with the Regional Forum.	**Q1** Review the previous year's 'Regional Forum' and identify theme for the coming year. **Q2** Deliver a forum specific to identified member council's needs. **Q3-4** Assist regional partners with the Regional Forum.	**Q1** Review the previous year's 'Regional Forum' and identify theme for the coming year. **Q2** Deliver a forum specific to identified member council's needs. **Q3-4** Assist regional partners with the Regional Forum.



KEY PRIORITIES & ACTIONS

3.0 OPERATE

The N&YLGA operates effectively in accordance with legislative requirements and delivers value to its members.

- Member satisfaction is a priority and is regularly measured and monitored.
- Constituent Council elected members and staff are well informed of what N&YLGA is doing and able to actively contribute to regional initiatives.
- N&YLGA is financially sustainable and has robust financial management in place.
- The Business Plan is reviewed and updated annually and gives priority to the issues and outcomes that matter most to member Councils.
- The Board makes good decisions that are in the best interest of the region by carefully evaluating the potential benefits and risks of each item of business.
- N&YLGA is committed to continuous improvement and systematically reviews and evaluates its operations and outcomes.



ACTION	2024/2025	2025/2026	2026/2027	2027/2028
Annual Member Satisfaction Survey	**Q1** Develop the survey. **Q2** Distribute and collate responses. **Q3** Report prepared on identified areas required.	**Q1** Develop the survey. **Q2** Distribute and collate responses. **Q3** Report prepared on identified areas required.	**Q1** Develop the survey. **Q2** Distribute and collate responses. **Q3** Report prepared on identified areas required.	**Q1** Develop the survey. **Q2** Distribute and collate responses. **Q3** Report prepared on identified areas required.
Office Bearers and Committees	**Q1** Develop and adopt position descriptions for officer bearers of the Board. **Q2** Review the Terms of Reference of all Advisory Committees and their membership.	**Q3-4** CEO and President attend a meeting of each Constituent Council.	**Q2** Induction for new members. **Q3** Review the Charter. **Q4** Review the Terms of Reference of all Advisory Committees and their membership.	**Q1-2** CEO and President attend a meeting of each Constituent Council.



03 BUDGET

The 2024/2025 Budget should be read in conjunction with the draft 4-year long term financial plan.

At the direction of the board the N&YLGA have made a genuine effort during the past 4 years to reduce its cash reserves to an agreed level. This is to ensure reserves provide around 18 months of operational expenses to cover its commitments.

In 2022/2023 the Legatus Group reviewed its longer-term sustainability and a report was provided to the Legatus Group 10 February 2023 meeting which included the approach to the long-term financial plan. The budget shows a deficient for 24/25 of $20,300 and then surpluses for the next 3 years. This is in keeping with the approach to phase out using the reserves for administration.

The finances will be in a stronger position that originally projected as the deficient for 2023/2024 is reduced by $15,800.

This budget has been prepared based on all 15 member councils remaining as members.

Notes re the Budget

Income:

2024/2025 – Membership increases 5% increase and then 3.5% for 2025/2026, 2026/2027 and 2027/2028.

2024/2025 – and each following year $35,000 from a levy which would come from member councils who receive SLRP funding in that year (this would cover the costs associated with the Regional Transport Plan).

2024/2025 – expected LGA Regional Development Capacity funding $40,000.

Expenditure:

Reduction of the CEO hours as required due to reduced project costs.

There is no allocation for an Administration Officer.

Note:

Allocation for funding SA Coastal Council Alliance on behalf of member councils.

BUDGET cont.

Legatus Group

Long Term Financial Plan
Statement of Comprehensive Income
Budget 2024-2025

	2022 - 2023		2023 - 2024			2024-25 Budget	Long Term Financial Plan		
$	Budget	Actual	Budget	YTD Actual 21Mar24	FY Forecast	Draft 1	2026	2027	2028
Income									
Council Contributions	178,900	173,850	224,300	237,615	237,600	251,000	259,700	268,800	278,200
Grants, Subsidies and Contributions	114,000	107,600	87,200	102,900	107,400	40,000	41,200	42,400	43,700
Investment Income	18,000	22,035	6,300	19,811	25,000	18,000	10,000	10,300	10,600
Reimbursements	-	-	-	-	-	-	-	-	-
Other Income	16,500	18,329	18,300	-	18,200	4,000	4,100	4,200	4,300
Total Income	**327,400**	**321,814**	**336,100**	**360,326**	**388,200**	**313,000**	**315,000**	**325,700**	**336,800**
Expenses									
Employee Costs	274,600	272,632	216,400	165,671	213,200	175,800	162,200	167,000	171,900
Materials, Contracts & Other Expenses	218,600	167,150	220,600	151,528	247,000	155,000	140,500	145,200	150,000
Depreciation, Amortisation & Impairment	7,000	1,372	7,400	-	20,500	2,500	2,500	2,500	2,500
Finance Costs	-	-	-	-	-	-	-	-	-
Total Expenses	**500,200**	**441,154**	**444,400**	**317,199**	**480,700**	**333,300**	**305,200**	**314,700**	**324,400**
Operating Surplus / (Deficit)	**(172,800)**	**(119,340)**	**(108,300)**	**43,127**	**(92,500)**	**(20,300)**	**9,800**	**11,000**	**12,400**
Total Comprehensive Income	**(172,800)**	**(119,340)**	**(108,300)**	**43,127**	**(92,500)**	**(20,300)**	**9,800**	**11,000**	**12,400**

BUDGET cont.

Legatus Group

Long Term Financial Plan
Statement of Financial Position
Budget 2024-2025

$	2022 - 2023 Budget	2022 - 2023 Actual	2023 - 2024 Budget	2023 - 2024 YTD Actual 21Mar24	2023 - 2024 FY Forecast	2024-25 Budget Draft 1	Long Term Financial Plan 2026	2027	2028
ASSETS									
Current Assets									
Cash and Cash Equivalents	516,200	504,240	415,300	573,030	444,200	426,400	438,700	452,200	467,100
Trade & Other Receivables	10,000	91,100	10,000		10,000	10,000	10,000	10,000	10,000
Other Financial Assets									
Inventories									
Non-Current Assets Held for Sale									
Total Current Assets	**526,200**	**595,340**	**425,300**	**573,030**	**454,200**	**436,400**	**448,700**	**462,200**	**477,100**
Non-Current Assets									
Financial Assets									
Equity Accounted Investments in Council Businesses									
Investment Property									
Property, Plant & Equipment	33,000	13,409	25,600	12,500	12,500	10,000	7,500	5,000	2,500
Other Non-Current Assets									
Total Non-Current Assets	**33,000**	**13,409**	**25,600**	**12,500**	**12,500**	**10,000**	**7,500**	**5,000**	**2,500**
Total Assets	**559,200**	**608,749**	**450,900**	**585,530**	**466,700**	**446,400**	**456,200**	**467,200**	**479,600**
LIABILITIES									
Current Liabilities									
Trade & Other Payables	10,000	74,037	10,000	7,691	10,000	10,000	10,000	10,000	10,000
Borrowings									
Provisions	18,000	13,457	18,000	13,457	18,000	18,000	18,000	18,000	18,000
Other Current Liabilities									
Liabilities relating to Non-Current Assets Held for Sale									
Total Current Liabilities	**28,000**	**87,494**	**28,000**	**21,148**	**28,000**	**28,000**	**28,000**	**28,000**	**28,000**
Non-Current Liabilities									
Trade & Other Payables									
Borrowings									
Provisions	16,500	21,423	16,500	21,423	16,500	16,500	16,500	16,500	16,500
Liability - Equity Accounted Council Businesses									
Other Non-Current Liabilities									
Total Non-Current Liabilities	**16,500**	**21,423**	**16,500**	**21,423**	**16,500**	**16,500**	**16,500**	**16,500**	**16,500**
Total Liabilities	**44,500**	**108,917**	**44,500**	**42,571**	**44,500**	**44,500**	**44,500**	**44,500**	**44,500**
NET ASSETS	**514,700**	**499,832**	**406,400**	**542,959**	**422,200**	**401,900**	**411,700**	**422,700**	**435,100**
EQUITY									
Accumulated Surplus	244,900	230,062	136,600	273,189	152,400	132,100	141,900	152,900	165,300
Asset Revaluation Reserves	-	-	-	-	-	-	-	-	-
Other Reserves	269,800	269,770	269,800	269,770	269,800	269,800	269,800	269,800	269,800
Total Equity	**514,700**	**499,832**	**406,400**	**542,959**	**422,200**	**401,900**	**411,700**	**422,700**	**435,100**

BUDGET cont.

Legatus Group

Long Term Financial Plan
Statement of Changes in Equity
Budget 2024-2025

	2022 - 2023		2023 - 2024			2024-25 Budget	Long Term Financial Plan		
$	Budget	Actual	Budget	YTD Actual 21Mar24	FY Forecast	Draft 1	2026	2027	2028
ACCUMULATED SURPLUS									
Balance at end of previous reporting period	417,700	349,402	244,900	230,062	244,900	152,400	132,100	141,900	152,900
a. Adjustments (Correction of Prior Period Errors)									
b. Adjustments (Changes in Accounting Policies)									
c. Adjustments (Changes in Accounting Standards)									
Restated Opening Balance	**417,700**	**349,402**	**244,900**	**230,062**	**244,900**	**152,400**	**132,100**	**141,900**	**152,900**
Net Surplus / (Deficit) for year	(172,800)	(119,340)	(108,300)	43,127	(92,500)	(20,300)	9,800	11,000	12,400
Other Comprehensive Income									
- Gain (Loss) on Revaluation of I,PP&E									
- IPP&E Impairment (Expense) / Recoupments Offset to ARR									
- Transfer to Accumulated Surplus on Sale of I,PP&E									
- Transfer to Acc. Surplus on Sale of AFS Financial Instruments									
Other Comprehensive Income	-	-	-	-	-	-	-	-	-
Total Comprehensive Income	**(172,800)**	**(119,340)**	**(108,300)**	**43,127**	**(92,500)**	**(20,300)**	**9,800**	**11,000**	**12,400**
Transfers to Reserves (from Acc Surplus)	(68,400)		-	-	-	-	-	-	-
Transfers from Reserves (to Acc Surplus)	68,400		-	-	-	-	-	-	-
Balance at End of Reporting Period	**244,900**	**230,062**	**136,600**	**273,189**	**152,400**	**132,100**	**141,900**	**152,900**	**165,300**
ASSET REVALUATION RESERVE									
Balance at end of previous reporting period									
a. Adjustments (Correction of Prior Period Errors)									
b. Adjustments (Changes in Accounting Policies)									
c. Adjustments (Changes in Accounting Standards)									
Restated Opening Balance	-	-	-	-	-	-	-	-	-
Net Surplus / (Deficit) for year									
Other Comprehensive Income									
- Gain (Loss) on Revaluation of I,PP&E	-	-	-	-	-	-	-	-	-
- IPP&E Impairment (Expense) / Recoupments Offset to ARR									
- Transfer to Accumulated Surplus on Sale of I,PP&E									
- Transfer to Acc. Surplus on Sale of AFS Financial Instruments									
Other Comprehensive Income	-	-	-	-	-	-	-	-	-
Total Comprehensive Income	-	-	-	-	-	-	-	-	-
Transfers from Acc Surplus (to Reserves)									
Transfers to Acc Surplus (from Reserves)									
Balance at End of Reporting Period	-	-	-	-	-	-	-	-	-
OTHER RESERVES									
General Reserve									
Opening Balance	269,800	269,770	269,800	269,770	269,800	269,800	269,800	269,800	269,800
Transfers from Acc Surplus (to Reserves)					-				
Transfers to Acc Surplus (from Reserves)	-				-				
	269,800	**269,770**	**269,800**	**269,770**	**269,800**	**269,800**	**269,800**	**269,800**	**269,800**
Balance at End of Reporting Period	**269,800**	**269,770**	**269,800**	**269,770**	**269,800**	**269,800**	**269,800**	**269,800**	**269,800**
TOTAL EQUITY	**514,700**	**499,832**	**406,400**	**542,959**	**422,200**	**401,900**	**411,700**	**422,700**	**435,100**

BUDGET cont.

Legatus Group

Long Term Financial Plan
Statement of Cash Flows
Budget 2024-2025

$	2022 - 2023 Budget	2022 - 2023 Actual	2023 - 2024 Budget	2023 - 2024 YTD Actual 21Mar24	2023 - 2024 FY Forecast	2024-25 Budget Draft 1	Long Term Financial Plan 2026	2027	2028
Cash Flows from Operating Activities									
Receipts									
Operating Receipts	309,400	210,831	329,800	431,615	363,200	295,000	305,000	315,400	326,200
Investment Receipts	18,000	22,035	6,300	19,811	25,000	18,000	10,000	10,300	10,600
Payments									
Operating Payments to Suppliers and Employees	(488,700)	(385,450)	(437,000)	(383,545)	(460,200)	(330,800)	(302,700)	(312,200)	(321,900)
Finance Payments	-		-						
Net Cash provided by (or used in) Operating Activities	**(161,300)**	**(152,584)**	**(100,900)**	**67,881**	**(72,000)**	**(17,800)**	**12,300**	**13,500**	**14,900**
Cash Flows from Investing Activities									
Receipts									
Nil									
Amounts Received Specifically for New/Upgraded Assets									
Sale of Replaced Assets	18,000				-				
Sale of Surplus Assets									
Payments									
Nil									
Expenditure on Renewal/Replacement of Assets	(38,000)				-				
Expenditure on New/Upgraded Assets		(909)		909					
Net Cash provided by (or used in) Investing Activities	**(20,000)**	**(909)**	**-**	**909**	**-**	**-**	**-**	**-**	**-**
Cash Flows from Financing Activities									
Receipts									
Nil									
Proceeds from Borrowings									
Receipt of Funds from Finance Leases									
Proceeds from Other Borrowings									
Proceeds from Bonds & Deposits									
Payments									
Nil									
Repayments of Borrowings									
Repayment of Finance Lease Liabilities									
Repayment of Other Borrowings									
Repayment of Bonds & Deposits									
Net Cash provided by (or used in) Financing Activities	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Net Increase (Decrease) in Cash Held	**(181,300)**	**(153,493)**	**(100,900)**	**68,790**	**(72,000)**	**(17,800)**	**12,300**	**13,500**	**14,900**
plus: **Cash & Cash Equivalents at beginning of period**	697,500	657,733	516,200	504,240	516,200	444,200	426,400	438,700	452,200
Cash & Cash Equivalents at End of Reporting Period	**516,200**	**504,240**	**415,300**	**573,030**	**444,200**	**426,400**	**438,700**	**452,200**	**467,100**

BUDGET cont.

Legatus Group

Long Term Financial Plan
Uniform Presentation of Finances
Budget 2024-2025

$	2022 - 2023 Budget	2022 - 2023 Actual	2023 - 2024 Budget	2023 - 2024 YTD Actual 21Mar24	2023 - 2024 FY Forecast	2024-25 Budget Draft 1	Long Term Financial Plan 2026	Long Term Financial Plan 2027	Long Term Financial Plan 2028
The following is a high level summary of both operating and capital investment activities of the organisation prepared on a simplified Uniform Presentation Framework basis. Local Government in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis. The arrangements ensure that all organisations provide a common 'core' of financial information, which enables meaningful comparisons of each organisation's finances.									
Income	327,400	321,814	336,100	360,326	388,200	313,000	315,000	325,700	336,800
less Expenses	(500,200)	(441,154)	(444,400)	(317,199)	(480,700)	(333,300)	(305,200)	(314,700)	(324,400)
Operating Surplus / (Deficit)	**(172,800)**	**(119,340)**	**(108,300)**	**43,127**	**(92,500)**	**(20,300)**	**9,800**	**11,000**	**12,400**
less **Net Outlays on Existing Assets**									
Capital Expenditure on Renewal and Replacement of Existing Asse	38,000	-	-	-	-	-	-	-	-
less Depreciation, Amortisation and Impairment	(7,000)	1,372	(7,400)	-	(20,500)	(2,500)	(2,500)	(2,500)	(2,500)
less Proceeds from Sale of Replaced Assets	(18,000)	-	-	-	-	-	-	-	-
	13,000	**1,372**	**(7,400)**	**-**	**(20,500)**	**(2,500)**	**(2,500)**	**(2,500)**	**(2,500)**
less **Net Outlays on New & Upgraded Assets**									
Capital Expenditure on New & Upgraded Assets	-	(909)	-	-	-	-	-	-	-
less Amounts Received Specifically for New & Upgraded Assets									
less Proceeds from Sale of Surplus Assets	-	-	-	-	-	-	-	-	-
	-	**(909)**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Net Lending / (Borrowing) for Financial Year	**(185,800)**	**(118,877)**	**(100,900)**	**43,127**	**(72,000)**	**(17,800)**	**12,300**	**13,500**	**14,900**

BUDGET cont.

Legatus Group

Long Term Financial Plan
Financial Indicators
Budget 2024-2025

$	2022 - 2023 Budget	2022 - 2023 Actual	2023 - 2024 Budget	2023 - 2024 YTD Actual 21Mar24	2023 - 2024 FY Forecast	2024-25 Budget Draft 1	Long Term Financial Plan 2026	2027	2028
These Financial Indicators have been calculated in accordance with Information Paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Financial Statements.									
1. Operating Surplus Ratio	**(52.8%)**	**(37.1%)**	**(32.2%)**	**12.0%**		**(6.5%)**	**3.1%**	**3.4%**	**3.7%**
Operating Surplus	(172,800)	(119,340)	(108,300)	43,127	(92,500)	(20,300)	9,800	11,000	12,400
Total Operating Revenue	327,400	321,814	336,100	360,326	388,200	313,000	315,000	325,700	336,800
This ratio expresses the operating surplus as a percentage of total operating revenue.									
2. Net Financial Liabilities Ratio	**(147.1%)**	**(151.2%)**	**(113.3%)**	**(147.2%)**	**(105.5%)**	**(125.2%)**	**(128.3%)**	**(128.2%)**	**(128.4%)**
Net Financial Liabilities	(481,700)	(486,423)	(380,800)	(530,459)	(409,700)	(391,900)	(404,200)	(417,700)	(432,600)
Total Operating Revenue	327,400	321,814	336,100	360,326	388,200	313,000	315,000	325,700	336,800
Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.									
3. Asset Sustainability Ratio	**285.7%**	**0.0%**	**0.0%**		**0.0%**	**0.0%**	**0.0%**	**0.0%**	**0.0%**
Net Asset Renewals	20,000	0	0	0	0	0	0	0	0
Infrastructure & Asset Management Plan required expenditure	7,000	1,372	7,400	0	20,500	2,500	2,500	2,500	2,500
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. Depreciation is used as a substiture where a I&AMP does not exist.									

DEBATE REPORT

7.1 Office of the Mayor and CEO

7.1.2 REVIEW OF COMMUNITY PLAN

Author: Chief Executive Officer
24/38071

PURPOSE

To consider and review the work undertaken to update the Community Plan 2024-2044 and approve the commencement of public consultation on the draft document.

RECOMMENDATION

That Council having considered and reviewed the Community Plan 2020-2040 endorse the draft Community Plan 2024-2044 and associated analysis document to be released for public consultation, noting the extensive feedback and processes undertaken with recent engagements through two rounds of the Growth and Investment Strategy and Local Economic Development Plan and in accordance with the following:

(1) Issuing notices via local papers, social media and the Council website seeking written community comment on the plan.

(2) Public consultation shall commence on Wednesday, 3 July 2024 and conclude on Friday, 2 August 2024 at 5pm.

REPORT

Introduction
The Councils' Community Plan is its highest-level guiding and aspirational strategic management plan. Council determines strategic management plans that are the subject of Section 122(8) of the Local Government Act, which the Community Plan is so declared.

Under the Local Government Act any strategic management plans Council must undertake a comprehensive review within 2 years after each general election, that being November 2024.

Discussion
The current analysis, update and redrafting of the Community Plan 2024-2044 constitutes a comprehensive review. Other strategic management plans to be reviewed are the Long Term Financial Plan which is reviewed annually as part of the annual business plan and budget processes and the Infrastructure and Asset Management Plans (IAMP), which are currently being redrafted and will be presented to Council in the new financial year for review and comment before undertaking a further public consultation on the IAMP.

Works undertaken to date in accordance with the Community Plan Review Project Plan, include:

- Three workshops with Council to explore strategic thinking for the future, vision, values and other priorities for Council.
- Establishment of a staff reference group and various meetings and staff engagement.
- Analysis of the current policy framework priorities of State and Commonwealth Governments.
- Analysis of existing policy frameworks of other relevant bodies namely Reginal Development Australia.
- Reference to the suite of Council or community strategic work undertaken in the past 18-24 months including the Local Economic Development Plan, Growth and Investment Strategy, Barossa Water Security Strategy, Corporate Plan and the Regional Public Health and Wellbeing Plan.
- Environmental scan and strengths, opportunities, and challenges analysis.
- Review of industry and population analysis and trends.
- Legislative review.

A detailed analysis document has been developed from these investigations to inform the review and update to the Community Plan and is provided at Attachment 2.

The draft revised Community Plan is at Attachment 1. It is recommended that as part of the review the Advocacy Plan be repealed. The Advocacy Plan has not been used actively and the Community Plan provides guidance on key activities and what role Council will play with the various strategies and actions in support of delivering upon the Community Plan.

The integration of our planning frameworks continues, and the Community Plan is supported by the Corporate Plan, which is Council's administrative and service level document, this too has been updated and provided at Attachment 3. This is not the subject of consultation but will be provided as the revised Community Plan heavily integrates with the Corporate Plan.

Summary and Conclusion
The draft Community Plan is now tabled for consideration and authorisation for undertaking of public consultation, which is timed to occur after the Annual Business Plan and Budget engagement processes.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Draft Community Plan 2024-2044 - For Public Consultation ⇩
Attachment 2 Research and Information Paper - Review of Community Plan ⇩
Attachment 3 Updated and Realigned Corporate Plan 2024-2028 ⇩

Supporting references
Public Consultation Policy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

BS13 Strategic/Legislative Planning and Reporting - Provision of organisational performance report (outcomes), activity report (outputs), a range of statutory reporting (e.g. public health, tax, superannuation), financial reporting. Transparency and accountability regarding Council activity and expenditure provided

Legislative Requirements
Section 122 of the Local Government Act 1999

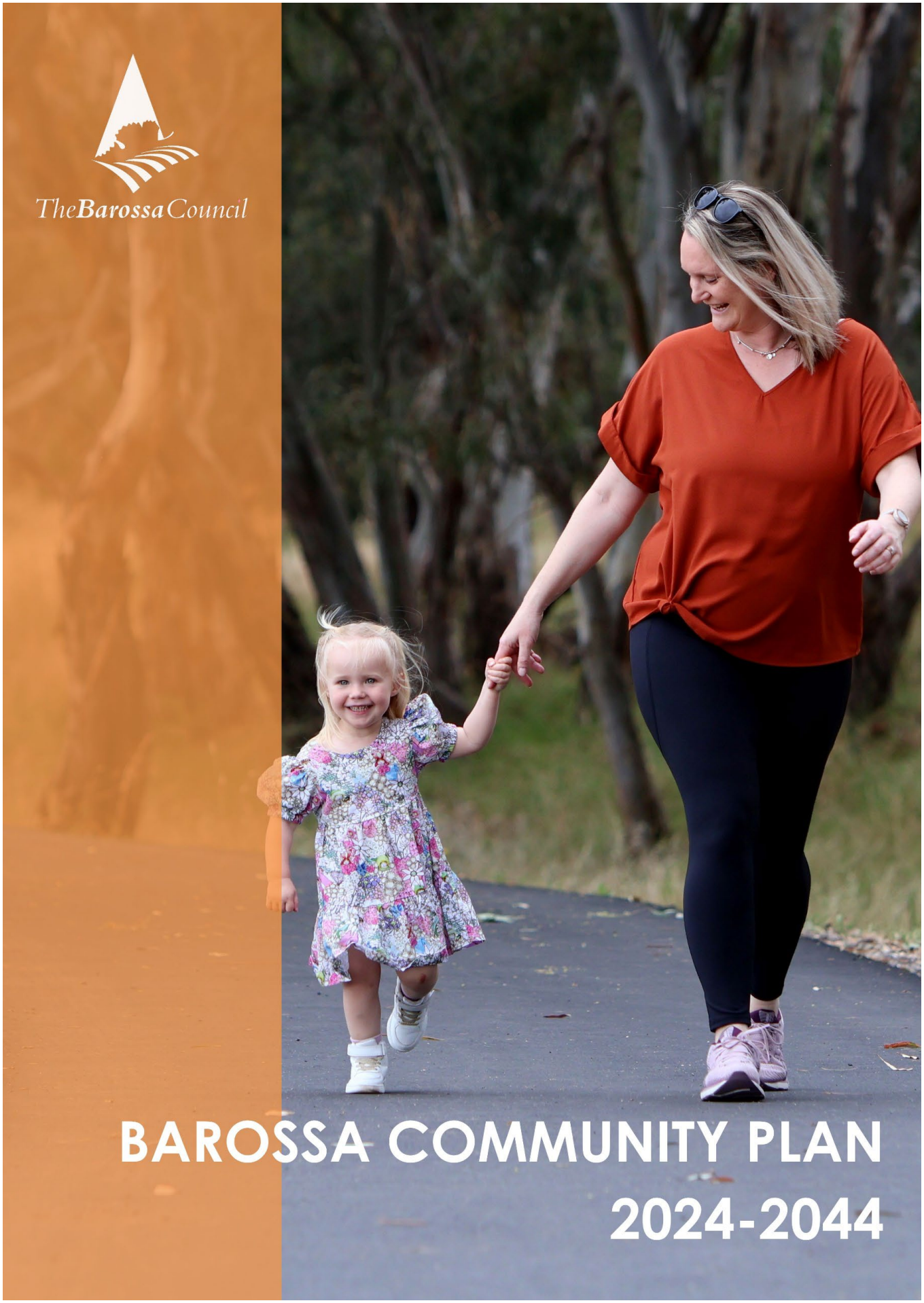
FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The works have been undertaken internally bar one hosted workshop with Council which was funded from consultancy budget allocations already made in the 2023-2024 budget.

The proposed consultation processes are budgeted for and represent business as usual activity therefore the are no finance, resourcing, or additional risk management considerations.

COMMUNITY ENGAGEMENT

Consultation will be open for a period of 4 weeks with normal notices issued through social media, website and papers circulating in the area as per the Public Consultation Policy.


TheBarossaCouncil
BAROSSA COMMUNITY PLAN
2024-2044

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ACKNOWLEDGEMENT OF COUNTRY

The Barossa Council recognises and pays respect to the traditional owners of the lands that The Barossa Council spans – the lands of the Ngadjuri, Peramangk and Kaurna people. The Barossa Council acknowledges that the spiritual, social, cultural and economic practices of the Ngadjuri, Peramangk and Kaurna peoples come from their traditional lands and waters. As the traditional custodians of these lands, they maintain their cultural heritage and beliefs, languages and laws which are of ongoing importance. We acknowledge the Ngadjuri, Kaurna and Peramangk Nations have made, and continue to make, a unique and irreplaceable contribution to the Barossa region.

FROM THE MAYOR



Our community are privileged to be the custodians of the Barossa!

It is a unique and highly desirable location in which to live, learn and work. An area of world class beauty, landscapes, people, experiences, and character. We are a driven community who enjoy an enviable lifestyle, community spirit and wonderful heritage.

As a Council, we seek to maximise opportunities to work together with the community to enhance our unique qualities whilst looking for opportunities to grow, plan and achieve prosperity for our current and future generations to come. We strive as a community to ensure our economic, social and community backbone are strong and at the forefront of supporting each other whilst selling Brand Barossa to the world.

Our Community Plan 2024-2044 is our next iteration of our 20-year plan to guide decision making through our vision, values and pillars: Our Community, Our Economy, Our Environment, Our Places, and Our Council. The Community Plan is aligned and influenced by relevant external strategies and informs our Corporate Plan and other plans.

Our role is to provide good governance for the community, respond to the needs of the residents and support economic, social and community development. As we implement the strategies outlined in this Community Plan, be clear about our role, and work collaboratively with the community, Government and industry to achieve the best possible outcome.

As a Council we are looking forward to working collaboratively for the long-term success of the Barossa.

Mayor Michael 'Bim' Lange OAM

The Barossa Council

OUR VISION

To create a vibrant and growing community where people support one another and come together to have fun and foster a sense of belonging, community spirit and connection to the Barossa.

OUR MISSION

Our mission as shared custodians of the Barossa is to cultivate an identity that celebrates diversity, embraces inclusivity and promotes a prosperous future. We strive to be prepared and take a planned and thoughtful approach to building our future, one that is welcoming to all.

OUR VALUES

Pride:

We take pride in building strong communities in alignment with our environmental, social and governance framework.

Courageous Leadership:

We value courageous leadership by being visionary, bold and innovative and taking proactive and positive action.

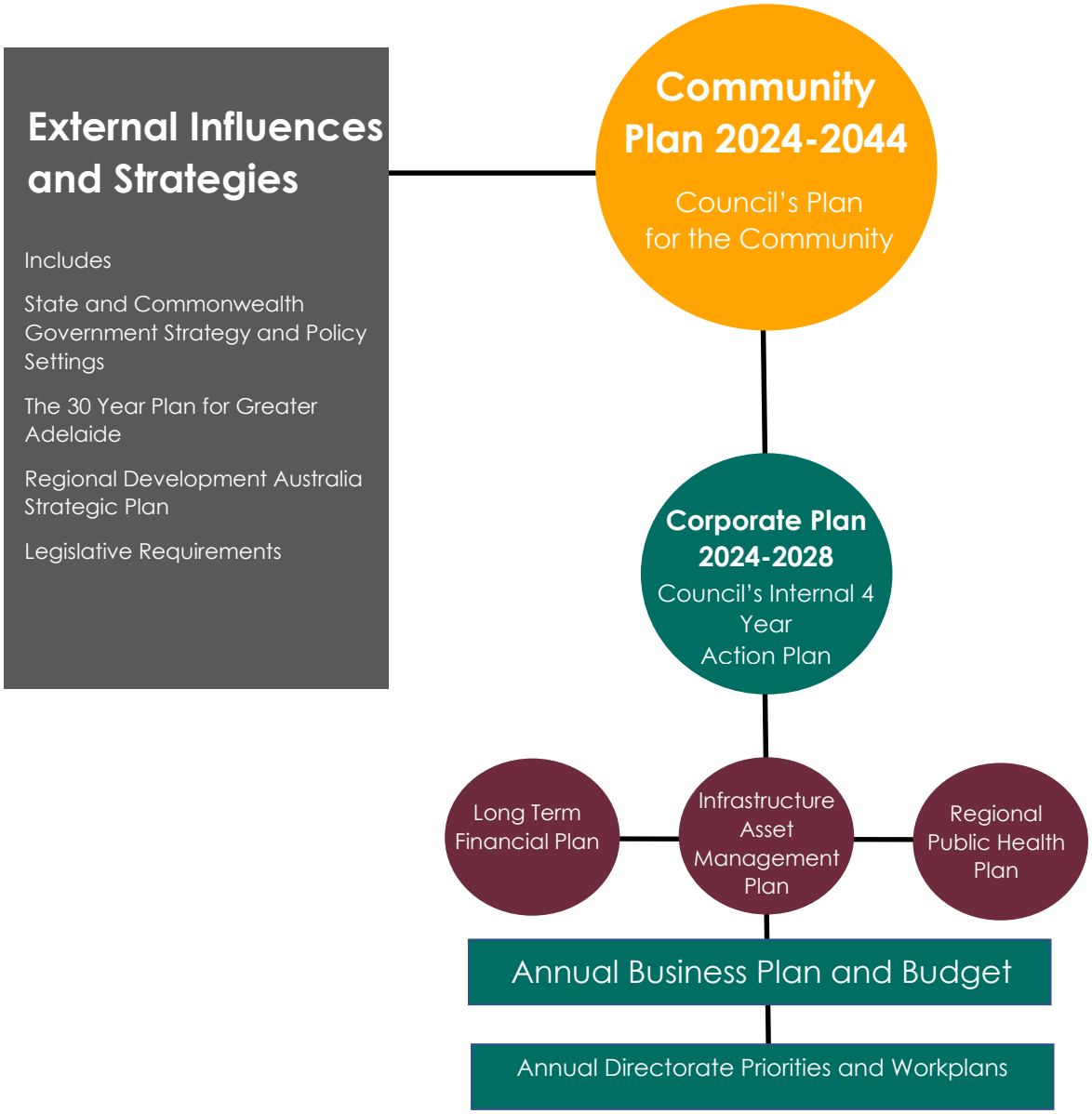
Community Spirit:

We value our people and their cultural heritage, our landscapes and vistas, our food and wine, and our unique character.

Inclusiveness:

We value diversity of people, inclusion, accessibility, and tolerance.

OUR PLANNING FRAMEWORK



The structure of the Community Plan presented integrates the Corporate Plan strategic actions and activities. The Corporate Plan is Councils administrative plan that gives effect to the Community Plan aspirations and strategic outcomes.

The wording of this plan identifies "Our" throughout the document as representing shared aspirations and future.

OUR COMMUNITY PLAN

This Community Plan version is the outcome of a review conducted by Council across 2023 and 2024. The Community Plan is built upon and developed using a modified version of the planning and management model called ESG; Environment Social and Governance framework. The ESG framework is a holistic approach to business delivery, balancing our activities across outcomes that promote sustainable practices in the areas of environmental, social and governance.

The below table outlines how we have aligned the ESG framework to our Community Plan pillars and the key vision and strategic directions for our community.

Pillar	Description	Environment - Social - Governance Outcomes
 Our Community	This pillar reflects the range of components that together make our community what it is. This ranges from our built and regions natural environment, social, and built heritage, first people's connection to land and place, to European settlement and present day community. It's the hard and soft infrastructure and services that make the Barossa unique; the landscapes, vineyards, food, wine, experiences, streetscapes, the people, diversity of cultures and heritage, visitors to our community and the generations of stories and the stories and relationships still to come. This pillar embraces the values, beliefs, health and wellbeing, lifestyle, and safety of the Barossa people who reside here and those that visit. It includes the network of organisations and groups who work collaboratively to preserve and acknowledge the identity and history of the Barossa's people and places and our quality of life. Volunteering, social interaction, creative activities and community history initiatives all play an important part in developing and sustaining a community and its culture.	Environment – preservation of our natural world. Social - how we improve people's lives. Governance - having robust and transparent systems in place.
 Our Economy	This pillar represents the backbone of our local economy and encapsulates all forms of industry from agricultural, retail, hospitality, manufacturing, culture, and tourism, as well as ensuring a suitable and vital workforce to support all industries.	Social - how we improve people's lives. Governance - having robust and transparent systems in place.

Our Environment	This pillar represents our natural environment, which is critical to current and future generations. It's our native bushland, agricultural plains and valleys, waterways, and the regions natural resources along with eco-systems that support our local flora and fauna.	Environment – preservation of our natural world Social - how we improve people's lives.
Our Places	This pillar reflects and incorporates our buildings, structures and facilities that support the community to function on a practical level. This includes assets, which are constructed and maintained by Council or other service providers, such as sporting precincts, cultural and heritage assets, recreation reserves, local roads and footpaths, wastewater systems and community buildings. Power and communication networks, major roads, water supply, private business assets, retail and commercial locations, pubs and clubs and hospitals are examples of physical infrastructure, which are managed by external parties. Together they combine to create our places.	Environment – preservation of our natural world Social - how we improve people's lives. Governance - having robust and transparent systems in place.
Our Council	This pillar embraces the responsibilities, policies, processes, beheaviours and business services of Council striving to be good corporate citizens and a strong custodian of the Barossa in planning, advocating and delivering for the future growth and proserity of the community including its social infrastructure and placemaking.	Social - how we improve people's lives. Governance - having robust and transparent systems in place.

Our Barossa

HISTORY

The Barossa is a rich and diverse region and home to the internationally renowned Barossa wine region.

Prior to the European Settlement of the region in 1837, Aboriginal people successfully managed the lands of the Barossa region for tens of thousands of years. The Barossa region is situated on the lands of the Ngadjuri people to the North and West, including Tanunda, Nuriootpa and Angaston. The Kaurna people are south and west of Lyndoch, and the Peramangk people are south and east of Angaston. The Barossa Valley is widely recognised as a meeting place where the three nations frequently met for trade and ceremony, with the word 'Nuriootpa' recorded as translating in English to 'a meeting place'.

The Barossa Council recognises and honours the enduring presence, survival and influence of Aboriginal culture and traditions within the region. Today, The Barossa Council region encompasses an area of 893.2 square kilometres and boasts a population of approximately 26,000 people. In the 2021 census, 299 members (1.25%) of the Barossa Community identified as Aboriginal Australians.

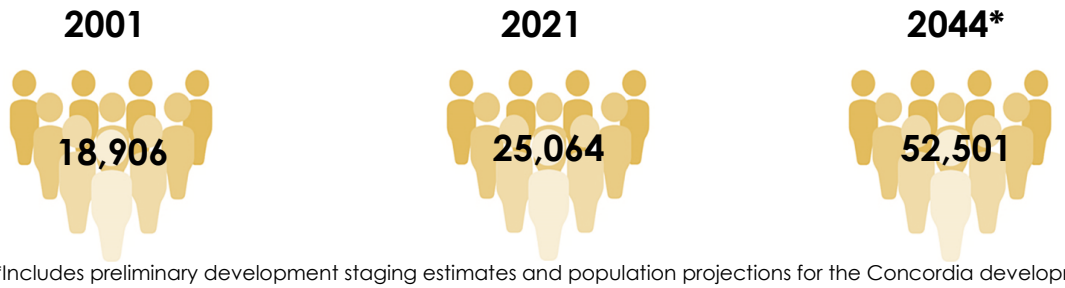
Colonel William Light first visited the area in 1837, naming the Barossa Range from which the region derives its name. European settlement of the Barossa region began in 1840, with settlers originating from the British Isles, Prussia and Silesia. Lyndoch was the first township to be settled in 1837.

Early farmers of the Barossa established vineyards in the 1840s and 1850s to supplement their primary activities of wool and livestock production and crop farming. In the late 1880s and 1890s there were substantial increases in the production of wine in the region which resulted in the establishment and subsequent expansion of a number of cellars. The wine industry has continued to grow from these early beginnings and is the major source of income for the region, with the cultural landscape of present-day Barossa being reflective of early British and German settler's influence.

The tourism industry has become a major focus for the continued development of the region with the Barossa acknowledged as one of the five most recognised wine regions in the world.

The Barossa Council was originally formed in 1996 after the amalgamation of the District Councils of Barossa, Tanunda and Angaston. The majority of the District Council of Mount Pleasant was later amalgamated in 1997. The Council covers an area of approximately 912 square kilometres, located approximately 60 kilometres north east of Adelaide, and is home to a population of 23,558 people.

OUR COMMUNITY POPULATION AND DEMOGRAPHICS TRENDS



*Includes preliminary development staging estimates and population projections for the Concordia development. The 2024 projection is based on midpoint projection for Census years 2041 and 2046.

The current trend indicates population growth over the period 2021 to 2044 being 27,437 persons. Other population trends indicate:

- Current population growth is mainly centred in Nuriootpa and Tanunda.
- Significant growth will occur at Concordia.
- Barossa is aging at a greater rate than the State average.
- The population growth rate will require an uplift in new property allotments and dwellings, mainly in the new development area of Concordia, in the range of 417 to 544 per annum, up from a current rate of approximately 100 per year.

OUR COMMUNITY EMPLOYMENT AND WORKFORCE TRENDS

Industry – Top 15	% of Industry Employment	Number Persons	Change Since 2021
Manufacturing (namely wine making)	23.88%	2,580	-1.60%
Health Care and Social Assistance	12.56%	1,357	2.08%
Retail Trade	10.14%	1,096	-0.23%
Accommodation and Food Services	8.85%	956	0.60%
Education and Training	7.36%	795	0.09%
Agriculture, Forestry and Fishing	6.73%	727	0.00%
Administrative and Support Services	5.13%	554	-1.14%
Construction	4.80%	519	0.88%
Other Services	2.99%	323	-0.34%
Professional, Scientific and Technical Services	2.89%	312	0.30%
Transport, Postal and Warehousing	2.38%	257	-0.77%
Public Administration and Safety	2.23%	241	-0.38%
Wholesale Trade	1.60%	173	0.36%
Arts and Recreation Services	1.18%	128	-0.04%
Financial and Insurance Services	0.95%	103	-1.60%

There is a structural shift of employment make up in the Barossa area to Health Care and Social Assistance being an increase of the total employment base of 2.08% which represents an addition of 299 people being employed in this industry sector.

Other increases in number persons employed include:

- Accommodation and Food Services and Construction industries has increased by 123 persons.
- Education and Training has increased by 61 persons.
- Professional, Scientific and Technical Services has increased by 51 persons.
- Retail Trade, Wholesale Trade and Agriculture, Forestry and Fishing industries have all increased by 48 persons.
- All other positive increases are below 50 people.

The most significant reduction in persons employed is Administrative and Support Services, with a reduction of 79 persons. This is followed by Transport, Postal and Warehousing with a reduction of 61 people and Public Administration and Safety with a reduction of 23 people.

In terms of employment composition during the life of this plan, there is expected to be ongoing change as population growth occurs at Concordia. Growth is expected in all of the top 15 industry areas with Accommodation and Food Services, Construction, Education and Training, Professional, Scientific and Technical Services, and Retail Trade being expected to increase the most. Further analysis is underway as planning for the Concordia development continues.

Council's Role

Our role is to provide good governance for the community, understand and respond to the needs of the residents and support economic, social and cultural development. We deliver an extensive number of services to people that live, work and visit the region and we operate across a variety of sectors including community services, planning, industry and natural resource management.

Across our operations we fulfill a broad range of roles and functions, which are outlined below and referenced throughout the Community Plan. As we implement the strategies outlined in this Community Plan, we aim to be clear about our role and our commitment to work collaboratively with the community, Government, and industry.

To implement the strategic objectives of the Community Plan, we recognise that our role varies by task across four different categories being:



OUR ASPIRATIONAL GOALS AND STRATEGIC OUTCOMES

Our Community



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Strategic Outcome	Role
Our community is welcoming, vibrant and safe.	Leader Provider/Regulator Advocate Facilitator/Partner
Our services and facilities are accessible.	Leader Provider/Regulator
We have a healthy respect for our diversity, character and history and are welcoming and supportive of all people.	Leader Provider/Regulator Advocate Facilitator/Partner
We support and advocate for sound planning and community outcomes in the implementation of the Concordia development in alignment with Councils vision, mission and principles for this development.	Leader Provider/Regulator Advocate Facilitator/Partner

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	Corporate Plan Link
As identified in Annual Plan Updates	**Strategic Actions** – Relevant Actions for the Selected Year
CS1 – Animals	**Output 1** – Dog Control **Output 2** – Cat Control **Output 3** – Other Animal Control
CS2 – Art and Culture	**Output 1** – Barossa Regional Gallery **Output 2** – Arts, Music and Cultural Capacity Building / Advocacy / Facilitation
CS3 - Assets	**Output 1** – Strategic Asset Management and Planning **Output 3** – Asset Renewal, Upgrade and Disposal **Output 4** – Asset Maintenance and Operations: Facilities **Output 5** – Asset Maintenance and Operations: Community Wastewater Management System **Output 6** – Asset Maintenance and Operations: Trees **Output 7** – Asset Maintenance and Operations: Civil **Output 8** – Asset Maintenance and Operations: Open Spaces

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	Corporate Plan Link
CS5 – Cemeteries	**Output 1** – Cemetery Enquiry Management **Output 2** – Burial/ Interment Management **Output 3** – Cemetery Maintenance
CS6 – Community	**Output 1** – Planning and Support (Capacity Building) **Output 2** – Community Development Infrastructure Projects **Output 3** – Community Assistance Scheme – General **Output 4** – Community Assistance Scheme – Youth **Output 5** – Community Assistance Scheme – Heritage
CS7 – Community Emergency, Hazard Planning and Management	**Output 1** – Community Emergency Management Planning **Output 2** – Community Emergency Incident Response Operational Support
CS8 – Compliance, Monitoring and Enforcement	**Output 1** – Monitoring and Inspection – Building and Compliance **Output 2** – Compliance and Enforcement – Building and Planning **Output 3** – Compliance and Enforcement – Building Fire Safety **Output 4** – Compliance and Enforcement – Road / Traffic **Output 5** – Compliance and Enforcement – By-Laws **Output 6** – Compliance and Enforcement – Permits **Output 7** – Compliance and Enforcement – Health **Output 8** – Compliance and Enforcement – Food **Output 9** – Compliance and Enforcement – Local Nuisance **Output 10** – Compliance and Enforcement – Litter Control
CS9 – Customers	**Output 1** – Customer Request Management **Output 2** – Customer Relationship Management - External **Output 3** – Customer Relationship Management – Internal
CS11 - Events	**Output 1** – Events Delivery – External **Output 2** – Events Delivery - Internal
CS12 – Facilities and Community Land	**Output 1** – Management: Community Land Register **Output 2** – Management: Lease and Licenses **Output 3** – Management: Service Agreements **Output 4** – Facility Availability and Bookings **Output 5** – Management and Maintenance: Sports Fields **Output 6** – Management and Maintenance: Indoor Facility **Output 7** – Management and Maintenance: Aquatic Facility

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	**Corporate Plan Link**
CS13 – Fire Prevention	**Output 1** – Management and Assessment of Fuel Loads on Private Land **Output 2** – Management of Use of Fire and High-Risk Activities **Output 3** – Information and Advice: Property Preparedness
CS14 – Heritage	**Output 1** – Heritage Strategy **Output 2** – Heritage Advice and Promotion **Output 3** – Historical Records Management
CS15 – Land Use and Development	**Output 1** – Advice and Assessment: Planning, Building and Heritage **Output 2** – Advice and Assessment: Liquor License **Output 3** –Code Amendment/ Reviews
CS16 – Libraries	**Output 1** – Library Services and Spaces **Output 2** – Collections **Output 3** – Information and Reference Services **Output 4** – Programs
CS18 – Public Health	**Output 1** – Immunisation Management **Output 2** – Sharps Management **Output 3** – Pest Control **Output 4** – Waste Water Systems **Output 5** – Assessment and Advice: Health
CS19 – Social Inclusion	**Output 1** – Home Assistance **Output 2** – Community Transport **Output 3** – Social Planning and Advocacy **Output 4** – Social Support Group **Output 5** – Regional Aged Care Sector and Development **Output 6** – Aboriginal Reconciliation **Output 7** – Youth Development **Output 8** – Sport and Recreation
CS22 – Volunteers	**Output 1** – External Community Volunteer Support **Output 2** – Internal Volunteer Support **Output 3** – Volunteering Promotion and Advocacy
BS3 - Communications and Engagement	**Output 4** – Community Engagement
BS13 - Strategic/Legislative Planning and Reporting	**Output 1** – Strategic and Legislative Planning **Output 2** – Strategic and Legislative Reporting

Our Economy



Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.

Strategic Outcome	Role
We strive to support income and job stability and growth for the future in support of quality of life outcomes.	Leader Provider/Regulator Advocate Facilitator/Partner
We partner with and support local business.	Leader Provider/Regulator
We are a destination of choice.	Leader Provider/Regulator Advocate Facilitator/Partner

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	Corporate Plan Link
As Identified in Annual Plan Updates	**Strategic Actions** – Relevant Actions for the Selected Year
CS2 – Arts and Culture	**Output 3** – Arts and Culture Tourism
CS3 – Assets	**Output 1** – Strategic Asset Management and Planning **Output 3** – Asset Renewal, Upgrade and Disposal **Output 4** – Asset Maintenance and Operations: Facilities **Output 5** – Asset Maintenance and Operations: Community Wastewater Management System **Output 6** – Asset Maintenance and Operations: Trees **Output 7** – Asset Maintenance and Operations: Civil **Output 8** – Asset Maintenance and Operations: Open Spaces
CS4 – Caravan Parks	**Output 1** – Management and Administration **Output 2** – Accommodation Services **Output 3** – Management and Maintenance
CS10 – Economic Development	**Output 1** – Economic Development **Output 2** –Strategy, Industry Support and Advice
CS11 – Events	**Output 1** – Events Delivery – External **Output 2** – Events Delivery - Internal
CS15 – Land Use and Development	**Output 1** – Advice and Assessment: Planning, Building and Heritage **Output 2** – Advice and Assessment: Liquor License **Output 3** –Code Amendment/ Reviews

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	Corporate Plan Link
CS21 - Tourism	**Output 1** – Visitor Information and Resource Management **Output 2** – Visitor Experience – Enquiries/Customer Service **Output 3** – Barossa Makers – Retail Sales **Output 4** – Cycle Hub Management **Output 5** – Tourism Development and Capacity Building
BS13 - Strategic/Legislative Planning and Reporting	**Output 1** – Strategic and Legislative Planning **Output 2** – Strategic and Legislative Reporting

Our Environment



Supporting a sustainable Barossa.

Strategic Outcome	**Role**
We support actions that manage our environment for future generations.	Leader Provider/Regulator Advocate Facilitator/Partner
We sustainably manage our resources and encourage sustainable practices.	Leader Provider/Regulator Advocate Facilitator/Partner

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	**Corporate Plan Link**
As Identified in Annual Plan Updates	**Strategic Actions** – Relevant Actions for the Selected Year
CS15 – Land Use and Development	**Output 1** – Advice and Assessment: Planning, Building and Heritage **Output 3** –Code Amendment/ Reviews
CS17 – Natural Resources	**Output 1** – Sustainability **Output 2** – Land, Water and Biodiversity **Output 3** – Environmental Education and Awareness **Output 4** – Bushgardens Nursery
CS23 – Waste and Resource Recovery	**Output 1** – Waste Collection / Disposal **Output 2** – Waste Education **Output 3** – Waste transport Station Operation - Springton
BS13 - Strategic/Legislative Planning and Reporting	**Output 1** – Strategic and Legislative Planning **Output 2** – Strategic and Legislative Reporting

Our Places



Our places and spaces enhance the liveability, retain rural and regional character and diversity of our communities.

Strategic Outcome	**Role**
Our places are planned, managed, and sustainable.	Leader Provider/Regulator Advocate Facilitator/Partner
We have connected transport infrastructure and networks.	Leader Provider/Regulator Advocate Facilitator/Partner
We plan for and deliver infrastructure to enhance our places.	Leader Provider/Regulator Advocate Facilitator/Partner

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	**Corporate Plan Link**
As Identified in Annual Plan Updates	**Strategic Actions** – Relevant Actions for the Selected Year
CS3 – Assets	**Output 1** – Strategic Asset Management and Planning **Output 2** – Asset Policy Development, Technical Design and Assessment **Output 3** – Asset Renewal, Upgrade and Disposal **Output 4** – Asset Maintenance and Operations: Facilities **Output 5** – Asset Maintenance and Operations: Community Wastewater Management System **Output 6** – Asset Maintenance and Operations: Trees **Output 7** – Asset Maintenance and Operations: Civil **Output 8** – Asset Maintenance and Operations: Open Spaces
CS12 – Facilities and Community Land	**Output 1** – Management: Community Land Register **Output 2** – Management: Lease and Licenses **Output 3** – Management: Service Agreements **Output 4** – Facility Availability and Bookings **Output 5** – Management and Maintenance: Sports Fields **Output 6** – Management and Maintenance: Indoor Facility **Output 7** – Management and Maintenance: Aquatic Facility
CS14 – Heritage	**Output 1** – Heritage Strategy **Output 2** – Heritage Advice and Promotion **Output 3** – Historical Records Management
CS15 – Land Use and Development	**Output 1** – Advice and Assessment: Planning, Building and Heritage **Output 2** –Code Amendment/ Reviews
CS17 – Natural Resources	**Output 1** – Sustainability

	Output 2 – Land, Water and Biodiversity **Output 3** – Environmental Education and Awareness **Output 4** – Bushgardens Nursery
BS13 - Strategic/Legislative Planning and Reporting	**Output 1** – Strategic and Legislative Planning **Output 2** – Strategic and Legislative Reporting

Our Council



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Strategic Outcome	Role
We deliver a quality customer experience based on a willingness to innovate and drive change.	Leader Provider/Regulator
We are financially sustainable and take a planned and long-term approach to investment.	Leader Provider/Regulator
We have sound asset management services.	Leader Provider/Regulator
We have strong relationships, and where appropriate, partner with our community, industries, stakeholders, the Local Government sector and Governments.	Leader Provider/Regulator
We have a safe, healthy, and resilient workforce.	Leader Provider/Regulator

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	Corporate Plan Link
As Identified in Annual Plan Updates	**Strategic Actions** – Relevant Actions for the Selected Year
BS1 - Business Technology	**Output 1** – Information Communications and Technology (ICT) Service Operations **Output 2** – ICT Business Services
BS2 - Business improvement	**Output 1** – Continuous Improvement Framework Management **Output 2** – Continuous Improvement Project Management
BS3 - Communications and Engagement	**Output 1** – External Communications Framework Management **Output 2** – Internal Communications and Framework Management **Output 3** – Communications Coordination **Output 5** – Online/Website Support
BS4 - Council and Committees	**Output 1** – Coordination: Council Meetings/Workshops **Output 2** – Coordination: Council Committees and Working Groups **Output 3** – Committee Governance **Output 4** – Member Representation and Elections **Output 5** – Member Support and Registers

Corporate Plan Services that Support the Aspirational Goal and Strategic Outcome	Corporate Plan Link
BS5 - Risk and Safety	**Output 1** – Risk Framework Management **Output 2** – Internal Audit **Output 3** – Insurance and Claims Management **Output 4** – Disaster Recovery and Business Continuity **Output 5** – Work Health and Safety Systems Management
BS6 – Finance	**Output 1** – Financial Advice **Output 2** – Budget Management and Financial Accounting **Output 3** – Treasury Management **Output 4** – Financial Control and Audit **Output 5** – Banking and Investment Services **Output 6** – Taxation and Levy Management **Output 7** – Asset Accounting **Output 8** – Accounts Payable and Receivable
BS7 – Governance	**Output 1** – Governance and Policy Advice **Output 2** – Delegations and Authorisations Management **Output 3** – Native Title Management **Output 4** – Legislative Reform **Output 5** – Complaint Management **Output 6** – Policy Framework Management
BS8 – Grants	**Output 1** – Grant Sourcing **Output 2** – Grant Management
BS9 – Information	**Output 1** – Access to Council Information **Output 2** – Management of Records **Output 3** – Mail Processing
BS10 - People and Culture	**Output 1** – Organisational Continuous Improvement **Output 2** – People and Culture Framework Management **Output 3** – Talent Management **Output 4** – Employee Experience Management **Output 5** – Industrial Compliance **Output 6** – Payroll **Output 7** – Staff Professional Development **Output 8** – Return to Work / Injury Management
BS11 – Procurement	**Output 1** – Procurement Framework Management **Output 2** – Contract Management **Output 3** – Contractor Management
BS12 - Property and Rates	**Output 1** – Rates Management **Output 2** – Debt Recovery **Output 3** – Property Database Management **Output 4** – Electoral Roll **Output 5** – Property Searches
BS13 - Strategic/Legislative Planning and Reporting	**Output 1** – Strategic and Legislative Planning **Output 2** – Strategic and Legislative Reporting

GOVERNMENT PRIORITIES – GOVERNMENT OF SOUTH AUSTRALIA

In determining the aspirational goals and strategic outcomes, Council has had regard to the State Strategic goals as follows.

South Australian Economic Statement – Smart. Sustainable. Inclusive

- A smart economy.

  South Australia's continued economic prosperity relies on us finding new and better ways of doing things, as well as new things to do. Our capacity to adapt and build new skills makes us more resilient in an ever-changing world.

- A sustainable economy.

  Mitigating and adapting to climate change is no longer an option - it is a necessary principle that must underpin our economic choices. Our children's future depends on a more sustainable economy.

- An inclusive economy.

  An inclusive economy puts South Australians and their wellbeing front and centre. It recognises that inequality constrains economic growth, and that social inclusion and economic success go hand in hand. The prosperity of communities across the state will underpin our economic vision.

Infrastructure SA 20 Year Strategy

The Strategy takes a state-wide view and aims to achieve the following objectives:

- Sustained economic and jobs growth.
- Planned population growth.
- Connected and productive regions
- A vibrant, global Adelaide
- Enviable liveability.

The 30 Year Plan for Greater Adelaide

The 30-Year Plan for Greater Adelaide is under review and will result in the Greater Adelaide Regional Plan. This plan describes how Adelaide should grow to become more liveable, competitive, and sustainable. It will guide the growth of the city and its surrounds including The Barossa Council area for the future.

In summary Council considers the 2024-2044 Community Plan of The Barossa Council supports the intent of the State of South Australia ley strategic framework.

GOVERNMENT PRIORITIES – COMMONWEALTH GOVERNMENT OF AUSTRALIA

In determining the aspiration goals and strategic outcomes Council has had regard to the Commonwealth Strategic goals as follows.

- A Strong Inclusive and Sustainable Economy
- Healthy, Equal, and Resilient Society
- Stronger in the World, United at Home

In summary Council considers the 2024-2044 Community Plan of The Barossa Council supports the intent of the Commonwealth of Australia strategic framework.

OTHER LEGISLATIVE MATTERS

Collaboration and Other Policy and Strategy Alignment

The Barossa Council has considered local and regional plans, policies and directions including those with recent community engagement and having had regard to:

1. Corporate Plan of The Barossa Council.
2. Regional Development Australia Regional Strategic Plan 2022-2025.
3. Barossa Water Security Strategy.
4. Growth and Investment Strategy and Character Area Planning Review.
5. Regional Public Health and Wellbeing Plan.
6. The Barossa Council Local Economic Development Plan.

The Barossa Council is committed to work with local, regional, State and Commonwealth Governments to advance the policy directives over the time of this 20-year plan where there is alignment in goals, outcomes, funding and benefits for the economic, social and community wellbeing and environment. The Barossa Council is a collaborative arm of all governments and has and will continue to partner with business, stakeholders and governments for the betterment of community and where there are demonstrated efficiency of service delivery, outcomes addressing need, policy alignment and financially sustainable.

Financial Performance and Levels of Service

The financial performance and position of Council are outlined in its adopted business plan, budget and long-term financial plan. All plans are aligned to this Community Plan and are reviewed on an annual basis.

Levels of service, asset maintenance and replacement are encased in supporting documentation including:

1. Asset Management Plans; and
2. Corporate Plan.

Debt levels are outlined in the long-term financial management plan.

Currently understood and known services and costs of activities and operations are already factored into the long-term financial plan including those that arise from Council's 35-year intergenerational vision known as The Big Project.

Presently the application of resources and budgets indicate the levels of service set within this Community Plan and supporting Corporate Plan are sustainable as indicated in the Long Term Financial Plan for the 2024-2025 to 2033-2034 financial years key indicators meeting performance levels. Please note the comments regarding following concerns the Concordia development which will have a material impact on the service levels and finances of Council and is the subject currently to extensive planning by the State for the development's delivery.

10 Year Summary Financial Indicators as at time of writing

- **Operating Surplus.** A deficit for two years being 2024/25 to 2025/26; accumulative surplus by year 2033/34 of $10.062m. The performance indicator standard is met.
- **Operating surplus ratios average 3 years.** Council's forecast retrospective results range from (2.5%) to 3.2%; Annual ranges from (2.1%) to 3.4%. The operating surplus average over the 10-year period is 1.7% and the performance indicator standard is met.
- **Net Financial Liabilities.** The forecast is 88.7% in 2024/25 and peaks at 91.8% in 2025/26 and by year 2033/34 is projected to be at 16.5%. The performance indicator standard is met.
- **Asset Renewal Funding Ratio.** The target is being met over the ten-year period, the average being 108.7%. The performance indicator standard is met.

Real Property Development

Modelling of census data from 2021 and with the announcement that the Concordia development will occur in the current period of this plan, there will be significant change in the population, demographic and industry basis of The Barossa Council area. The Council is planning with the State Government, developers, and community for the implementation of this development, along with normal growth trends. It is anticipated that the development will involve upwards of 10,000 allotments and 30,000 people at completion. This is a significant development and will have material impact on the services and financial basis of Council. Council has adopted a vision, mission, and a set of principles for the Concordia development and policy drivers which are consistent with the aspirational goals and strategic outcomes of this Community Plan.

Vision

A vibrant, connected and contemporary Barossa Community created with liveability, sustainability and longevity at its core.

Mission

We will strive to advocate and support a commitment to best practice, quality design and the protection and enhancement of the environmental, landscape, cultural, lifestyle and heritage values of the Barossa region.

Principles

Community	Connected	Sustainable	Inclusive	Choice	Environment
Concordia is a modern and distinctive Barossa community	Concordia is a connected community that promotes prosperity across the region	Concordia is an innovative and sustainable community	Concordia is a healthy, safe, accessible and inclusive community	Concordia delivers high quality design, amenity and choice	Concordia enhances and incorporates the natural environment

Measurement of Performance

Council undertakes measurement of its performance against the Corporate Plan strategic objectives period. Further performance is measured against annual business plans, budgets and annual reporting, quarterly performance reporting and monthly financial reporting, all linked to the Community Plan.

Consistency with Planning Act and Relevant Instruments

Council acknowledges its alignment with the current 30 Year Greater Adelaide Plan which is under review and will become the Greater Adelaide Regional Plan and the legislative framework of the Planning Development and Infrastructure Act. Council has governance, resources, systems and processes in place to provide services and support the goals of the Act and ensure legislative compliance. We continue to support and collaborate with the State in the development of supporting land use policy through the revision of the legislation, 30 Year Greater Adelaide Plan and the Concordia development, in addition to its own strategic work now outlined.

Council has during the current period of the Community Plan completed a Strategic Direction Review of the Character Area to align its intent to protect the rural areas of the Barossa whilst balancing growth and diversification needs. It will pursue relevant Planning and Design Code amendments to support this intent during the time of this Community Plan.

Council has during the current period of the Community Plan commenced and will complete, during the period of this updated plan a comprehensive review of the Council areas growth and investment needs including ensuring alignment to the Strategic Direction Review of the Character Area. It will pursue relevant Planning and Design Code amendments to support this intent during the time of this Community Plan.

Community Plan Review

Research / Information Paper
Final

Office of the Mayor and CEO

Office of the Mayor and CEO

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Attachment 2 - Employee Engagement Outcomes

Attachment 3 – Community Engagement Outcomes

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1. Purpose

The purpose of this paper is to summarise matters of research and information to assist the review of the Community Plan of The Barossa Council. This information, community, elected member and staff input will shape any amendments to Councils' Community Plan.

The paper will form part of community engagement as a supporting document.

The information is focussed on high level strategic and aspiration thinking for our community over the next 20-years from 2024 to 2044.

2. Environmental Scan

A preliminary assessment of the strategic and operational basis of the Council environment has determined the following relevant factors for consideration in thinking and planning for the future.

Factor	Factor Description	Key Trends and Issues Identified
Political	What changes in our political systems, legislative framework, taxation rules, and political environment stability influence decision making.	• Changing governments at State and Federal level altering policy directions. • Elections at Local Government level every four years impacting strategic and policy direction.
Economic	What will influence the economic stability of Council, community, growth, employment over the next 20 years.	• Market access for our critical industries. • Diversification of our economic base. • Increasing population arising from Concordia and normal growth. • New patterns of working. • More volatile employment environment. • Skills shortages.
Social	How with social issues, culture, education, demographics influence our future and the future of our community.	• Ageing population and the issues of access, inclusion on Council and other community services and infrastructure. • Great need for social inclusion, mental health and wellbeing services, and general health services. • Growing population especially with the establishment of the Concordia development in addition to normal growth. • The Barossa being a character preservation area, balancing social, governance and economic needs with preservation outcomes. • Growing diversity of and in our community and Council.
Technological	What are the technology developments we face in the future that will create opportunities, barriers, and advantages.	• The rise of Artificial Intelligence and Machine Learning. • Big Data.

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Environmental	How is the environment changing which will change the way we and the community operate.	• Climate change leading to changed ways of Council and its community operating increased risk of flood, fire, and extreme weather. • Access to markets needing to be clean and green to be competitive. • Leading environmental stewardship as a Council and region. • Water resourcing.
Customer	How can we plan and predict our customer preference, needs and expectations.	• Greater engagement in decision making. • More rapid feedback needs. • Mature electronic engagement and transaction interactions.

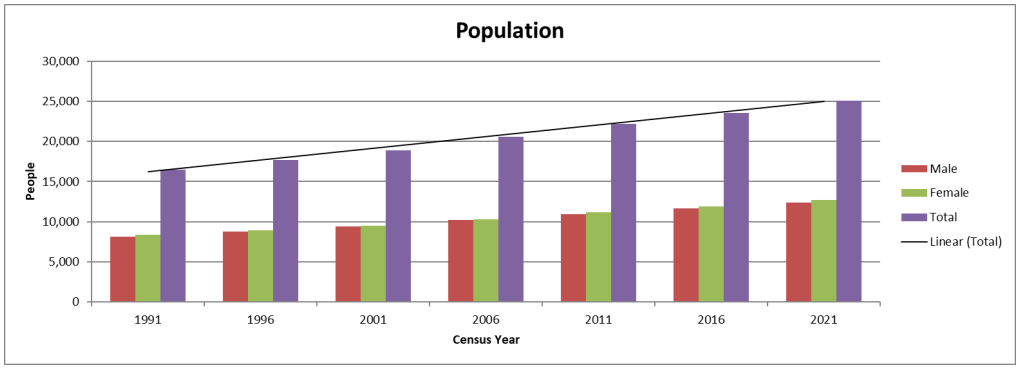
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3. Population Predictions from Census 2021

Key points:

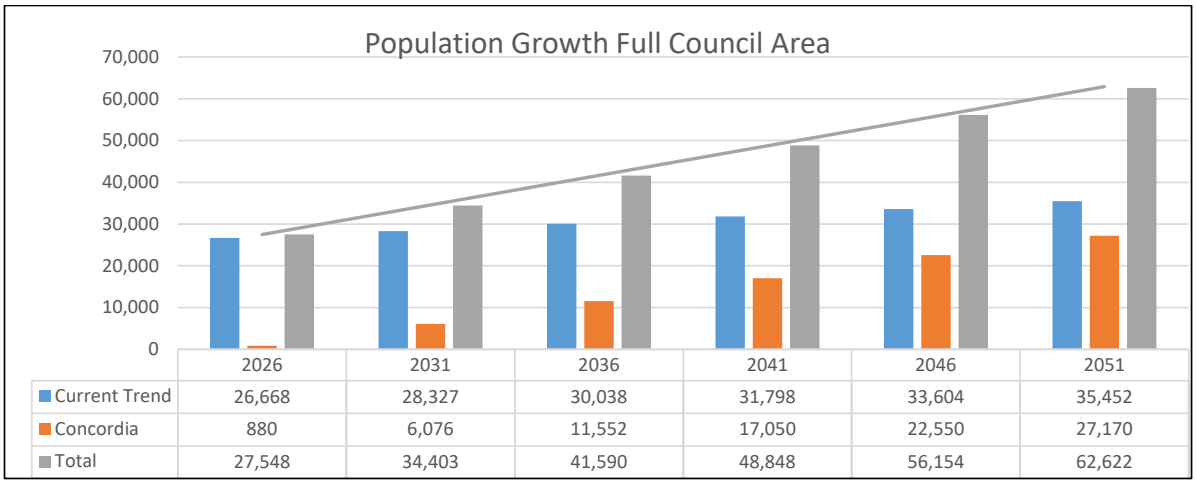
- Current population growth centred in Nuriootpa, Tanunda.
- Lesser growth experienced in Lyndoch, Williamstown, and Angaston.
- Little or no growth in Stockwell, Eden Valley, Springton, Mt Pleasant, Rosedale, Bethany, Altona, Barossa Goldfields, Cockatoo Valley, Craneford, Cromer, Dorrien, Flaxman Valley, Krondorf, Light Pass, Moculta, Mount Crawford, Mount McKenzie, Mount Pleasant, Penrice, Pewsey Vale, Rowland Flat, Sandy Creek, Taunton, Vine Vale, and Wilton.
- Significant growth will occur at Concordia also impacting Kalbeeba.
- Barossa aging at greater rate than State average.
- Must consider growth near the Council and any possible impacts on employment, transport and community infrastructure and development needs, largest growth area in this case is Roseworthy.
- Current population at 2021 25,064, being a 6.4% growth rate since 2016 census or 1.3% per annuam.
- Prediction population at 2051, without Concordia using trend analysis on weighted average of low, current, high 2% and high 3% growth scenarios is 35,452 or 10,388 being 346 people per annum.
- Concordia population at 2051 is predicted to be 27,170.
- Total population at 2051 is predicted to be 62,622 an increase of 37,558 or 1,252 per annum. Equating to approximate 417 to 544 properties per annum based on population per house in the range of 3 to 2.3 persons.

Total Population and Trend 1991-2021



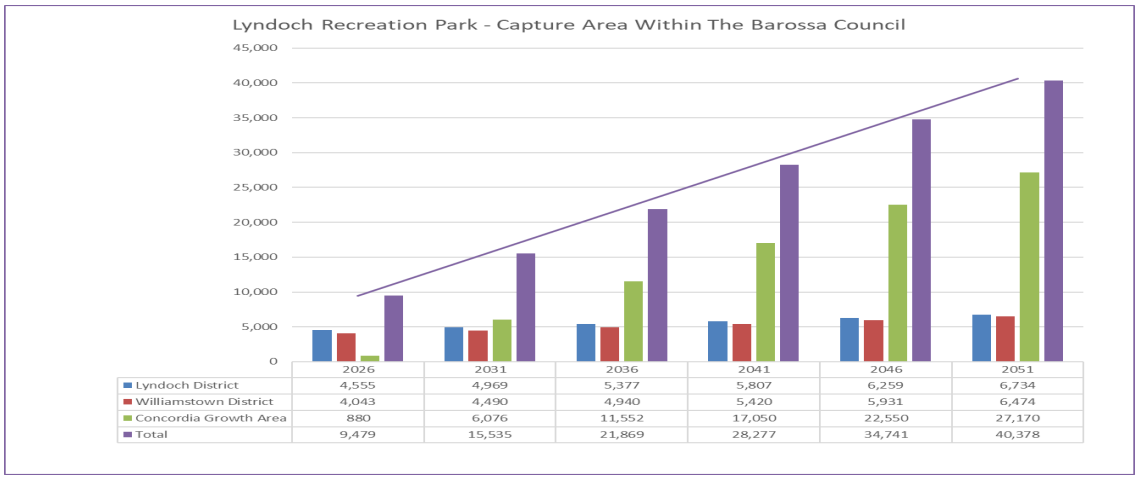
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Total Population Growth Prediction 2026-2051



	2026	2031	2036	2041	2046	2051
Current Trend	26,668	28,327	30,038	31,798	33,604	35,452
Concordia	880	6,076	11,552	17,050	22,550	27,170
Total	27,548	34,403	41,590	48,848	56,154	62,622

Population Growth Prediction 2026-2051 – Southern Barossa and Concordia



	2026	2031	2036	2041	2046	2051
Lyndoch District	4,555	4,969	5,377	5,807	6,259	6,734
Williamstown District	4,043	4,490	4,940	5,420	5,931	6,474
Concordia Growth Area	880	6,076	11,552	17,050	22,550	27,170
Total	9,479	15,535	21,869	28,277	34,741	40,378

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4. Basic Industry and Employment Analysis form Census 2021

Industry	% of Industry Employment	Number Persons	Change Since 2021
Manufacturing	23.88%	2,580	-1.60%
Health Care and Social Assistance	12.56%	1,357	2.08%
Retail Trade	10.14%	1,096	-0.23%
Accommodation and Food Services	8.85%	956	0.60%
Education and Training	7.36%	795	0.09%
Agriculture, Forestry and Fishing	6.73%	727	0.00%
Administrative and Support Services	5.13%	554	-1.14%
Construction	4.80%	519	0.88%
Other Services	2.99%	323	-0.34%
Professional, Scientific and Technical Services	2.89%	312	0.30%
Transport, Postal and Warehousing	2.38%	257	-0.77%
Public Administration and Safety	2.23%	241	-0.38%
Wholesale Trade	1.60%	173	0.36%
Arts and Recreation Services	1.18%	128	-0.04%
Financial and Insurance Services	0.95%	103	-0.05%
Rental, Hiring and Real Estate Services	0.92%	99	0.01%
Mining	0.78%	84	0.25%
Electricity, Gas, Water and Waste Services	0.69%	75	-0.16%
Information Media and Telecommunications	0.56%	61	0.04%
			-1.60%
Inadequately described/Not stated	3.35%	362	2.08%
Total		**10,804**	

Structurally there is a reasonable shift of employment make up in the Barossa area to Health Care and Social Assistance being an increase of the total employment base of 2.08% which represents 299 additional people are employed in this industry sector.

Other increases are:

- Accommodation and Food Services and Construction industries of 123.
- Education and Training has increased by 61 persons.
- Professional, Scientific and Technical Services has increased by 51 persons.
- Retail Trade, Wholesale Trade and Agriculture, Forestry and Fishing industries have all increased by 48 persons.
- All other positive increases are below 50 people.

The most significant reduction in persons employed is Administrative and Support Services a reduction of 79 persons followed by Transport, Postal and Warehousing of 61 people and Public Administration and Safety of 23 people.



In terms of employment make up during the life of this plan there is expected to be significant change as population growth occurs in Concordia with growth expected in all top 15 industry areas with preliminary expectations of Accommodation and Foor Services, Construction, Education and Training, Professional, Scientific and Technical Services, and Retail Trade being those expected to increase the most. Further analysis is underway as planning for the Concordia development continues.

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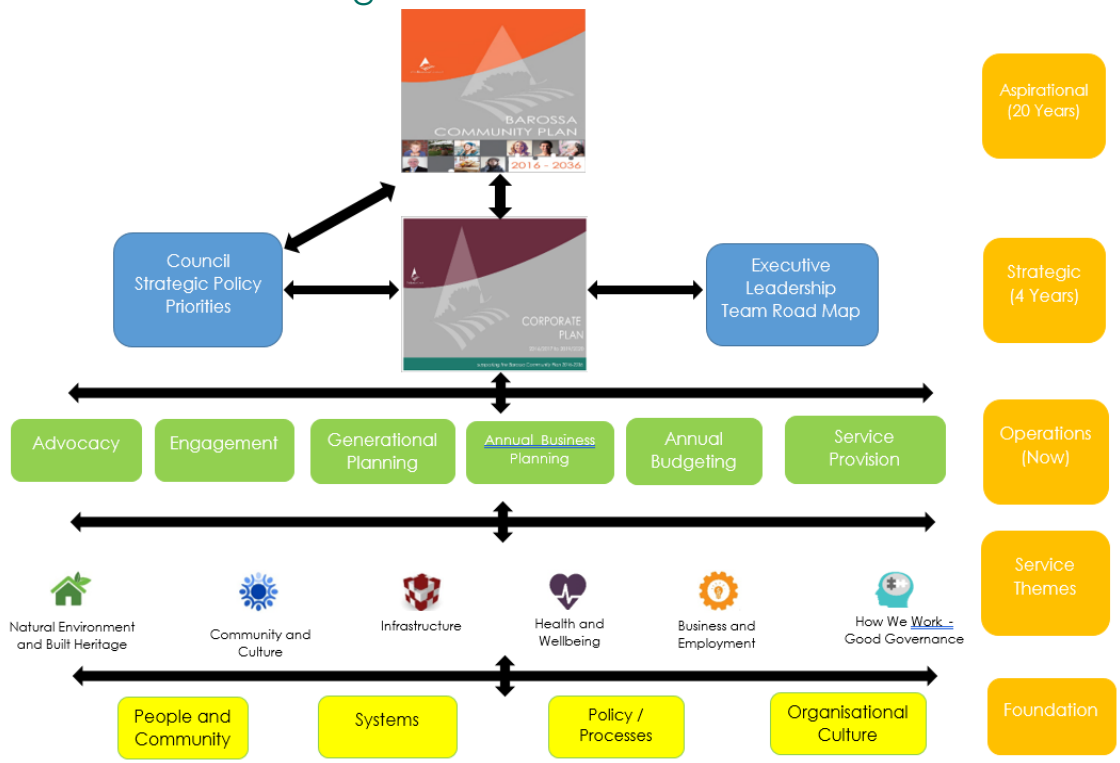
5. Strength, Challenges, and Opportunities

The Council undertook a high-level analysis to assist in framing thoughts for the Community Plan.

Strengths	Challenges	Opportunities
• Brand excellence • Strong economy • Rich history • Community spirit • Proximity to capital city • Population growth • Culture + heritage • Diversity of landscape • Sense of community • Good amenity • Beautiful • Tourist destination • Strong culture of volunteering • Council service and professionalism • Location • Global recognition • Planning constraints • Premium wine region • Environment – care and sustainability • Food • Lifestyle • Big project • Identity and point of difference	• First Nations engagement + visibility of Indigenous culture • Localism • Council boundaries • Proximity to capital city • Transport • Lack of diversity • Lack of responsivity to DDA etc. • Affordability • Sustainability • Youth opportunities • Arts and culture • Planning constraints • Water resources • Land locked • Growing population	• First Nations Engagement • Tourism • Diversity • Arts and culture • Growing green credentials • Youth development • Innovative use of infrastructure • Events • Boundary reform • Big Project Stage 2 • Maintain point of difference • Eco-tourism

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6. Council Planning Framework- Current



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7. Current Community Plan

The current Community Plan was reviewed and adopted in 2020. The plan is structure around a 20-Year Aspiration and Visionary direction with goals and strategies. The plan is critically supported by the Corporate Plan. The current Council vision is.



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The five themes adopted in the Community Plan are:

Natural Environment and Built Heritage

The *Natural Environment* includes bushland, agricultural plains, waterways, and natural resources along with eco-systems that support native, and introduced, flora and fauna. Built Heritage encompasses buildings in both urban and rural areas, as well as the historically significant streetscapes that reflect the nature and heritage of the Barossa Community.

Community and Culture

Community and Culture refers to the values, beliefs and lifestyle of the Barossa people who reside here. It includes the network of organisations and groups who work collaboratively to preserve and acknowledge the identity and history of the Barossa's people and places. Volunteering, social interaction, creative activities and community history initiatives all play an important part in developing and sustaining a community and its culture.

Infrastructure

Infrastructure incorporates buildings, structures and facilities that support the community to function on a practical level. These includes assets, which are constructed and maintained by Council or other service providers, such as recreation reserves, local roads and footpaths, landfill facilities, sewerage systems and community buildings. Power and communication networks, major roads, water supply and hospitals are examples of physical infrastructure, which are managed by external parties.

Health and Wellbeing

Health and Wellbeing in a community incorporates a range of services, programs, and facilities. Allied and primary health care are an important component but other factors such as access to transport, education and recreational facilities, food supply, safety, affordable housing, and programs that support inclusion and connectedness can also impact on the health and wellbeing of community members.

Business and Employment

Business and Employment represents the backbone of the local economy. It includes all types of industry from agricultural, retail, hospitality, manufacturing, and tourism and ensuring a suitable workforce to support all these areas is vital.



The values adopted by Council outlined are:

A commitment to our land and place,

by valuing our identity for the

benefit of future generations.

A commitment to our community

embracing a culture of mutual respect,

inclusion, safety and security.

A commitment to leadership,

inspiring vision, courage and enterprise.

A commitment to achievement,

encouraging and celebrating successes

that enrich and strengthen our community.

Community Plan • The Barossa Council



8. Key Planning Documents to Aid Review

The following key planning documents are relevant to the review of the Community Plan.

8.1 The Barossa Council Strategic Policy Platform and Expected Behavioural Norms of the Council and its Elected Members

This platform has been developed by the current Council as a commitment to the key priorities. The document informs the aspirations and vision of the Community Plan. The seven strategic policy positions adopted by Council are:

1. Delivering the Highest Priorities of Infrastructure with the Greatest Need
2. Efficient Governance and Understanding Services and Services Levels
3. Community, Social, and Environment Planning and Delivery
4. Having a Conversation about Local Government Boundaries is Supported
5. Economy, Housing, Events, and Industry
6. Connecting with and Understanding of the First Peoples of the Barossa
7. Thinking about and Planning for the Future

Strategic-Policy-Platform-and-Expected-Behavioural-Norms-of-the-Council-and-its'-Elected-Members-2022-26.pdf (barossa.sa.gov.au)

8.2 Advocacy Strategy

The Advocacy Strategy was developed in the last Community Plan review to remove the advocacy components of supporting goals and strategies. The strategy has proven to add little additional value to decision making and is recommended to be removed and advocacy activities be included in the Community and Corporate Plan.

Advocacy Strategy • The Barossa Council

8.3 Local Economic Development Plan

Council recently undertook extensive engagement in developing this plan. The Plan has a wide application and basis than a traditional economic development plan in that is encapsulates the necessary environmental, social capital and governance requirements for the future. The Plan also clearly articulates community input and incorporates amended themes which are recommended to be aligned in all of Councils planning document including the Community Plan. This plan provides a strong basis to review the Community Plan in all areas of economic, social, and governance aspirations, and vision.

The aims and targets of the Local Economic Development Plan are:

1. Competitive - The Barossa Council region's package of exports will be among the most competitive of all Australian regions, with continued growth of produce, tourism and other exports attracting wealth into the region.
2. Partnerships - Council will work closely with the local investment and business community to support economic development and to foster the growth of new and existing businesses in the region.
3. Affordability - Council will work to support affordable lifestyles within local townships.



4. Set up for growth - Council will play an important role in supporting a low-cost business environment by promoting upgrades to physical infrastructure and affordable and reliable access to utilities.
5. Labour force - Council will work towards alignment of the local skills base with the needs of the local economy.
6. New economic opportunities - The Barossa Council region will grow its existing wine and agriculture reputation, whilst supporting economic diversity through expansion of other sectors.

The plan outlines the following strategies:

1. To ensure adequate and affordable provision of utilities and infrastructure - Support the local economy by working to ensure adequate and affordable provision of utilities and infrastructure to support local economic development.
2. Investment in town centre amenity - Recognise the role of quality town centres in attracting and retaining retail and service expenditure.
3. Business-friendly council - new businesses will be assisted and welcomed into the region and existing businesses will be supported to grow and innovate.
4. Economic specialisation and diversification - Promote the growth of underrepresented sectors in The Barossa Council region.
5. Skills and labour force - To boost the local skill base and ensure the capabilities of the labour force align as closely as possible with the needs of the local economy.
6. Housing affordability & diversity - A local housing stock with a more diverse offering with affordable options.

Local Economic Development Plan • The Barossa Council

8.4 Regional Public Health and Wellbeing Plan

Council recently reviewed and updated the plan, this included community engagement. This plan provides a strong basis to review the social and wellbeing strategy and direction of our Community Plan.

The Plan articulates the key strategic projects in addition to ongoing services and programs, they are:

1. Community transport project objectives:
    a. To improve health and wellbeing and access to community destinations through targeted improvements to local walking and cycling routes.
    b. To improve transport to community centres and local services through exploring establishment of regional community passenger network and shared purchase and operation of a community bus.
    c. To advocate for improved public transport.
2. Mental health + suicide prevention project objective:
    a. To support positive mental health outcomes and help prevent suicide through providing information, connecting people with support and undertaking studies and further research to inform advocacy on related service needs in the region
3. Community participation project objective:
    a. To improve the wellbeing and capacity of people of all ages and abilities through the delivery and promotion of regional community participation programs.

Public Health and Wellbeing Plan • The Barossa Council



8.5 State Strategic Framework

Presently a State Strategic Plan is not in place however the Government has set a policy platform. Considered within this review are the South Australian Economic Statement, Infrastructure SA 20 Year Plan, The 30-Year Plan for Greater Adelaide.

South Australian Economic Statement – Smart. Sustainable. Inclusive.

A smart economy - South Australia's continued economic prosperity relies on us finding new and better ways of doing things, as well as new things to do. Our capacity to adapt and build new skills makes us more resilient in an ever-changing world.

A sustainable economy - Mitigating and adapting to climate change is no longer an option - it is a necessary principle that must underpin our economic choices. Our children's future depends on a more sustainable economy

An inclusive economy - An inclusive economy puts South Australians and their wellbeing front and centre. It recognises that inequality constrains economic growth, and that social inclusion and economic success go hand in hand. The prosperity of communities across the state will underpin our economic vision.

premier.sa.gov.au/__data/assets/pdf_file/0004/895054/SA-Economic-Statement.pdf

Infrastructure SA 20- Year Strategy

The Strategy takes a state-wide view and aims to achieve the following objectives:

- Sustained economic and jobs growth
- Planned population growth
- Connected and productive regions
- A vibrant, global Adelaide
- Enviable liveability.

The context of this plan is threefold:

- Making South Australia more productive.
- Maintaining liveability.
- Ensuring sustainability and resilience.

The key principles drive State infrastructure decision making under the following principles:

- Optimise current asset before building new.
- Adopt a lifecycle approach to new infrastructure.
- Prioritise infrastructure that contribute to economic and job growth
- Make evidence-based planning decisions.
- Break down silos through integrated planning
- Expand funding and procurement models to leverage private sector capital
- Build capability and capacity across public and private sectors.

20-Year-State-Infrastructure-Strategy-Snapshot.pdf

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The 30-Year Plan for Greater Adelaide

The 30-Year Plan for Greater Adelaide describes our plan for how Adelaide should grow to become more liveable, competitive, and sustainable. It will guide the long-term growth of the city and its surrounds over the next 30 years.

The key issues arising from the plan, noting it is currently under revision, and with recent Government announcements are:

1. Implementing the Concordia Growth Area plan.
2. Managing growth in our townships.
3. Managing the Character Preservation area.

The 30-Year Plan for Greater Adelaide (livingadelaide.sa.gov.au)

8.6 The Australian Governments Strategic Priorities 2022-2026

A strong inclusive and sustainable economy

- Host a Jobs Summit bringing together business, unions, the non-government sector, and all levels of government, to discuss options to reduce unemployment, deliver secure jobs and increase wages, supporting the development of a Full Employment White Paper.
- Reduce the cost of childcare through the Plan for Cheaper Child Care to boost participation in the workforce.
- Provide submissions to the Fair Work Commission in the Annual Wage Review and Aged Care Work Value case.
- Establish the National Reconstruction Fund – to help rebuild Australia's industrial base.
- Implement fee-free TAFE and more university places to increase productivity and address skills shortages.
- Address issues in land supply, planning and improving housing affordability.
- Place the Government's Budget on a sustainable footing by improving the quality of Commonwealth spending and reducing wasteful spending and exercising fiscal restraint to ensure we can continue to deliver the quality of services that Australians deserve.
- Build a stronger public service that delivers better outcomes for the community, acts as a model employer, and contributes to building a fairer and more inclusive Australia.

Healthy, equal, and resilient society

- Make equal opportunity for women a national, economic, and social priority.
- Deliver on the Uluru Statement from the Heart in full including constitutional recognition of First Nations peoples, and a Voice to Parliament enshrined in the Constitution.
- Deliver Better Care, including through, fixing the crisis in aged care, getting the National Disability Insurance Scheme (NDIS) back on track, and strengthening universal healthcare through Medicare.

Stronger in the world, united at home

- Act on climate change, including the legislating of emissions reduction targets, implementing the Powering Australia Plan, and engage with regional and global partners to promote strong climate action.



- Deepen strategic partnerships in our region and around the world, particularly in the Pacific and Southeast Asia.
- Introduce legislation, as soon as possible, for a national anti-corruption commission.
- Build a strong partnership between the Commonwealth, states, and territories to deliver for all Australians

The Australian Government's strategic priorities | Corporate Plan (pmc.gov.au)

8.7 Corporate Plan

The Corporate Plan of Council drives the achievement of the aspirational and visionary settings in the Community Plan. The Corporate Plan is the work Council and its Administration will stive to achieve that is within its control or influence. The plan sets out annual strategic actions and business as usual services and service levels that align to the Community Plan. It sets measures so Council and its Executive Leadership Team can monitor progression.

Importantly the Corporate Plan is has been aligned to a modern governance and management model. The model is prefaced on recent emergence and growth in the management framework known as ESG, Environment, Social and Governance this is explored in part 8 of this research and information paper.

Corporate Plan • The Barossa Council

8.8 Regional Development Australia Regional Strategic Plan 2022-2025

The Regional Development Australia Regional Strategic Plan has recently been completed including engagement and assessment of relevant and current factors, Council economic development plan and it has set the following framework and is significantly aligned with Councils aspirations and vision.

Vision - Outstanding regional competitive advantage that attracts talent, investment, and global recognition.

Strategic Priorities are:

1. Water Infrastructure - Climate independent water that sustains existing and emerging industries and supports communities, amenity, and biodiverse landscapes.
2. Brands and Places - The Barossa Brand grows in salience and impact, providing opportunities not only for wine and tourism, diversified Barossa products and other regional brands to flourish as distinctive but connected.
3. Creative Economy - Innovation and innovative capacity flourish through the attraction of talent, tourists and events that celebrate and connect with our vibrant creative arts and creative digital technologies, supported by skilled and creative community and workforce.
4. Sustainable Resilient Food and Wine Value Chains - A whole of community commitment to responsible production and consumption supporting climate resilient industries; and an industry commitment to value capture being fostered and retained in the region.
5. Tourism, Education and Equine sector support - The complexity of our economy continues to grow and develop in a way that supports our economic base of wine and food value chains delivering high value quality jobs, products, and services.



6. Future Generations - Design led land use planning and built environment, climate change mitigation, access to health services and housing, community facilities and mental wealth, digital inclusion, inclusion of First Nations.

Regional Strategic Plan 2022-2025 - Regional Development Australia Barossa Gawler Light Adelaide Plains

8.9 Barossa Water Security Strategy

The community, through the State and Barossa Australia recently developed this strategy relating to social, economic, and environmental outcomes. The work undertaken was extensive and worked on shared character statements for the Barossa, which have been included into our recent Character Presentation Review work, environmental thinking for the future, First Nations engagement and water management. It explored extensive climate and sustainability factors and is a sound basis to review the Community Plans aspirations and vision for our environment.

The key areas of analysis for the Community Plan review regarding the Barossa Water Security Strategy are:

- Impacts of climate change on water demand.
- Impacts of climate change on the environment.
- The broader application of environmental challenges for the future.
- Adapting to the changing climate and markets including managing environmental risks to markets.

The work on the plan undertook significant and multiple community engagements to draw up a clear Character Statement for the Barossa. This work has been incorporated into Council s Character Preservation and Growth Strategy planning for the community current undertaking community engagement.

Barossa Water Security Strategy • The Barossa Council

8.10 Growth and Investment Strategy and Character Area Planning

The Growth and Investment Strategy is still under phase 2 consultation. The findings will be integrated as consultation is concluded in the final version of the Community Plan, presently the key themes are summarised as

Growth and Investment Strategy

Heritage and Character

There is a strong desire to see existing communities and historical villages preserved, with development to be sensitive to the region's character. Further there needs to be ongoing consideration of primary production lands.

Housing Supply and Demand

An increase in the supply of housing is required but it also need to accommodate a changing demographic, with an ageing demographic and an increase in the number of single person



households. Further the Barossa would benefit from a greater diversity in housing types and prices. Focus on increasing rental availability is also required.

Economic Development

Existing industries are vital and need to be fostered but new ones should also be encouraged. Managing interface of adjoining and existing land uses needs consideration. An increase in housing supply will also assist in attracting a new workforce.

Liveability

Creating vibrant and liveable places needs to be front and centre. People want to live in healthy connected towns which are accessible and promote community interaction. Further, amongst a number of things development should be sustainable and affordable.

Infrastructure

Growth needs to be supported by suitable infrastructure which is funded and co-ordinated in an appropriate manner. This includes soft and community infrastructure which plays an important role within the community. Further our natural resources require sustainable management.

Community

Growth needs to be considerate of the community and provide adequate opportunity for local involvement. It is imperative we keep the vision for the Barossa Council front of mind.

Strategic Planning Review of the Barossa Preservation District

The adopted Strategic Planning Review of the Barossa Preservation District concluded the following strategic planning changes be pursued.

Changes for Dwellings

Proposed changes	**What this will look to achieve**
Identify dwellings as restricted development unless within a township area or replacing an existing dwelling (dwelling extensions would be permitted).	Better manage the potential for rural dwellings to be built in areas where they can impact on the special character of the district and impinge on primary production activities.
Require proposals for dwellings in rural living or rural areas to demonstrate the connection to the primary production of the land, how the site will be managed and potential impacts on land productivity. For these dwellings, the owner would be required to live on the same site as primary production activities.	To ensure new dwellings will be occupied by people that are connected to land.
Amend public notification policies so that wineries and the like are notified of a new sensitive use being established adjacent to existing operations.	To enable wineries to comment on the impact of proposals for sensitive uses on their operations.

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Changes for Land division

Proposed changes	**What this will look to achieve**
Amend the land division controls to prevent the creation of out of township residential allotments.	Address land division that involves boundary realignments to create residential or rural living scale allotments within the 'out of township' areas
Apply the Limited Land Division Overlay to Bethany and Krondorf and amend policies to seek low scale development at the town edges	This prevents the further division of land within these areas and ensures development is of a scale that is sensitive to the township edge to primary production areas

Changes for Value Adding

Proposed changes	What this will look to achieve
Better describe the range of land uses that are envisaged in the Barossa CPD including the scale of these land uses (e.g. scale of tourist accommodation, shops and function centres).	To provide greater certainty to the community and investors about the scale of development that is appropriate in the Barossa Valley (outside of specific tourism zones or industry zones for examples)
Consider assigning locations or areas for different scales of tourist accommodation, shops, and function centres – e.g. large-scale tourist accommodation only within a Tourism Development Zone; small-scale tourist accommodation outside townships.	To manage land use conflicts between tourism and primary production activities.
Introduce an appropriate definition or clearer policy as to what "small-scale" means.	To provide greater certainty about the scale of development that is envisaged to ensure compatibility between uses and the values of the Barossa Valley CPD.

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Wineries

Proposed changes	**What this will look to achieve**
Reintroduce previous policies requiring wineries in rural areas to have a direct connection with the land (e.g. minimum area of vineyard on site)	This ensures wineries are associated with Barossa produce and support viticulture in the locality.
Reintroduce previous policies regarding separation of dwellings from wineries and extend to apply to all beverage production facilities (other than where the dwelling is located on the same allotment)	Achieves a separation between uses that generate noise and other impacts and sensitive uses such as dwellings.

Design and Interface

Proposed changes	What this will look to achieve
Strengthen Interface between Land Uses policies with the General Policies and rural focused zones to require separation of new sensitive receivers adjacent to existing rural industries	This may mean some uses have to be set back further away from sensitive uses, or vice versa.
Introduce policy to ensure that new sensitive uses are located at least 300 m from existing beverage production facilities (in particular wineries)	This is to ensure that dwellings do not prejudice their continued operation of important economic activities.
Amend the Code to include: a. Identify important views and lookouts to be protected b. Identify key gateways c. Maintain separation between towns and surrounding areas d. Promote higher density housing and mixed use in the Centre of selected township e. Provide greater design guidance for development, including through the use of diagrams.	Provides additional confidence that development will protect the values of the Barossa Value and will be designed to sit well within its setting.



9. Environment Social and Governance (ESG) A New Framework

ESG at its simplest form is described as a wholistic approach to business delivery, balancing our activities across a sphere of outcomes that promote sustainable practices in the areas of; environmental, social and governance. Councils are committed to helping individuals, society and the environment and delivering value beyond financial. By adhering to ESG standards organisations are agreeing to conduct themselves ethically and transparently in those three areas. Local Government plays a critical role in driving progress on ESG issues and initiatives.

Environment - Preservation of our natural world

- Managing carbon emissions and climate change
- Water, waste and pollution management
- Transition to a circular economy
- Deforestation
- Renewable energy and clean technology
- Consideration of the unique rights of First Nations peoples to access, maintain and protect their lands

Social - how we improve people's lives

- Human rights
- Customer success
- Data hygiene and security
- Gender and diversity inclusion
- Community relations and engagement
- Health and safety
- Ethical supply chain and sourcing

Governance - having robust and transparent systems in place

- Risk-mitigation and management
- Business ethics and transparency
- Corporate governance and behaviour
- Ownership and accountability
- Policies and frameworks that achieve ESG outcomes

The Sustainability Strategy Road Map report (Tandem Energy 2022) noted that the principles of ESG was largely absent from Council's strategies, frameworks and policies. It was recommended Council adopts the holistic view that sustainability extends beyond just environmental issues and embeds climate and sustainability considerations into all of Council's plans, roles, decisions, culture and actions through the ESG methodology.



10. Legislative Requirements for the Community Plan

Council operates under State Legislation known as the Local Government Act 1999. This review has had regard to the legislative requirements and recent legislative changes. The legislative requirements for the Plan are outlined in the following table which are derived from Section 122 of the Local Government Act.

Strategic Management Plan Requirements	**How Are They Addressed**
Section 122 (1)(a) – General Provisions Identify the council's objectives for the area over a period of at least 4 years (the ***relevant period***), and provide a clear indication of: (i) the extent to which the council has participated with other councils, and with State and national governments, in setting public policy objectives, and the extent to which the council's objectives are related to regional, State and national objectives; and (ii) the extent to which the council has given consideration to regional, State and national objectives and strategies which are relevant to the economic, social, physical and environmental development and management of its area; and (iii) the extent to which the council intends to co-ordinate with State and national governments and councils or other regional bodies in the planning and delivery of services in which there is a common interest.	The Community Plan will address: • The objectives, vision, aspirations for 20 years. • Through this analysis alignment with regional, State and National objectives and where appropriate participation with other Councils. The Corporate Plan will address: • Strategic actions and business as usual services and service levels to support the Community Plan. • Where appropriate strategies and activities will outline collaboration and areas of community interest and service delivery. This research paper supports the investigations and considerations of other relevant plans, policies and strategies.
Section 122 (1)(ab) – Sustainability, Service Levels and Real Property Development Provisions Provide assessments that relate to the following matters (with particular reference to the relevant period): (i)the sustainability of the council's financial performance and position; and (ii)the extent or levels of services that will be required to be provided by the council to achieve its objectives; and (iii)the extent to which any infrastructure will need to be maintained, replaced or developed by the council; and (iv)anticipated changes in its area with respect to— (A)real property development; and	The Community Plan will outline the framework of financial performance, services levels at a aspirational level. Additional commentary will be included in the Community Plan regulatory assessment component of the plan in this review. The Corporate Plan, Asset Management Plan and Long Term Financial Plan support the Community Plan in addressing the detailed financial requirements, service levels and infrastructure management.

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(B) demographic characteristics of its community to the extent that is reasonable taking into account the availability of appropriate and accurate data; and (v) the council's proposals with respect to debt levels; and (vi) any anticipated or predicted changes in any factors that make a significant contribution to the costs of the council's activities or operations;	
<u>Section 122 (1)(b) – (h) – please note (c)(f) have been repealed and no longer apply – Activities, Measures and Other Provisions</u> (b) identify the principal activities that the council intends to undertake to achieve its objectives; and (d) state the measures (financial and non-financial) that are to be used to monitor and assess the performance of the council against its objectives over the relevant period; and (e) identify the means by which its activities are to be carried out and its objectives achieved; and (g) address issues associated with arranging its affairs so as to separate its regulatory activities from its other activities, so far as this is reasonable to do so; and (h) make provision for the regular review of the charters, activities and plans of any subsidiary of the council.	The Community Plan addresses these matters supported by the Corporate Plan additional commentary and assessment will be included in the Community Plan regulatory assessment component of the plan in this review.
<u>Section 122 (1)(b) – (h) – please note (c)(f) have been repealed and no longer apply – Financial and Asset Management Provisions.</u> (1a) A council must, in conjunction with the plans required under subsection (1), develop and adopt— (a) a long-term financial plan for a period of at least 10 years; and	The Long Term Financial Plan addresses these matters and is reviewed annual. The Asset Management Plan addresses these matters and is reviewed once every four years after the Community Plan Review, it is scheduled to commence in 2024.

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(b) an infrastructure and asset management plan, relating to the management and development of infrastructure and major assets by the council for a period of at least 10 years, (and these plans will also be taken to form part of the council's strategic management plans). (1b) The financial projections in a long-term financial plan adopted by a council must be consistent with those in the infrastructure and asset management plan adopted by the council.	
Section 122 (1c) – (1k) – Designated Authority – Local Government Advice Scheme Provisions (1c) A council must, once in every prescribed period (which must be not less than a period of 3 years), in accordance with a determination of the designated authority, provide information relating to its long-term financial plan and infrastructure and asset management plan to the designated authority in accordance with subsection (1e). (1d) For the purposes of subsection (1c), the designated authority may determine a schedule relating to each prescribed period that requires different councils to provide information in different financial years of that period (and the financial year in which a particular council is required to provide information according to the schedule is the ***relevant financial year*** for that council). (1e) A council must, on or before 30 September in the relevant financial year for the council, provide to the designated authority all relevant information on the following matters (the ***relevant matters***) in accordance with guidelines determined by the designated authority (if any): (a)material amendments made or proposed to be made to the council's long-term financial plan and infrastructure and asset management plan and the council's reasons for those amendments; (b)revenue sources outlined in the funding plan referred to in subsection (1a)(a); (c)any other matter prescribed by the regulations.	The Barossa Council will be subject to these provisions in 2026 as per the approved schedule of ESCOSA. Works will be scheduled in the updated Corporate Plan for the 2025-2026 financial year. And is not relevant to the current Community Plan review.

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(1f) Following the provision of information by a council under subsection (1e), the designated authority, on or before 28 February in the relevant financial year for the council— (a) must provide advice to the council on the appropriateness of the relevant matters in the context of the council's long-term financial plan and infrastructure and asset management plan; and (b) may, if the designated authority considers it appropriate having regard to the circumstances of a particular council, provide advice in relation to any other aspect of the council's long-term financial plan and infrastructure and asset management plan. (1g) In providing advice under this section, the designated authority— (a) must have regard to the following objectives: (i) the objective of councils maintaining and implementing long-term financial plans and infrastructure and asset management plans; (ii) the objective of ensuring that the financial contributions proposed to be made by ratepayers under the council's long-term financial plan and infrastructure and asset management plan are appropriate and any material amendments made or proposed to be made to these plans by the council are appropriate; and (b) may have regard to any information or matter the designated authority considers relevant (whether or not such information or matter falls within the ambit of subsection (1e)). (1h) A council must ensure that the advice provided by the designated authority under this section, and any response of the council to that advice, is published in its annual business plan (both the draft and adopted annual business plan) in the relevant financial year and each subsequent financial year (until the next relevant financial year for that council). (1i) For the purposes of the preceding provisions, the designated authority must publish the following: (a) advice provided to a council under this section; (b) the schedule determined under subsection (1d); (c) any guidelines determined under subsection (1e).	

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(1j) The designated authority may, by written notice, require a council to give the designated authority, within a time and in a manner stated in the notice (which must be reasonable), information in the council's possession that the designated authority reasonably requires for the performance of the designated authority's functions under this section. (1k) The designated authority may recover from a council (as a debt due from the council) the costs reasonably incurred by the designated authority in performing its functions under this section in relation to the council	
<u>Section 122 (2) & (3) – Integration with Planning Development and Infrastructure Act Provisions</u> (2) Strategic management plans— (a) should— (i) address the strategic planning issues within the area of the council, with particular reference to (and in a manner consistent with) any relevant state planning policy or regional plan under the Planning, Development and Infrastructure Act 2016; and (ii) set out the council's priorities for the implementation of planning policies; and (b) should (as far as practicable) be consistent with the Planning and Design Code under the Planning, Development and Infrastructure Act 2016, other than where the council is proposing amendments to the Planning and Design Code and the Minister to whom the administration of that Act is committed has agreed to the implementation of a program to review and amend the relevant provisions of the Code; and (c) should (as far as practicable) be consistent with any relevant statutory policy or plan (not referred to above).	The Community Plan addresses these matters supported by the Corporate Plan, additional commentary and assessment will be included in the Community Plan regulatory assessment component of the plan in this review.



(3) In addition to the requirements of subsection (2), a council must, in formulating its strategic management plans, have regard to— (a) the council's roles and responsibilities under this or any other Act; and (b) the council's objectives for its area	
Section 122 (2) & (3) – Administrative Provisions	
(4) A council may review its strategic management plans under this section at any time but must—	
(a) undertake a review of—	
(i) its long-term financial plan; and	Undertaken every year as part of the Annual Business Plan and Budget process.
(ii) any other elements of its strategic management plans prescribed by the regulations for the purposes of this paragraph, on an annual basis; and	There are no other prescribed circumstances.
(b) in any event, undertake a comprehensive review of its strategic management plans within 2 years after each general election of the council.	Community Plan currently under review and Asset Management Plans are scheduled for 2024 review.
(4a) A council must, for the purposes of a review under subsection (4), take into account— (a) in relation to a review under subsection (4)(a)(i)—a report from the chief executive officer on the sustainability of the council's long-term financial performance and position taking into account the provisions of the council's annual business plan and strategic management plans; and (b) insofar as may be relevant—any other material prescribed by the regulations.	Undertaken as part of the Annual Business Plan and Budget process every year.
(4b) A report from a chief executive officer under subsection (4a) must— (a) address any matters required by the Minister; and (b) be published in a manner and form, and in accordance with any other requirements, determined by the Minister.	There are no other prescribed requirements.
(5) A council may amend its strategic management plans or adopt new plans.	Noted has no impact on the current review amendments will be recommended in due course after consultation to Council.
(6) A council must adopt a process or processes to ensure that members of the public are given a reasonable opportunity to be involved in the development and review of its strategic management plans (but nothing in this subsection is to be taken to limit subsection (5)).	Community engagement plan for current review will be carried out.

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(8) A council must, for the purposes of this section, specifically declare which plans will constitute the strategic management plans of the council.	The Community Plan, Asset Management Plan, Long Term Financial Plan and Regional Health Plan are the declared Strategic Management Plans.
(9) In this section— designated authority means— (a) if a person or body is prescribed by the regulations for the purposes of this definition—that person or body; or (b) if a person or body is not prescribed under paragraph (a)—the Essential Services Commission established under the Essential Services Commission Act 2002.	Noted, does not impact this review.
(10) The Minister must consult with the LGA before regulations are made prescribing a person or body as the designated authority	Noted, does not impact this review.



11. Summary of Recommended Updates to Community Plan

Community Plan Visioning and Values Review	Summary Input
Descriptors	**Heartfelt** – Barossa needs to be relevant and at the heart of people and places. **Fun** – the Barossa needs to capture the essence of fun for everyone. **Brand / Identity**– our identity is important. **Community Spirit** – through shared values, vision, success and advocacy. **Heritage** – wine region, migration story, agricultural diversity, first nations, ironstone, built form, historic buildings and places, and landscapes. **Community and Service** – its why we exist. **Growth** – its real and upon us. **Inclusive, Diversity, Equitable** – socially connected and fair distribution of services **Custodians** – we are custodians of our community. **Planned** - settlement through village style development
Our Future	Shape Change Managing Change Visionary, Bold and Innovative Environmentally sustainable and balanced
Primary Employee Themes	The importance of, and pride taken in, building strong communities. Ensuring investment in infrastructure to support population growth. Ensuring that the Barossa remains accessible for all community members (affordability, disability, aging population etc.) Increasing the amount of, and improving access to, of Community supports (mental health, outreach services, vulnerable community supports)
Values	Use the above, and workshop and other feedback to reflect values in the plan. The themes include pride, diversity, inclusion, community spirit, leadership, identity.

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Community Plan Framework	Proposed Improvements / Changes	
All Areas	Align the Community Plan with the ESG framework.	
Themes	Align our themes to the ESG framework through implementation of 5 strategic pillars which offer better integration of our planning framework and ensure there is a clear alignment to the role Council plays in supporting each strategic pillar.	
	Suggested pillars	**Key ESG Focus**
	Our Community	• *Environment* • *Social* • *Governance*
	Our Economy	• *Social* • *Governance*
	Our Environment	• *Social* • *Environment*
	Our Places	• *Environment* • *Social* • *Governance*
	Our Council	• *Social* • *Governance*

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Aspirational Goals	Simplify the Goals by developing simplified guiding aspirations statements. This will allow us to develop results and measures which in turn allows us to be more accountable and transparent.	
	Suggested pillars	**Aspirational Goals / Guiding Statements**
		Creating a safe and connected community where everyone feels they belong.
		Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.
		Supporting a sustainable Barossa.
		Our places and spaces enhance the liveability, character and diversity of our communities.
		We are a leader in Local Government and are committed to delivering effective, efficient, and valued services to the community.

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Strategies	Simplify the Strategies and ensure they are outcome and result orientated and more easily measurable within the supporting Corporate Plan.	
	Suggested pillars	**Strategic Outcomes**
	Our Community	• *Our community is welcoming, vibrant and safe.* • *Our services and facilities are accessible.* • *We have a healthy respect of our diversity, character and history and are welcoming and supportive of all people.* • *Supporting and managing the implementing the Concordia development in alignment with Councils vision, mission and values for this development.*
	Our Economy	• *Our community achieves quality of life outcomes, jobs for the future by investment and innovation.* • *We partner with and support local business.* • *We are a destination of choice.*
	Our Environment	• *We proactively and responsibly manage the environment for future generations.* • *We sustainably manage our resources and encourage sustainable practices.*
	Our Places	• *Our places are well planned, managed, and sustainable.* • *We have well-connected transport infrastructure and networks.* • *We plan for and deliver infrastructure to enhance our places.*

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	Our Council	• *We are committed to customers experience, are willing to innovate, and drive change.* • *We are financially sustainable through a planned and long-term approach.* • *We have sound asset management services.* • *We have strong relationships with our community, stakeholders and Governments.* • *We have a safe, healthy, and resilient workforce.* • *We collaborate with partners, industry, governments, stakeholders striving to achieve outcomes and drive efficiencies and better governance for communities.*
Service Area Priorities Arising from Elected Member, Staffing, Community Feedback (to date), Data and Review of Relevant Plans	• Environmental, social, and financial sustainability. • Character preservation of rural lands and identity of townships in sympathy with village style development to be balanced with appropriate growth in the right locations not all locations. • Infrastructure needs for appropriate growth in right locations. • Community development and understanding and striving for equity, socially inclusive and diversified community. • Maintaining what we have. • Housing diversity, supply and affordability. • Learning as a community is important. • Advocacy themes centre on infrastructure and services that builds and binds communities, health, education, transport, aged care, disability services, connectiveness, wellbeing, inclusiveness. • Planning, managing, and shaping change. • Technology and skill needs for the future. • Supporting our youth. • Sport, recreation, culture and heritage.	
Disclosures under Section 122 of the Local Government Act – Regulatory Disclosures	<u>Section 122 (2) & (3) – Integration with Planning Development and Infrastructure Act Provisions</u> Ensure: • Adequate description of the services provided and regulatory functions identified.	

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	• Adequate connection of measured outcomes and detailed service levels are linkaged to the other Strategic Management Plans and the Corporate Plan • Statement of financial estimates is provided in the Community Plan. • Linkages between aspirational goals to the growing real property impacts of the Barossa including the Concordia Development. • Identify the needs and findings of the Growth Strategy Investigations and Character Preservation Area strategic reviews.

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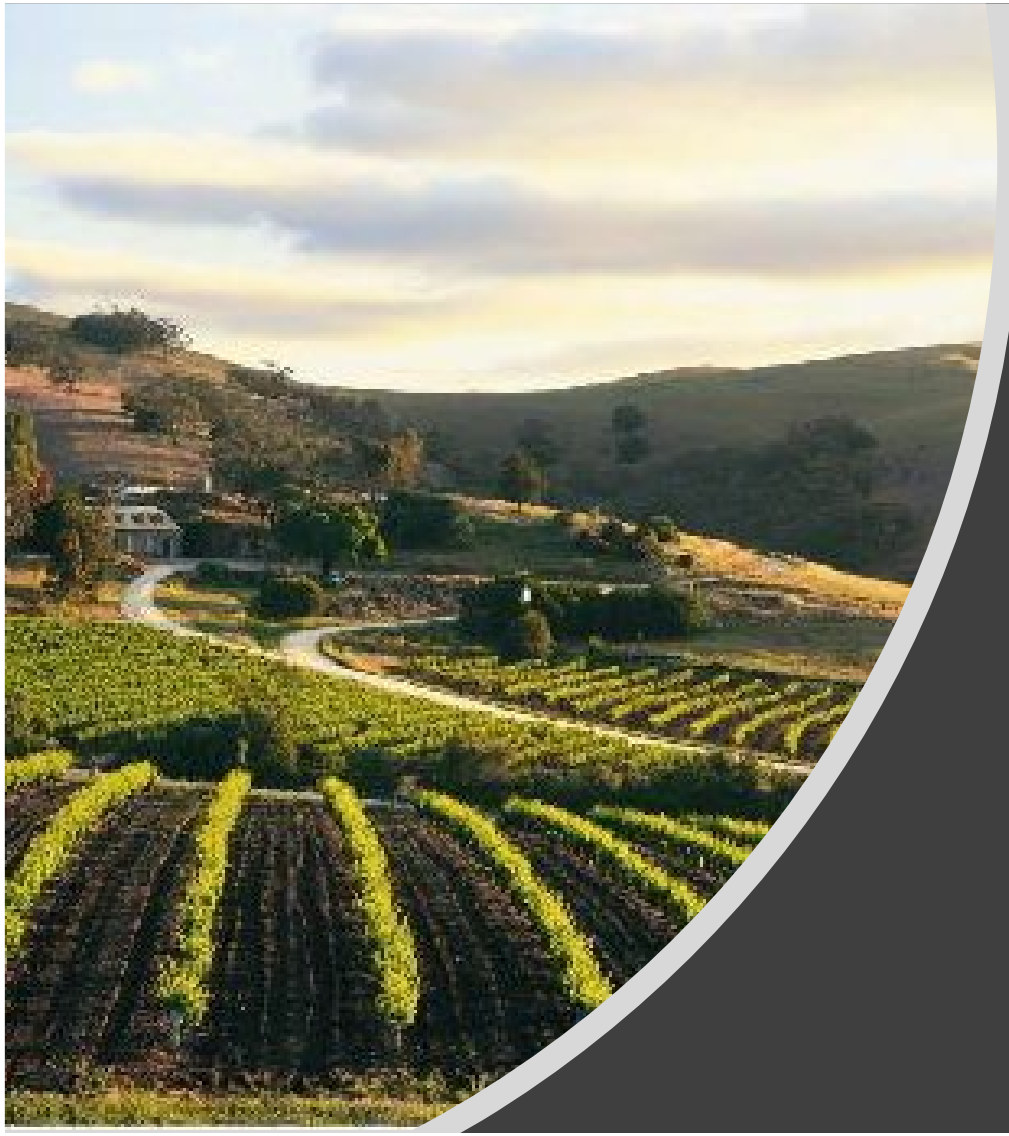
Attachment 1 - Elected Member Workshops Notes, Outcomes and Vision Setting

Visioning Workshop

Elected Member Sessions 4 October 2023

Elected Member Sessions 6 December 2023

Attachment 1



Community Plan Vision + Values Review

The Barossa Council

AUGUST 2023



Purpose of this Workshop

- Discuss the purpose of Council and why you are all here!
- Identify key elements of a Community Vision.
- Identify key principles that guide the work and decision-making of Council.

Previous Vision + Values

Enhancing our premium wine, food and tourism region and its unique lifestyle, heritage and community spirit.

A commitment to our **land and place**, by valuing our identity for the benefit of future generations.

A commitment to our **community**, embracing a culture of mutual respect, inclusion, safety and security.

A commitment to **leadership**, inspiring vision, courage and enterprise.

A commitment to **achievement**, encouraging and celebrating successes that enrich and strengthen our community.



Let's Start with the **WHY?**

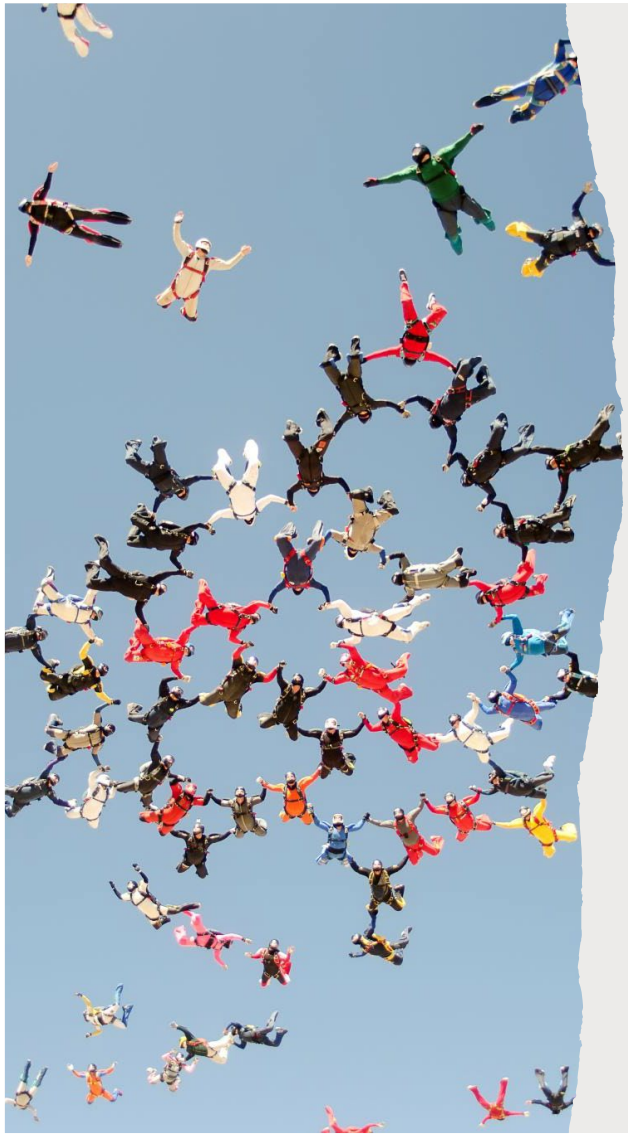
- People talk about **WHAT** they do but find it more difficult to articulate **WHY** they do what they do.
- For example, a ladder manufacturer makes ladders – good ones, that are sturdy and strong!
- But the "**WHY**" is way more interesting. They build ladders to keep people safe, to save time, to improve capacity.
- The **"WHY"** reflects motivations and meaningful pursuits, articulates outcomes and often puts people at the centre of the **"WHAT"**, which is where people like to be!



Articulating the WHY?

Elected Members…

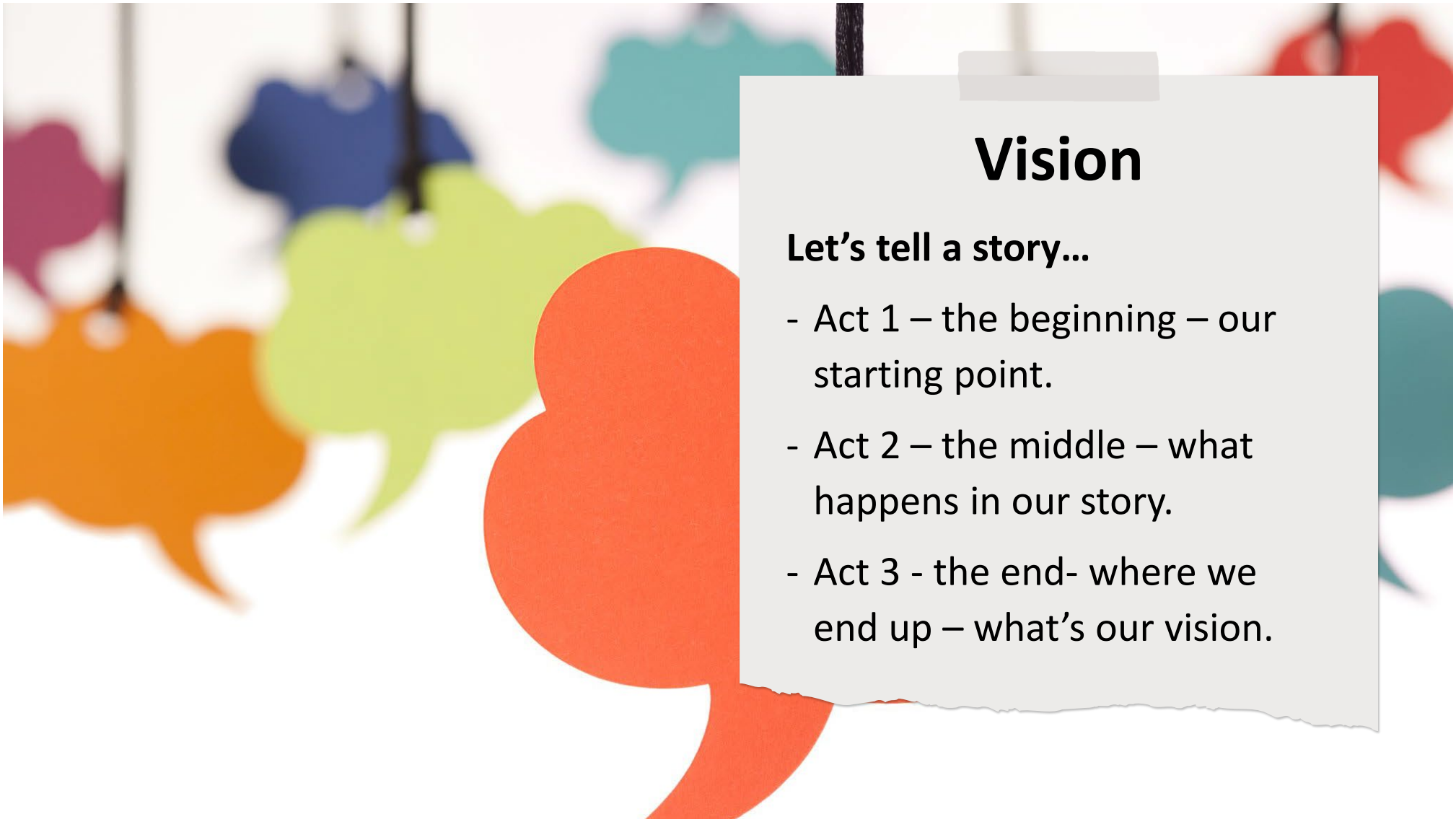
- Represent the community
- Keep themselves informed
- Advocate for, communicate and promote ideas and activities
- Determine rules and regulations
- Set budgets and guide income and expenditure of Council
- Decides what facilities/resources are offered to the community
- Make decisions etc…



But Why?

What is the purpose of the things you do?

1. What would happen if you stopped doing these things?
2. What change / improvement do you make in the world by doing these things?
3. Why are these things important – what does your work achieve in terms of outcomes and for who?


Vision
Let's tell a story…
- Act 1 – the beginning – our starting point.
- Act 2 – the middle – what happens in our story.
- Act 3 - the end- where we end up – what's our vision.

ACT ONE

Describe The Barossa Council Community as it is now in terms of …

Column 1

- Positives
- Strengths
- Advantages
- Benefits
- Loves

Column 2

- Negatives
- Weaknesses
- Gaps
- Failings
- Disappointments

Column 3

- Opportunities
- Possibilities
- Neutrals
- Unknowns
- Consistencies



ACT THREE

- Think about how you see The Barossa Council Community in ten years.
- Use your list **ACT One Lists**, these will help you identify what is important in terms of growth development, improvements and sustainability.
- Write a couple of sentences that reflect how you might talk about the Barossa Council of the future.



PRINCIPLES

Principles are important because…

- They help define the character of the organisation.
- They help guide decision-making – particularly in the absence of a set or planned direction.
- They help bring a collective together – even when they disagree.

NB: Principles are designed to be unchanging and permanent whereas values are usually more internal and can change over time.



”Principle” Words

- Progressive
- Traditional
- Contemporary
- Innovative
- Entrepreneurial
- Supportive
- Stable
- Consistent
- Excellent
- Exceptional
- Reliable
- Flexible
- Creative
- Good value
- Inclusive
- Diverse
- Unique
- Captivating
- Authentic
- Connected
- Engaging
- Staid
- Fresh
- Embedded
- Responsive
- Accessible
- Relatable
- Ambitious
- Vibrant
- Agile
- People Centered
- Sustainable
- Passionate
- Trusted
- Transparent
- Inspiring
- Leader
- Transformative
- Flourishing
- Distinctive
- Courageous
- Proud
- Bold
- Thriving
- Collaborative
- Active
- Attractive
- Human
- Service oriented
- Professional
- Consultative
- Truthful /Honest
- Careful
- Environmentally Conscious
- Respectful
- Responsible
- Informed
- Compassionate
- Integrity
- Loyal
- Inspiring
- Fair / Just
- United
- Humble
- Equity
- Encouraging
- Collaborative

Select 6 – 8 Words from the list and write them down.

PRINCIPLES IN PRACTICE

Think about…

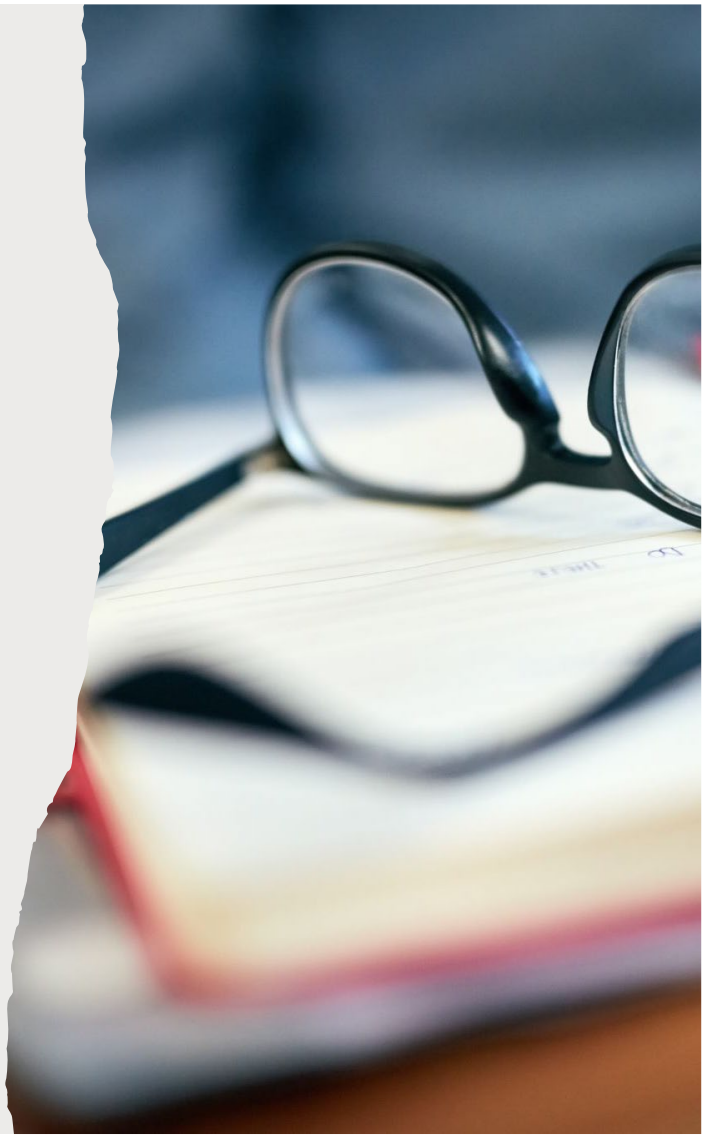
- The decisions you've made as a Councilor recently.
- The activities you've undertaken as a Councilor recently.
- The things you've said about Council and its work recently.
- The people you represent and what is important to them.

Do your principles apply?

Are they relevant to you and the people you represent?

Would they be useful in your work and the work of the organisation moving forward?

What would your top four be?



PLAY YOUR PART
learn more | give more | be more

Next Steps

- Get in touch
- Collation of tonight's work
- Development of Report for Councilors + Executive

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The Barossa Council

Barossa Council Community Plan Workshop

PURPOSE
PRINCIPLES
VISION

OVERVIEW

On Wednesday 23 August 2023 a workshop was undertaken with representatives of the Barossa Council. The purpose of the workshop was to review key components outlined in the Barossa Community Plan and articulate the purpose, principles and vision, in the context of a new Community Plan. Six elected Members and several senior staff were present at the workshop with further feedback provided by an additional Councillor via email.

A draft of purpose, principles and vision are detailed below based on the information gathered at the workshop. This information is considered a starting point for Council, who can then tweak and adapt the information here to determine and ideal foundation for a revised Barossa Community Plan.

EXISTING INFORMATION

The following reflects the key elements of the Community Plan 2020 – 2040 as it stands now.

Vision:
Enhancing our premium wine, food and tourism region and its unique lifestyle, heritage and community spirit.

Values

A commitment to leadership, inspiring vision, courage and enterprise.	*A commitment to our community embracing a culture of mutual respect, inclusion, safety and security.*
A commitment to achievement, encouraging and celebrating successes that enrich and strengthen our community.	*A commitment to our land and place, by valuing our identity for the benefit of future generations.*

PURPOSE

When considering the purpose of an organisation many default to the many actions they undertake as part of the role. The day-to-day tasks and longer terms strategies implemented through a variety of processes, systems and networks which reflect tangible "happenings" with the organisation and the community it serves. For example, the role of Council as an organisation and as an Elected Member body might include some of the following activities:

- Set budgets and guide income and expenditure.
- Provide community services including libraries, community transport, waste management etc.
- Develop and maintain infrastructure including open spaces, halls and community centres, playgrounds, cemeteries and recreational facilities.
- Regulate parts of community life including building, dog and cat management and parking.
- Support local business, tourism and activities relating to sustainability.
- Supporting, monitoring and regulating development and planning.

Whilst all of the above is important, none of these things reflect the purpose of the organisation. The purpose of the organisation related more closely to the outcome of all of these things and why they are vital to a productive, safe, sustainable and inclusive community life.

With this in mind the "Purpose" of Council is more accurately expressed as:

"To ensure people enjoy a great quality of life, feel safe and happy. Council empowers residents to have a voice, to work collaboratively and to participate in and grow resilient and connected communities."

VISION

The following is designed to be a draft Vision for the new community plan, which can continue to be tweaked and developed as the revised plan is formulated. It is designed to be statement and should encapsulate aspirations and articulate these in a positive and forthright way.

"The Barossa is a thriving, sustainable and culturally rich place. It is a great place to live and a globally celebrated destination, where culture, industry and community align.

The region is known for:

- ***Its exceptional food and wine.***
- ***Its quality of life and wellbeing.***
- ***Its rich culture and heritage.***
- ***Its stunning landscapes and thriving biodiversity."***

Other key characteristics that emerged from the workshop which relate to both the vision and goals for the region include:

- One Barossa One Voice – referencing the need for better governance over the Barossa GI – whether this is stronger collaboration with neighbouring councils or boundary re-alignment.
- Home of regional sport in SA.
- Equity and Fairness and a sense of cohesiveness.
- Eco-tourism – particularly in the context of wellbeing and sustainability.
- Attractive building design that acknowledges heritage but is not crippled by it.
- The future depends on sustainability, quality of life and fairness.

PRINCIPLES

Principles are designed to be unchanging and permanent whereas values are usually more internal and can change over time. They are important because they:

- Help to define the character of the organisation.
- Help to guide decision-making – particularly in the absence of a set or planned direction.
- Help to bring a collective together – even when they disagree.

Based on the information gathered from participants at the workshop, the following principles have been identified as important to Council operations.

+ Sustainable

Everything that Council does is grounded in sustainability, not only in the context of our environment, which needs to be nurtured and protected but in also the services, facilities and resources Council provides for community. Council considers its allocation, consumption and use of resources carefully and aims to be efficient, ethical and resilient.

+ Creative

Council is progressive and forward thinking, investing in inventive and "out of the box" ideas and opportunities. It is able to take calculated risks, remains agile and is able to respond to opportunities when they emerge.

+ Professional

Council is trustworthy, service oriented and consistent. It acts with integrity, remains transparent and operates efficiently, ensuring it is both flexible and responsive to changing conditions and circumstances.

+ Inclusive

Council is compassionate and enables access and inclusion for everyone, levelling the playing field and actively working to ensure people can participate fully in community life and they feel valued and connected.

+ Informed

Council is committed to listening and learning. It invests in research, consultation and engagement with the community and relevant experts to help make informed, timely decisions that are in the bests interest of the community. It values transparency and seeks to understand and respond to a variety of perspectives.

STRENGTHS, WEAKNESSES AND OPPORTUNITIES

As part of the workshop, participants were invited to create a table with three columns, listing the region's the characteristics within one of three columns. The following provides an overview of what was captured.

Strengths / Positives / Advantages	Weaknesses / Challenges / Negatives	Opportunities / Possibilities / Unknowns
• Brand excellence • Strong economy • Rich history • Community spirit • Proximity to capital city • Population growth • Culture + heritage • Diversity of landscape • Sense of community • Good amenity • Beautiful • Tourist destination • Strong culture of volunteering • Council service and professionalism • Location • Global recognition • Planning constraints • Premium wine region • Environment – care and sustainability • Food • Lifestyle • Big project • Identity and point of difference	• First Nations engagement + visibility of Indigenous culture • Localism • Council boundaries • Proximity to capital city • Transport • Lack of diversity • Lack of responsivity to DDA etc. • Affordability • Sustainability • Youth opportunities • Arts and culture • Planning constraints • Water resources • Land locked • Growing population	• First Nations Engagement • Tourism • Diversity • Arts and culture • Growing green credentials • Youth development • Innovative use of infrastructure • Events • Boundary reform • Big Project Stage 2 • Maintain point of difference • Eco-tourism

Notes from Brief Session of 4 October 2023 Council Workshop

Brand Ideas

1. It's what people think about you.
2. Needs to be simple.
3. 1 theme 3 principles model – the rule of thirds is necessary – good way to frame future.
4. Its what is there now heritage - lifestyle – community spirit.
5. What it is not:
    a. It's not industry based.
    b. Snobbery – as it can feel at times.
    c. Aspirational??
6. Who are we and where we are.
7. Agenda groups – demographics see it differently.

Character / Identity

Heartfelt – needs to be relevant and at the heart of people, place.

Fun – the Barossa seems to have lost its fun.

Other Areas of Need / Thoughts

Accessible

Attainable

Something for everyone

Must grow

Must learn

Affordable

Notes from Brief Session of 6 December 2023 Council Workshop

Identity - Barossa

Community spirit

Shared success

Shared advocates

Landscape:

- Native vegetation
- Vineyards
- Visitor economy
- Sensitive use

Heritage:

- Wine region
- Migration story
- Agricultural diversity – livestock, forestry, etc
- First nations
- Built form – historic buildings and places
- Ironstone
- Planned settlement in village style

Design criteria to align – design fit for purpose

Identity – Council

Community

Advocacy

Inclusive

Diversity

Custodian

Voice

Equitable

Service

Growth

The Future

Shape change

Manage change

Visionary – bold – innovative

Environmentally sustainable and balanced

Issue of Growth

Resounding yes we want it – done properly

Scale – Character leading to selected and targeted growth.

Population provision

Creative

Efficient infrastructure / main street focus

Scope of rural population

Activation of social and economy as an outcome

The future is south

Risks

Economic diversification

Youth net outward migration

Housing needs – Air B&B

Health/Mental health

Attracting diversity

Rural viability

Essential services

Family services – domestic violence services

Understanding on mono cultures

Infrastructure needs

Visitor impact on population outcomes

Sustain diversification of rural living

Affordability

Office of the
Mayor and CEO

Attachment 2 - Employee Engagement Outcomes

Community Plan Review 2023 – Staff Responses

On the 30th of June 2023, Barossa Council Staff were asked to contribute their insight into the review of the current Community Plan.

Staff were given the opportunity to submit anonymous responses to five questions via a Slido survey, Butchers Papers (which were located at Nuriootpa Office, Tanunda Depot, Williamstown Depot and he Tanunda Library/BVC), through booked site visits, booked calls or via email with/to the Community Plan Staff Internal Focus Group.

Staff were asked to consider the following questions:

1. What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.
2. What do you believe Councils' goal/s should be for the next 20 years?
3. Why do you want to work for our community?
4. Over the next 20 years, what do you think we should do more or less of?
5. We are planning for the future, so please let us know if you have other ideas.

Surveys were closed at 5pm on the 20th of July 2023.

At the time of reporting, The Barossa Council workforce consists of 184 employees. In response to this call for comment, 112 individual pieces of feedback were received – a response rate of approximately 61%.
Key themes have been identified from the responses provided, with the frequency of this theme tallied.

Across all questions, frequently reported themes include:

- The importance of, and pride taken in, building strong communities – 13 responses
- Ensuring investment in infrastructure to support population growth -12 responses
- Ensuring that the Barossa remains accessible for all community members (affordability, disability, aging population etc.) – 12 responses
- Increasing the amount of, and improving access to, of Community supports (mental health, outreach services, vulnerable community supports)– 10 responses

Across the five individual questions – the themes are tallied as follows:

1. What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.

Theme	Count of Theme
Social Inclusion	6
Population Growth	6
Infrastructure	4
Accessibility	4
Aging Population	4
Changing technology	3
Local employment opportunities	2
Public Transport	2
Affordable Housing	2
Cost of living	2
Character Preservation	2
Changing technology	2
Council staff resourcing	2
Access to Council information	1
Cost of Living	1
Accessible Housing	1
Electric Vehicles	1
Sustainability	1
Empower the community	1
Community Assets	1
Funding opportunities	1
Skills Shortages	1
Access to Education	1
Sustainability	1
Childcare	1
Working processes	1
Medical Facilities	1
Mental health	1
Grand Total	**56**

2. What do you believe Councils' goal/s should be for the next 20 years?

Theme	Count of Theme
Sustainability	6
Character Preservation	6
Infrastructure	5

Community Supports	4
Public Transport	3
Sustainability	3
Accessibility	3
Youth Programs	2
Social Inclusion	2
Small Business Supports	2
Inclusivity	2
Aging Population	2
Arts/Culture Focus	2
Economic Growth	2
Improved working Conditions (Council)	2
Education	2
Transport	1
Consistency	1
Changing technology	1
Environmental Conservation	1
Council Vision	1
Green spaces	1
Change council vision	1
Community Empowerment	1
Retaining Youth	1
Inclusivity	1
Cost of Living	1
Community engagement	1
Cultural Awareness	1
Community Programs	1
Changing technology	1
Outdoor activities	1
Population Growth	1
Grand Total	**65**

3. Why do you want to work for our community?

Theme	Count of Theme
Build stronger community	11
Love the region	7
Give back to the Barossa	5
Take pride in serving our community	4
Grand Total	**27**

4. Over the next 20 years, what do you think we should do more or less of?

Row Labels	Count of Theme
Improved community facilities	5
Accessibility	4
Improved working Conditions (Council)	3
Community Supports	3
Improved communication (outgoing)	2
Mobile Library services	2
Community Events	2
Community engagement	2
Community Programs	1
Improved community services	1
Changing technology	1
Character Preservation	1
Improved Infrastructure	1
Inclusivity	1
Small Business Supports	1
Council Process	1
Sustainability	1
Housing	1
Improve Infrastructure	1
Grand Total	**34**

5. We are planning for the future, so please let us know if you have other ideas.

Theme	Count of Theme
Affordable Housing	4
Sport and Recreation Focus	4
Concordia development	4
Community Supports	3
Transport	3
Infrastructure	3
Community Programs	2
Sustainability	2
Library Services	2
Arts/Culture Focus	1
Sustainability	1
Aging Population	1
Community Consultation	1
Water stations	1
Mobile Library services	1
Population Growth	1
Accessibility	1
Council staff resourcing	1
Grand Total	**36**

Appendix of responses

	Question	Response	Theme
1	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Proactive, agile and reactive making clear informed decisions. Raising the understanding of the community on key issues - bringing them along. Continual positive education - to try and avoid criticism in the appraisal our efforts.	Empower the community
2	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	With potential petrol car bans coming we should start looking at introducing electric or hybrid vehicles into our fleet. Set an example to the community.	Electric Vehicles
3	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Latest research indicates that the majority of the jobs of the future will require University and Certificate qualifications. The Barossa has a lower proportion of qualified people than the state so this needs to be addressed. Affordable housing will continue to be an issue. A large proportion of the jobs in the Barossa are low paid - eg, aged & disability care, retail, hospitality etc. These jobs are essential for the Barossa's wellbeing and prosperity so affordable housing needs to	Access to Education Affordable Housing Local employment opportunities

	Question	Response	Theme
		be a priority, eg more community housing.	
4	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Growing population of the area and having the infrastructure and services to support thatCC5:C78	Population Growth
5	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Problems with housing needs, including lack of specialist disability accommodation meaning families move to metro area. Environmental issues and awareness - waste and sustainability. Decreasing social connection for all adult age groups. Skills shortage to support vulnerable cohorts - registered nurses, disability support workers, quality support coordinators	Accessible Housing Sustainability Social Inclusion Skills Shortages
6	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	A significant and ongoing change will be our ageing population. The flow on is an increased need for digital literacy to keep apace with changing technology, and social connection for wellbeing. Other associated needs will be greater accessibility to public transport, assistance at home, and modernised medical facilities.	Aging Population Accessibility Changing technology Social Inclusion Public Transport Medical Facilities
7	What do you think is going to change in the future that we need to be aware of	I think in the next 20 years and its already happening now is that the current job environment will see a shift to	Changing technology Local employment opportunities

	Question	Response	Theme
	and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	more technology focused roles and a range of low level jobs will be replaced by technology, and some of the smaller local industries within Barossa wont be around as they are now. Granted trades and agriculture will still exist, but with the advance of technology and the amount of automation use cases within Ag we could see a sizeable workforce be left behind. Customers will want to be able to find information about council and what we are doing, easily and within only a few clicks, and also for that information to be up-to date and current.	Access to Council information
8	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Customer expectations - social inclusion programs and increased outreach programs and services due to a local ageing population. Services will need to be equitable and accessible across the Barossa region.	Social Inclusion Aging Population Accessibility
9	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and	Cost of living is going up, so accessible, cost effective and/ or free resources and programs are going to be highly beneficial.	Cost of living Accessibility Social Inclusion

	Question	Response	Theme
	customer expectations.		
10	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Increase in population, which will increase demand on roadways, housing, community and medical. Legislative changes - community funding increase/decrease amending the way we serve the community	Population Growth Infrastructure
11	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	I think we should be aware of community changes that will greatly effect our current and developing demographic. With newly built suburbs and large scale regional development, we need to ensure services such as community spaces and libraries are in high traffic areas that are accessible to all. This will be all the more emphasised by our aging population, which will also bring higher rates of disability to our community. Thinking big picture - spaces will need to be connected (more public transport) and well planned (consultations ensuring spaces accessible to all), this should be considered for both outside public realms spaces and interiors. Technology will also play a large part in how our community develops, how this looks - I don't think anyone can be completely sure! I think this will greatly effect customer expectations, with AI and other technology more than likely replacing staffing	Population Growth Infrastructure Social Inclusion Aging Population Accessibility Public Transport Changing technology

	Question	Response	Theme
		at some point. I would imagine that given the current community expectation of 'face-to-face' service being accessible, that a hybrid model of tech and staff may eventuate - but perhaps this could allow an extension of hours and services, catering to a different part of our community?	
12	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Continued housing crisis. So many BnBs, so few houses for residents to rent or buy. More people wanting to live here as a commuter dormitory for the northern suburbs or Adelaide. Continued degradation of the character, heritage and community feel of the Barossa due to the effects of tourism and development. Aging population. (Housing, services, activities) Also increase in younger population - families who have moved in. Increased poverty in some sections of the community as the housing and financial situation worsens. Some sections of the community increasingly alienated from Council - wanting a return to providing the basics for the community, not for tourists or sports. Rubbish disposal and recycling will become even more important. Childcare needs.	Affordable Housing Population Growth Character Preservation Aging Population Cost of living Community Assets Childcare
13	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative	Employees will have to use more creativity, critical thinking and constant digital upskilling in existing and emerging technologies to achieve better outcomes for our community.	Changing technology

	Question	Response	Theme
	systems, the economy, social and community, technology, environmental, and customer expectations.		
14	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Concordia land development is the major change that will impact Barossa Council in the future. Immediate impact is in relation to the masterplanning and infrastructure planning but we also need to bring in and consider community service planning, and recreation planning. Concordia will require significant increase in resourcing to accommodate planning, engineering, rates and the like.	Infrastructure Population Growth Social Inclusion Council staff resourcing
15	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	I think the expectation that everyone will have computer access and be able to do all their business via this medium will increase. To this end I think the amount of time staff (particularly library staff) spend with our council patrons unable to navigate on such sites as Centre link etc. will also increase and so we need to be mindful of that and be able to cater for their needs.	Changing technology
16	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Definitely continue to move towards renewable energy. Government funding to be less blanketed and more project focused, we'll have to apply for grants for everything	Sustainability Funding opportunities

	Question	Response	Theme
17	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	i feel customer expectations would be high on the list, cost of living is going up, customers need to see where their money is being spent.	Cost of Living Council staff resourcing
18	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Kids and youth mental health is massive as their young brains aren't coping with todays pressures of the world they are growing up in. Pressures on performing are too great for them. Remember back to what we did in school. Year 6 and 7 seem to be doing year 10-12 work now. Not coping means they now turn to vaping, alcohol, drugs as their coping mechanisms which then likely move onto crime.	Mental health
19	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Cut red tape making it easier to get things done	Working processes
20	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative	How do we maintain our identity and continue to support the Community	Character preservation

	Question	Response	Theme
	systems, the economy, social and community, technology, environmental, and customer expectations.		
21	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	Adelaide is growing, it will be on our doorstep soon. What/how will this impact the Barossa?	Population growth
22	What do you think is going to change in the future that we need to be aware of and plan for? For example, changes to political/legislative systems, the economy, social and community, technology, environmental, and customer expectations.	If we want more exciting community events, we need the facilities and resources to hold them.	Infrastructure
23	What do you believe Councils' goal/s should be for the next 20 years?	Environmental sustainability should a key driver. Council needs to be a KEY LEADER with its policies and processes and pro active promotion, educative options for the community - easy accessible events educating the community, in person, online, well informed content - promoting a can do approach to the community - Look what we're doing together.	Sustainability Education Social Inclusion Community Empowerment

	Question	Response	Theme
24	What do you believe Councils' goal/s should be for the next 20 years?	Focus on sustainability and how Council can support local businesses to make more environmentally friendly choices.	Sustainability
25	What do you believe Councils' goal/s should be for the next 20 years?	To REALLY engage with community. To do more than the minimal requirements of consultation. To develop meaningful, productive partnerships that will make a real difference. Change the vision so the emphasis is on community, not on wine. Alcohol is one of the major causes of family violence and poor mental health in the region.	Change council vision Community engagement
26	What do you believe Councils' goal/s should be for the next 20 years?	Have options for youth that tap into community skills but needs support from paid professionals and youth meeting spaces, either at each town or with transport options to attend independently. Better recycling options and education, particularly for events and sporting clubs. Improved public transport options for after hours Less focus on sport/recreation and more on intergenerational connections that focus on the arts and service clubs, creating connection. Creating town viability Broadening multicultural awareness Continued disability inclusion focus	Youth Programs Social Inclusion Sustainability Public Transport Arts/Culture Focus Cultural Awareness Inclusivity
27	What do you believe Councils' goal/s should be for the next 20 years?	Other than accommodating Q1, another significant factor will be opening further land for development versus protecting the Barossa's unique character from over-development. Careful and clear consideration of long-	Character Preservation Infrastructure Community Supports

	Question	Response	Theme
		term development consequences will assist in maintaining the fragile balance of our region. Further, consolidating appropriate infrastructure and support for the existing population must be an equal priority.	
28	What do you believe Councils' goal/s should be for the next 20 years?	If we aren't already, invest more time into community programs to help up-skill the new generations coming through on how to think through problems and be creative, as well as council programs to provide data literacy skills to parts of the community where they may struggle or not be as technologically proficient.	Community Programs Changing Technology
29	What do you believe Councils' goal/s should be for the next 20 years?	Community wellbeing - a community that includes everyone, is safe, accessible, inclusive and welcoming Functional and sustainable built environment Valuing our natural environment - conserve and enhance our regional landscape	Accessibility Inclusivity Sustainability Environmental Conservation
30	What do you believe Councils' goal/s should be for the next 20 years?	Transport is a big issue for our residents. I think a goal for council could be addressing the distance between sites and looking in to mobilising services - the library, customer care - rates/dog registration payments, community service advice, waste/environmental/ sustainability outreach. Nuriootpa as a head office is not best placed for accessibility - no public transport bus stops within sight. A goal can be moving to or creating buildings that are much more central and	Transport Accessibility

	Question	Response	Theme
		accessible - e.g., near shops, main facilities.	
31	What do you believe Councils' goal/s should be for the next 20 years?	Researching and planning for greater growth (to ensure preservation of culture and environment)	Character preservation
32	What do you believe Councils' goal/s should be for the next 20 years?	To continue to develop the region with community in mind, including tourism, heritage and culture. I think the provision of support to local business should be a goal for council in the coming 20 years, encouraging regional growth and a connected community. I think an additional goal should be to find clarity in what the Barossa community envisions for itself - many community members value and take pride in being from the Barossa, but why? The region is no longer just a place for renowned wines, but a hub of culture, art, family and connection.	Character preservation Small Business Supports Council Vision Arts/Culture Focus
33	What do you believe Councils' goal/s should be for the next 20 years?	Preserve the heritage and character of the Barossa, in particular old buildings, especially those with public significance, such as the Tanunda Railway Station. Keep rates as low as possible. Focus on the basics for the community, not for tourists. (Community spaces, community activities, community services, community supports, especially for vulnerable sections of the community.) Sustainable rubbish removal and recycling services. Provide as supportive an environment as possible for local small businesses that provide services for residents.	Character Preservation Community Supports Sustainability Small Business Supports
34	What do you believe Councils' goal/s	Create employment opportunities and economic	Economic Growth Infrastructure

	Question	Response	Theme
	should be for the next 20 years?	growth Enhance Assets and Resources Provide Enviromentally and sustainable towns Provide sercives that are there to support our community	Sustainability Community Supports
35	What do you believe Councils' goal/s should be for the next 20 years?	To maintain and promote our enviable lifestyle To maintain and enhance the character and heritage of our region To support appropriate economic investment to promote local jobs	Character Preservation Economic Growth
36	What do you believe Councils' goal/s should be for the next 20 years?	To make sure that all of our residents have access to council help however they need it and to be mindful of those in our community in need.	Accessibility Community Supports
37	What do you believe Councils' goal/s should be for the next 20 years?	Consolidate our infrastructure as new infrastructure will become harder to fund. Look at the social issues in out community, aging in place, retaining our young adults/families	Infrastructure Aging Population Retaining Youth
38	What do you believe Councils' goal/s should be for the next 20 years?	improving the infrastructure of the townships and roads	Infrastructure
39	What do you believe Councils' goal/s should be for the next 20 years?	Retaining the character of the Barossa Valley and the traditions it does still hold. Many people are moving here to get away from the 'rat race' so let's make sure we don't become that. Supporting the elderly as they are at a disadvantage once they stop driving to be able to get around and access services. Often they need someone to help them sort through paperwork as everything is online and they don't always have family there to help.	Character Preservation Population Growth Aging Population Changing Technology Youth Programs Outdoor activities Cost of Living

	Question	Response	Theme
		Kids - making sure in ALL THE TOWNS that we have facilities for them to get outside and of their technology. Often they have 'nothing else to do' and so live on their phones. Half basket ball courts, bike tracks, pump tracks, skateboarding. Got to be free stuff though as parents can't afford to entertain their kids in todays economy	
40	What do you believe Councils' goal/s should be for the next 20 years?	Better working conditions and support of staff to retain the best	Improved working conditions (council)
41	What do you believe Councils' goal/s should be for the next 20 years?	Encourage personal growth (of staff)	Improved working conditions (council)
42	What do you believe Councils' goal/s should be for the next 20 years?	Natural environment and Parks	Green spaces
43	What do you believe Councils' goal/s should be for the next 20 years?	Sustainability	Sustainability
44	What do you believe Councils' goal/s should be for the next 20 years?	Sustainability and recycling	Sustainability
45	What do you believe Councils' goal/s should be for the next 20 years?	Improve public transport	Public Transport
46	What do you believe Councils' goal/s should be for the next 20 years?	Improve public transport	Public Transport
47	What do you believe Councils' goal/s should be for the next 20 years?	Inclusivity	Inclusivity
48	What do you believe Councils' goal/s should be for the next 20 years?	Consistency	Consistency
49	What do you believe Councils' goal/s	Additional public High School	Education

	Question	Response	Theme
	should be for the next 20 years?		
50	What do you believe Councils' goal/s should be for the next 20 years?	Use recycled materials for roads etc.	Infrastructure Sustainability
51	Why do you want to work for our community?	I take pride in being able to provide excellent customer service to ratepayers and visitors - making their interactions with us achieve positive outcomes whenever possible. Having worked for several councils I value the role I can play in promoting the important, but sometimes misunderstood, role that council plays in the community.	Take pride in serving our community
52	Why do you want to work for our community?	To make a difference and help shape the future of our region.	Build stronger community
53	Why do you want to work for our community?	The Barossa looks after its own and there's a willingness to pull together to support each other. Aesthetically pleasing environment and drive to work.	Love the region
54	Why do you want to work for our community?	I want to see greater connection opportunities for each of our towns to address social isolation stemming from disadvantage, additional needs in daily life, mental health or lack of economic participation.	Build stronger community
55	Why do you want to work for our community?	I am a member of this community and therefore invested not only in its present day, but its future. The Barossa has so much to offer, from its rich history to an enviable lifestyle. I want to participate in and give back to our region.	Give back to the Barossa Build stronger community

	Question	Response	Theme
56	Why do you want to work for our community?	There is a lot of potential within my role to provide the community access to the information that council has around what we are achieving within the community, and over the next few years I look forward to being able to provide those services	Give back to the Barossa
57	Why do you want to work for our community?	Contributing to continuous improvements for our community. Making a real impact on the welfare of people in our community, providing opportunities for people to participate and learn at our facilities, enhancing social and economic participation in the community.	Give back to the Barossa Build stronger community
58	Why do you want to work for our community?	I enjoy and want to continue making the Barossa region a place everyone wants to live in, work in and be involved in. Creating opportunities for everyone (all ages, accessibilities, cultures) to create a networked, connected and innovative community.	Build stronger community
59	Why do you want to work for our community?	Serving and giving back to the community. Great to be an integral part of shaping and assisting the community.	Give back to the Barossa
60	Why do you want to work for our community?	The Barossa is an exciting place. Sure, metro councils have a lot to offer in terms of events and closely knit services, but the Barossa has a strong sense of community where somehow everyone is intertwined. After working across a few different councils, I can say that the Barossa community is far more accepting of change and development, if it results in benefits to the region.	Love the region

	Question	Response	Theme
61	Why do you want to work for our community?	It is a joy to meet, interact with and assist other members of our community to find the resources they need/want to flourish as individuals and as citizens. It is satisfying to contribute (in my small way) to building a stronger sense of community and social well-being. It is a pleasure to spend my working day in and around the town I live in. I have found the Council to be an exemplary employer and I feel very supported in my work for the community, which makes the experience even more positive.	Love the region Build stronger community
62	Why do you want to work for our community?	Our community is so diverse, it keeps things interesting.	Love the region
63	Why do you want to work for our community?	I'm passionate about providing great service to our community, there is a strong sense of community in the Barossa and there is a great deal of pride and satisfaction in supporting our residents and businesses in achieving great outcomes	Love the region Build stronger community
64	Why do you want to work for our community?	There is no greater personal satisfaction than knowing you have provided a service and helped people however they may need it.	Give back to the Barossa
65	Why do you want to work for our community?	Helping the Barossa retain its reputation behind its premium branding	Love the region Build stronger community
66	Why do you want to work for our community?	Because i live in the Barossa and want to take pride in making it better	Take pride in serving our community
67	Why do you want to work for our community?	Because I love our community. I grew up here - it is home to me and always will be. I love the people (or most of) and the laid back culture where time can stand still for a bit. I love helping people too and love that most about my job	Love the region Build stronger community Take pride in serving our community

	Question	Response	Theme
68	Why do you want to work for our community?	I live here and want to make it better for all.	Take pride in serving our community
69	Why do you want to work for our community?	A strong, healthy, knowlegeable and included community benefits everyone and Council aer able to facilitate that.	Build stronger community
70	Why do you want to work for our community?	This is my home and I want to make it as good as it can be	Build stronger community
71	Why do you want to work for our community?	This is my home and I want to make it as good as it can be	Build stronger community
72	Why do you want to work for our community?	This is my home and I want to make it as good as it can be	Build stronger community
73	Over the next 20 years, what do you think we should do more or less of?	Lessen unnecessary paperwork. Lessen red tape whenever possible. Be aware of the digital divide and ensure equity of services, service delivery.	Accessibility Changing technology
74	Over the next 20 years, what do you think we should do more or less of?	Do more to retain good staff. Stop being so corporate. Spell check the Community Plan - Acknowledgement of Country is misspelt. The wording of the acknowledgement is superficial and grammatically incorrect.	Improved working Conditions (Council) *Community Plan spelling errors (Aknowledgement to Country) Review aknowledgement to country.
75	Over the next 20 years, what do you think we should do more or less of?	More mobile services. With such a spread out Council area and community it would be great to see a more mobile approach to proving Council/Library/Community services to the different locations throughout the Barossa region.	Accessibility Mobile Library services
76	Over the next 20 years, what do you think we should do more or less of?	Specialist disability accommodation - brings benefit of Supported Independent Living supports, which are often 24 hours, hence increasing employment of disability support workers.	Inclusivity Accessibility

	Question	Response	Theme
		Get involved with Achieve Foundation who wish to work with councils all over Australia to create an inclusive Australia by dismantling barriers: - Build a community of philanthropists and investors committed to funding projects that build disability inclusion. - Change attitudes towards people with disability. - Change the approach to housing for people with disability.	
77	Over the next 20 years, what do you think we should do more or less of?	Maintain a fine balance between providing (and improving) services to the existing population, whilst offering sufficient growth for productivity. Not overextend on large scale promises. Ensure community members feel connected to their region, their heritage. Offer solutions for people so they know where to turn for help. Be more visible and transparent and use plain English.	Community Supports Improved community services Character Preservation Improved communication (outgoing) Accessibility
78	Over the next 20 years, what do you think we should do more or less of?	More upgrades of exisiting facilities and/or building NEW buildings. So many of our buildings, furnishings and set up is dated. Contemporising and refreshing the spaces, making them more attractive, appealing and needs focussed.	Improved community facilities
79	Over the next 20 years, what do you think we should do more or less of?	I think that we should consider lessening services that spread thin. Not so much removing services, but working on ways in which we can consolidate and provide more efficient customer interactions. For instance, library services across four branches seems	Mobile Library services Community Supports

	Question	Response	Theme
		excessive when some branches have far higher traffic than others. Rather then removing a service entirely, shortened hours, removal of low traffic days, or the introduction of a mobile library and council assistance platform may prove more useful to the community and a better use of funds. I'm unsure on how this could also be applied across other services, as there obviously needs to be multiple depots etc. Sometimes less can be more, even if the community don't always realise it initially.	
80	Over the next 20 years, what do you think we should do more or less of?	More focus on community services, activities and supports, especially for vulnerable sections of the community. More support where possible for small businesses that service the community, rather than tourists. How can Council help address the rental and housing shortage? Focus on the basics of service provision to the community, minimise "special projects". (eg safe footpaths and regular hard rubbish collection)	Community Supports Small Business Supports Housing Improve Infrastructure
81	Over the next 20 years, what do you think we should do more or less of?	More sustainability and enviromental projects. More community envolement	Community Programs Sustainability
82	Over the next 20 years, what do you think we should do more or less of?	Continue to build the linkages with our key stakeholders like Barossa Australia, RDA, advocating for what is important for our region and our residents, having a clear plan about how we deal with	Community engagement

	Question	Response	Theme
		growth, character and infrastructure	
83	Over the next 20 years, what do you think we should do more or less of?	Less Big Projects, more infrastructure	Improved Infrastructure
84	Over the next 20 years, what do you think we should do more or less of?	Need more family orientated events, street closures, parades, fun days for the kids, etc. for adults i'd like to see more beer and wine events.	Community Events
85	Over the next 20 years, what do you think we should do more or less of?	More listening to the people. More working with groups in the community. They are there to support and help council and their community but often they get treated poorly and taken advantage of for the job they are doing when all they want to do is provide great facilities and events for the people. There's got to be a balance between council following processes and policy procedures and working with the people otherwise you take away the peoples voices.	Improved communication (outgoing) Community engagement
86	Over the next 20 years, what do you think we should do more or less of?	More investment into our facilities and promotion of events to attract people	Improved community facilities Community Events
87	Over the next 20 years, what do you think we should do more or less of?	Keep Staff	Improved working Conditions (Council)
88	Over the next 20 years, what do you think we should do more or less of?	Keep Staff - only the good ones	Improved working Conditions (Council)
89	Over the next 20 years, what do you think we should do more or less of?	Provide spaces for the community to come together more	Improved community facilities
90	Over the next 20 years, what do you think we should do more or less of?	Not be so process driven	Council Process

	Question	Response	Theme
91	Over the next 20 years, what do you think we should do more or less of?	Spend more money on our facilities and open spaces to make more community/event friendly. E.g. Heineman Park, Bethany Kitchen	Improved community facilities
92	Over the next 20 years, what do you think we should do more or less of?	Spend more money on our facilities and open spaces to make more community/event friendly. E.g. Heineman Park, Bethany Kitchen	Improved community facilities
93	We are planning for the future, so please let us know if you have other ideas.	We need to know where our social capital is. We need to undertake an audit of all social, sport and recreation opportunities available in the Barossa. Explore the feasibility of establishing a community house or houses. They provide safe places for people to access information, resources and to connect with community. Transport will continue to be an issue for the Barossa. So many people are isolated due to lack of transport to social opportunities. Rather than expecting State Government to address this - they never will - Council should commit to providing the resources to complement the existing community transport program. It will make a huge difference for so many people.	Sport and Recreation Focus Affordable Housing Community Supports Transport
94	We are planning for the future, so please let us know if you have other ideas.	As the Council area and services grow ensuring that there are enough staff within Council to provide the services without spreading thin and putting pressure on the staff we have	Council staff resourcing
95	We are planning for the future, so please let us know if you have other ideas.	Community gardens facilitated in major towns Explore how to support families who are working to	Community Programs Community Supports

	Question	Response	Theme
		have options to connect with their children with flexible options at work or having options to get children to activities when working. Expand Community Transport model to assist with transport for NDIS participants which would be NDIS-funded. War on Waste program	Transport Sustainability
96	We are planning for the future, so please let us know if you have other ideas.	Coffee cup recylcing bins in main streets Clean Water bottle fill stations in Main streets Athletic Running track Frizbee golf course	Sustainability Sport and Recreation Focus Water stations
97	We are planning for the future, so please let us know if you have other ideas.	How do we tackle the balance between housing supply and tourist accommodation, there is a major pressure point there in ensuring adequate housing supply for locals. Needs to be some limits to new accommodation within existing residential areas.	Affordable Housing
98	We are planning for the future, so please let us know if you have other ideas.	Facilitate additional housing options to facilitate affordability	Affordable Housing
99	We are planning for the future, so please let us know if you have other ideas.	Consultation and talking with the people. Making yourselves available to all ages means not relying on technology as older generations don't use digital tech like younger ones. The listening posts I'm hoping have been good for this. Using notable people in the community to help promote these is good too as the community would have better trust in those they see in their community.	Community Consultation
100	We are planning for the future, so please let us know if you have other ideas.	Aquatic Strategy!	Sport and Recreation Focus
101			Infrastructure

	Question	Response	Theme
	We are planning for the future, so please let us know if you have other ideas.	Southern Hub - Concordia Development requires a presence	Concordia development
102	We are planning for the future, so please let us know if you have other ideas.	Concordia Develoment needs some sort of community hub/library/service centre	Infrastructure Concordia development
103	We are planning for the future, so please let us know if you have other ideas.	Concordia Development - Schools and sports at capacity already! Must consider this!	Infrastructure Population growth Concordia development
104	We are planning for the future, so please let us know if you have other ideas.	Aquatic Strategy!	Sport and Recreation Focus
105	We are planning for the future, so please let us know if you have other ideas.	More mobile (library) services; ability to reach all areas of the community with integral resources	Mobile Library services
106	We are planning for the future, so please let us know if you have other ideas.	Outreach collaboration; working with local organisations and neighbouring councils to provide efficient services	Community Supports
107	We are planning for the future, so please let us know if you have other ideas.	More public transport; especially with residential developments	Transport
108	We are planning for the future, so please let us know if you have other ideas.	Concordia development; Services provision including community spaces and libraries in accessible, high traffic areas	Library Services Community Programs Concordia development
109	We are planning for the future, so please let us know if you have other ideas.	Southern 'Super Library' to provide services and outreach options to the Southern areas of the region; also located in a high traffic, convenient location	Library Services
110	We are planning for the future, so please let us know if you have other ideas.	Aging population; Can council support affordable housing for the elderly? Also considering that an aging population will bring higher rates of disability to the community and that infrastructure and services will need to be all the more	Aging Population Affordable Housing Accessibility

	Question	**Response**	**Theme**
		accessible to support these rates	
111	We are planning for the future, so please let us know if you have other ideas.	A history and heritage centre to centralise all historical records and resources	Arts/Culture Focus
112	We are planning for the future, so please let us know if you have other ideas.	With the ongoing expansion of the region, for example, the Concordia development, along with the continuing expansion within our neighbouring Councils, I see need for a central recycling plant to cater for the northern zones. Too much of waste goes straight into land fill and with the rising cost of transport, I feel that it makes sense to extract the reusable components of our waste, closer to the source.	Sustainability Population growth

Office of the
Mayor and CEO

Attachment 3 – Community Engagement Outcomes

Will be inserted when engagement completed.


TheBarossaCouncil
CORPORATE PLAN
2024 to 2028
2024-2025 Revision

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ACKNOWLEDGEMENT OF COUNTRY

The Barossa Council recognises and pays respect the traditional owners of the lands that The Barossa Council spans – the lands of the Ngadjuri, Peramangk and Kaurna people. The Barossa Council acknowledges that the spiritual, social, cultural and economic practices of the Ngadjuri, Peramangk and Kaurna peoples come from their traditional lands and waters. As the traditional custodians of these lands, they maintain their cultural heritage and beliefs, languages and laws which are of ongoing importance.

We acknowledge the Ngadjuri, Kaurna and Peramangk Nations have made, and continue to make, a unique and irreplaceable contribution to the Barossa region.

INTRODUCTION

The Barossa Council is pleased to present the Corporate Plan for 2024 to 2028. The Corporate Plan is reviewed annually to encompass service level changes and to update strategic actions.

The purpose of the Corporate Plan is to guide how as an administration we will conduct business, services, and activities to deliver on the long-term vision, values and aspirations as outlined in the Barossa Community Plan.

The Corporate Plan sets out Councils short to medium term objectives and connects our on-ground operations to our operational strategic directions.

The Corporate Plan primarily reflects internal responsibilities identified within the Community Plan. Initiatives arising from the Community Plan where Council has a role as an advocate or supporting stakeholder may be excluded from the Corporate Plan due to their discretionary nature.

The Corporate Plan connects to other relevant internal and external documents in a coordinated approach and delivers accountability targets for Council and the community to measure performance.

COMMUNITY PLAN

VISION

To create a vibrant and growing community where people support one another and come together to have fun and foster a sense of belonging, community spirit and connection to the Barossa.

MISSION

Our mission as shared custodians of the Barossa is to cultivate an identity that celebrates diversity, embraces inclusivity and promotes a prosperous future. We strive to be prepared and take a planned and thoughtful approach to building our future, one that is welcoming to all.

VALUES

Pride:

We take pride in building strong communities in alignment with our environmental, social and governance framework.

Courageous Leadership:

We value courageous leadership by being visionary, bold and innovative and taking proactive and positive action.

Community Spirit:

We value our people and their cultural heritage, our landscapes and vistas, our food and wine, and our unique character.

Inclusiveness:

We value diversity of people, inclusion, accessibility, and tolerance.

STAFF VISION

Our service uplifts our community.

STAFF VALUES

Inclusive:

We approach our work with a collaborative and respectful mindset.

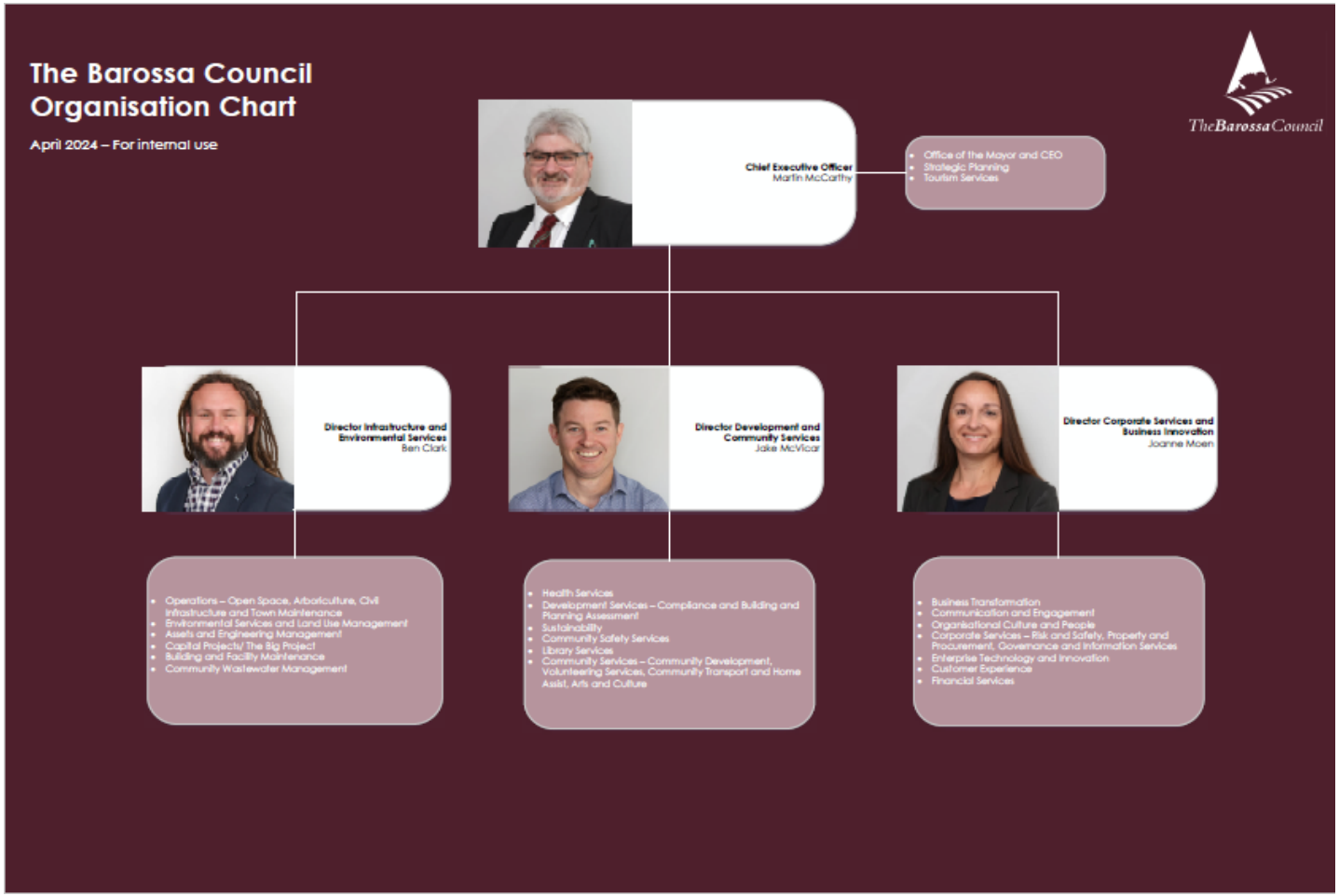
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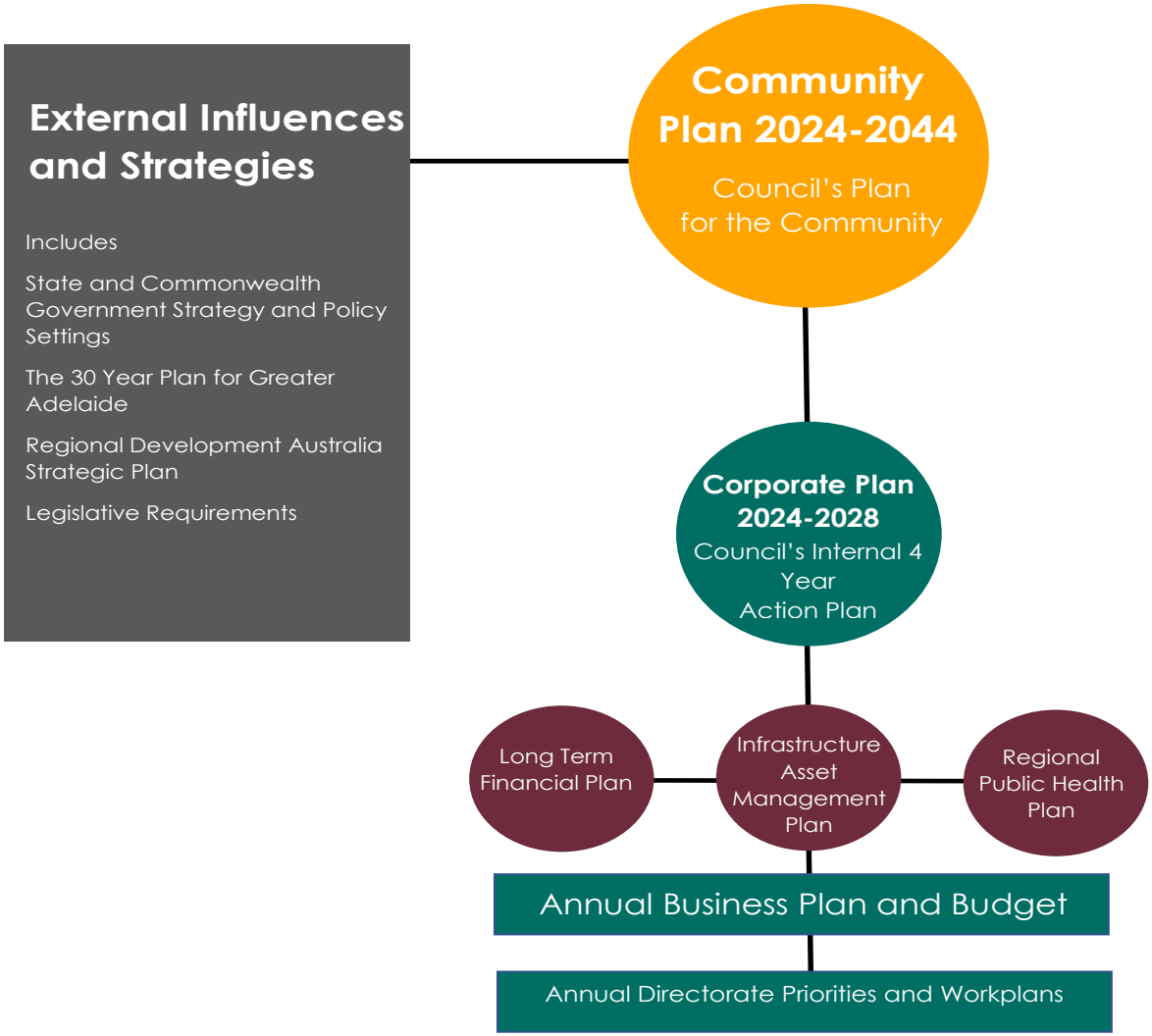
We show curiosity and explore sustainable and innovative ways of working.

Resilient:

We are receptive and responsive to growth and change.

ORGANISATIONAL OVERVIEW AND PLANNING FRAMEWORK




External Influences and Strategies
Includes
State and Commonwealth Government Strategy and Policy Settings
The 30 Year Plan for Greater Adelaide
Regional Development Australia Strategic Plan
Legislative Requirements
Community Plan 2024-2044
Council's Plan for the Community
Corporate Plan 2024-2028
Council's Internal 4 Year Action Plan
Long Term Financial Plan
Infrastructure Asset Management Plan
Regional Public Health Plan
Annual Business Plan and Budget
Annual Directorate Priorities and Workplans

COUNCIL SERVICES

Animals
Arts and Culture
Assets
Caravan Parks
Cemeteries
Community
Community Emergency, Hazard Planning and Management
Compliance, Monitoring and Enforcement
Customers
Economic Development
Events
Facility and Community Land
Fire Prevention
Heritage
Land Use and Development
Libraries
Natural Resources
Public Health
Social Inclusion
Tourism
Volunteers
Waste and Resource Recovery

Service Area **CS1 - ANIMALS**

Service Activity Management of animal issues including; attacks, harassment, complaints, lost companion animals, registration, cage hire and collection, wandering animals and breeders.

Service Delivery Internal, External, Contractors

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility

Dog and Cat Management Act 1995
Animal Welfare Act 1985
Expiation of Offences Act 1996
Local Government Act 1999
Local Nuisance and Litter Control Act 2016
Council By-law 5 – Dogs
Council By-law 6 – Cats

Strategic Action	Responsible	Due Date	Budget
Nil			
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Dog Control			

Undertake dog control in line with Dog and Cat Management Plan	• Investigations undertaken in line with Council's Enforcement Policy
	• Limit on Dog Numbers:
	  o 2 dogs in any dwelling in a township
	  o 1 dog in any small dwelling in a township
	  o 3 dogs in any dwelling outside a township
	• Customer Request acknowledgement within 1 business day
	• Dogs wandering at large investigations undertaken within 3 business days
	• Excessive barking investigations undertaken within 5 business days
	• Dog attacks and harassment investigations undertaken within 5 business days
	• Identified animals returned to owners within 1 day
	• Excess dog applications assessed within 4 weeks
		Yes	Regulatory Services

Output 2 – Cat Control			
Undertake cat control in line with Dog and Cat Management Plan	• Investigations undertaken in line with Council's Enforcement Policy • Limit on Cat Numbers: o 2 cats over 6 months in age in any premises (except within approved kennels, pet shops, veterinary practices) • Customer Request acknowledgement within 1 business day • Cat nuisance investigations undertaken within 1 week	No	Regulatory Services
Output 3 – Other Animal Control			
Address nuisances or hazards caused by other animals	• Customer Request acknowledgement within 1 business day • Investigations undertaken in line with Council's Enforcement Policy • Customer Request investigations undertaken to within 5 business days	No	Regulatory Services

Operational Plans	*Action Reference*
Dog and Cat Management Plan (DCMP)	All
Regional Public Health Plan (RPHP)	9.2

Service Area ## CS2 - ART AND CULTURE

Service Activity Organising and facilitating the Barossa Regional Gallery, arts, culture and events

Service Delivery Internal, Partnerships, Funding bodies

Community Plan Link – Our Environmental, Social and Governance Foundation

Our Community

Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Our Economy

Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.

Legislative Responsibility Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
CS2-1 Commence implementation of agreed structure and service review outcomes from 2023-24.	Community Development	June 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Barossa Regional Gallery			
Provide opportunities to engage with arts culture heritage and music	• Open Daily 11am – 4pm • Regional Gallery Exhibition support: 6 to 10 exhibitions per year • Coordinate Exhibition Openings and promotional collateral: every 8 weeks • Adult's Creative Workshops: 2 to 3 per year • Children's Creative Workshops: 4 to 5 per year • Events, Concerts or Performances: 4 to 5 per year • Tours and school groups: 4 to 5 per year • Activities to compliment exhibitions: 2 – 3 a year • Process venue applications and approvals: decision within 8 weeks • Coordinate bookings and events via calendar: new information updated within 10 business days • Respond to customer enquires	No	Gallery and Creative Industries
Maintain and exhibit the Barossa Vintage Festival Art Collection	• Exhibit 1 per year	No	Gallery and Creative Industries
Manage finances for the Barossa Regional Gallery including the Gallery Shop outlet	• Open Daily 11am – 4pm • Monthly reporting • Six monthly stocktake undertaken • All finances are reconciled and banked weekly • Source, promote and stock local artists (65% local and 35% Australian) • Consignment paperwork completed within 5 business days	No	Gallery and Creative Industries
Output 2 – Arts, Music and Cultural Capacity Building / Advocacy / Facilitation			
Develop an implementation plan for the Live Music Strategy	• Action plan and associated budget endorsed by Council	No	Gallery and Creative Industries
Deliver arts projects either independently or in partnership	• 2 to 3 Projects per annum	No	Gallery and Creative Industries

Service Action	Service Standard	Critical Service	Responsible
Advocate for and encourage services and resources that build capacity of local creative industry and culturally enrich the community.	• Maintained Arts and Culture promotion / advocacy activity • Maintained Community engagement and partnership • Maintained strong relationship with state government art bodies as well as local community groups and businesses in relation to creative industries • Attendance at community network meetings • Participate in sector networking via distribution of Gallery programming to local organisations, individuals and libraries • Provide public programs and professional development centred in creativity and art.	No	Gallery and Creative Industries
Output 3 – Arts and Culture Tourism			
Promote arts and culture in the region	• Christmas Market: annually • Barossa Made Market: 4 times per year • Barossa Made Wares, Artisan goods and Food Pantry distribution outlet for local makers through VIC and Gallery Shop • Web/Social media content updated within 5 days of receipt of new information • Quarterly Gallery program and newsletters	No	Gallery and Creative Industries Tourism Services
Promotion and maintenance of the Barossa Sculpture Park	• Publicly accessible 24/7 • Produce flyer for distribution every 2 years	No	Gallery and Creative Industries
Provide advice to artists regarding artist opportunities and workshops	• Quarterly newsletter • Respond to arts and cultural enquiries	No	Gallery and Creative Industries
Advocate for and encourage services and resources that ensure an artistic and creative community	• Maintain strong relationship with state government art bodies • Provide public programs and professional development centred in creativity and art	No	Gallery and Creative Industries

Operational Plans	*Action Reference*
Local Economic Development Plan (LEDP)	Strategy 4, 5
Live Music Action Plan (LMAP)	All

Service Area ## CS3 - ASSETS

Service Activity Planning, construction, maintenance and operation of Council's assets (Transport, Bridges, Stormwater, Community Wastewater Management System, Community, Cultural, Recreation, Open Spaces, Trees and Vehicles)

Service Delivery Internal, Contractors, Funding bodies

Community Plan Link – Our Environmental, Social and Governance Foundation

Our Community

Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Our Places

Our places and spaces enhance the liveability, retain rural and regional character and diversity of our communities.

Our Economy

Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.

Legislative Responsibility Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
CS3-1 Complete the review of the statutory review of asset management plans	Infrastructure and Environmental Services	November 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Strategic Asset Management and Planning			
Design roads, drains, paths, cycle ways and associated infrastructure	• Assets are appealing, safe and accessible • Planning considers current and future needs of the community and infrastructure is accessible to all, prioritisation and decisions are based on evidence and are consistent • Legislative requirements are met • Environmental considerations to reduce carbon footprint are considered	No	Infrastructure and Environmental Services
Design buildings, recreational infrastructure, roads, drains, paths, cycle ways and associated infrastructure	• In accordance with adopted master plans and budgets	No	Infrastructure and Environmental Services The Big Project
Output 2 – Asset Policy Development, Technical Design and Assessment			
Establish a set of guidelines for the management of Council's assets	• Council's assets are managed to meet the required service levels in the most cost-effective manner for present and future customers •	No	Strategic Assets and Engineering
Output 3 – Asset Renewal, Upgrade and Disposal			
Manage Street light installation request	• Requests responded to within nominated timeframe	No	Strategic Assets and Engineering
Construct and maintain community infrastructure assets	• Condition assessment audits regularly undertaken • Intervention levels based on condition rating 3 – fair • Projects delivered to agreed budget and timeframe	No	Strategic Assets and Engineering The Big Project

Service Action	Service Standard	Critical Service	Responsible
			Capital Projects Infrastructure and Environmental Operations
Construct buildings, recreational infrastructure, roads, drains, paths, cycle ways and associated infrastructure	• In accordance with adopted master plans and budgets	No	The Big Project Capital Projects Infrastructure and Environmental Operations
Output 4 – Asset Maintenance and Operations: Facilities			
Manage street light maintenance request	• Requests responded to within nominated timeframe	Yes	Infrastructure and Environmental Operations
Street sweeping of township main/collector roads	• Main/collector roads swept within nominated timeframe	No	Infrastructure and Environmental Operations
Manage defects liability periods and transition to business as usual operational maintenance	• In accordance with defects liability requirements and any agreed maintenance arrangement schedules	No	The Big Project Infrastructure and Environmental Operations
Output 5 – Asset Maintenance and Operations: CWMS			
Operate and maintain CWMS infrastructure, including upgrade and renewal	• As per the Customer Charter – Water and Sewerage Services	Yes	Community Wastewater Management
Output 6 – Asset Maintenance and Operations: Trees			
Provide, enhance, maintain and manage streetscapes and street trees	• Undertake strategic tree audits and implement recommendations	No	Infrastructure and Environmental Operations

Service Action	Service Standard	Critical Service	Responsible
	• Develop annual main street projects in consultation with business and community groups • Plant a minimum of 150 street and open space trees each year		
Output 7 – Asset Maintenance and Operations: Civil			
Manage and maintain all road network, footpaths and relevant work in new residential, community and industrial development	• Condition assessment audits regularly undertaken • Intervention levels based on condition rating 3 – fair	Yes	Infrastructure and Environmental Operations
Output 8 – Asset Maintenance and Operations: Open Spaces			
Provide, enhance, maintain and manage open space and playgrounds	• Playgrounds to be managed in accordance with Australian Standards • Customer requests are resolved within nominated timeframes	No	Infrastructure and Environmental Operations
Mow turf areas within Open Spaces and Recreational Grounds	• Category 1 - Irrigated lawns in regional parks, civic centres, o Approximately 37 cuts per year o Within Standard: 30mm - 75mm height (Summer) 40mm-75mm height (Winter) o Out of Standard: > 75mm height o Response time – 10 working days • Category 2 - Irrigated neighbourhood parks o Approximately 26 cuts per year o Within Standard: 30mm - 90mm height (Summer) 40mm-90mm height (Winter) o Out of Standard: > 90mm height o Response time – 15 working days • Category 3 - Non-irrigated neighbourhood reserves o Approximately 14 cuts per year when actively growing. o Within Standard: 30mm - 100mm height (Summer) 40mm-100mm height (Winter) o Out of Standard: > 100mm height o Response time – 15 working days • Category 4 - Non-irrigated district parks Approximately 9 cuts per year when actively growing o Within Standard: 50 mm - 150mm height	No	Infrastructure and Environmental Operations

Service Action	Service Standard	Critical Service	Responsible
	○ Out of Standard: > 150mm height ○ Response time – 20 working days • Category 5 - Rural Reserves ○ Approximately 3- 4 cuts per year when actively growing ○ Within Standard: 150mm - 500mm height ○ Out of Standard: > 500mm height ○ Response time – 30 working days • Sports Fields (A) ○ Within Standard: 15mm - 20mm height (Summer) 35mm-35mm height (Winter) ○ Out of Standard: > when exceeds maximum height range dependant on season. ○ Response time – 5 working days (weather dependant) • Sports Fields (B) ○ Within Standard: 20mm - 25mm height (Summer) 35mm-40mm height (Winter) ○ Out of Standard: > when exceeds maximum height range dependant on season ○ Response time – 5 working days (weather dependant)		
Output 9 – Asset Maintenance and Operations: Quarry			
Raise and crush quarry rubble	• Rubble meets specification and required quantities to meet annual works programs	No	Infrastructure and Environmental Operations
Output 10 – Fleet Management and Operations			
Manage Council's vehicle, plant and machinery fleet	• Asset acquisition and disposal as per policies • Schedule maintenance is undertaken at defined intervention points • Plant utilisation continually reviewed and actions implemented	No	Strategic Assets and Engineering Infrastructure and Environmental Operations

Operational Plans	*Action Reference*
Community Land Management Plan (CLMP) o Plan 1 - Council Reserves and Gardens – Developed o Plan 2 - Council Reserves and Gardens – Undeveloped or with Minor Improvements o Plan 3 - Recreation Reserves o Plan 4 - Institutes and Community Halls o Plan 5 - Car Park Land o Plan 7 - Established Trails, Bikeways and Walkways	All
Infrastructure and Asset Management Plan (IAMP)	All
Local Economic Development Plan (LEDP)	Strategy 1
Regional Public Health Plan	5.1, 12.1

Service Area ## CS4 - CARAVAN PARKS

Service Activity Management of caravan parks, including maintenance, enquiries and bookings

Service Delivery Internal, Contractors

Community Plan Link – Our Environmental, Social and Governance Foundation



Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.

Legislative Responsibility

Local Government Act 1999
Residential Parks Act 2007
Residential Tenancies Act 2010

Strategic Action	Responsible	Due Date	Budget
CS4 – 1 Undertake a review of Caravan Park service levels, policy settings and service delivery model – carried over from 2023-2024 financial year.	Office of the Mayor and CEO	June 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Management and Administration			
Respond to maintenance requests	• Triage system as per Pathway priorities above	No	Infrastructure and Environmental Operations
Manage caravan parks complaints	• 1 week	No	Property and Procurement

Service Action	Service Standard	Critical Service	Responsible
Output 2 – Accommodation Services			
Provide Council owned caravan parks • Nuriootpa • Williamstown • Mount Pleasant • Eden Valley	Nuriootpa – • Cabins, powered sites, unpowered sites, tourist information, pool, games / meeting room - 57 multi grade cabins - 70 grassed caravan sites - 50 all-weather caravan sites - 20 grassed tent sites - 10 all weather tent sites Williamstown – • Cabins, powered sites, unpowered sites (on oval), informal dump point, tourist information - 4 cabins - 8 powered sites - flexible unpowered sites Mount Pleasant – • Powered sites, unpowered sites, dump point - Approx. 30 mix of powered and unpowered sites for caravans and tents Eden Valley – • Cabins, powered sites, unpowered sites - Approx. 30 mix of powered and unpowered sites for caravans and tents All site – • Amenities (bathrooms, laundry), camp kitchen, BBQs, playgrounds	No	Property and Procurement
Output 3 – Management and Maintenance			
Contractor (caretaker) management - Support, guide and monitor contractor performance	• As needs support provided • Annual performance review conducted	No	Property and Procurement

Operational Plans	*Action Reference*
Local Economic Development Plan (LEDP)	Strategy 1, 2, 3, 4, 5

Service Area	**CS5 - CEMETERIES**
Service Activity	The efficient and effective management and maintenance of Council cemeteries in a caring and equitable manner in line with community expectations
Service Delivery	Internal
Community Plan Link – Our Environmental, Social and Governance Foundation	 Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.
Legislative Responsibility	Burial and Cremation Act 2013

Strategic Action	Responsible	Due Date	Budget
CS5 – 1 Undertake review of land availability and determine future land needs.	Infrastructure and Engineering Services	June 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Cemetery Enquiry Management			
Manage cemetery/interment right enquiries	• In accordance with the Act and Regulations, service levels and Cemetery Management Policy	Yes	Infrastructure and Environmental Operations
Action cemetery maintenance requests	• Enter customer request and respond in nominated timeframe	Yes	Strategic Assets and Engineering

Service Action	Service Standard	Critical Service	Responsible
Output 2 – Burial/Interment Management			
Provide cemeteries at: • Angaston • Eden Valley • Lyndoch • Mount Crawford • Mount Pleasant • Nuriootpa • Williamstown	Number and type of interment options offered and maintained: Angaston Cemetery • Grave – monument only, no lawn option • Children's Section • Niche Wall • Memorial Rose Garden (ashes) Nuriootpa Cemetery • Grave – lawn and monument • Children's Section • Niche Wall • Memory Garden (ashes) • RSL Lawn Section • RSL Niche Wall Eden Valley • Grave Lyndoch Cemetery • Grave – monument only – no lawn option • Niche Wall Mount Crawford • Grave Mount Pleasant • Grave – monument only – no lawn option • Niche Wall Williamstown • Grave – monument only – no lawn option • Niche Wall	Yes	Strategic Assets and Engineering

Service Action	Service Standard	Critical Service	Responsible
Output 3 – Cemetery Maintenance			
Maintain cemeteries at appropriate amenity standards	• Maintain in accordance with Community Land Management Plan 6: • Regular maintenance and grounds work of lawned and/or garden areas as appropriate • Periodic maintenance inspections of fencing, toilets and cemetery infrastructure to be undertaken o Grass maintenance – monthly o Spraying/weed maintenance – monthly o Landscaping/replanting – monthly o Grave site top dressing – weekly	Yes	Infrastructure and Environmental Operations

Operational Plans	*Action Reference*
Community Land Management Plan (CLMP) o Plan 6 – Cemetery Land	All

Service Area ## CS6 - COMMUNITY

Service Activity To help the prosperity and wellbeing of the community. Including; community grants programs, planning for future community needs, support for community groups, networking and advice.

Service Delivery Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
CS6-1 Commence agreed implementation of outcomes of an adopted Community Wellbeing Plan.	Community Development	June 2025	Op

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Planning and Support (Capacity Building)			
Support the community in leveraging Council infrastructure outcomes to grow and develop their organisations, activities and events	• Regular 1:1 engagement with community groups • Maintain the Get Connected Directory – Ongoing • Provide advice and support for new sport and recreation events / initiatives • Promote funding opportunities that will improve usage of new and redeveloped facilities • Acknowledge community enquiries within 24 hours of receipt, keeping enquirer well informed until a researched response and outcome is finalised.	No	The Big Project Community Development
Output 2 – Community Development Infrastructure Projects			
Implement Priority 1 Big Project work supported by community groups	• Participation in project working groups	No	The Big Project
Output 3 – Community Assistance Scheme – General			
Manage general grant program through Community Assistance Scheme	• 1 funding round per annum of grants issued • Applicants must be a resident or beneficiaries must reside within the Barossa region • Applications acknowledged within 5 business days of receipt • Feedback provided by staff within 2 weeks of request • Acquittals requested within 12 months of awarding Grant • Prepare report on grants funded under the scheme	No	Community Development
Output 4 – Community Assistance Scheme – Youth			
Manage Youth Grant program through Community Assistance Scheme	• 1 funding round per annum of grants issued • Applicants must be a resident or beneficiaries must reside within the Barossa region • Applications acknowledged within 5 business days of receipt • Feedback provided by staff within 2 weeks of request • Acquittals requested within 12 months of awarding Grant • Prepare report on grants funded under the scheme	No	Community Development

Output 5 – Community Assistance Scheme – Heritage			
Manage Heritage Grant program through Community Assistance Scheme	• 1 funding round per annum of grants issued • Applicants must be a resident or beneficiaries must reside within the Barossa region • Applications acknowledged within 5 business days of receipt • Feedback provided by staff within 2 weeks of request • Acquittals requested within 12 months of awarding Grant • Prepare report to the CASC on grants funded under the scheme	No	Planning Services

Operational Plans	Action Reference
Local Economic Development Plan (LEDP)	Strategy 1, 2, 3, 4

Service Area ## CS7 - COMMUNITY EMERGENCY, HAZARD PLANNING AND MANAGEMENT

Service Activity Response to emergency management situations, including prevention, emergency response, recovery. Building the resilience of communities to respond to emergencies. Ensuring critical Council infrastructure and public safety is maintained at an appropriate level of service, 24 hours a day. After hours management by on-call depot officers.

Service Delivery Internal, External

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility Emergency Management Act 2004
Fire and Emergency Services Act 2005
Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
Nil			

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Community Emergency Management Planning			
Maintain and champion the implementation of Council's Community Emergency Management Framework	• Documentation is reviewed and updated every 4 years • Community emergency training is delivered at reasonable intervals for staff unless mandated more frequently • New relevant staff receive induction upon commencement • Performance standards for self-insurance are met	No	Corporate Services
Provide community emergency management tools and templates	• Tools and templates are available to support Supervisors and Workers to implement policies, processes, standards and best practice approaches • Templates reviewed and updated within nominated timeframe following identification of new legislative requirement or opportunity for improvement	No	Corporate Services
Output 2 – Community Emergency Incident Response Operational Support			
Manage response to emergency events or public safety issues – Flood	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Install temporary flood barriers as per operating procedure • Supply plant and operators at request of incident controller (SAPOL / CFS / SES) • Minimum response time for Officer 1 to be on ground within 1 hour • Provision of engineering advice	No	Infrastructure and Environmental Operations
Manage response to emergency events or public safety issues – Fire	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Supply plant and operators at request of incident controller (SAPOL / CFS / SES) – operators will not provide frontline firefighting capacity	No	Infrastructure and Environmental Operations

Service Action	Service Standard	Critical Service	Responsible
	• Supply light vehicles for logistics coordination to control agency/hazard responders • Minimum response time for Officer 1 to be on ground within 1 hour		
Manage response to emergency events or public safety issues – Major Road Infrastructure Defect – traffic safety issue only	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve either temporary rectification, traffic redirection/signage or road closure • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations
Manage response to emergency events or public safety issues – Stormwater	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve temporary or permanent rectification of causal factors • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations
Manage response to emergency events or public safety issues – tree/branch obstruction – only where branch or tree obstructs Council road	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve removal of branch from roadway • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations
Manage reports relating to infrastructure failure/breakdown – public convenience blockage/leak/biological hazard	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve rectification of biological hazards and callout of contracted plumber to rectify blockages where appropriate • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations
Manage reports relating to infrastructure failure/breakdown – leaking pipes/irrigation	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve isolation or rectification of leak • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations

Service Action	Service Standard	Critical Service	Responsible
Manage reports relating to infrastructure failure/breakdown – tree/branch obstruction – only where branch or tree obstructs Council road	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve temporary or permanent rectification • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations
Remove rubbish – asbestos / glass or illegally dumped refuse on Council roads	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve removal of refuse or isolation of site/engagement of contractor (asbestos) • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations
Remove dead animal from Council roads – Rural	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve placement of animal on the verge • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations
Remove dead animal from Council roads – Township	• 24 hour/7 day a week response • Two depot offers on call for base level after hours response • Immediate contact via Answering Adelaide and On-Call Officer • Immediate response will involve removal of animal and disposal • Minimum response time for Officer 1 to be on ground within 1 hour	No	Infrastructure and Environmental Operations

Operational Plans	Action Reference
GRFMA Strategic Plan	All
The Barossa Zone Emergency Management Plan	All
Council's Community Emergency Management Plan	All

Service Area

CS8 - COMPLIANCE, MONITORING AND ENFORCEMENT

Service Activity

Monitoring and responding to non-compliance associated with planning, building, swimming pools, fire safety, public health and safety (including hoarding, unsanitary conditions, noise, mosquitos, notifiable diseases, odour, pollution and vermin), to ensure assets and community are safe and meet minimum industry standards in accordance with legislation and relevant approvals.

Service Delivery

Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility

Food Act 2001
South Australian Public Health Act 2011
Liquor Licensing Act 1997
Local Nuisance and Litter Control Act 2016
Planning, Development and Infrastructure Act 2016
Environment, Resources and Development Court Act 1993
Expiation of Offences Act 1996
Road Traffic Act 1961
By-Law 1 – Permits and Penalties
By-Law 2 – Moveable Signs
By-Law 3 – Roads
By-Law 4 – Local Government Land

Strategic Action	Responsible	Due Date	Budget
Nil			
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Monitoring and Inspection – Building and Compliance			
Inspect, investigate and enforce development compliance	• Investigations undertaken in line with Council's Enforcement Policy • Complaints acknowledged within 1 business day • Compliance investigations undertaken within 10 business days • Unauthorised swimming pools and unsafe buildings inspected within 2 business days	Yes	Compliance Services Building Services
Undertake building compliance inspections in accordance with the Building (and Swimming Pool) Inspection Policy	• Inspections undertaken in line with Council's Building Inspection Policy and Practice Directions 8 and 9 pursuant to the *Planning, Development and Infrastructure Act 2016* o 66% of Class 1 buildings inspected at least once, within 2 business days from notification o 90% of Class 2-9 buildings inspected at least once, within 2 business days from notification o 100% of swimming pools and swimming pool safety features inspected within 2 business days of notification of commencement o 100% of swimming pools and swimming pool safety features inspected within 10 business days of notification of completion.	Yes	Building Services
Output 2 – Compliance and Enforcement – Building and Planning			
Undertake compliance/appeal action, as required	• Investigations undertaken in line with Council's Enforcement Policy • Compliance actions arising in appeals successful • Assessment Manager decisions upheld • Assessment Panel decisions upheld	No	Compliance Services Planning Services

Service Action	Service Standard	Critical Service	Responsible
Output 3 – Compliance and Enforcement – Building Fire Safety			
Ensure effective building fire safety of public buildings	• Inspections carried out when: o Council requests a fire safety report on a building; o at the request of the fire authority; o when complaints are received; o an audit-based inspection is required. • Inspections prioritised as follows: 1. Complaints 2. Accommodation 2A. no prior MFS, CFS, Committee or Council knowledge or in bushfire prone area 2A1. Vulnerable patrons 2A2. Public 2B. prior MFS, CFS, Committee or Council knowledge 2B1. Vulnerable patrons 2B2. Public 3. Public Assembly Buildings 3A. with liquor license or vulnerable patrons 3B. other 4. Large Public Population / Large Fire Load 4A. Shopping centres & large / multi-storey shops 4B. Large warehouses & factories (i.e. >2000m2) 5. Aged or Disabled Independent Living 6. Other Commercial & Educational Premises	Yes	Building Services
Output 4 – Compliance and Enforcement – Road/Traffic			
Undertake actions associated with abandoned vehicles and road/traffic management issues	• Investigations undertaken in line with Council's Enforcement Policy • Customer Request acknowledgement within 1 business day • Parking complaint investigations undertaken within 10 business day • Abandoned vehicle investigations undertaken within 10 business day	No	Regulatory Services

Service Action	Service Standard	Critical Service	Responsible
Output 5 – Compliance and Enforcement – By-Laws			
Undertake actions in accordance with by-laws and other legislation	• Investigations undertaken in line with Council's Enforcement Policy • Customer Request acknowledgement within 1 business day • Private vegetation encroaching in a public area complaint investigations undertaken within 5 business day • Temporary event signage on public land complaint investigations undertaken within 5 business day	No	Regulatory Services
Output 6 – Compliance and Enforcement – Permits			
Undertake actions in associated with outdoor dining permits	• Customer Request acknowledgement within 1 business day • Footpath occupancy complaints investigated within 10 business day • Outdoor dining permits issued within 5 business day • Commercial use of footpath permits issued within 5 business day	No	Regulatory Services

Service Action	Service Standard	Critical Service	Responsible
Output 7 – Compliance and Enforcement – Health			
Action and investigate customer requests relating to public health standards in accordance with SA Public Health Act and associated Regulations	Complaints: • Customer Request acknowledgement within 1 business day • Notifiable diseases (not food borne) followed up within 2 days • Asbestos complaints followed up within 3 days • General health complaints followed up within 5 days Investigations: • Investigations undertaken in line with Council's Enforcement Policy • Reported hoarding investigations undertaken within 5 business days • Tattoo and body piercing investigations undertaken within 5 business days • Illegal drug manufacture investigations undertaken within 5 business days • Insanitary conditions investigations undertaken within 3 business days • Sanitary facilities investigations undertaken within 3 business days • Swimming pools – private property investigations undertaken within 5 business days • Swimming pools – community investigations undertaken within 2 business days	Yes	Health Services
Ensure registration of all high risk manufactured water systems	• Notify SA Health of high legionella count within 24 hours • Average of 2 weeks to resolve investigation	Yes	Health Services

Service Action	Service Standard	Critical Service	Responsible
Output 8 – Compliance and Enforcement – Food			
Ensure food safety and hygiene	Complaints: • Customer Request acknowledgement within 1 business day • Food complaint investigations undertaken within 2 business days Investigations: • Investigations undertaken in line with Council's Enforcement Policy • Safety drinking water – private property investigations undertaken within 2 business days • Grease trap maintenance investigations undertaken within 5 business days • Notifiable disease – food borne investigations undertaken within 2 business days	Yes	Health Services
Output 9 – Compliance and Enforcement – Local Nuisance			
Address nuisance (noise, air quality and property) complaints	• Investigations undertaken in line with Council's Enforcement Policy • Complaints acknowledged within 1 business day • Compliance investigations undertaken within 10 business days	No	Health Services Compliance Services
Output 10 – Compliance and Enforcement – Litter Control			
Address litter control complaints	• Investigations undertaken in line with Council's Enforcement Policy • Customer Request acknowledgement within 1 business day • Litter complaint investigations undertaken within 10 business day • Asbestos dumping complaint investigations undertaken within 1 day	Yes	Regulatory Services Health Services Infrastructure and Environmental Operations

Operational Plans	Action Reference
Regional Public Health Plan (RPHP)	9.2
Regional Waste Management Plan (RWMP)	1.21, 1.22, 1.23, 1.24, 1.25, 1.26

Service Area ## CS9 - CUSTOMERS

Service Activity Providing a consistent customer experience through the provision of accurate and professional customer service.

Service Delivery Internal, External (after hours service)

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
CS9-1 Implement an adopted Customer Surveying Strategy action.	Customer Experience	June 2025	Op

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Customer Request Management			
Provide face to face customer service	• Percentage of time Customer Support available during nominated opening hours	Yes	Customer Experience Library Services Tourism Services
Provide telephone customer service channel	• Call answered within 3 rings. Voicemail after 40 seconds during business hours • After hours call to live service - Answering Adelaide 5pm – 9am unless otherwise arranged	Yes	Customer Experience Tourism Services
Provide electronic customer service channel (email / social media)	• Percentage of data entered within nominated timeframe • Reply/acknowledgement within two business days	No	Customer Experience Tourism Services
Request entry - customer Request Management (CRM) System	• Percentage of data entered within nominated timeframe	No	Customer Experience
Request follow up and advice to Customer	• Percentage of customers with an unresolved customer request contacted regarding the status of their request	Yes	Customer Experience
Output 2 – Customer Relationship Management - External			
Acknowledgement of customers	• Guest greeted and Officer contacted within 3 minutes of presentation at counter when no line-up	No	Customer Experience
Coordinate public information - registers, agendas, minutes, plans, consultations, tender responses etc.	• Daily update of information as required	No	Customer Experience
Process deliveries	• Deliveries processed within 15 minutes of receipt when no line up	No	Customer Experience

Service Action	Service Standard	Critical Service	Responsible
Maintain fact sheets and brochures	• Information updated bi-weekly in conjunction with other business units within the organisation	No	Customer Experience Tourism Services
Dispatch new residents' letters	• Information collated and emailed to Customer Support from Rates on a monthly cycle	No	Customer Experience
Output 3 – Customer Relationship Management – Internal			
Purchase stationery - all of Council, printing envelopes	• Stationery orders processed fortnightly or when required. Printing orders bi-annually	No	Customer Experience
Manage staff uniform purchasing	• Annual purchase	No	Customer Experience

Operational Plans	Action Reference
Nil	

Service Area **CS10 - ECONOMIC DEVELOPMENT**

Service Activity Facilitating the economic well-being and quality of life of local businesses and the community.

Service Delivery Internal, Partnerships, Funding bodies

Community Plan Link – Our Environmental, Social and Governance Foundation



Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.

Legislative Responsibility Nil

Strategic Action	Responsible	Due Date	Budget
CS10-1 Commence implementation of agreed outcomes from review of Economic Development services including tourism and event services undertaken in 2023-24 – phase 1 (see CS21-1).	Office of the Mayor and CEO, Corporate Services and Business Innovation	June 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Economic Development			
Maximise local, regional and state employment and economic benefits through utilisation of industry participation and evaluation initiatives aimed at benefiting our suppliers	• Standard templates include industry participation assessment criteria	No	Office of the Mayor and CEO

Service Action	Service Standard	Critical Service	Responsible
Develop and implement long term The Big Project to grow existing and new opportunities in sport and recreation tourism, arts and culture industry and tourism generally	• Masterplans developed for each in-scope project • Implementation plans agreed and implemented from 2018 -2033	No	Office of the Mayor and CEO
Pursue and support projects either directly or indirectly that build economic outcome and are consistent with the principles of Brand Barossa	• Projects assessed on a case by case basis • Senior Officer support provided based on economic growth to community	No	Office of the Mayor and CEO Tourism Services
Output 2 – Strategy, Industry Support and Advice			
Provide advice and support for small business in competing for local government contracts	• Tendering guide available via website • Supplier information sessions held prior to release of panel tenders	No	Office of the Mayor and CEO
Establish and maintain standing offer supplier panels for key categories of outsourced Council services	• Three panels maintained	No	Corporate Services
Support industry accreditation and reward programs	• Annual funding provided to RDA Barossa • In-kind and advocacy support provided to industry groups	No	Office of the Mayor and CEO Tourism Services
Maintain ongoing sister city relationships and associated program with partner cities	• Develop annual program of activities and commitments with each formal sister city	No	Office of the Mayor and CEO

Operational Plans	Action Reference
Local Economic Development Plan	Strategies -All
Regional Public Health Plan	11.1, 11.2, 11.3,

Service Area ## CS11 – EVENTS

Service Activity Management of internal and external events, including planning and execution. Supporting community and economic development focused events throughout the region.

Service Delivery Internal, Partnerships

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to reasonable services and infrastructure they need and feel a sense of belonging.



Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.

Legislative Responsibility
Local Government Act 1999
Work Health Safety Act 2012
Major Events Act

Strategic Action	Responsible	Due Date	Budget
CS11-1 Commence implementation of adopted Council Event Management Framework.	Customer Experience	June 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Events delivery – External			
Provide ongoing event management support and activation for community partners	• Major events run by external organisations and supported by Council: o Tour Down Under (annually) o Vintage Festival (bi annually) o Barossa Made Markets (quarterly)	No	Office of the Mayor and CEO Customer Experience Tourism Services
Provide ad hoc event management	• As required	No	All
Processing of applications for external event management support	• Assessed with 5 business days of receiving the application	No	Customer Experience
Facilitate traffic management arrangements and advise affected stakeholders	• Assessed with 5 business days of receiving the application	No	Strategic Assets and Engineering Infrastructure and Environmental Operations Customer Experience
Coordinate provision of required waste management assets (bins/toilets) for community events	• As required	No	Infrastructure and Environmental Operations
Implement traffic management / road closure arrangements	• As required • Road closure applications to be received 3 months prior to the event • Traffic management applications assessed based on individual requirements	No	Infrastructure and Environmental Operations
Provide planning activities and approval guidance/advice	• Requests for support acknowledged within 10 days • Advice turnaround within 10 days • Approval turnaround post 100% information provided within 5 days	No	Customer Experience

Service Action	Service Standard	Critical Service	Responsible
Carry out statutory inspections (health, traffic, by-laws, parking, safe work)	• Random events inspected • Investigations undertaken in line with Council's Enforcement Policy	No	Health Services Regulatory Services
Output 2 – Events delivery – Internal			
Provide support for major/regional community, heritage and tourism events	• Barossa Bushgardens Open Day (annually) • Reconciliation Week (annually) • NAIDOC Week (annually) • Australia Day Breakfast (annually) • Adornment (annually) • Barossa History Fair (annually) • National Volunteers Week (annually)	No	Customer Experience Community Development Infrastructure and Environmental Operations Library Services Tourism Services Office of the Mayor and CEO

Operational Plans	Action Reference
Local Economic Development Plan	Strategies – Competitive, Partnerships, Set up for Growth, New Economic Opportunities

Service Area

CS12 - FACILITY AND COMMUNITY LAND

Service Activity

The management of Council buildings and property, including; facilities maintenance and occupancy (users and hirers) agreements or permits to ensure we have safe, accessible, fit for purpose and well managed community facilities, office spaces and community land.

Service Delivery

Internal, Contractors

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to reasonable services and infrastructure they need and feel a sense of belonging.



Our places and spaces enhance the liveability, unique character and diversity of our communities.

Legislative Responsibility

Crown Land Management Act 2009
Native Vegetation Act 1991
Local Government Act 1999
Liquor Licensing Act 1997
Food Act 2001
Land and Business (Sale and Conveyancing) 1994
Community Titles Act 1996
Development Act 1993
Planning, Development and Infrastructure Act 2016
Disability Discrimination Act 1992
South Australian Public Health Act 2011
Building Code of Australia

Strategic Action	Responsible	Due Date	Budget
CS12-1 Review the requirements for an electronic bookings management system and provide recommendation for future improvements – carried forward from 2023-24	Customer Experience	June 2025	Op
CS12-1 Commence 18-month review of community land management plans, registers and undertaken engagement needs	Office of the Mayor and CEO	December 2026	NI
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Management: Community Land Register			
Develop and review Community Facility Masterplans	• Plans reviewed every 4 years	No	Strategic Assets and Engineering Property and Procurement
Maintain Community Land Register	• Register updated quarterly • New parcels added to register as required	No	Corporate Governance and Information Services Property and Procurement Financial Services Strategic Assets and Engineering

Service Action	Service Standard	Critical Service	Responsible
Provide guidance on the classification of community land as part of land division proposals	• New land parcels appropriate classified, as required	No	Development Services
Output 2 – Management: Lease and Licenses			
Negotiate, determine shared or exclusive usage, document and manage	• Lease and licenses executed to define usage, requirements and obligations	No	Property and Procurement
Output 3 – Management: Service Agreements			
Negotiate, determine shared or exclusive usage, document and manage	• Service agreements executed to define usage, requirements and obligations	No	Property and Procurement
Output 4 – Facility Availability and Bookings			
Activate the use of Council facilities, parks, gardens and sporting fields for ad hoc hiring (permit).	• Promote the availability of Council facilities, parks, gardens and sporting fields for ad hoc hiring	No	Customer Experience
Coordinate bookings of Council facilities, parks, gardens and sporting fields for ad hoc hiring (permit).	• Manage enquiries • Liaise with external stakeholders	No	Customer Experience
Process Permit requests for ad hoc hiring	• Applications assessed within 5 business days • Notify applicants of outcome of application • Update Pathway Bookings Module • Coordinate payment • Contact key stakeholders regarding set up of facility as required • Post inspections as required	No	Customer Experience

Service Action	Service Standard	Critical Service	Responsible
Output 5 – Management and Maintenance: Sports Fields			
Coordinate planned buildings and structure maintenance	• Planned maintenance carried out per Asset Management Plans and 10-year maintenance plan	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Conduct periodic condition assessment to determine 10-year maintenance plan	• Periodic condition assessment completed every 4 years	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Conduct scheduled site visits to identify reactive maintenance requirements	• Quarterly site visits conducted or as issues reported • Triage system as per Pathway priorities above	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Actively engage community committee, volunteer groups and volunteers to provide advice on repair and maintenance, associated budgets, new initiative requests and facility occupancy	• Proactive and as per Request for Service Policy	No	Strategic Assets and Engineering Infrastructure and Environmental Operations Property and Procurement Community Development Customer Experience

Service Action	Service Standard	Critical Service	Responsible
Facilitate New Asset Proposals through New Initiative process	• Generally assessed during budget process and ad hoc during year	No	Strategic Assets and Engineering Infrastructure and Environmental Operations Property and Procurement
Facilitate upgrades/new facilities assets	• Renewal and upgrade / new asset projects identified via New Initiative or Asset Management Plans	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Renew existing assets at an optimum time in their lifecycle	• Accurate budgeting and full expenditure of allocated budgets • Community satisfaction	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Identify planned works that require replacement as part of periodic inspection	• Planned renewal works	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Output 6 – Management and Maintenance: Indoor Facility			
Coordinate planned buildings and structure maintenance	• Planned maintenance carried out per Asset Management Plans and 10-year maintenance plan	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Conduct periodic condition assessment to determine 10-year maintenance plan	• Periodic condition assessment completed every 4 years	No	Strategic Assets and Engineering Infrastructure and Environmental Operations

Service Action	Service Standard	Critical Service	Responsible
Conduct scheduled site visits to identify reactive maintenance requirements	• Quarterly site visits conducted or as issues reported • Triage system as per Pathway priorities above	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Actively engage community committees, volunteer groups and volunteers to identify future use requirements of the facility.	• Proactive and as per Request for Service Policy	No	Strategic Assets and Engineering Infrastructure and Environmental Operations Property and Procurement Community Development
Facilitate New Asset Proposal through New Initiative process	• Generally assessed during budget process and ad hoc during year	No	Strategic Assets and Engineering Infrastructure and Environmental Operations Property and Procurement
Facilitate upgrades/new facilities assets	• Renewal and upgrade / new asset projects identified via New Initiative or Asset Management Plans	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Renew existing assets at an optimum time in their lifecycle	• Accurate budgeting and full expenditure of allocated budgets- • Community satisfaction	No	Strategic Assets and Engineering Infrastructure and Environmental Operations

Service Action	Service Standard	Critical Service	Responsible
Identify planned works that require replacement as part of periodic inspection	• Planned renewal works	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Output 7 – Management and Maintenance: Aquatic Facility			
Coordinate planned buildings and structure maintenance	• Planned maintenance carried out per Asset Management Plans and 10-year maintenance plan	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Conduct periodic condition assessment to determine 10-year maintenance plan	• Periodic condition assessment completed every 4 years	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Conduct scheduled site visits to identify reactive maintenance requirements	• Quarterly site visits conducted or as issues reported • Triage system as per Pathway priorities above	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Actively engage community committees, volunteer groups and volunteers to identify future use requirements	• Proactive and as per Request for Service Policy	No	Strategic Assets and Engineering Infrastructure and Environmental Operations Property and Procurement Community Development

Service Action	Service Standard	Critical Service	Responsible
Facilitate New Asset Proposal through New Initiative process	• Generally assessed during budget process and ad hoc during year	No	Strategic Assets and Engineering Infrastructure and Environmental Operations Property and Procurement
Facilitate upgrades/new facilities assets	• Renewal and upgrade / new asset projects identified via New Initiative or Asset Management Plans	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Renew existing assets at an optimum time in their lifecycle	• Accurate budgeting and full expenditure of allocated budgets • Community satisfaction	No	Strategic Assets and Engineering Infrastructure and Environmental Operations
Identify planned works that require replacement as part of periodic inspection	• Planned renewal works	No	Strategic Assets and Engineering Infrastructure and Environmental Operations

Operational Plans	Action Reference
Community Land Management Plan (CLMP) o Plan 4 - Institutes and Community Halls o Plan 5 - Car Park Land o Plan 8 - Talunga Village	All
Regional Public Health Plan (RPHP)	7.1

Service Area **CS13 - FIRE PREVENTION**

Service Activity Fire prevention activities including; issuing fire prevention notices and working with fire agencies to reduce fire risks.

Service Delivery Internal, Contractors

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility Native Vegetation Act 1991

Strategic Action	Responsible	Due Date	Budget
Nil			
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Management and assessment of fuel loads on private land			
Undertake actions in reducing fuel loads on private land	• Audit of townships and identified areas for excessive fuel loads prior to, and during Fire Danger Season • Reports of excessive vegetation investigations undertaken within 10 business day • Notices followed up within 4 weeks of issue	Yes	Regulatory Services

Service Action	Service Standard	Critical Service	Responsible
Output 2 – Management of use of fire and high-risk activities			
Assess requests for permits for high-risk activities during the fire danger season.	• Permit applications assessed within 10 business day • Permits issued in accordance with CFS Policy and guidelines	Yes	Regulatory Services
Output 3 – Information and advice: Property preparedness			
Provide information and advice to property owners and agencies	• Provide information, advice and educational material, including signage, electronic and printed media • Provide information and advice to property owners in identified risk areas • Undertake fuel curing and loading reporting to CFS	Yes	Regulatory Services

Operational Plans	Action Reference
Community Land Management Plan (CLMP) o Plan 7 - Established Trails, Bikeways and Walkways	All
Roadside Vegetation Management Plan (RVMP)	All
Regional Public Health Plan (RPHP)	7.2

Service Area **CS14 - HERITAGE**

Service Activity Ensuring the heritage of the Barossa is recorded and available to the community to access. Support of the heritage network (museums, historical societies).

Service Delivery Internal, Volunteers

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility
Aboriginal Heritage Act 1988
Heritage Places Act 1993
Character Preservation (Barossa Valley) Act 2012

Strategic Action	Responsible	Due Date	Budget
Nil			
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Heritage Strategy			
Support the history and culture of the Barossa and its people	• Implementation of the *Barossa Regional Heritage Strategy 2021-2025* actions within agreed timeframes (subject to resourcing)	No	Library Services

Service Action	Service Standard	Critical Service	Responsible
Output 2 – Heritage Advice and Promotion			
Raise awareness and encourage involvement in the preservation of local heritage	• Promote and celebrate *Barossa Heritage* through: Heritage Map, Barossa Heritage Facebook Page, and event participation • Facilitate community access to historical records and archives • Advice and support for local heritage groups, including membership and provision of secretary support for the Barossa Regional Heritage Network • Provide local and family history reference services: Requests responded within 14 days • Deliver quarterly local or family history educational workshops	No	Library Services
Output 3 – Historical Records Management			
Preservation of historical artefacts	• Manage Gallery and Tanunda Soldier Memorial archives • Manage Local History collection • Manage Barossa Vintage Festival Archive • Ongoing digitising of records, photographs etc	No	Gallery and Creative Industries Library Services

Operational Plans	Action Reference
Community Land Management Plan (CLMP) o Plan 4 - Institutes and Community Halls	All

Service Area

CS15 - LAND USE AND DEVELOPMENT

Service Activity

Assessment of development applications for construction, alteration or demolition of buildings, and the division of land and changes in land use. Undertaking strategic land use planning and policy amendments that enable sustainable development and the optimal use of available resources.

Service Delivery

Internal, External, Contractors

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.



Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.



Supporting a sustainable Barossa.



Our places and spaces enhance the liveability, unique character and diversity of our communities.

Legislative Responsibility

Character Preservation (Barossa Valley) Act 2012
Community Titles Act 1996
Development Act 1993
Environment Protection Act 1993
Heritage Places Act 1993
Housing Improvement Act 2016
Planning, Development and Infrastucture Act 2016
Urban Renewal Act 1995

Strategic Action	Responsible	Due Date	Budget
CS15-1 Commence implementation of agreed Growth and Infrastructure Investment Strategy actions	Planning Services	June 2025	Op
CS15-2 Continue to plan and advocate for infrastructure provisions and development policies that align with Council's strategic vision for the Concordia Growth Area in the proposed Master Planning and Code Amendment.	Planning Services	June 2025	Op
CS15-3 Commence implementation of the outcomes of the Strategic Directions Review of the Barossa Character District Overlay Code Amendment	Planning Services	December 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Advice and Assessment: Planning, Building and Heritage			
Provide advice and undertake efficient and effective planning, building and heritage assessment in line with Planning, Development and Infrastructure Act	Verification: • all applications – 5 days Planning Consent: • Deemed to satisfy – 5 days • Performance assessed – 20 days + 20-30 days if referral + 15 days if public notification + 15 days applicant response + 20 days for commission/panel decision • Land division – 60 days Building Consent: • Class 1 or 10 – 30 days • + 10 days when referred to commission • Classes 2-9 – 60 days • + 10 days when referred to commission Development Approval: • All applications – 5 days	Yes	Development Services
Output 2 – Advice and Assessment: Liquor License			
Undertake actions in accordance with liquor license applications	• Assess general liquor license applications within 5 days Assess limited license applications issued within 2 weeks	Yes	Regulatory Services Planning Services
Output 3 – Zone/Code Amendment/Reviews			
Provide advice and advocate for Council's policy position for land use planning	• As required	No	Planning Services

Operational Plans	Action Reference
Disability Access and Inclusion Plan (DAIP)	Theme 1 and 3
Local Economic Development Plan (LEDP)	Strategies 2
Regional Public Health Plan (RPHP)	5.2, 5.3, 7.1, 7.2

Service Area **CS16 – LIBRARIES**

Service Activity Provision of public library services across multiple physical branches, online and via outreach programs. This includes providing access to a physical and online collection (including speciality collections and the OneCard network); children's programs and groups; adult programs, workshops and activity groups; information and reference services; community spaces; and access to, and education in digital technology.

Service Delivery Internal and outreach delivery, Volunteers

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility Libraries Act 1982
Copyright Act 1878

Strategic Action	Responsible	Due Date	Budget
CS16-1 Undertake review of stage 2 of the Library Review outcomes for consideration by the Executive Leadership Team and Council	Library Services	March 2025	Op

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Library Services and Spaces			
Provide inviting, inclusive public library spaces	Nuriootpa Open Mon, Tue, Thur, Fri 9-5, Wed 9-7, Sat 9.30-12.30, Closed Sun Tanunda Open Mon, Tue, Wed, Thur, Fri 9-5, Sat 9-12 Closed Sun Mt Pleasant Open Mon, Tue, Wed, Thur, Fri 9-5 Closed 12.30-1.30 daily and Sat and Sun Lyndoch Open Mon, Tue, Wed, Thur, Fri 9-5, Sat 9-12 Closed 12.30-1.30 daily, and Sun • Provision of free library membership • Loan Time - 14, 28 Days, renewal x2 • Total Loans 100 Books, 20 DVDs, 30 Holds • Provision of E-Resources - 24 hours access online • Provision of access to PCs, Internet and Wi-Fi • Provision of photocopying, printing and laminating services for a fee • Provision of Council customer services at Mount Pleasant and Lyndoch libraries	No	Library Services
Output 2 – Collections			
Maintain Library collection	• Manage and maintain collections • Collection purchase request processed within ten business days • Fulfill ongoing requirements of the Libraries SA OneCard Network • Provision of E-Resources - 24 hours access online	No	Library Services
Output 3 – Information and Reference Services			
Undertake enquiries and research for customers	• Requests for research responded to within 5 business days	No	Library Services
Provide access to online resources (e.g. research databases for children and adults)	• 24 hours access online	No	Library Services

Service Action	Service Standard	Critical Service	Responsible
Output 4 – Programs			
Provide early childhood programs	• Regular (two per week) in the library during school terms • Occasional (up to two per school term) in house and outreach programs as requested by the community, including to early childhood settings and groups	No	Library Services
Provide school aged programs	• Regular (two per week) school term program • Occasional (up to two per school term) outreach to schools and home-schooling groups as requested by the community • Workshops and events during school holidays (four per holiday block)	No	Library Services
Provide home library services	• Monthly deliveries to ≤40 clients at home and in residential care or hospital facilities	No	Library Services
Provide digital inclusion programs	• Weekly one to one help appointments (≥4 x 45mins available per week) • Group program delivered weekly (subject to volunteer availability)	No	Library Services
Provide adult programs, workshops and groups	• One literature experience (e.g. author event) per quarter • One educational/purposeful workshop per month • Facilitate ten book clubs of up to ten members each	No	Library Services

Operational Plans	Action Reference

Service Area **CS17 - NATURAL RESOURCES**

Service Activity Regional development and management of the environment (including natural resource management) to ensure the region is managed sustainably and the environment is protected and enhanced.

Service Delivery Internal, Contractors, Volunteers, Partnerships

Community Plan Link – Our Environmental, Social and Governance Foundation

Our Environment

Supporting a sustainable Barossa.

Legislative Responsibility

Crown Land Management Act 2009
Landscape South Australia Act 2019
Local Government Act 1999
National Parks and Wildlife Act 1972
Native Vegetation Act 1991

Strategic Action		Responsible	Due Date	Budget
CS17- 1	Commence implementation of high yield actions arising from the agreed Carbon Management Plan.	Sustainability	June 2025	Op and Cap
CS17-2	Continue to partner with industry to achieve a long term sustainable water supply and security to the Barossa.	Office of the Mayor and CEO	Ongoing	Op

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Sustainability			
Support sustainability initiatives and programs within the region	• Delivery of agreed programs	No	Sustainability
Output 2 – Land, Water and Biodiversity			
Support land, water and biodiversity initiatives and programs within the region	• Delivery of agreed programs (minimum 3)	No	Infrastructure and Environmental Operations
Output 3 – Environmental Education and Awareness			
Administer/conduct environmental education and awareness programs	• Delivery of annual work plan	No	Infrastructure and Environmental Operations
Output 4 – Bushgardens Nursery			
Provide nursery for the production and sale of native plants	• Minimum 10,000 plants and seeds propagated each season • Minimum 50% of indigenous plants provided from local seed • Seasonal collection and propagation of seeds/plants	No	Infrastructure and Environmental Operations

Operational Plans	Action Reference
Barossa Bushgardens Strategic Plan (BBSP)	Key Result Areas 1, 2
Community Land Management Plan (CLMP)	
o Plan 2 - Council Reserves and Gardens – Undeveloped or with Minor Improvements	All
o Plan 3 - Recreation Reserves	
Regional Public Health Plan (RPHP)	8.1, 8.2, 10.1
Roadside Vegetation Management Plan (RVMP)	All

Service Area ## CS18 - PUBLIC HEALTH

Service Activity Public health services seek to provide for the protection of the health of the public including; routine inspections, awareness events, subsidising online food handler training, immunisation, pests and vermin, and wastewater applications.

Service Delivery Internal, Partnerships.

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility

Environment Protection Act 1993
Food Act 2001
Housing Improvement Act 1940
Local Government Act 1999
Local Nuisance and Litter Control Act 2016
SA Public Health Act 2011
Safe Drinking Water Act 2011
National Food Safety Standards

Strategic Action	Responsible	Due Date	Budget
Nil			

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Immunisation Management			
Conduct Immunisation Clinics in accordance with service agreement with SA Health	• Scheduled immunisation clinics conducted • Students fully immunised • Immunisation queries followed up within 3 days • Immunisation register updated within 3 months of receipt of data	Yes	Health Services
Output 2 – Sharps Management			
Deliver and promote health and community services and facilities (i.e. sharps)	• Sharps container disposed of within 2 weeks	Yes	Health Services
Output 3 – Pest Control			
Address nuisance and environmental risk associated with animals, vermin and pest control	Complaints: • Vermin - private property investigations undertaken within 5 business days • Insects (not bees or wasps) investigations undertaken within 5 business days • Bees on Council land investigations undertaken within 3 business days • Wasp investigations undertaken within 1 business days • Wasp nests to be destroyed within two working days. • Mosquitos fo investigations undertaken within 5 business days Control: • Destruction/ removal of wasp nest undertaken within 1 business day	No	Health Services
Output 4 – Waste Water Systems			
Provide effective assessment processes and regulatory activities of septic tank applications	• Customer Request acknowledgement within 1 business day • Complaint investigations undertaken within 2 business days • Applications completed within 10 business days • Failing wastewater systems investigations undertaken within 10 business days	Yes	Health Services

Service Action	Service Standard	Critical Service	Responsible
Output 5 – Assessment and Advice: Health			
Provide public health assessment and advice to customers / small business to enable compliance with accepted public health standards, relevant legislation and practices	• Customer requests acknowledged within 1 business day	No	Health Services

Operational Plans	Action Reference
Regional Public Health Plan (RPHP)	9.1

Service Area **CS19 - SOCIAL INCLUSION**

Service Activity Advocate and work in collaboration with core service providers to ensure vulnerable people have increased access and inclusion, are connected with their community and have access to facilities and opportunities to improve their lives. Aboriginal Reconciliation support. Youth Development. Social Planning. Support for older people. Providing a broad range of sporting, recreational and leisure facilities/ services/programs at a range of facilities, parks and open space areas.

Service Delivery Internal, Partnerships

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility Disability Inclusion Act 2018
Disability Discrimination Act 1992

Strategic Action	Responsible	Due Date	Budget
CS19-1 Continue to provide Social Inclusion training for all staff across the Organisation and coordinate a 'Whole of Organisation' approach to social inclusion	Community Development	Ongoing	Op
CS19-2 Continue to develop ongoing relationships with Ngadjuri, Peramangk and Kaurna Nations and potential pathways for reconciliation and recognition	Community Development	Ongoing	Op
CS19-3 Undertake review of the Disability Access and Inclusion Plan to align with the new State level plan	Community Development	TBA	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Home Assistance			
Manage consumer requirements of the Home Assist program	• Service provided within The Barossa Council and Light Regional Council areas • Open for calls 9.00am to 5.00pm Monday to Friday • Missed calls returned within 1 business day • Process consumer referrals and registration within 5 working days of receipt • Within the guidelines of Council's Customer Service charter and the requirements of funding bodies: o Carry out consumer service reviews for Commonwealth Home Support Program consumers annually o Provide funded services to Consumers - Domestic Assistance - Social support – individual - Social support – group - Home maintenance - Home modification Serious Incident Response Scheme reporting to the Aged Care Quality and Safety Commission	Yes	Community Transport and Home Assist
Manage the contractor requirements	• Within the guidelines of Council's Contractor policies and the requirements of funding bodies: o Register, screen and induct new contractors o Review and keep updated the required screenings and licences o Process contractor payments o Carry out ongoing quality checks to the agreed timeframe o System updated within 5 days of receipt of new information	No	Community Transport and Home Assist
Manage promotion and awareness	• Within the guidelines of Council's communication policies and the requirements of funding bodies: o Create accurate and up to date promotional materials • Network and liaise with other stakeholders	No	Community Transport and Home Assist

Service Action	Service Standard	Critical Service	Responsible
Output 2 – Community Transport			
Manage the consumer requirements of the Community Transport program	• Service provided within The Barossa Council and Light Regional Council areas • Open for calls 9.00am to 5.00pm Monday to Friday • Missed calls returned within 1 business day • Service available Monday to Friday and Saturday to Sunday on a case-by-case basis • Process consumer referrals and registration within 5 working days of receipt • Access limited to number of seats and volunteer driver availability • Bookings confirmed at time of booking or within 24 hours • Consumers given 24-hour notice of booking changes • Fleet: o Vehicle Provision: 8 o Wheelchair Accessible Vehicle Hire: 1 o Bus Hire: 2 – 18 seater and 11 seater • Volunteer drivers accredited (5-year renewal) • Within the guidelines of Council's Customer Service charter and the requirements of funding bodies- o Carry out consumer service reviews for Commonwealth Home Support Program consumers annually • Serious Incident Response Scheme reporting to the Aged Care Quality and Safety Commission • Vehicles maintained and replaced (cars every four years and buses as scheduled) as per Council's replacement guidelines and schedules	Yes	Community Transport and Home Assist
Manage promotion and awareness of the Community Transport program	• Within the guidelines of Council's communication policies and the requirements of funding bodies: o Create accurate and up to date promotional materials • Network and liaise with other stakeholders	No	Community Transport and Home Assist
Contribute to the delivery of Regional 'lighthouse' project 1 - Community transport	• Participate in regional working group to develop actions	No	Community Transport and Home Assist
Output 3 – Social Planning and Advocacy			
Advocating to Commonwealth Government on impact of aged care reform policies on SA sector and providing support to home aged care sector	• As per Activity Work Plan approved by the funding body	No	Collaborative Projects

Service Action	Service Standard	Critical Service	Responsible
Advocate for and encourage services and resources that ensure equity and support for disadvantaged, people with disability and at-risk members of the community	• Participation in: o Local Government Access and Inclusion Network o Reconciliation Barossa o Barossa Community Services Network o Gawler and Districts Community Services Forum o Disability Access and Inclusion Advisory Group o Legatus	No	Community Development Collaborative Projects
Contribute to the delivery of Regional 'lighthouse' project 1 - Community Transport	• Participate in regional working group to develop actions	No	Community Development
Lead delivery for Regional 'lighthouse' project 2 - Mental health and suicide prevention	• Lead the regional working group to develop actions	No	Community Development
Contribute to the delivery of Regional 'lighthouse' project 3 - Community participation	• Participate in regional working group to develop actions	No	Community Development
Ensure Council's plans and projects incorporate social inclusion considerations via the Disability Access and Inclusion Advisory Group	• All new project scopes will consider Social Inclusion requirements • Utilisation of the expertise of the Disability Access and Inclusion Advisory Group	No	Community Development
Work collaboratively with service providers, community groups and community members to identify gaps in assets and service provision to increase community capacity and connectedness	• Data collection and analysis to inform gaps and future needs and funding opportunities	No	Community Development
Output 4 – Social Support Groups			
Manage the funding agreement and budgetary requirements of the Social Support Groups program	• Within the guidelines of Council's financial policies and the requirements of funding bodies: o Create and manage income and expenditure budgets o Manage the funding contracts and liaison with funding bodies Manage the financial acquittals and statistical requirements of the funding contracts to the specified timeframes and schedule	No	Community Transport and Home Assist

Service Action	Service Standard	Critical Service	Responsible
Manage the asset requirements of the Social Support program	• Within the guidelines of Council's asset management policies and the requirements of funding bodies	No	Community Transport and Home Assist
Manage promotion and awareness of the Social Support Group Programs (Out and About and Men's Shed)	• Men's Shed: open Mon and Tues 9am-12 and Thurs 9am - 2 pm • Network and liaise with other stakeholders on a regular basis • Within the guidelines of Council's communication policies and the requirements of funding bodies: o Create accurate and up to date promotional materials for varying formats and audiences	No	Community Transport and Home Assist
Manage and facilitate the Bushgardens Disability Support program	• Weekly, subject to Service Agreement	No	Infrastructure and Environmental Operations
Output 5 – Regional Aged Care Sector Support and Development			
Support the development of the in-home aged care sector to enable Commonwealth Home Support Programme (CHSP) service providers to operate effectively in line with the objectives of the aged care reform	• As per Activity Work Plan approved by the funding body	No	Collaborative Projects
Deliver activities and events that promote wellbeing opportunities for older Australians	• As per Activity Work Plan approved by the funding body	No	Collaborative Projects
Output 6 – Aboriginal Reconciliation			
Continue support and facilitation of Reconciliation Barossa	• Regular meetings and reporting on activities • Delivery of NAIDOC Week and Reconciliation Week	No	Community Development
Output 7 – Youth Development			
Advocacy and advice for the rights and needs of young people in the community	• Support Drive My Future Program run by Youth Barossa o Provide financial support that allows fees to be subsidised • Young people provided a voice on Council projects and programs • Work with Wellbeing SA to identify information packs that can be distributed to youth to inform of services and support. • Develop a Youth (12-25) Roadmap • Investigate options to provide a Safe Spaces for youth within the region • Facilitate 'Be the Mayor for a Day'	No	Community Development

Service Action	Service Standard	Critical Service	Responsible
	• Develop and deliver Work Experience program in collaboration with the Secondary Schools within the region • Investigate option to reintroduce career expo in the region		
Output 8 – Sport and Recreation			
Undertake Recreation and Sport Future Needs Analysis.	• Audit of recreation and sport facilities, organisations and programs • Maintain a register of organisations and programs	No	Community Development

Operational Plans	Action Reference
Disability Access and Inclusion Plan	All
Regional Public Health Plan	6.1, 6.2, 13.1
Barossa Bushgardens Strategic Plan	KRA2 - Strategy 2, 4

Service Area ## CS21 - TOURISM

Service Activity Provision of a range of tourism services, including; managing the nationally accredited Barossa Visitor Centre, development and maintenance of tourism resources both digital and printed, customer service delivery encouraging longer stays, dispersal throughout the region, and maximising visitor yield and investment in our region, Tourism Business Support, capacity building, training, product development, marketing and events.

Service Delivery Internal, Volunteers, Partnerships

Community Plan Link – Our Environmental, Social and Governance Foundation



Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.

Legislative Responsibility Nil

Strategic Action		Responsible	Due Date	Budget
CS21-1	Commence implementation of agreed outcomes from review of Economic Development services including tourism and event services undertaken in 2023-24 – phase 1 (see CS10-1).	Office of the Mayor and CEO and DCS&BI	June 2025	Op and NI

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Visitor Information and Resource Management			
Maintain operator database/register	• Returned Participation Agreements acknowledged and added to register • Number of active participation agreements	No	Tourism Services
Create content and monitor various social media platforms	• Number of posts per week • Response times • Post engagement and reach	No	Tourism Services
Maintain and develop information on designated Barossa.com and council website pages	• Up-to-date information • Customer satisfaction rating	No	Tourism Services
Maintain Bookeasy system backend to ensure external facing booking facility is current and correct representation of the product/offer	• Number of operators • Information and images in operator consoles are current • Quarterly eNewsletter to Bookeasy operators	No	Tourism Services
Produce electronic and printed collateral to enhance visitor experience	• Fact Sheets reviewed and updated monthly • Annual updates to Barossa Touring Map and town maps • Customer satisfaction rating	No	Tourism Services
Maintain Brochure/information displays and events board (checking currency, ordering, restocking)	• Brochures ordered twice weekly or as required • Event posters and resources displayed are current	No	Tourism Services
Support and co-ordinate privately operated Visitor Information Outlets - Nuriootpa, Angaston and Williamstown	• Outlets audited and formally contacted quarterly	No	Tourism Services
Output 2 – Visitor Experience - Enquiries/Customer Service			
Provide accommodation, tour experience and ticket bookings	• Booking confirmation sent immediately upon payment • Refund available in accordance with each operator's cancellation policy • Number of bookings	No	Tourism Services

Service Action	Service Standard	Critical Service	Responsible
Respond to general enquiries - face to face, telephone, email and live webchat	• Open Mon-Fri 9am-5pm, 9am-4pm Sat 10am-4pm Sun. • Number of enquiries – face to face, telephone, email and live webchat • Customer satisfaction rating 4.5 or higher	No	Tourism Services
Oversee Customer Experience in the centre, engagement with staff, length of time spent in the centre browsing signage and displays and discovering	• Open: Mon-Fri 9am-5pm, Sat 9am-4pm, Sun: 10am-4pm • Customer satisfaction rating/Google/Trip Advisor Rating 4.5 or higher • Greater length of time spent in centre (Adequate staffing and volunteer resources to meet visitation demands	No	Tourism Services
Provide Barossa destination product and experience knowledge and storytelling	• 6-weekly family program • Keeping up to date with industry news and changes and sharing of information	No	Tourism Services
Manage feedback/complaint handling - Barossa region (operators, signage etc) and Visitor Experience in the VIC.	• Complaints responded to within 24 hours • Customer satisfaction rating/Google/Trip Advisor Rating	No	Tourism Services
Output 3 – Barossa Makers - Retail Sales			
Facilitate sales transactions and product information discussions with visitors	• Open Mon-Sun 9am-5pm, 9am-4pm Sat 10am-4pm Sun. • Sales Revenue	No	Tourism Services
Provide authentic Barossa gift shop showcasing local artists, makers and craftspeople, meeting visitor expectations and providing local suppliers with a sales outlet	• Products sold must meet retail guidelines and have Barossa connection (local made) or be branded with official Barossa Brand	No	Tourism Services
Coordinate stock control, merchandise displays and meet the maker instore popups	• Professional well-presented displays and stocked gift shop with diverse and quality range of products	No	Tourism Services
Facilitate Product Knowledge and Training for staff and volunteers	• Quarterly training nights and 6-weekly famil program for staff and volunteers	No	Tourism Services

Service Action	Service Standard	Critical Service	Responsible
Output 4 – Cycle Hub Management			
Provide cycle facilities and services including bike hire, change rooms, showers, bike accessories, storage/lock-up, public toilets	• Facilities open 6am-10pm except Cycle Hire - 9am-5pm (Mon-Fri) 9am-4pm (Saturday) 10am- 5pm (Sundays)	No	Tourism Services
Provide cycle information and maps - face to face service and brochure display in Cycle Hub	• Open Mon-Sun 9am-5pm, 9am-4pm Sat 10am-4pm Sun.	No	Tourism Services
Output 5 – Tourism Development and capacity building			
Support and encourage new tourism experiences and product development	• One to one meeting with investors and operators • New start up Tourism businesses • Referrals to other support agencies	No	Tourism Services
Identify opportunities to encourage visitor dispersal across the Barossa region keeping visitors here longer and increased tourism spend and yield.	• Projects assessed case by case basis	No	Tourism Services
Capacity building - Provide advice and support to Tourism businesses and referrals for further expert advice	• Referrals to other support agencies • Tourism Services manager - One to one meetings with tourism operators	No	Tourism Services
Provision of Enews - industry updates, stats, trends, opportunities to all Tourism Industry Operators via enewsletter, network nights and Facebook tourism forum/group	• E-news sent fortnightly to Tourism operators • Updates posted to private industry facebook group • Bookeasy enews sent quarterly	No	Tourism Services
Develop operator relationships and product knowledge	• Familiarisation Visits conducted 6 weekly Industry workshops/ networking nights hosted annually	No	Tourism Services
Collaborate with industry stakeholders – South Australia Tourism Commission, Tourism Industry Council of SA, Barossa Australia and RDA Barossa to maximise tourism and economic benefit for the region	• Membership to TicSA • Funding agreement with Barossa Australia • Attendance at industry workshops, meetings • Participate in consultation of various projects and strategies	No	Tourism Services

Operational Plans	Action Reference
Local Economic Development Plan	Strategies – Competitive, Partnerships, Set up for Growth, New Economic Opportunities

Service Area **CS22 - VOLUNTEERS**

Service Activity Support of community volunteering through provision of the Volunteer Resource Centre. Provision of volunteer opportunities and engagement of volunteers in Council programs.

Service Delivery Internal, External

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to sustainable services and service levels and infrastructure they need and feel a sense of belonging.

Legislative Responsibility Volunteers Protection Act 2001

Strategic Action	Responsible	Due Date	Budget
CS22 – 1 Undertake structural review of Volunteer Service model and delivery service.	Community Development	June 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – External Community Volunteer Support			
Support volunteers and prospective volunteers within the community via the Volunteer Resource Centre	• Variable open times - Monday to Friday, 9am-4pm. Appointments available. • Offer information about volunteer positions available within Council and the community in a variety of formats • Support volunteers and prospective volunteers to identify potential volunteer opportunities that match their interests and needs.	No	Volunteer Services

Service Action	Service Standard	Critical Service	Responsible
Support community organisations who engage volunteers via the Volunteer Resource Centre in conjunction with the shared services agreement with Light Regional Council	• Create and maintain promotional materials for advertising community volunteer positions • Refer prospective volunteers to opportunities • Offer advice to organisations about all aspects of engaging volunteers and running proactive volunteering programs • Facilitate networking and training on volunteering	No	Volunteer Services
Output 2 – Internal Volunteer support			
Support registered Council volunteers and Council volunteer supervisors	• Provide service in accordance with national standards for volunteering • Within the guidelines of Council's Volunteer policies and the requirements of funding bodies: o Recruit, register, screen and induct new volunteers o Review and keep updated the required screenings and licences • Support and provide Council volunteer celebrations and recognition • Offer advice and support to Council volunteers and supervisors • Write and review Council volunteer process and policy • Facilitate networking and training for volunteer supervisors	No	Volunteer Services
Output 3 - Volunteering Promotion and Advocacy			
Promote and advocate for volunteering	• Promote volunteering throughout the region e.g. newspaper volunteer column • Liaise with organisations including schools and employment agencies to promote volunteering and the services of the Volunteer Resource Centre	No	Volunteer Services

Operational Plans	Action Reference
Barossa Bushgardens Strategic Plan (BBSP)	Key Result Area 3

Service Area **CS23 - WASTE AND RESOURCE RECOVERY**

Service Activity Effective recovery of materials for recycling and diversion of waste from landfill. Includes the management of the waste contract (ensuring appropriate waste collection and disposal) and operation of waste transfer station.

Service Delivery Contractors, Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



Supporting a sustainable Barossa.

Legislative Responsibility
Green Industries SA Act 2004
Local Government Act 1999
By-Law 7 – Waste Management

Strategic Action	Responsible	Due Date	Budget
CS23 – 1 Analyse, negotiate and execute a new waste management contract renew or commence market approach	DCCS	December 2024	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Waste Collection/Disposal			
Provide a waste collection/disposal service across council	Township service • Mandatory • Weekly 140L Bin - General Waste • Fortnightly 240L Bin – Recycling • Fortnightly 240L Bin – Green Organic	Yes	Sustainability

Service Action	Service Standard	Critical Service	Responsible
	Rural service • Mandatory • Weekly 140L Bin - General Waste • Fortnightly 240L Bin – Recycling Commercial service • Optional • Weekly 140L Bin - General Waste • Fortnightly 240L Bin – Recycling • Fortnightly 240L Bin – Green Organic (townships only) Street and Reserve Litter services: • Weekly 140L Bin – General Waste • Customer request investigations undertaken within 5 business days		
Undertake a review of the Right of Renewal within the contract for Waste Management Service	• As required	Yes	Sustainability
Output 2 – Waste Education			
Provide ongoing waste education and awareness to service users	• As required	No	Sustainability
Output 3 – Waste Transfer Station Operation – Springton			
Provide domestic hard waste and green waste deposit facility	• 9am-3pm, second Saturday of each month	No	Infrastructure and Environmental Operations

Operational Plans	Action Reference
Regional Waste Management Strategy (RWMS)	All
Regional Public Health Plan (RPHP)	8.3

BUSINESS SERVICES

Business Technology

Business Improvement

Communications and Engagement

Council and Committees

Risk and Safety

Finance

Governance

Grants

Information

People and Culture

Procurement

Property and Rates

Strategic/Legislative Planning and Reporting

Service Area **BS1 - BUSINESS TECHNOLOGY**

Service Activity IT Service Management, including Operations (infrastructure, assets, applications, service desk, vendor management, security) and Business services (business analytics, Project Management Office, data analytics, dashboards)

Service Delivery Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility Nil

Strategic Action	Responsible	Due Date	Budget
BS1 – 1 Continue to implement system, infrastructure, training and other needs to protect Council system and data through implementation of the Cyber Security plan and highlighted investments for 2024-25.	Corporate Services and Business Innovation	June 2025	Op & Cap
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – ICT Service Operations			
Provide event management	• Ensure technology services are monitored, and filter/categorise events to decide on appropriate actions. Appropriate action is taken in accordance with agreed service standards	Yes	Enterprise Technology and Innovation
Provide incident management	• Manage the lifecycle of all incidents in accordance with service standards, returning IT services back to users as quickly as possible	Yes	Enterprise Technology and Innovation

Service Action	Service Standard	Critical Service	Responsible
Facilitate problem management	• Determine root cause of incidents, taking proactive measures to mitigate and reduce the likelihood of future occurrence. Problems are managed in accordance with agreed service standards	Yes	Enterprise Technology and Innovation
Fulfil requests	• Manage and fulfil "standard/BAU changes" or requests in accordance with agreed service standards (>90%)	Yes	Enterprise Technology and Innovation
Manage access	• Managing and maintaining access in accordance with defined policies and service standards	Yes	Enterprise Technology and Innovation
Provide technical management	• Ensuring the provision of resources and skills necessary to support continuing operations of IT services. Staff skills and position descriptions are regularly reviewed, and training provided in alignment with changing needs of the business	Yes	Enterprise Technology and Innovation
Provide operations control	• Execution of day-to-day and routine tasks related to the operation and security of infrastructure components and applications, including reporting, job scheduling, backup and restore activities, print and output management and routine maintenance. Operational tasks are completed in accordance with agreed policy, process and service standards	Yes	Enterprise Technology and Innovation
Provide asset management	• Managing the lifecycle of IT assets in accordance with relevant policies (Procurement, ICT Asset Management)	No	Enterprise Technology and Innovation
Manage applications	• Managing the lifecycle of IT applications and associated vendor relationships in accordance with agreed service standards	Yes	Enterprise Technology and Innovation
Provide facilities management	• Manage the physical environment where IT infrastructure is located e.g. power, cooling, building access management and environmental monitoring) in accordance with relevant policies and service standards	Yes	Enterprise Technology and Innovation
Output 2 – ICT Business Services			
Provide IT project management	• Provision of Project Management Office (PMO) capability, providing direction and oversight of IT projects. Projects delivered in line with stakeholder expectations and in	No	Enterprise Technology and Innovation

Service Action	Service Standard	Critical Service	Responsible
	accordance with relevant processes, policies and service standards		
Provide business analysis	• Provision of Business Analysis (BA) capability, translating business requirements into tangible technical outcomes, exploring opportunities for service and process improvement, and ensuring services are fit for purpose. BA delivered in line with stakeholder expectations and in accordance with relevant processes, policies and service standards	No	Enterprise Technology and Innovation
Provide data analysis	• Provision of Data Analysis (DA) capability, translating data into knowledge, building and providing data lakes, and dashboarding, and assisting with legislated reporting and audit requirements. DA delivered in line with stakeholder expectations and in accordance with relevant processes, policies and service standards	No	Enterprise Technology and Innovation

Operational Plans	Action Reference
ICT Strategy (ICTS)	All
Local Economic Development Plan (LEDP)	Strategy 1

Service Area **BS2 - BUSINESS IMPROVEMENT**

Service Activity Growing the efficiency of the processes and systems we use to deliver services and outcomes through innovation and continuous improvement

Service Delivery Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility Nil

Strategic Action	Responsible	Due Date	Budget
BS2-1 Modernise TechnologyOne through implementation of HR and Budgeting Systems	Corporate Services and Business Innovation	June 2025	Op and Cap
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Continuous Improvement Framework Management			
Manage the implementation of the Continuous Improvement Framework	• Framework is reviewed and updated every 3 years	No	Business Improvement
Provide Continuous Improvement Framework tools and templates	• Tools and templates are available to support business unit process and system refinement and implementation of broader continuous improvement projects	No	Business Improvement

Service Action	Service Standard	Critical Service	Responsible
Output 2 – Continuous Improvement Project Management			
Facilitate the implementation of Continuous Improvement projects	• Projects completed within agreed milestones, budgets and outcomes	No	Business Improvement
Facilitate the implementation of Business Unit Refinement activities	• Activities completed within agreed milestones, budgets and outcomes	No	All

Operational Plans	Action Reference

Service Area

BS3 - COMMUNICATIONS AND ENGAGEMENT

Service Activity

Management of media, social media, digital communications, branding and strategy, special projects, research, corporate publications, community engagement and events. Providing advice and direction in the areas of marketing, creative and media relations to achieve an integrated approach to all internal and external communications in alignment with the strategic objectives of Council.

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to reasonable services and infrastructure they need and feel a sense of belonging.



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility

Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
Nil			

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – External Communication Framework Management			
Maintain, champion and moderate implementation of communication, branding, design and website policies, processes and guidelines	• Communication outputs are delivered in accordance with agreed standards • Website is maintained in accordance with agreed standards • Corporate content is branded in alignment with approved branding strategy	No	Communications and Engagement
Provide communication, branding, design and website tools and templates	• Tools and templates are available to support business unit implementation of corporate standards and best practice approaches	No	Communications and Engagement
Output 2 – Internal Communication Framework Management			
Maintain, champion and moderate the implementation of internal communication framework	• Communication outputs are delivered in accordance with agreed standards • Intranet is maintained in accordance with agreed standards • Corporate content is branded in alignment with approved internal branding strategy	No	Communications and Engagement
Provide internal communication tools and templates	• Tools and templates are available to support business unit implementation of corporate standards and best practice approaches	No	Communication and Engagement
Output 3 – Communication Coordination			
Draft and moderate internal digital communications, corporate and community publications, marketing collateral (creative and design) and Council advertising	• Content produced on demand and in accordance with agreed planned activity	Yes	Communications and Engagement
Coordinate social media content development and deployment	• Curate planned and reactive content for Council's social media platforms	Yes	Communications and Engagement
Coordinate media relations	• Develop media releases, facilitate all media enquiries centrally and coordinate media responses in accordance with Council policy	Yes	Communications and Engagement

Service Action	Service Standard	Critical Service	Responsible
Output 4 – Community Engagement			
Implement community engagement strategies for key projects and service delivery	• As specified by Business Unit requirements	No	Communications and Engagement
Implement contemporary consultation and engagement processes for statutory planning activities supported by the Communication Strategy	• Use of the Community Engagement Charter (April 2018) for Planning and Design Code related matters	No	Communications and Engagement Development Services
Provide quality information and educational materials about Council services and functions, programs and decision making	• Customers have access to current, accurate and informative information regarding Council services in a range of formats including website, social media, digital communication, physical signage and print materials	Yes	All
Output 5 – Online / Website support			
Coordinate maintenance and continuous improvement of website platform	• Website platform is stable, software is up to date and continuously refined and developed to offer a quality, customer centric digital experience	Yes	Communications and Engagement Enterprise Technology and Innovation
Implement Search Engine Optimisation strategy	• Web content is visually accessible through search and delivers informative and keyword rich content, providing best user experience	No	Communications and Engagement
Coordinate content development and curation for website	• Curate planned and reactive content for Council's website	Yes	Communications and Engagement
Coordinate maintenance and continuous improvement of internal communication digital platform – staff intranet	• Intranet platform is stable, software is up to date and continuously refined and developed to offer a quality, employee centric digital experience	No	Communications and Engagement Enterprise Technology and Innovation
Coordinate content development and curation for intranet	• Curate planned and reactive content for Council's intranet • Editors and Publishers meet agreed organisational and accessibility standards using Monsido and other supporting tools and platforms	No	Communications and Engagement

Operational Plans	Action Reference
Communication Strategy	All

Service Area **BS4 - COUNCIL AND COMMITTEES**

Service Activity Provision of required information, agendas, and minutes. Ensuring Council and Committees are provided with support to enable informed decisions.

Service Delivery Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility
Local Government Act 1999
Code of Conduct for Council Members
Planning, Development and Infratsructure Act 2016
Assessment Panel Members – Code of Conduct

Strategic Action	Responsible	Due Date	Budget
BS4-1 Complete Elector Representation Review	Office of Mayor and CEO	March 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Coordination: Council Meetings/Workshops			
Ensure the effective operation of the Council in accordance with the Local Government Act, Codes, and Meeting Procedures	• 12 meetings held per annum • Agenda and minutes delivered on time at least 3 clear days before an ordinary meeting • Special meetings agenda and minute delivered on time at least 4 hours before a special meeting. • Programmed workshop agendas delivered by Friday proceeding the scheduled workshop.	Yes	Office of the Mayor and CEO Corporate Governance and Information Services
Output 2 – Coordination: Council Committees and Working Groups			
Ensure the effective operation of the Committees/Working Groups in accordance with the Local Government Act, Codes, and Meeting Procedures	CEO Performance Review Committee • Review to be completed within designated time frames following correct policy and procedures Community Assistance Scheme Committee • At least Three (3) meetings held per year. • Agenda and minutes delivered on time as required by legislation Barossa Assessment Panel • Meetings held as required based on items being presented • Agenda and minutes delivered on time as required by legislation Building Fire Safety Committee • A minimum of two (2) ordinary meetings in each year • Agenda and minutes delivered on time as required by legislation Barossa Bushgardens Committee • A minimum of four (4) meetings held per annum • Agenda and minutes delivered on time as required by legislation Barossa Regional Gallery Advisory Group • A minimum of six (6) meetings per annum Audit Committee	Yes	Office of the Mayor and CEO Corporate Governance and Information Services Development Services Infrastructure and Environmental Services Community Development Gallery and Creative Industries Financial Services Risk and Safety Health Services

Service Action	Service Standard	Critical Service	Responsible
	• A minimum of 4 meetings held per annum or at other times as determined by the Committee • Agenda and minutes delivered on time as required by legislation WHS Committees • A minimum of 4 meetings held per annum • WHS Committee and sub-committee meetings held in accordance with WHS legislation and standards Disability Access and Inclusion Advisory Group • A minimum of six (6) meetings held per annum Regional Public Health Plan Advisory Group • A minimum of four (4) meetings per annum Reconciliation Barossa Advisory Group • A minimum of four (4) meetings per annum		
Output 3 – Committee Governance			
Review the activities and plans of any subsidiary of the council	Annually, as part of the review of the Corporate Plan	No	Office of the Mayor and CEO Corporate Governance and Information Services
Review the Terms of Reference, Codes, and Meeting Procedures of any committee/working group of the council	As required by legislative requirements once in each term of Council.	No	Office of the Mayor and CEO Corporate Governance and Information Services

Service Action	Service Standard	Critical Service	Responsible
Output 4 – Member Representation and Elections			
Undertake Elector Representation Review	• Commence next review by April 2024 • Electoral Commissioner certifies final report by prescribed date	Yes	Office of the Mayor and CEO Corporate Governance and Information Services
Undertake Local Government Election	• Every 4 years • Electoral Commissioner certifies final results by prescribed date	Yes	Office of the Mayor and CEO Corporate Governance and Information Services
Undertake Supplementary Local Government Election	• As required • Electoral Commissioner certifies final results by prescribed date	Yes	Office of the Mayor and CEO Corporate Governance and Information Services
Output 5 – Member Support and Registers			
Maintain Register of Interest	• Quarterly updates undertaken and published as required by legislation •	No	Office of the Mayor and CEO
Member support and Registers	• As required • Quarterly updates undertaken and published as required by legislation •	No	Office of the Mayor and CEO
Manage invitations for the Mayor and Elected Members to civic events and community functions	• As required • All invitations, registered and replied	No	Office of the Mayor and CEO
Provide strategic, policy and operational support and advice to Elected Members	• As required • Responses are provided within 5 days as per Customer Service Policy	No	All

Operational Plans	Action Reference

Service Area **BS5 - ENTERPRISE RISK AND SAFETY**

Service Activity The management of Council's Enterprise Risk profile including strategic and operational risk assessment, control and monitoring; internal control and audit; business continuity and disaster recovery planning; organisational emergency management; insurance portfolio management; and Work Health Safety system coordination.

Service Delivery Internal, Contractors

Community Plan Link – Our Environmental, Social and Governance Foundation



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility Local Government Act 1999
Work Health Safety Act 2012
Return to Work Act 2014

Strategic Action	Responsible	Due Date	Budget
Nil			

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Risk Framework Management			
Maintain and champion the implementation of the Enterprise Risk Management Policy and Framework	• Documentation is reviewed and updated every 4 years • Risk management considerations are embedded in all strategic and operational activities • Risk awareness training is delivered at reasonable intervals for existing staff • All new staff receive a risk management induction upon commencement	No	Risk and Safety
Provide Risk tools, templates and checklists	• Tools and templates are available to support business unit implementation of corporate standards and best practice approaches	No	Risk and Safety
Maintain organisational Risk Registers	• Organisational Risk Registers are maintained for strategic, operations, compliance risks	No	Risk and Safety
Prepare Risk Activity and Performance Reports	• Reports are prepared at regular intervals in accordance with Council, Executive Leadership Team, Audit Committee and Legislative requirements	No	Risk and Safety
Manage organisational risk in the delivery of core Council services	• Performance standards for self-insurance are met • Risk consequences are minimised in terms of reputational damage, monetary losses, damage to property, injuries, organisational culture, service delivery interruptions, sustainability and the environment	Yes	All
Output 2 – Internal Audit			
Prepare Audit Committee Risk Reports	• Reports prepared quarterly	No	Risk and Safety
Ensure that identified Internal Financial Controls are effectively monitored and maintained	• As required • Internal Financial Controls reviewed and updated in line with Council policy	No	All

Service Action	Service Standard	Critical Service	Responsible
Output 3 – Insurance and Claims Management			
Maintain and facilitate the implementation of the insurance and claims management policies and processes	• Claims are lodged for all insured expenses • Documents reviewed every 4 years • Register of insurance claims is monitored and maintained	No	Risk and Safety
Maintain current Asset and Motor Vehicle Insurance Schedules	• All current Council assets are appropriately reflected in insurance schedules • Insured values are reliable and appropriate to facilitate replacement in the event of an adverse event • Schedules reviewed and updated upon purchase, upgrade or disposal of assets or at least every 4 years	No	Risk and Safety
Review customer request notifications of injuries or property damage to assist Mutual Liability claims management	• Requests are monitored and responded to on a reactive on demand basis • All potential claims are identified, and the insurance scheme identified	No	Risk and Safety
Provide LGA Mutual Liability Scheme, LGA Workers Compensation Scheme, LGA Asset Mutual Fund Confirmation of Membership to external bodies	• As required to meet compliance requirements	No	Risk and Safety
Output 4 – Disaster Recovery and Business Continuity			
Maintain and facilitate the implementation of the ICT Disaster Recovery Plan	• ICT operations are maintained during business interruption events	Yes	Risk and Safety Enterprise Technology and Innovation
Maintain and facilitate the ongoing testing and development of Council's Business Continuity Plan and associated Sub-Plans	• Continuity plans are in place to ensure rapid reinstatement or continuance of essential services during business interruption events	Yes	All

Service Action	Service Standard	Critical Service	Responsible
Output 5 – WHS System Management			
Maintain and champion the implementation of Council's WHS System	• Documentation is reviewed and updated every 4 years • WHS considerations are embedded in all strategic and operational activities • WHS training is delivered at reasonable intervals for existing staff unless mandated more frequently • All new staff receive a WHS induction upon commencement • Contractor WHS induction is provided online at minimum • Performance standards for self-insurance are met	Yes	All
Provide WHS tools and templates	• Tools and templates are available to support Supervisors and Workers to implement WHS policies, processes, standards and best practice approaches • Templates reviewed and updated within nominated timeframe following identification of new legislative requirement or opportunity for improvement	Yes	Risk and Safety
Coordinate the delivery of WHS training	• Routine training is conducted in accordance with legislative requirements: o Wardens – every 2 years o Workplace First Aiders – every 3 years o First Aid refresher – every 3 years o CPR Refresher Training – on demand o Asbestos awareness training – on demand o Health and Safety Representative – Annual o General WHS training as identified in Training Needs Analysis – within 12 months of TNA sign off • Training Needs Analyses identify minimum WHS training requirements and staff currency of training is maintained or addressed as required	No	Risk and Safety
Undertake WHS compliance inspections	• Inspections carried out in accordance with agreed schedule and legislative requirements o Buildings – annually o Operational vehicles - daily o Plant – annually o Equipment – 6 monthly o Slings/gantries - annually o Playgrounds – fortnightly o CWMS – 6 monthly • Recreation parks/halls – annually	No	All

Service Action	Service Standard	Critical Service	Responsible
Coordinate implementation of WHS Committee actions and broader consultation requirements	• WHS Committee actions are facilitated, monitored and reported on at scheduled meetings on a quarterly basis • WHS consultation requirements are met in accordance with legislative obligations	No	Risk and Safety
Implement, review and maintain Work Health Safety Improvement/Action Plan	• Plan renewed every 4 years and reviewed annually • Plan drives strategic agenda for continuous improvement • WHS Improvement Plan actions are implemented in line with agreed milestones • Action Plan progress reports are prepared quarterly and monitored by the Executive Leadership Team	No	All
Participate in mandatory external WHS audits	• Every 2 years • WHS audit actions closed out by due date	No	All
Coordinate scheduling, implementation and reporting on internal audits	• In accordance with audit schedule • Audits on schedule completed	No	Risk and Safety
Coordinate Return to Work SA injury management reporting	• Reports provided on time and in accordance with Local Government Association Workers Compensation Scheme standards	No	Risk and Safety
Maintain WHS registers	• Registers maintained in accordance with legislative/LGRS requirements: o Corrective and Preventative Action Register Hazard Register o Incident Register o Register of all Task Risk Assessments/Safe Work Instructions/Static Risk Assessments and Safe Operating Processes for all of Council o Register of signed Safe Work Instructions o Risk/WHS document development and Review Schedule Register o Hazardous Task Register o Asbestos Register	No	Risk and Safety
Manage chemicals	• Chemalert database maintained for all Council sites where chemicals used and reviewed annually or each time a new chemical is introduced to a workplace or site • Chemical stocktakes undertaken every 4 years at minimum • Purchasers must undertake a chemical risk assessment at time of purchase	No	Risk and Safety Infrastructure and Environmental Operations

Service Action	Service Standard	Critical Service	Responsible
	• Allocated Officers must ensure that all relevant Chemicals have an associated risk assessment		
Manage safety incidents	• Incidents are reported via Council's incident reporting tool within two business days • Incident site secured within nominated timeframe following the site being 'made safe' • Notifiable incidents reported to relevant bodies within 24 hours • The Office of the Technical Regulator advised of Electricity or Electric Shock Incident as follows: o Death – immediately o Medical Assistance - within 24 hours o All other cases -Within 10 Working Days • Investigations commenced within 24 hours of notification • Corrective actions or lessons learned from incident to relevant stakeholders communicated within 5 days of signoff	Yes	Risk and Safety
Review and maintain Emergency Management Plans	• Emergency Management Plans reviewed every 4 years • Emergency evacuation diagrams reviewed every 4 years • Emergency evacuation drills tested annually • Emergency Control Organisation reviewed annually • New ECO members trained within 2 months of appointment	Yes	Risk and Safety

Operational Plans	Action Reference
WHS, Risk and IM Action Plan (WHSRIMAP)	All
Business Continuity Plan (BCP)	All

Service Area **BS6 - FINANCE**

Service Activity Provision of financial and budgetary accounting services, treasury and investment services, management reporting, reconciliation and taxation services, asset accounting, internal control, accounts payable and receivable services.

Service Delivery Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility

Development Act 1993
Environment Protection Act 1993
Food Act 2001
Housing Improvement Act 2016
Liquor Licensing Act 1997
Local Government Act 1999
Planning, Development and Infrastructure Act 2016
Safe Drinking Water Act 2011
South Australian Public Health Act 2011

Strategic Action	Responsible	Due Date	Budget
BS6-1 Implement Enterprise Budgeting module in TechnologyOne	Finance	December 2024	Cap
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Financial Advice			
Provide budget manager support	• Requests for advice provided initially within 5 days as per Customer Service Policy	No	Financial Services
Provide asset accounting advice	• Requests for advice provided initially within 5 days as per Customer Service Policy	No	Financial Services
Provide general finance advice	• Requests for advice provided initially within 5 days as per Customer Service Policy	No	Financial Services
Output 2 – Budget Management and Financial Accounting			
Coordinate Annual Budget and Business Plan preparation and reporting	• Annually • Within consultation and statutory timeframes	No	Financial Services
Coordinate financial statements preparation for Council adoption	• Annually • Within consultation and statutory timeframes	No	Financial Services
Conduct analysis of budget variance, adjustments, forecast and prepare quarterly budget review reports to Council	• Quarterly • Produce organisational performance and activity report	No	Financial Services
Ensure effective budget performance	• Quarterly • Achieve quarterly reviews - budget results to be on budget or variations no greater or less than than 2.5% every quarter	No	All
Output 3 – Treasury Management			
Prepare reporting regarding treasury management performance relative to the loan portfolio	• Report submitted to Audit Committee annually within nominated timeframe • Net Financial Liabilities (NFL) Ratio shall not exceed 100% in the Long Term Financial Plan.	No	Financial Services

Service Action	Service Standard	Critical Service	Responsible
Prepare loan applications collating financial information/data/assessing impact for Council and/or community needs	• As needed	No	Financial Services
Output 4 – Financial Control and Audit			
Coordinate report preparation for the Audit Committee	• Report submitted within nominated timeframe	No	Financial Services
Review and update Finance policies and processes	• As required, within nominated timeframe	No	Financial Services
Output 5 – Banking and Investment Services			
Coordinate banking and investment reconciliation and control	• Monthly • Community Loans reconciled to control accounts within nominated timeframe • Repayments processed within nominated timeframe	No	Financial Services
Management of the loan portfolio, coordination of investments through bank	• Monthly and annually • Affordability of specific project proposals having regard to Council's long-term financial sustainability	No	Financial Services
Output 6 – Taxation and Levy Management			
Facilitate provision of information and data to ATO (including Contractor GST compliance) and other Government bodies	• Monthly and annually completed in statutory timeframe	No	Financial Services
Output 7 – Asset Accounting			
Coordinate asset policy, accounting requirements and reconciliations	• Quarterly and annually • Maintenance of finance policies and processes; accounting, taxation, finance, reporting and administration services for Council, staff, external parties and reporting bodies	No	Financial Services

Service Action	Service Standard	Critical Service	Responsible
Output 8 – Accounts Payable and Receivable			
Invoice matching to orders and batch process; seeking payment approval; and reconciliation of accounts payable	• Process run within nominated timeframes, 2 days, weekly and monthly • Expenditure and payments are accurate, timely and reconciled; compliance with legislation including accounting, Local Government Act and taxation	No	Financial Services
Invoice raising, organisation of inter-charges between subsidiaries, and debt collection	• Process run within nominated timeframes, 3 days, monthly and as required • Revenue generation and receipting is controlled and received; compliance with legislation including accounting, Local Government Act and taxation	No	Financial Services

Operational Plans	Action Reference
Infrastructure Asset Management Plan (IAMP)	All
Annual Budget and Business Plan (ABBP)	All
Long Term Financial Plan (LTFP)	All

Service Area **BS7 - GOVERNANCE**

Service Activity Provision of governance advice and support in the discharge of legislative responsibilities for policy development, delegations and authorisations, internal review of Council decisions, Native Title claims.

Service Delivery Internal, External (Legal)

Community Plan Link – Our Environmental, Social and Governance Foundation



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility
Independent Commissioner Against Corruption Act 2012
Local Government Act 1999
Ombudsman Act 1972
Public Interest Disclosure Act 2018
Code of Conduct for Council Employees
Code of Conduct for Council Members

Strategic Action	Responsible	Due Date	Budget
BS7-1 Complete a review of the Office of the Mayor and CEO function, structure, service delivery model (carried forward from 2023-24)	Office of the Mayor and CEO	June 2025	Op

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Governance and Policy Advice			
Provide governance advice – Local Government Act	• As required	No	Corporate Governance and Information Services Office of the Mayor and CEO
Output 2 – Delegations and Authorisations Management			
Update Sub Delegations in accordance with staff changes	• As required • All appropriate sub-delegations have been issued	Yes	Corporate Governance and Information Services
Undertake Delegations and Sub- delegations Review	• Review completed within 1 year of periodic elections and more regularly as required	Yes	Corporate Governance and Information Services
Update Authorisations as needed, update Authorisations Register and issue officer identity card	• As required • Authorisations are made and recorded to appropriate staff	Yes	Corporate Governance and Information Services
Output 3 – Native Title Management			
Monitor and respond to case management requests from Council's legal representatives regarding Native Title claims	• As required • Requests processed within nominated timeframe	No	Office of the Mayor and CEO
Output 4 – Legislative Reform			
Implement legislative reform	• Reform is implemented within nominated timeframe	Yes	All

Service Action	Service Standard	Critical Service	Responsible
Output 5 – Complaints Management			
Process applications under the Internal Review of Council Decisions Policy – Section 270 of the Local Government Act	• As required • Confirm receipt within 1 week • Conduct review within 21 days where possible	Yes	Corporate Governance Office of the Mayor and CEO
Process complaints under the legislated Behaviour Standards for Elected Members	• Reports processed within nominated timeframe	Yes	Mayor or Other Elected Member if about the Mayor supported by Office of the Mayor and CEO
Process enquiries or investigation complaint from the Ombudsman, ICAC or other oversight agency	• All enquiries are completed as required under relevant legislation. Confidentiality and appropriate record management is maintained	Yes	Corporate Governance Office of the Mayor and CEO
Manage complaints about an Elected Member	• As required • Complaints against Members acknowledged to within 1 week	Yes	Mayor or Other Elected Member if about the Mayor supported by Office of the Mayor and CEO
Manage incidents reported under the Public Interest Disclosure Act	• Reports processed within nominated timeframe as set out in Public Interest Disclosure Act	Yes	Corporate Governance
Output 6 – Policy Framework Management			
Maintain and champion the review and implementation of Council's Policy and Process Framework – Council and Administration	• Documentation is reviewed and updated every 4 years or as required by specific Policy and Process requirements • Governance and policy considerations are embedded in all strategic and operational activities	No	Corporate Governance
Maintain and champion the review and implementation of Council's Policy and Process Framework – Elected Members	• Documentation is reviewed and updated every 4 years or as required by specific Policy and Process requirements • Governance and policy considerations are embedded in all strategic and operational activities	No	Office of the Mayor and CEO

Operational Plans	Action Reference
Barossa Bushgardens Strategic Plan (BBSP)	Key Result Area 4

Service Area	**BS8 - GRANTS**
Service Activity	Support and lead grant applications through research, grant writing and letters of support.
Service Delivery	Internal
Community Plan Link – Our Environmental, Social and Governance Foundation	 We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.
Legislative Responsibility	Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
Nil			
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Grant Sourcing			
Identify funding opportunities to assist in delivery of projects and programs across council service areas	• Grant funding recommendations referred to ELT for consideration • Actively pursue external grants in line with prioritised projects and budget allocations	No	All

Service Action	Service Standard	Critical Service	Responsible
Output 2 – Grant Management			
Monitor and report on grant status and prepare acquittal reports	• Grant status and acquittal reports completed as per grant funding deeds/agreements • Grant status and acquittal reports completed	No	All
Maintain Grant Register	• All grants maintained in register with status updated within 2 business days of change • Grants and status recorded in register	No	Financial Services
Facilitate grant reconciliation, validation, reporting and audit	• Annual in conjunction with financial statements; finalised for EOFY	No	Financial Services

Operational Plans	Action Reference

Service Area **BS9 - INFORMATION**

Service Activity Management and maintenance of corporate records (both physical and electronic) held by Council. Providing support to the organisation to ensure organisational compliance with record keeping obligations under the *State Records Act* and other relevant legislation. Providing support in the discharge of legislative responsibilities for Freedom of Information applications, and organisational functions such as mail processing. Council's record keeping obligations are carried out in accordance with appropriate guidelines and standards and policy and projects are successfully implemented to ensure organisational effectiveness and compliance.

Service Delivery Internal, Contractors

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Legislative Responsibility
Copyright Act 1968
Freedom of Information Act 1991
Local Government Act 1999
State Records Act 1997
Planning, Development and Infrastructure Act 2016
Development Act 1993
Dog and Cat Management Act 1995

Strategic Action	Responsible	Due Date	Budget
BS9-1 Complete automation of policy and process review systems and processes	Corporate Governance and Information Services	June 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Access to Council Information			
Process applications under the Freedom of Information Act	• As required • Requests processed within the statutory timeframe	Yes	Corporate Governance and Information Services
Provide members of the public with access to plans and drawings	• Acknowledge receipt of requests for drawings and plans within 1 business day. • Requests for drawings and plans are completed within 5 business days.	No	Corporate Governance and Information Services Development Services
Output 2 – Management of Records			
Provide physical storage and management of hard copy records	• Retention period managed in accordance with State Records Act	Yes	Corporate Governance and Information Services
Provide appropriate Disposal programs	• Annual review of disposal program Directorate provided draft disposal schedule for approval of destruction (where required) • Implementation of Disposal program (twice a year) • Monthly destruction of temporary records (GDS21)	No	Corporate Governance and Information Services
Provide administration of EDRMS system	• Ongoing • EDRMS daily audit completed every business day • Requests responded to within nominated timeframe • Monitoring Helpdesk for Information Services related tasks	Yes	Corporate Governance and Information Services
Maintain records appropriately	• Record keeping is managed in accordance with legislative and policy obligations	No	All

Service Action	Service Standard	Critical Service	Responsible
Output 3 – Mail Processing			
Process incoming and outgoing mail including emails	• Ongoing • Incoming mail is processed and forwarded/registered to relevant staff on the same business day that it is received • Outgoing mail is processed after 2.30pm each business day for pick up the following business day • Emails are forwarded/registered to relevant business unit on the same business day or next business day if received after staffed hours	Yes	Corporate Governance and Information Services
Undertake reconciliation of mail	• Within 1 week at the end of every month	No	Corporate Governance and Information Services

Operational Plans	Action Reference

Service Area **BS10 - PEOPLE AND CULTURE**

Service Activity Support to Managers and employees across the full employee lifecycle, including attraction, recruitment and selection, induction and on-boarding, training and performance development, performance management and offboarding. Providing advice and strategic direction to ensure that Council's employee management obligations are met and that skilled and high performing employees are attracted and retained in line with Council's strategic people objectives and its industrial obligations to optimally deliver Council services to the community.

Service Delivery Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility

Local Government Act 1999
Return to Work Act 2014
Work Health Safety Act 2012
Work Health Safety Regulations 2012
Fair Work Act (SA) 1994

Strategic Action	Responsible	Due Date	Budget
BS10-1 Implement the agreed training and development framework.	Organisational Culture and People	June 2024	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Organisational Continuous Improvement			
Support and drive a culture of continuous improvement and modernisation across Council with frameworks, processes, systems and tools in place to achieve organisational culture improvements and efficiencies in Organisational Culture and People service delivery	• Organisational Culture and People representation, contribution and participation on the Organisational Development Team (ODT) and key continuous improvement projects	No	Organisational Culture and People
Output 2 – People and Culture Framework Management			
Maintain corporate People and Culture policy and process as aligned to the employee lifecycle	• Corporate People and Culture policy and process supports Council's strategic people objectives and enables Managers to implement employee management activity appropriately	No	Organisational Culture and People
Provide forms, tools and templates that support the facilitation of employee management activity	• Current forms, tools and templates are available to support departmental and business unit best practice approaches and ease of day to day management activity	No	Organisational Culture and People
Output 3 – Talent Management			
Fulfil vacancies and new positions	• The Recruitment and Selection Process is applied in response to and in support of organisational needs	No	Organisational Culture and People
Monitor and review the employee experience across the recruitment and onboarding process	• All new staff to Council are surveyed to assess their experience and to inform service continuous improvements	No	Organisational Culture and People
Ensure employee success from the commencement of their employment with Council	• The Induction Process is applied to ensure staff are provided with the essential, skills, knowledge and tools to commence their employment with Council	No	Organisational Culture and People

Service Action	Service Standard	Critical Service	Responsible
Coordinate probation meetings	• Probation meetings are coordinated in accordance with the Award and Council process • Probation meeting records are maintained within the Record Management System • The probationary period is a valuable tool that is utilised maximally through the facilitation of two-way feedback between manager and employee	No	Organisational Culture and People
Coordinate the offboarding process	• Employees are offboarded within defined timeframes and in accordance with the Offboarding process • Exit surveys are issued; results are disseminated to ELT and evaluated to inform culture improvements as required • Termination data is recorded and reported on	No	Organisational Culture and People
Output 4 – Employee Experience Management			
Monitor and evaluate monthly PeopleQ (Teamgage) results	• Staff and team data is kept up to date and accurate monthly surveys are distributed to organisational leaders • Monthly team meetings are held to disseminate and analyse results and define remediating actions	No	Organisational Culture and People
Reward and recognise staff and provide opportunities to connect and learn cross-departmentally	• Two staff events are coordinated per annum • The Service Recognition Policy is applied	No	Organisational Culture and People
Provide mental wellbeing support to employees of Council	• An Employee Assistance Program is made available to employees of Council • Onsite counselling services are provided in reactive response to organisational needs	Yes	Organisational Culture and People
Provide access to flexible working conditions	• Employees are enabled avenues to request flexible work arrangements through the development and implementation of a Flexible Work Arrangement Policy • Training is provided to Managers and Employees on managing and requesting flexible working conditions	No	All

Service Action	Service Standard	Critical Service	Responsible
Output 5 – Industrial Compliance			
Provide employees with a safe work environment free from bullying, discrimination and harassment	• The Equal Opportunity, Equality, Diversity and Inclusion policy is applied • Bullying and harassment training is regularly delivered • Employees are provided with a process to address grievances and disputes • Instances of bullying and harassment are investigated in a fair and equitable manner in accordance with defined processes	Yes	All
Provide employees with correct entitlements	• Employees are paid in accordance with contractual agreements and the defined pay schedule within Council's industrial instruments • Maximum weekly working hours, annual leave, public holidays, personal leave, parental leave and all other documented leave is defined and paid in accordance with the relevant Award and Council's Enterprise Agreement(s) and supporting policies • Long service leave is paid in accordance with the Long Service Leave Act 1987 • Termination payment is made in accordance with the relevant Award(s) and Council's Enterprise Agreement(s) and supporting policies	Yes	Organisational Culture and People Financial Services
Address and manage performance and disciplinary management matters	• Council policy and process as it relates to performance management and disciplinary management is aligned to industrial obligations and best practice • Performance or disciplinary management process is applied and facilitated consistently and in a fair, reasonable and equitable manner	No	All
Manage complaints about the CEO	• As required • Complaints against CEO acknowledge within 1 week	Yes	Mayor supported by OCP
Maintain registers	• Registers as defined within the Local Government Act are maintained accurately and made publicly available	No	Organisational Culture and People Communications and Engagement

Service Action	Service Standard	Critical Service	Responsible
Output 6 – Payroll			

Facilitate payment of salaries and wages to staff	• Fortnightly - Payments processed
	  ○ No. of payments made
	  ○ Payroll payments that correctly match hours worked
	• Disbursement checks for compliance with Awards, Enterprise Bargaining Agreements, relevant legislation and taxation
	• Fortnightly - compliance, deductions, allocations, reporting and payments for superannuation
		Yes	Financial Services

Output 7 – Staff Professional Development			
Coordinate annual Performance Partnering meetings and ensure all documentation is completed and submitted	• Annual Performance Partnering meetings occur with all employees of Council by March 31 each year • All employees of Council have defined and documented professional and performance development goals • A register is maintained measuring Performance Partnering completion rates	No	All
Enable professional development of staff in accordance with Industry accreditation, Performance Partnering and Training Needs Analysis	• Council's annual Training Needs Analysis Process is applied • All employees have current licences, tickets and accreditations • All employees have role and expectation clarity	No	All
Provide the necessary training, resources and mentoring needed to work safely and efficiently in the workplace	• Managers regularly work to improve their leadership skills • Employees are afforded opportunities to train and develop internally and externally • Training and development is approved in accordance with relevant policy and process	No	Organisational Culture and People
Output 8 – Return to Work/Injury Management			
Review and update Return to Work Policy and associated Processes	• Every 4 years Policy and processes reviewed within nominated timeframe	No	Corporate Services
Submit Return to Work Claims to LGWCS	• 24 hours100% of claims submitted within 24 hours of receipt	Yes	Corporate Services

Service Action	Service Standard	Critical Service	Responsible
Coordinate Return to Work Claims administration	• As required Return to Work Claim documentation regularly updated, invoices etc. submitted to scheme within 3 working days	Yes	Corporate Services
Coordinate Recovery and Return to Work Plans	• As required 100% of Recovery and Return to Work Plans in date and current	Yes	Corporate Services
Provide training to supervisors on Return to Work	• As required 90% of Supervisors complete training	No	Corporate Services
Submit Income Protection Claims to Echelon	• As required 80% of claims submitted within 24 hours of receipt	Yes	Organisational Culture and People
Coordination of Income Protection Claims administration	• As required Income Protection Claim documentation regularly updated, medical certificates etc. submitted to scheme within 3 working days	Yes	Organisational Culture and People
Coordination of Internal Return to Work Plans	• As required100% of Recovery and Return to Work Plans in date and current	Yes	Organisational Culture and People

Operational Plans	Action Reference

Service Area **BS11 - PROCUREMENT**

Service Activity Management of the acquisition of goods and services in accordance with legislative requirements and Council's procurement principles to deliver value for money outcomes for the community.

Service Delivery Internal

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Legislative Responsibility Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
BS11-1 Implement outcomes of 2023-24 review of Contractor and Contract Register requirements and identify new software solution for electronic contract and contractor management	Corporate Services	June 2025	Op
BS11-2 Develop rolling Strategic Forward procurement plan for key areas of spend	Corporate Services	Annually	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative			

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Procurement Framework Management			
Maintain and champion the implementation of Council's Procurement Framework	• Documentation is reviewed and updated every 4 years • Procurement training is delivered at reasonable intervals for existing staff unless mandated more frequently • All new staff receive a procurement induction upon commencement • Contractor WHS induction is provided online at minimum • Performance standards for self-insurance are met • Council procurement decision making is based on value for money outcomes	No	Property and Procurement
Provide Procurement tools and templates	• Tools and templates are available to support Supervisors and Workers to implement procurement policies, processes, standards and best practice approaches • Templates reviewed and updated within nominated timeframe following identification of new legislative requirement or opportunity for improvement	No	Property and Procurement
Output 2 – Contract Management			
Maintain Contract Register	• All formal contracts are registered within Council's contract register	No	All
Monitor contracts	• Contracts are monitored and formally reviewed/assessed at least quarterly to ensure appropriate delivery of contracted goods, works or services • Contract monitoring activity is recorded in formal contract monitoring tools	No	All
Output 3 – Contractor Management			
Maintain Contractor Register	• All contractors with a formal contract in place are registered within Council's contractor register	No	All

Service Action	Service Standard	Critical Service	Responsible
Monitor contractors	• Contractors are monitored and formally reviewed/assessed at least quarterly to ensure appropriate performance in delivery of goods, works or services • Contractor monitoring activity is recorded in formal contract monitoring tools	No	All
Facilitate contractor inductions	• All Council contractors must complete an online general induction • All contractors attending a Council site who are not under the supervision or escort of a Council Officer must receive a site induction	Yes	All

Operational Plans	Action Reference
Local Economic Development Plan (LEDP)	Strategy 3

Service Area **BS12 - PROPERTY AND RATES**

Service Activity Rates, revaluation and forecasting for revenue purposes, collection, and recovery of rates (including payment arrangements and negotiation parameters, hardship arrangement negotiations, property and assessment management) to ensure Council's long term financial sustainability.

Service Delivery Internal

Community Plan Link – Our Environmental, Social and Governance Foundation



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility Land and Business (Sale and Conveyancing) Act 1994
Local Government Act 1999

Strategic Action	Responsible	Due Date	Budget
Nil			

Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative

Service Action	Service Standard	Critical Service	Responsible
Output 1 – Rates Management			
Facilitate annual revaluation and forecasting	• Annual Process Report to Council	No	Financial Services

Service Action	Service Standard	Critical Service	Responsible
Produce Rate notices	• Quarterly production • Notices provided 30 days prior to payment due date • Mail or email delivery options available to customers • Delivery dates met	No	Financial Services
Produce overdue and final notices	• Quarterly • Delivery dates met	No	Financial Services
Process receipt transfers for Rates	• Completed within 1 day	No	Financial Services
Process Name and Address Register change / update	• Completed within 3 days	No	Financial Services
Process Requests for Rates Arrangement to Pay	• Completed within 3 days	No	Financial Services
Conduct Rates Update before property settlement	• Completed within 3 days	No	Financial Services
Process Valuer General new tenancy application	• Completed within 1 month	No	Financial Services
Process Rates fine waivers	• Completed within 3 days	No	Financial Services
Facilitate administration and raising of Rates and charges	• Annual process completed by 31 July • Rates raised each year within nominated timeframe	No	Financial Services
Facilitate application of fines and interest in accordance with the Local Government Act	• Monthly • Fines and interest applied within nominated timeframe	No	Financial Services

Service Action	Service Standard	Critical Service	Responsible
Coordinate rates forecasting and review valuation and rating processes, methods and fairness	• Annual process completed by 30 June • Forecasting completed within nominated timeframe	No	Financial Services
Output 2 – Debt Recovery			
Manage debt recovery procedure	• Quarterly process • Debt collection commences for debts of $500 or more • Process run in accordance with nominated timeframe	No	Financial Services
Facilitate regular collection of overdue rates and monitoring of special arrangements	• Weekly collections processed within nominated timeframe	No	Financial Services
Facilitate Section 184 processes - Sale of property for non-payment of rates	• As required • Outstanding balance paid in full	No	Financial Services
Output 3 – Property Database Management			
Undertake property database maintenance - general	• As required	No	Financial Services
Undertake property database maintenance - sub-divisions	• Weekly • Database up to date by March each financial year	No	Financial Services
Respond to street maintenance, rural property addressing and numbering enquiries	• Completed within 2 business days	No	Financial Services
Output 4 – Electoral Roll			
Maintain the electoral roll used for the Council election process	• Ongoing	No	Financial Services

Service Action	Service Standard	Critical Service	Responsible
Output 5 – Property searches			
Provide property and land information as requested	• Property Searches completed within 8 days	Yes	Development Services Customer Services Health Services Regulatory Services Corporate Governance and Information Services Financial Services

Operational Plans	Action Reference
Local Economic Development Plan (LEDP)	Strategy 3

Service Area

BS13 - STRATEGIC/LEGISLATIVE PLANNING AND REPORTING

Service Activity

Provision of organisational performance report (outcomes), activity report (outputs), a range of statutory reporting (e.g. public health, tax, superannuation) and financial reporting.

Service Delivery

Internal, External

Community Plan Link – Our Environmental, Social and Governance Foundation



Creating a safe and connected community where people have access to reasonable services and infrastructure they need and feel a sense of belonging.



Implementing economic development strategies to support future growth opportunities and a diversified and resilient economy showcasing the Barossa rural and regional character.



Supporting a sustainable Barossa.



Our places and spaces enhance the liveability, unique character and diversity of our communities.



We strive to be a leader in regional Local Government and are committed to delivering effective, efficient, and valued services to the community.

Legislative Responsibility

Development Act 1993
Development Regulations 2008
Environment Protection Act 1993
Food Act 2001
Housing Improvement Act 1940
Liquor Licensing Act 1997
Local Government Act 1999
Native Vegetation Act 1991
Safe Drinking Water Act 2011
South Australian Public Health Act 2011

Strategic Action		Responsible	Due Date	Budget
BS13-1	Implement and embed amendments approved by Council from the review of the Community Plan from 2023-24	Office of the Mayor and CEO	December 2024	Op
BS13-2	Continue to plan for, collaborate and advocate on matters related to the Concordia growth area development aligned with the State program and Council project plan.	Office of the Mayor and CEO	June 2025	Op
Op = Operational, Cap = Capital, Ext = External Funding, NI = New Initiative				

Service Action	Service Standard	Critical Service	Responsible
Output 1 - Strategic and Legislative Planning			
Review and update Strategic and Service Actions within the Corporate Plan	• Annually • Plan reviewed and adopted as soon as practicable after adopting the council's annual business plan for a particular financial year	No	All

Service Action	Service Standard	Critical Service	Responsible
Review and update the Community Plan	• Every 4 years	Yes	Office of Mayor and CEO
Review and update of the Long-Term Financial Plan	• Annually • Completed within nominated timeframe	Yes	Financial Services
Coordinate, review and prepare Annual Business Plan and Budget and associated summary document	• Annually • Public consultation period (at least 21 days) • Adoption (with or without amendment) after 31 May for the ensuing financial year and before 15 August for the financial year	Yes	Financial Services Communications and Engagement
Review and update the Infrastructure Asset Management Plans	• Every 4 years	Yes	Infrastructure and Environmental Services
Review and update the Dog and Cat Management Plan	• Every 4 years	Yes	Regulatory Services
Review and update the Community Land Management Plans o Plan 1 - Council Reserves and Gardens – Developed o Plan 2 - Council Reserves and Gardens – Undeveloped or with Minor Improvements o Plan 3 - Recreation Reserves o Plan 4 - Institutes and Community Halls o Plan 5 - Car Park Land o Plan 6 - Cemetery Land o Plan 7 - Established Trails, Bikeways and Walkways o Plan 8 - Talunga Village	• As required	Yes	Property and Procurement Development Services Infrastructure and Environmental Operations
Review and update the Disability Access and Inclusion Plan	• Every 4 years, or following update of State level plan	Yes	Community Development

Service Action	Service Standard	Critical Service	Responsible
Review and update the Regional Public Health Plan	• Every 4 years	Yes	Health Services
Review and update the Roadside Vegetation Management Plan	• Every 4 years	Yes	Infrastructure and Environmental Operations
Review and update Councils non-statutory strategic and operational plans	Plans are reviewed and updated as required: o Barossa Bushgardens Strategic Plan o Business Continuity Plan o Communications Strategy o ICT Strategy o Live Music Action Plan o Local Economic Development Plan o Regional Waste Management Strategy o Risk Management Plan o WHS, Risk and IM Action Plan o Community Development Strategy – Action Plan	No	Infrastructure and Environmental Operations Risk and Safety Communications and Engagement Community Wellbeing Enterprise Technology and Innovation Office of the Mayor and CEO Sustainability Organisational Culture and People

Service Action	Service Standard	Critical Service	Responsible
Output 2 – Strategic and Legislative Reporting			
Produce performance reports	• Completed within nominated timeframe for inclusion into Council Report	No	Corporate Services Business Improvement
Produce legislated reporting requirements	• Reporting to relevant stakeholders within statutory timeframe Communications and Engagement • Annual Report – annually Finance Services • Grants Commission Report – annually • Financial Statements – annually • Finance Report – monthly • Budget Update Report – quarterly Health Services • Regional Public Health Plan: Chief Public Health Officer Report – biennially Community Wellbeing • Disability Access and Inclusion Plan – Annually • Collaborative Project – six monthly Regulatory Services • Dog and Cat Management Board – annually Development Services • Planning Portal Performance Report – monthly	Yes	Communications and Engagement Finance Services Health Services Regulatory Services Development Services Community Wellbeing

Operational Plans	Action Reference
Dog and Cat Management Plan (DCMP)	All
Infrastructure Asset Management Plan (IAMP)	All
Barossa Bushgardens Strategic Plan (BBSP)	All
Communications Strategy (CS)	All
Community Land Management Plan (CLMP)	All
Disability Access and Inclusion Plan (DAIP)	All
Long Term Financial Plan (LTFP)	All
Regional Public Health Plan (RPHP)	All
Regional Waste Management Strategy (RWMS)	All
WHS, Risk and IM Action Plan (WHSRIMAP)	All
Roadside Vegetation Management Plan (RVMP)	All

REVISION REGISTER

Revision	Description	Authorised	Date
1.0	Draft for Staff Consultation	Executive Leadership Team	18 February 2022
1.1	Post Staff Consultation Draft	Executive Leadership Team	24 March 2022
1.2	Council Endorsement	Council	19 April 2022
1.3	Minor edits and grammar	Executive Leadership Team	8 September 2022
2.1	Annual review, updated; formatting, strategic actions, and service areas	Council	20 June 2023
3.1	Rewrite and alignment with new Community Plan. Annual review and update.	Council	TBA

Document Reference Number

24/35391

DEBATE REPORT

7.1 Office of the Mayor and CEO

7.1.3 STORMWATER MANAGEMENT AUTHORITY - CALL FOR BOARD NOMINATIONS

Author: Executive and Project Support Officer
24/38213

PURPOSE

The LGA is undertaking a call for nominations for Stormwater Management Authority Board member positions, for a three-year term until August 2027, with nominations from councils due by 28 May 2024.

Mayor Lange has held a Board member position since 2022 and has expressed an interest in re-nominating for this position and is seeking Council endorsement through formal resolution.

RECOMMENDATION

That Council endorse Mayor Lange in his submission to the LGA Nominations Committee for the role as Stormwater Management Authority (SMA) Board member for the term of three years or as determined by the Minister.

REPORT

Background
The Stormwater Management Authority is a state-level committee established under the *Local Government Act 1999*.

Introduction
The Stormwater Management Authority implements the Agreement on Stormwater Management between the State of South Australia and the LGA.

The Authority leads the development, and supports the implementation, of multi-objective stormwater management plans which address flood risk, environmental amenity and water security, maximising the public benefit of stormwater.

The Authority operates as a body for the planning, prioritisation and funding of stormwater initiatives, and administers the Stormwater Management Fund which provides funding for stormwater planning and infrastructure projects.

Discussion
Generally, six meetings of the SMA are held per year, held bi-monthly.

The ordinary members remuneration is $12,383 pa. Note: Council employees are eligible to nominate, however are not eligible for payment.

Summary and Conclusion
Mayor Lange has extensive, relevant background in this field and is well placed to continue the role.

The nominee and Council are required to complete the Nomination Form (Part B) and forward to nominationscoordinator@lga.sa.gov.au by 28 May 2024.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Part A Stormwater Management Authority Call For Nominations ⇩
Attachment 2 Part B Stormwater Management Authority Nomination Form ⇩

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan


Natural Environment and Built Heritage


Infrastructure

Goal
3. We take a proactive approach in responding to key environmental challenges such as climate change, water security and waste management.
7. Community infrastructure planning is aligned to both current and the future needs of the community

Strategies
3.3. Ensure long term confidence in the Barossa's capacity to access water to meet its industrial, domestic and environmental needs.
7.1. Build on sound asset management practices to deliver sustainable services to ensure that infrastructure is adequate to support the community.

Legislative Requirements
Nil.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil.

COMMUNITY ENGAGEMENT

No required.

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The voice of local government.

LGA Appointments and Nominations to Outside Bodies **PART A**

Stormwater Management Authority (SMA) — Call for Nominations

Governing Statute (if applicable)	The SMA is established under Clause 7, Sch 1A *Local Government Act 1999*
Purpose/Objective	Implements the Agreement on Stormwater Management between the State of South Australia and the LGA. Leads the development and supports the implementation of multi-objective stormwater management plans that address flood risk, environmental amenity and water security and that maximise the public benefit of stormwater. The Authority operates as a body for the planning, prioritisation and funding of stormwater initiatives, and administers the Stormwater Management Fund which provides funding for stormwater planning and infrastructure projects.
Administrative Details	Generally, 6 meetings per year, held bi-monthly (minimum 4 under ToRs), held at the DEW offices in Waymouth Street. Remuneration $12,383pa for members. Note: council employees are eligible to nominate, however are not eligible for payment.
Selection Criteria (*to be addressed by applicant)*	Must have: • local government knowledge and experience; • appropriate qualifications or experience in public administration; • water resources; • stormwater management; • mitigation of flood hazards; • environmental management; or • infrastructure development (7(3)); AND • at least 1 of the members appointed on nomination of the LGA, must have appropriate qualifications or experience to represent the interests of regional local government (7(4)).
CLASS A PRIMARY NOMINATION:	*In accordance with the LGA Appointments and Nominations to Outside Bodies Policy, selection for appointment or nomination to this Outside Body may include the conduct of interviews and checking of referees by the LGA. By applying, the applicant accepts that the LGA may request an interview and/or the details of referees*
Liability and indemnity cover	*The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.*

For more information contact: LGA Nominations Coordinator at nominationscoordinator@lga.sa.gov.au or 8224 2130

Local Government Association of South Australia

The voice of local government.

LGA Appointments and Nominations to Outside Bodies **PART B**

Stormwater Management Authority — Nomination Form

Instructions

This form:

- *Must be submitted by a council*
- *Must be emailed in PDF format to nominationscoordinator@lga.sa.gov.au*
- *Receipt of nomination will be acknowledged by return email*
- *CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially*

This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, available here.

SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.

Please refer to the *Call for Nominations* information sheet (PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

SECTION 1: COUNCIL to complete

< Name of Outside Body>		
Council Details		
Name of Council submitting the nomination		
Contact details of council officer submitting this form	**Name:**	
	Position:	
	Email:	
	Phone:	
Council meeting date and minute reference		
Nominee Full Name		
elected member ☐ OR employee of council ☐ OR employee of local government entity ☐		
Note: by submitting this nomination council is recommending the nominee is suitable for the role.		

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SECTION 2: NOMINEE to complete

< Name of Outside Body>			
Nominee Details * Denotes a Mandatory Field. The information in this form is provided by the LGA to the relevant Minister/State Government Authority for the purposes of actioning an appointment to an outside body. Successful Nominees may be contacted directly by the relevant body using the information provided in this form.			
First Name:*		**Gender**	
Middle Name:*			
Surname:*			
Home / Personal Postal Address:*			
Phone:		**Mobile:**	
Personal Email:			
Why are you interested in this role?			
CV	attached ☐ OR forwarding separately ☐		
Response to selection criteria *(if applicable)* *Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.*	*Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.* attached ☐ OR forwarding separately ☐		

Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies on Outside Bodies?

Yes ☐ OR No ☐

If Yes, please list any fields of interest or Outside Bodies of interest:

-
-
-

Undertaking:

The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?

Yes ☐ No ☐

Signature of Nominee: _____

OFFICE OF THE MAYOR AND CEO

DEBATE AGENDA

7.1.4 APPOINTMENT OF COMMUNITY MEMBER TO NURIOOTPA HIGH SCHOOL GOVERNING COUNCIL

Author: Chief Executive Officer
24/39832

PURPOSE

To appoint Elected Members or staff representatives to necessary external associations, board and committees.

RECOMMENDATION

That Council Cr …….. be nominated as Council's representative to the Nuriootpa High School Governing Council for the term of this Council or until further reviewed and changed by Council.

Or

That Council instruct the Chief Executive Officer to seek interest from senior and managerial staff and provide a report back to Council later.

REPORT

Council considered appointment of a Member or senior executive at its 21 February 2023 meeting and appointment myself to the role. Due to sheer work hours, priorities and recent illness and the fact I am also involved in 3 other external boards or committees, one for Council and two for community involvement, I have determined to reduce the external activities I undertake. I have therefore resigned from the Governing Council and one other external involvement. That will leave me still representing Council on the RDA Board and one personal external board appointment.

The Governing Council has been a rewarding experience, to be part of learning about another sector which is striving to achieve wonderful things for our youth and community in ever challenging times has been appreciated. There is a many synergies with Council and opportunities to assist each other.

The Governing Council meet twice per term, therefore eight meetings per year and are held on a Monday evening, a date not clashing with Council meetings is set. Meetings are approximately a 2-3 hours commitment and involvement in reading and following up agenda or action items is in the order of 2-4 hours a month depending on the matters at hand, it can be more hours when deeper policy matters are being pursued and discussed.

The appointment can be any Member, senior executive, or community member appointed by the Council.

If no Members wish to elect to be on the Governing Council, the Chief Executive Officer will engage with the senior and managerial staff to ascertain interest, and come back to Council thereafter.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture

Goal

4. The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.

Strategies

4.1. Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities.

Advocacy Plan
Nil

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY ENGAGEMENT

Nil

DEBATE REPORT

7.2 Corporate Services and Business Innovation

7.2.1 PUBLIC INTEREST DISCLOSURE POLICY AND PROCESS REVIEW

Author: Team Leader Corporate Governance and Information Services
24/34645

PURPOSE

For Council to note updates to the Public Interest Disclosure Process and endorse changes to the Public Interest Disclosure Policy.

RECOMMENDATION

That Council:

(1) Receives the draft *Public Interest Disclosure Process* as detailed in Attachment 1, which will be approved by the Chief Executive Officer in accordance with legislation and administrative process.

(2) Having considered the draft Public Interest Disclosure Policy at Attachment 2, endorses the amended Policy.

REPORT

Background
Council has responsibilities under the *Public Interest Disclosure Act 2018,* has committed to upholding the principles of transparency and accountability, and encourages the making of Disclosures that reveal Public Interest Information.

A key mechanism to manage Council's responsibilities under the Act is the appointment of Responsible Officers by Council's Principal Officer, the Chief Executive Officer. Due to staff turnover, there has recently been a need to appoint a new Responsible Officer under the *Public Interest Disclosure Act 2018*.

Discussion
Following appointment of a new Responsible Officer to deliver obligations under the *Public Interest Disclosure Act 2018,* Council's Public Interest Disclosure Process has been updated to reflect the change in the name of the Officer within the applicable listing (see Attachment 1).

The opportunity to review the overarching Policy in line with the supporting Process has also been taken and only minor administrative changes are recommended as per Attachment 2.

Summary and Conclusion
Council is now asked to consider and endorse the draft *Public Interest Disclosure Policy* and note the changes made to the supporting Process.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Public Interest Disclosure Process - Proposed Update
Attachment 2 Public Interest Disclosure Policy - Proposed Update

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Corporate Plan

BS7 Governance - Provision of governance advice and support in the discharge of legislative responsibilities for policy development, delegations and authorisations, internal review of Council decisions, delegations and authorisations, Native Title claims

BS9 Information - Management and maintenance of corporate records (both physical and electronic) held by Council, and providing support to the organisation to ensure organisational compliance with record keeping obligations under the State Records Act and other relevant legislation.

Legislative Requirements
Public Interest Disclosure Act 2018
Public Interest Disclosure Guidelines

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Council Officers undertake Responsible Officer duties under the *Public Interest Disclosure Act 2018* as part of business-as-usual operations therefore there are no budget or resource implications inherent in delivering obligations under the Act.

COMMUNITY ENGAGEMENT

There is no requirement for community consultation under legislation.

THE BAROSSA COUNCIL

PUBLIC INTEREST DISCLOSURE PROCESS

Principal Officer Statement of Intent

This Process has been prepared in accordance with the requirements of sections 12(4) of the *Public Interest Disclosure Act 2018* (the "Act"). As Chief Executive Officer of The Barossa Council (the Council), and the Principal Officer for the purposes of the Act, I expect that the implementation and operation of the Act will support:

- transparency and accountability in Council's practices; and
- the Disclosure, in the public interest, of information about substantial risks to public health or safety, or to the environment, and about corruption, misconduct and maladministration in public administration.

This Process and Council's *Public Interest Disclosure Policy* are designed to enable that to occur by ensuring that proper procedures are in place for the making and managing of a Disclosure, and by providing appropriate protections for those who make a Disclosure.

The Barossa Council, its Members, Employees, and officers support the intent of the Act and the protection of Informants who make Disclosures in accordance with the objectives of the Act, and the genuine and efficient consideration and action in relation to information provided in a Disclosure.

Any questions about this Process or Council's *Public Interest Disclosure Policy* should be directed in the first instance to the Responsible Officer/s, whose details are contained in clause 3 of this Process.

Martin McCarthy
Chief Executive Officer

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1. Overview

1.1. The Barossa Council is committed to:

- upholding the principles of transparency and accountability in its practices;
- the protection of informants who make public interest Disclosures; and
- the efficient consideration and action in relation to information provided in a public interest Disclosure;

and, encourages the making of appropriate Disclosures that reveal public interest information in accordance with this Process and the Public Interest Disclosure Policy.

1.2. Council is also committed to:

- referring, as necessary, appropriate Disclosures to another Relevant Authority;
- where the Disclosure relates to Corruption, or serious or systemic Misconduct of Maladministration in public administration, reporting the Disclosure directly to the Office for Public Integrity (OPI) in accordance with the Guidelines and requirements of the *Independent Commission Against Corruption Act 1993* (ICAC Act);
- otherwise facilitating the investigation of appropriate Disclosures in a manner which promotes fair and objective treatment of those involved; and
- rectifying any substantiated wrongdoing to the extent practicable in all the circumstances.

1.3. This process provides guidance for:

- informants seeking to make an appropriate Disclosure of Public Interest Information in accordance with the Act and Council's Public Interest Disclosure Policy; and
- The Barossa Council's Responsible Officers, Elected Members, Employees, and officers who receive and action appropriate Disclosures in accordance with the requirements of the Act and the Independent Commission Against Corruption's Public Interest Disclosure Guidelines (the "Guidelines").

2. Core Components

Accountabilities / Responsibilities
Confidentiality
Making and Receiving a Disclosure
Preliminary Assessment of Disclosure
Investigation
Taking of Action
Secure Handling and Storage of Information
Informant Protection
Training
Documents to Implement Process
Legislation and Reference
Definitions

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3.	Accountabilities / Responsibilities

3.1. **Principal Officer**

3.1.1. Is responsible for ensuring that one or more appropriately qualified Employees are designated as Responsible Officers of Council for the purposes of the Act and undertake any training required by the Regulations.

3.1.2. Must ensure the name and contact details of each Responsible Officer of Council are made available to Employees, Officers, and Elected Members, by including these details in this Process.

3.1.3. Must ensure that this Process is prepared and maintained in accordance with the Act and Guidelines.

3.2. **Designated Responsible Officers**

3.2.1. Must receive and manage appropriate Disclosures relating to the Council and ensure compliance with the Policy, Process, Guidelines, and the Act, in relation to any such Disclosures.

3.2.2. Must provide advice to Elected Members, Employees and Officers in relation to the administration of the Act.

3.2.3. Must liaise as required with the Informant and any person conducting an investigation, including but not limited to:

- legal advice
- SAPOL
- the Ombudsman or other appropriate agency

in relation to any investigation process undertaken in accordance with the Process and provide support to the Informant and facilitate any protection (as necessary and appropriate in the circumstances of the Disclosure) in accordance with the Policy, Process and Act.

3.2.4. Must complete any training courses approved by the Commissioner for the purposes of the *Public Interest Disclosure Regulations 2019* (the Regulations) (noting the Commissioner may not deliver the training).

3.2.5. May carry out any other functions relating to the Act.

3.2.6. In making any determination or taking any action under this Policy or pursuant to the Process, the Responsible Officer is authorised to incur costs in accordance with the Council's Budget for that purpose, with the approval of the CEO or Director, unless the Disclosure relates to the CEO – then with the approval of a Director.

3.2.7. Council's designated Responsible Officers are:

Joanne Moen
Director, Corporate Services and Business Innovation
jmoen@barossa.sa.gov.au
8563 8324

Wayne Hampel
Manager, Customer Experience
whampel@barossa.sa.gov.au
8563 8425

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~~**Kelli Strugnell**~~**Natalie Allen**
Team Leader – Corporate Governance and Information Services
~~kstrugnell@barossa.sa.gov.au~~ nallen@barossa.sa.gov.au
~~8563 8408~~ 8563 8467

By Mail:
Confidential – Public Interest Disclosure
Attention: Responsible Officer
PO Box 867
Nuriootpa SA 5355

3.3. **Elected Members, Employees and Officers of Council**

3.3.1. Are responsible for ensuring that they comply with this Process and the Policy when dealing with any Disclosure, including complying with directions from the Responsible Officer.

3.3.2. Must immediately refer any Disclosure made to them by a member of the public or a Public Officer to the Responsible Officer unless it has been made to them in their role as the Supervisor of a Public Officer who is the subject of a Disclosure.

3.3.3. Upon receipt of a Disclosure from an Elected Member, Employee or Officer of Council, the Responsible Officer will deal with the Disclosure in accordance with the processes described in this Procedure, and within the authority granted by the Public Interest Disclosure Policy and the PID Act.

3.4. **Informants**

3.4.1. It is the Informant's responsibility to ensure that any correspondence is appropriately marked as being confidential. Any postal correspondence that is not marked as being confidential and specifically addressed to a Responsible Officer will be opened by Council's Corporate Governance and Information Services section and may not receive the same level of confidentiality.

3.4.2. Council staff are bound by confidentiality provisions under the Local Government Act and will ensure in these circumstances confidentially is maintained by immediately identifying any documents as confidential, sealing them and providing to a Responsible Officer under Claus 3.2 of this process.

3.4.3. Where a Disclosure is made by telephone by an Informant, the recipient of the Disclosure will take a file note of the conversation, and where possible, ask the Informant to verify the notes for instance by signing, or email verification or other acceptable communication.

3.4.4. If an Informant believes that his/her Disclosure is not being dealt with appropriately or in accordance with the Policy or Process, they should contact the Responsible Officer in the first instance.

4. Confidentiality

4.1. **Confidentiality**

4.1.1. The identity of an Informant will be maintained as confidential in accordance with the Act where the conditions of the Act are specifically met.

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4.1.2. A recipient of an appropriate Disclosure may only divulge the identity of an Informant where:

- the recipient believes on reasonable grounds that it is necessary to divulge the identity of the Informant in order to prevent or minimise an imminent risk of serious physical injury or death to any person, and the identity of the Informant is then divulged to a person or authority that the recipient believes on reasonable grounds is the most appropriate authority or person to be able to take action to prevent or minimise the imminent risk of serious physical injury or death to any person (eg. SAPOL, SafeWork SA, SA Ambulance, Environment Protection Agency); or
- the recipient has been issued with a notice from the OPI advising that the identity of the Informant is required by the OPI, in which case the recipient must disclose the identity of the Informant to the OPI; or
- doing so is necessary for the matter to be properly investigated (but only to the extent necessary to ensure proper investigation); or
- the Informant consents to his/her identity being disclosed - this should be in writing where reasonably practicable.

Divulging Information related to the Disclosure

4.1.3. The Act does not expressly require any other information relating to a Disclosure (including, for example, the nature of the allegations) be maintained as confidential, but before making a decision to release or divulge any information provided as part of an appropriate Disclosure, consideration must be given to whether divulging the information would result in or be construed as an act of Victimisation (refer to clause 10.1 of this Process).

4.1.4. In the event that a decision to release or divulge any information provided as part of an appropriate Disclosure is made, it must be done with the Chief Executive Officer's consent (or the consent of a Director if the Disclosure relates to the Chief Executive Officer) and the Employee or Elected Member making that decision must document the rationale for release as a file note, recorded and stored in accordance with clause 9.1 of this Process.

Anonymous Disclosure

4.1.5. Informants wishing to remain anonymous are required to ensure that the Disclosure is sufficiently supported by necessary details enabling the matter to be properly investigated and be prepared to speak directly to the Responsible Officer.

5. Making and Receiving a Disclosure

5.1. **Making a Disclosure**

5.1.1. In relation to Council, the Act provides protection for Informants where Disclosures are made:

- by a member of the public or a Public Officer about environmental and health information which the Informant reasonably believes to be true or which the Informant believes may be true and is of sufficient significance to warrant Disclosure, regarding a location within the Council area; and/or
- by a Public Officer with a reasonable suspicion about public administration information regarding either a location within the Council area or a Public Officer who may be an Elected Member, Employee or officer of Council.

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5.1.2. Disclosures should generally, and wherever possible, be made or directed in the first instance to the Responsible Officer, who has the responsibility for receiving appropriate Disclosures.

5.2. **Considerations In Determining Where to Direct a Disclosure**

5.2.1. Nothing in this Process prevents a person from making a Disclosure to another Relevant Authority, including a Relevant Authority external to Council (see Appendix A of the Policy). This is a choice to be made by the Informant at his/her/their discretion.

5.2.2. When choosing to make a Disclosure internally, Disclosures relating to an Elected Member, Public Officer or Employee, including the Chief Executive Officer, should usually be made to the Responsible Officer.

5.2.3. Any Disclosure relating to a person designated as a Responsible Officer should be made to another Responsible Officer, or failing this, to a Relevant Authority external to the Council (such as the OPI – refer to Appendix A of the Policy).

5.2.4. Any Disclosure relating to public administration information about a Public Officer who is an Elected Member, Public Officer or Employee may be made to a Responsible Officer, or to the person responsible (either in fact, or as may be designated by the Act), for the management or supervision of the Public Officer who is the subject of the Disclosure (i.e. the Supervisor).

5.2.5. If there is a reasonable suspicion of Corruption, or of Maladministration or Misconduct that is serious or systemic, it must be reported to the OPI in accordance with the ICAC Act, Direction & Guidelines for Public Officers (available on the ICAC website icac.sa.gov.au).

5.2.6. Any Disclosure relating to Maladministration or Misconduct that does not meet the threshold for obligated reporting by a Public Officer, may be reported to OPI in accordance with the Act and/or ICAC Act.

5.2.7. If a Disclosure contains allegations of Fraud or Corruption, the Informant should report the matter in accordance with Council's Fraud and Corruption Policy, which provides that:

- If the Disclosure relates to Corruption in public administration, it will be reported to the OPI; and
- If the Disclosure relates to Fraud, it may be reported to the Responsible Officer or directly to SAPOL.

5.3. **Secure Handling of Disclosure Information Upon Receipt**

5.3.1. Appropriate measures are to be undertaken to ensure that a Disclosure is received and handled securely.

5.3.2. Corporate Governance and Information Services team and Customer Support Employees receiving any postal items marked 'Confidential – PID Responsible Officer' or 'Confidential – Public Interest Disclosure' must refer the item to one of Council's Responsible Officers without opening the item.

5.3.3. Any correspondence, notes, supporting documents or any other information relating to the Disclosure must be stored securely in accordance with clause 9 of this Process.

5.3.4. Any information that is stored in Council's Customer Request Management System must be stored with strict access controls, as a confidential Customer Request entry.

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5.3.5. Employees, Public Officers, Elected Members and Responsible Officers must ensure that any discussions or communication regarding a Disclosure, where these are necessary, are conducted in such a way as not to breach any of the confidentiality requirements of the Act, which are outlined in the Policy and Process.

5.3.6. A Responsible Officer will be the primary point of contact for liaising with any external Relevant Authority making the referral and the Policy and Procedure should be followed as closely as possible to achieve an outcome.

5.4. **Immediate Action Upon Receipt of a Disclosure**

5.4.1. On receiving a Disclosure of public interest information relating to a location within the Council area, the recipient of the Disclosure must:

- If the content of the Disclosure suggests that there is an imminent risk of serious physical injury or death to any person or the public generally, immediately communicate such information to the most appropriate agency (eg. SAPOL, SafeWork SA, SA Ambulance, Environment Protection Authority). The Responsible Officer must be notified in the event that this measure is taken and kept appraised of any developments. However, in doing so, the Elected Member, Employee or officer must also have regard to clause 7 of this Process;
- If there is a reasonable suspicion that the matter involves Corruption, or serious or systemic misconduct or maladministration report the matter to the OPI;
- If received by an Elected Member, Employee or Officer, ask the Informant whether they consent to the details of their identity being provided to a Responsible Officer, and in doing so advise the Informant that a failure to provide that consent may mean that the Disclosure cannot be properly investigated;
- If received by an Elected Member, Employee or Officer, refer the Disclosure to a Responsible Officer and, in doing so comply with the wishes of the Informant with respect to whether details of their identity may be divulged; and
- Notify the OPI of the Disclosure in accordance with Guideline 1(4) of the Guidelines, (refer to Appendix 2). The unique reference number provided by the OPI should be recorded, and if the Disclosure is referred to another agency, then to that agency.

5.4.2. Responsible Officers should provide guidance and support to the Elected Members, Employees or officers who receives Disclosures to ensure compliance with this Process, the Guidelines and the Act.

5.4.3. A flowchart outlining the Disclosure Process is at Appendix 1 to this Process.

5.5. **Acknowledgment of Receipt of the Disclosure**

5.5.1. Where possible, acknowledgement of receipt of the Disclosure will be provided to the informant in writing, within 5 business days of the Disclosure being received by Council, and in doing so will provide a copy of (or links to) the Policy and Process to the Informant.

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6.	Preliminary Assessment of Disclosure

6.1. **Consideration of Preliminary Assessment**

6.1.1. Upon receipt of a Disclosure, the Responsible Officer (or Supervisor where relevant) will undertake a preliminary assessment to determine if the information disclosed justifies further action, including a decision as to whether the Disclosure:

- Is frivolous, vexatious or trivial (in which case, no further action will be taken in relation to the Disclosure);
- Involves a matter which has already been investigated or acted upon by a Relevant Authority and there is no reason to re-examine the matter or there is other good reason why no action should be taken in respect of the matter (in which case, no further action will be taken in relation to the Disclosure);
- Requires referral to another Relevant Authority external to the Council;
- Seeking of legal advice; or
- Warrants investigation or further action in accordance with Council's policies and processes and/or referral to an Assessor or Investigator for a formal investigation and report to Council or the Chief Executive Officer.

6.2. **Reporting by the Responsible Officer and Supervisor**

6.2.1. Where the Disclosure relates to public administration information about a Public Officer who is an Elected Member, Employee or Public Officer of Council and it is made to the Supervisor, the Supervisor will conduct the Preliminary Assessment instead of the Responsible Officer. The Supervisor will report the outcome of his/her determination following the Preliminary Assessment to the Responsible Officer to action.

6.2.2. Where the Disclosure is made to the Supervisor, as soon as possible after conducting the preliminary assessment and notifying the applicant of this Process, the Supervisor will notify the OPI of the Disclosure in accordance with Guideline 1(4) of the Guidelines, (refer to Appendix 2). If the Disclosure was referred to another agency the unique reference number provided by the OPI should be provided to that agency. The unique reference number provided by the OPI should also be provided to the Responsible Officer.

6.2.3. Following a Preliminary Assessment the Responsible Officer must report the determination to the Chief Executive Officer, unless the Disclosure relates to the Chief Executive Officer, then the report should be made to the Mayor.

Any report prepared in accordance with this Clause will not disclose particulars that will or are likely to lead to the identification of the Informant, unless the circumstances in clause 9.1 of this Process apply.

6.2.4. Where it is determined the Disclosure warrants referral to an external body or other Relevant Authority, the Responsible Officer will undertake the referral, including ensuring that all necessary information is communicated accordingly.

Where the Preliminary Assessment is being undertaken by the Supervisor, they will include this recommendation in the Preliminary Assessment Report to the Responsible Officer for action.

6.2.5. Where the Officer determines the Disclosure requires any other action to ensure the matter is properly addressed, they will include the recommended action details in the Preliminary Assessment and Determination Report.

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6.3. **Notification of Preliminary Assessment**

6.3.1. If the identity of the Informant is known to the Responsible Officer or is reasonably ascertainable, the Responsible Officer will notify the Informant of the outcome of the determination, in writing, as soon as is reasonably practicable after the Preliminary Assessment has been made, and in any event within 30 days of receipt of the Disclosure. In doing so, the Responsible Officer must advise the Informant of:

- Any action that has been, or will be taken in relation to the Disclosure; or
- If no action is being taken in relation to the Disclosure, the reason/s why.

6.3.2. If the Responsible Officer fails to notify the Informant in accordance with this clause, the Informant may be entitled to protection in relation to any subsequent Disclosure of that information to a journalist or Member of Parliament in accordance with the Act.

6.3.3. If the Informant is dissatisfied with the Responsible Officer's determination, it is open to him/her to report the Disclosure to another Relevant Authority external to Council.

6.3.4. If the Disclosure was made directly to the Responsible Officer, or if the Responsible Officer is aware that the Disclosure has not been reported to the OPI in accordance with Guideline 1 of the Guidelines, as soon as reasonably practicable following the Preliminary Assessment and notification to the Informant of the matters determined in the Preliminary Assessment, the Responsible Officer must use the dedicated online notification form at icac.sa.gov.au to notify the OPI of the Disclosure, and in doing so, include all necessary information required under Guideline 1(4) of the Guidelines (refer Appendix 2).

- The unique reference number issued by the OPI must be provided to any other person or Relevant Authority to which the Disclosure may be referred.

6.3.5. If the Disclosure came to the Council by way of a referral from a Minister, and if, following the Preliminary Assessment the Responsible Officer determines that no action is to be taken, the Responsible Officer must ensure that the Minister is notified and the reason/s for the decision to take no action.

6.4. **Referrals**

6.4.1. Where the Responsible Officer determines, following the Preliminary Assessment, that a Disclosure warrants an investigation under Council's policies and processes, then it will be forwarded to the Assessor to deal with the matter in accordance with Council's policies, processes and/or usual operations.

6.4.2. Where a relevant Council policy or procedure for investigating a Disclosure of that kind applies, that policy or procedure will apply in conjunction with the Public Interest Disclosure Policy and this Process. However, nothing in this Process derogates the responsibilities and obligations conferred by the Act and Guidelines, including reporting and confidentiality requirements, and timelines for notifying the Informant at prescribed stages of the management of the Disclosure, which will continue to apply.

6.4.3. The Assessor shall be determined by the Responsible Officer at their discretion.

6.4.4. Examples of referrals to relevant Assessors include:

- In most cases, for environmental and health matters, the Assessor will be the Manager Health and Environmental Services for investigation. However, where there is another senior officer who has the necessary delegations and authorisations to investigate the Disclosure, then the Disclosure may be referred to that senior officer.

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- Alternatively, where the Responsible Officer determines it necessary and appropriate, they may refer the Disclosure to an appropriately qualified or experienced Independent Investigator external to Council, for investigation. In conducting their investigation, the Independent Investigator must consider the factors in this Process.

7.	Investigation

7.1. **Investigation Procedure**

7.1.1. Where a referral has been made by the Responsible Officer following determination that the Disclosure warrants further investigation, the investigation process must explore the substance of the Disclosure to determine whether there is evidence in support of the matter/s raised, or, alternatively, to refute the allegations raised in the Disclosure.

7.1.2. Information relating to the allegation should be collated as quickly as possible. This may involve taking steps to protect or preserve documents, materials and equipment.

7.1.3. Consideration should be given to the information collected to draw conclusions objectively and impartially.

7.1.4. Procedural fairness should be observed in the treatment of any person who is the subject of the Disclosure.

7.1.5. Recommendations should be made based on the conclusions drawn concerning remedial or other appropriate action.

7.1.6. Any investigation must be conducted in confidence. Normally, the Assessor or Independent Investigator will not be provided with the identity of the Informant. However, where the identity of the Informant is divulged to the person conducting the investigation, for example, in order to ensure that the matter is properly investigated the Assessor or Independent Investigator must keep the identity of the Informant confidential unless the circumstances in clause 10.1 apply.

7.1.7. The Assessor or Independent Investigator must keep the Responsible Officer informed of the expected timeframes for completion of the investigation and the provision of his/her investigation report.

7.1.8. Where it is unlikely that the investigation will be completed within 90 days from the receipt of the Disclosure, the Responsible Officer will, within the 90 day period, provide the Informant of:

- written notice of an extension of time;
- notify the Informant when the investigation is expected to conclude: and
- when the Informant can expect to receive notification of any action taken.

7.1.9. If the Responsible Officer fails to notify the Informant in accordance with this clause, the Informant may be entitled to protection in relation to any subsequent Disclosure of that information to a journalist or Member of Parliament in accordance with the Act.

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7.2. **Reporting Following the Conclusion of an Investigation**

7.2.1. Upon finalising an investigation, the Assessor or Independent Investigator must prepare an investigation report to the Responsible Officer that will contain the following details where applicable):

- The allegation(s);
- An account of all relevant information received including any rejected evidence, and the reasons why the rejection occurred;
- The conclusions reached and the basis for them; and
- Any recommendations arising from the conclusions, including any remedial action which should be taken by the Council.

7.2.2. The report must be accompanied by:

- The transcript or other record of any verbal evidence taken, including tape recordings; and
- All documents, statements or other exhibits received by the Assessor or Investigator and accepted as evidence during the course of the investigation.

7.2.3. Any report prepared in accordance with this clause will not disclose particulars that will or are likely to lead to the identification of the Informant, unless the circumstances in clause 10.1 of this Process apply.

8.	Taking of Action

8.1. **Notification of Action**

8.1.1. If the identity of the Informant is known to the Responsible Officer or is reasonably ascertainable, the Responsible Officer will notify the Informant of the outcome of any action taken (including investigation), or that no action is being taken, in writing as soon as is reasonably practicable after any action identified in the Preliminary Assessment and Determination Report or Investigation Report has been taken and, in any event, within either:

- 90 days of receipt of the Disclosure; or
- Such longer period as may be specified by written notice given by the Responsible Officer to the Informant in writing within that 90 day period.

8.1.2. The notice described in clause 7.1.1 should include:

- Any action that has been, or will be taken in relation to the Disclosure; or
- If no action is being taken in relation to the Disclosure the reason/s why.

8.1.3. If the Informant is dissatisfied with the responsible Officer's determination or the action taken it is open to him/her/them to report the Disclosure to another Relevant Authority external to the Council.

8.2. **Taking of Action**

8.2.1. The Responsible Officer must take whatever action is, in his/her discretion, considered appropriate in the circumstances having regard to the matters identified in the Investigation Report, including but not limited to:

- If the matter relates to a Disclosure of public administration information, referring the matter to the Chief Executive Officer and the Organisational Culture and People (OCP) section for disciplinary action and/or investigation except if the

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matter relates to the Chief Executive Officer in that case the matter shall be referred to the Mayor and OCP;

- If the matter relates to a Disclosure of environmental and health information, referring the matter to the Chief Executive Officer and the relevant Director for prioritisation and remediation/action;
- Ensuring that appropriate action is taken in accordance with the Assessor or Independent Investigator's Report.

However, noting that the final determination with respect to any action taken, lies with the officer, Employee or Council with the appropriate delegations and authorisations to take such action, in accordance with Council Policies, Processes and legislation.

8.3. **Reporting of Action Taken**

8.3.1. As soon as reasonably practicable following the action being taken and notification of action being provided to the Informant, the Responsible Officer must use the dedicated online notification form at icac.sa.gov.au to notify OPI of the action taken in relation to the Disclosure and in doing so, must ensure that the details required by Guideline 2 of the Guidelines are included in the OPI notification.

8.3.2. This step must also be followed if the matter is referred to Council by another agency or Relevant Authority.

8.3.3. If the Disclosure came to the Council by way of a referral from a Minister, the Responsible Officer must ensure that the Minister is notified of the action taken in relation to the Disclosure, and the outcome of any such action.

8.4. **Final Report and Recommendation**

8.4.1. Upon finalising any action required in relation to a Disclosure, the Responsible Officer must prepare a Final Report to the Chief Executive Officer (or Mayor if the Disclosure relates to the CEO) to action as s/he considers appropriate:

- The subject of the Disclosure;
- An account of the steps taken by the Responsible Officer in accordance with this Process, including, where appropriate, enclosing a copy of any Investigation Report;
- Conclusions reached as a result of the steps taken in response to the Disclosure and the basis for them; and
- Any recommendations arising from the conclusions, including any remedial action which should be taken by the Council.

8.4.2. The Final Report prepared in accordance with this clause must not disclose particulars that will or are likely to lead to the identification of the Informant, unless the circumstances in clause 10.1 of this Process apply.

8.4.3. The Chief Executive Officer may, at his/her discretion, inform the Elected Members, on a confidential basis, about a Disclosure in accordance with clause 4.1.4 of the Policy.

9.	Secure Handling and Storage of Information

9.1. The Responsible Officer must ensure accurate records of an appropriate Disclosure are securely and confidentially maintained, including notes of all discussions, phone calls and interviews. The files cannot be named or labelled in such a way that identifies the Informant.

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All correspondence, documents, reports, and other information relating to a Disclosure must be stored in Council's EDRMS with restricted access controls.

9.2. In the event that a person's appointment as a Responsible Officer is terminated, the person must provide all information to the newly appointed Responsible Officer or another Responsible Officer and having done so, will continue to be bound by a duty of confidentiality in respect of an Informant's identity and the information received as a result of the Disclosure.

9.3. Elected Members, Employees or Public Officers who may receive Disclosures must ensure that all information, documents and notes are forwarded to the Responsible Officer for secure storage and permanently deleted or removed from the Elected Member, Employee or officer's computer, email systems and files.

9.4. Supervisors who receive Disclosures of public administration information must forward all information, documents and notes to the Responsible Officer with their Supervisor's Preliminary Assessment Report and delete or remove any information relating to the Disclosure from their email systems and files.

10. Informant Protection

10.1. Council will take action as appropriate in the circumstances of the relevant Disclosure/s to protect Informants from Victimisation, and/or from being hindered or obstructed in making a Disclosure. Such action may include acting in accordance with the following risk minimisation steps:

- Awareness and/or training, as appropriate, to all Workers and Elected Members on the Policy and Process;
- Talking, or writing to any affected parties;
- Ensuring transparency, clarity, and accessibility in terms of Council's policies and process for dealing with Public Interest Disclosures, rights and protections to Informants, and rights and responsibilities of those affected by, or are the subject-matter of a Disclosure.
- Referring the matter to the Chief Executive Officer for proposed reassigning of work tasks or other human resource adjustments pertaining to the person who is the subject matter of the Disclosure, or where appropriate the Informant or other Worker, in accordance with Council's Human Resource Framework;
- As set out in this Process and/or by referring the matter to SAPOL and/or another Relevant Authority or agency as appropriate – e.g. OPI;
- Disciplinary action by Council or Chief Executive Officer for any failure to comply with the requirements of this Process or the Policy (including with respect to divulging the identity of an Informant), in accordance with the Human Resource Framework and relevant Codes of Conduct;
- When making policy and procedure, or operational decisions, ensuring that consideration is given to the matters contained in this Policy and Process.

11. Training

11.1. Council's Responsible Officers will have training in the Public Interest Disclosure Act and reporting, approved by the Independent Commissioner Against Corruption (noting the Commissioner may not undertake the training).

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11.2. Council's Workers, Elected Members and officers will have general awareness training at the commencement of the Policy and Process, and refresher training as necessary. New Workers will have training incorporated into their induction as required.

12. Documents to Implement Process

- All records created from these tools must be retained within the EDRMS in accordance with the current version of the General Disposal Schedule.
- All records created from these tools must be retained within a confidential EDRMS container in accordance with the current version of the General Disposal Schedule.
- Acknowledgment of Receipt to the Informant – refer to clause 10.2
- Preliminary Assessment and Determination Report (completed by the Responsible Officer) – refer to clause 10.6
- Supervisor's Preliminary Assessment Report (completed by the Supervisor where applicable) – refer to clause 10.4
- Notification of Outcome to Informant following Preliminary Assessment and Determination – refer to clause 11.1
- Notification of Extension of Timeframe – refer to clause 12.9
- Investigation Report – refer to clause 12.10
- Notification of Action – refer to clause 13.1
- Notification of Action to the Minister (where the Disclosure is a referral from the Minister) – refer to clause 13.6
- Responsible Officer's Final Report – refer to clause 14.1
- Register of Information and Materials Associated with a Disclosure
- Instrument of Appointment as a Responsible Officer

13. Legislation and References

- *Public Interest Disclosure Act 2018*
- *Public Interest Disclosure Regulations 2019*
- *Independent Commissioner Against Corruption Act 2012*
- *Local Government Act 1999*
- *ICAC Public Interest Disclosure Guidelines*

14. Review

This Process will be reviewed by the Document Control Officer in consultation with the relevant stakeholders, within four (4) years or more frequently if legislation or Council's need changes.

15. Document Control

Policy Link:	Public Interest Disclosure Policy		
Document Owner:	Chief Executive Officer	**Document Control Officer:**	Team Leader Corporate Governance and Information Services
Audience:	Internal	**Next Review Date:**	10 November 2026

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Version history		
Version No.	**Date**	**Description of Change**
2.0 (new Doc Number)	10/11/2022	Scheduled review in line with the Policy to encompass legislative changes due to Local Government Reform, and to put into new template.
3.0	15/10/2019	Review

16. Definitions

Act	*Public Interest Disclosure Act 2018*
Assessor	Determined by the Responsible Officer at their discretion. A relevant senior Worker who has the skills, qualifications, authorisation and delegation (whether directly from Council or sub-delegation from the Chief Executive Officer) to deal with such matters in accordance with Council's policies, processes and / or usual operations.
Business Days	A day when the Council is normally open for business, i.e. Monday to Friday, excluding public holidays and when Council's principle office may be closed (eg. over the Christmas holiday period).
Commissioner	The person holding or acting in the office of the Independent Commissioner Against Corruption
Corruption in Public Administration [*as defined in section 5(1) of the ICAC Act*]	(a) An offence against Part 7 Division 4 (Offences relating to Public Officers) of the *Criminal Law Consolidation Act 1935*, which includes the following offences: (i) bribery or corruption of Public Officers; (ii) threats or reprisals against Public Officers; (iii) abuse of public office; (iv) demanding or requiring benefit on basis of public office; (v) offences relating to appointment to public office; or (b) an offence against the *Public Sector (Honesty and accountability) Act 1995* or the *Public Corporations Act 1993*, or an attempt to commit such an offence; or (ba) an offence against the *Lobbyists Act 2015*, or an attempt to commit such an offence; or (d) Any of the following in relation to an offence referred to in a preceding paragraph: (i) aiding, abetting, counselling or procuring the commission of the offence; (ii) inducing, whether by threats or promises or otherwise, the commission of the offence; (iii) being in any way, directly or indirectly, knowingly concerned in, or party to, the commission of the offence; (iv) conspiring with others to effect the commission of the offence.
Council	The Barossa Council
Detriment	Includes – (a) Loss or damage (including damage to reputation); or (b) injury, harm (including psychological harm), damage (including damage to reputation) or loss; (c) intimidation or harassment; or

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	(d) discrimination, disadvantage or adverse treatment in relation to a person's employment; or (e) threats of reprisal (which may be expressed or implied, and/or conditional or unconditional)
Disclosure	Means an appropriate disclosure of public interest information made by an Informant to a Relevant Authority. For Environmental and Health Information - A person makes an appropriate Disclosure of Environmental and Health Information if the disclosure is made to a Relevant Authority and the person - (i) believes on reasonable grounds that the information is true; or (ii) is not in a position to form a belief on reasonable grounds about the truth of the information, but believes on reasonable grounds that the information may be true and is of sufficient significance to justify its disclosure so that its truth may be investigated For Public Administration Information – A person makes an appropriate Disclosure of Public Administration Information if: (i) they are a Public Officer; and (ii) the disclosure is made to a Relevant Authority; and (iii) the Public Officer reasonably suspects that the information raises a potential issue of corruption, misconduct or maladministration in public administration.
Elected Member	A person who has been elected to The Barossa Council. This includes the Mayor (unless specifically stated)
Employee	Refers to all Council's employees, whether they are working in a full-time, part-time or casual capacity.
Environmental and Health Information	Information that raises a potential issue of a substantial risk to the environment or to the health or safety of the public generally or a significant section of the public (whether occurring before or after the commencement of the Act).
Fraud	Includes an intentional dishonest act or omission done with the purpose of deceiving.
Guidelines	Refers to the Public Interest Disclosure Guidelines issued pursuant to section 14 of the *Public Interest Disclosure Act 2018*, and which are available on the Commissioner's website (icac.sa.gov.au)
ICAC Act	*Independent Commission Against Corruption Act 2012*
Informant	A person who makes an appropriate Disclosure of Environmental and Health Information; or Public Administration Information (together referred to as Public Interest Information).
Maladministration (in public administration) *[As defined in section 4(1) of the Ombudsman Act 1972]*	Maladministration in public administration – a) means – (i) conduct of a public officer, or a practice, policy or procedure of a public authority, that results in an irregular and unauthorised use of public money or substantial mismanagement of public resources; or (ii) conduct of a public officer involving substantial mismanagement in or in relation to performance of official functions; and b) includes conduct resulting from impropriety, incompetence or negligence; and c) is to be assessed having regard to relevant statutory provisions and administrative instructions and directions.

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Misconduct (in public administration) *[As defined in section 4(1) of the Ombudsman Act 1972]*	Intentional and serious contravention of a code of conduct by a Public Officer while acting in his/her capacity as a Public Officer that constitutes a ground for disciplinary action against the officer; or other misconduct of a Public Officer while acting in his/her capacity as a Public Officer. *Note:* Reference to "a code of conduct" includes Council's Human Resource Policy and related codes of conduct, in addition to any legislated Code of Conduct for Employees.
Office for Public Integrity (OPI)	The office established under Section 17 of the *ICAC Act* has the function to: (i) receive and assess complaints about public administration from members of the public; (ii) receive and assess reports about corruption, misconduct and maladministration in public administration from inquiry agencies, public authorities and Public Officers; (iii) to refer complaints and reports to inquiry agencies, public authorities and Public Officers or to determine to take no action in accordance with this section;
Policy	Council's *Public Interest Disclosure Policy* available on Council's website www.barossa.sa.gov.au
Process	This Process – i.e. the *Public Interest Disclosure Process* available on Council's website www.barossa.sa.gov.au
Public Administration	The administration of government policy (Macquarie dictionary). Defined at section 4 of the *ICAC Act 2012* means: without limiting the acts that may comprise public administration, an administrative act within the meaning of the *Ombudsman Act 1972* will be taken to be carried out in the course of public administration.
Public Administration Information	Information that raises a potential issue of corruption, misconduct or maladministration in public administration (whether occurring before or after the commencement of the Act).
Public Interest information	There are two types of Public Interest Information: (a) Environmental and Health Information; and (b) Public Administration Information
Public Officer [*See section 4 and Schedule 1 of the ICAC Act*]	Includes: • a Member of Council, including the Mayor; and • an Employee or officer of Council; • a person performing contract work for Council; • a Volunteer of Council where they hold a delegation from Council or the Chief Executive Officer or in accordance with an Act, assist a Public Officer in the enforcement of the Act (it will be rare for a Volunteer to be a Public Officer) **Volunteer** is defined as: A person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses) [As defined in the *Work Health Safety Act 2012*]
Regulations	*Public Interest Disclosure Regulations 2019*
Relevant Authority	A person or entity that receives an appropriate Disclosure of Public Interest Information in accordance with the Act, as set out in Appendix A to the Policy.
Responsible Officer	A person(s) designated by the Chief Executive Officer pursuant to Section 12 of the Act who is (are) authorised to receive and act upon Appropriate Disclosures of Public Interest Information, and

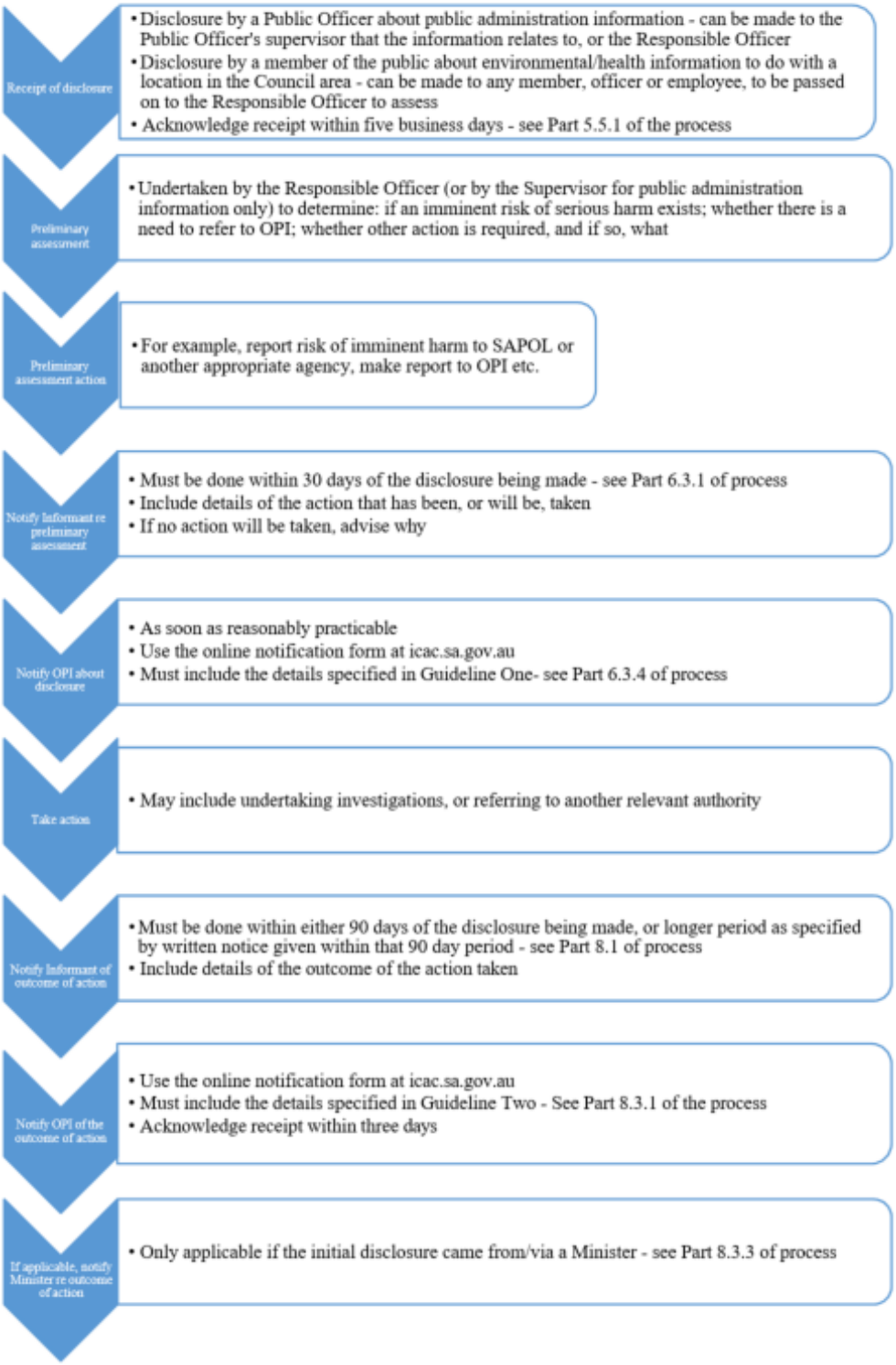
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	who has completed the relevant training course approved by the Commissioner for the purposes of the *Public Interest Disclosure Regulations 2019*.
Supervisor	The person who is responsible for the management or supervision of the Public Officer who is the subject of a Disclosure of public administration information.
Victimisation	Occurs when a person causes Detriment to another on the ground, or substantially on the ground that the other person (or a third person) has made or intends to make an appropriate Disclosure of Public Interest information.

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Appendix 1 – Notification Process Flowchart

Notification Process Flowchart



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Appendix 2 – Extracts of the ICAC PID Guidelines

Full Guidelines are available via icac.sa.gov.au

Guideline 1(4) – Reciept, Assessment & Notification of Appropriate Disclosures (Section 7 of the Act)

[Information to provide to the OPI pursuant to clause 9.2.5 (where Disclosure received by Elected Member, Employee or Public Officer); clause 10.5 (where Disclosure made to Supervisor); or clause 11.4 (where Disclosure made to Responsible Officer)]

4. The recipient of the disclosure is to notify the Office for Public Integrity as soon as reasonably practicable after the receipt of the appropriate disclosure by making an electronic notification via the dedicated notification form on the Office for Public Integrity website (publicintegrity.sa.gov.au).

It is recommended that the following information is notified:

(a) the date the disclosure was received;

(b) the name and contact details of the recipient of the disclosure;

(c) a summary of the content of the disclosure;

(d) the assessment made of the disclosure;

(e) the action taken by the recipient of the disclosure including:

(i) whether the disclosure was referred to another relevant authority, public authority or public officer or another person; and

(ii) if the disclosure was referred to another relevant authority, public authority or public officer or another person:

(1) the date of the referral;

(2) the identity of that relevant authority, public authority or public officer or another person to whom the disclosure was referred;

(3) the manner of referral; and

(4) the action to be taken by that relevant authority, public authority or public officer or another person (if known).

(f) if no action was taken by the recipient of the disclosure, the reason why no action was taken; and

(g) whether the identity of the informant is known only to the recipient of the disclosure or if the identity of the informant has been communicated to a relevant authority, public authority or public officer or another person (and if so, the reasons why such communication was made).

5. The recipient of the disclosure should retain the unique reference number issued by the Office for Public Integrity upon the making of a notification and should ensure that that unique reference number is provided to any other person or authority to whom the disclosure is referred.

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Guideline 2 – Notification of Action Taken

[Informant to provide to the OPI pursuant to clause 13.5 of the Process, by the Responsible Officer, once Action has been taken in relation to the Disclosure; or where the Responsible Officer has received a Disclosure referred to Council from another Relevant Authority]

This guideline applies in relation to the notification to the OPI of the outcome of any action taken upon receipt of, or referral of, an appropriate disclosure of public interest information.

The recipient of the disclosure (or if the recipient of the disclosure has referred the disclosure to some other person or authority then that other person or authority) must notify the Office for Public Integrity as soon as reasonably practicable via the online notification form (publicintegrity.sa.gov.au).

It is recommended that the following information is provided:

(a) the unique identification number issued by the Office for Public Integrity upon notification of the original disclosure;

(b) the name and contact details of the notifier;

(c) the name and contact details of the person or authority responsible for taking the action;

(d) what (if any) findings were made in respect of the disclosure;

(e) the nature of the action taken (if any);

(f) the outcome of any action taken

(g) whether the identity of the informant was disclosed to a person other than the original recipient of the disclosure; and

(h) whether the informant was notified of the action taken and, if so, when that notification was made.

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THE BAROSSA COUNCIL
PUBLIC INTEREST DISCLOSURE POLICY

1.	Purpose

1.1. The Barossa Council ("Council") is committed to upholding the principles of transparency and accountability and encourages the making of Disclosures that reveal Public Interest Information.

1.2. The purpose of this Policy is to ensure that Council:

- fulfils its responsibilities under the *Public Interest Disclosure Act 2018* ("the Act");
- encourages and facilitates Disclosures of Public Interest Information and provides appropriate oversight in accordance with the objects and requirements of the Act, and of public interest disclosures about corruption, misconduct and maladministration in public administration;
- provides appropriate protection for those who make Disclosures in accordance with the Act; and
- recognises the need to appropriately support Informants, Responsible Officers and, as appropriate, those Public Officers affected by any allegation that affects them.

2.	Scope

2.1. This Policy applies to appropriate Disclosures of Public Interest Information that are made by Elected Members and Employees as Public Officers and by the public in accordance with the Act.

2.2. This Policy is designed to complement the existing communication channels within Council and operate in conjunction with the supporting *Public Interest Disclosure Process* and the *Fraud and Corruption Prevention Policy documents.*

3.	Policy Statement

3.1 Council is committed to:

- referring, as necessary, appropriate Disclosures to another Relevant Authority;
- where the Disclosure relates to Corruption, or serious or systemic Misconduct or Maladministration in public administration, reporting the Disclosure directly to the Office for Public Integrity (OPI) in accordance with the Guidelines and the requirements of the Independent Commission Against Corruption Act 2013 (the "ICAC Act");
- facilitating the investigation of appropriate Disclosures in a manner which promotes fair and objective treatment of those involved and affected; and
- rectifying any substantiated wrongdoing to the extent practicable and possible in the circumstances.

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3.2 **Principal Officer**

3.2.1 The CEO as Principal Officer must ensure that one or more officers of ~~the~~ Ceouncil are designated as responsible officers, and that they are suitably qualified as per the *Public Interest Disclosure Regulations 2019*.

3.3 **Responsible Officers**

3.3.1 The Responsible Officer will receive and manage Disclosures in accordance with the Process, Policy, and the Act.

3.3.2 If an Informant believes that his/her Disclosure is not being dealt with appropriately or in accordance with the Policy or Process, they should contact the Responsible Officer in the first instance.

3.3.3 The role of the Responsible Officer is further set out in the Public Interest Disclosure Process.

3.4 **Disclosures**

3.4.1 A Disclosure may be made to one of Council's designated Responsible Officers in person, by telephone or in writing. The details of Council's Responsible Officer/s can be found in the Public Interest Disclosure Process and are available on Council's Website~~.~~

3.4.2 Nothing in this Policy prevents a person from making an appropriate Disclosure to a Relevant Authority external to Council (i.e. the South Australian Ombudsman or the OPI). This is a choice to be made by the Informant at his/her discretion. ~~It is recommended that an Informant have regard to factors at clause 5.2 of the Public Interest Disclosure Process when deciding where to direct a Disclosure.~~

3.5 **Confidentiality**

3.5.1 The identity of an Informant must be maintained as confidential in accordance with the Act. A recipient of an appropriate Disclosure may only divulge the identity of an Informant in accordance with the Public Interest Disclosure Process.

3.5.2 An Informant may wish to remain anonymous, but in that event is required to ensure that the allegation is sufficiently supported by the provision of necessary details and evidence to enable the matter to be properly investigated.

3.6 **Information to the Elected Body**

3.6.1 As a matter of discretion, the Chief Executive Officer may inform the Elected Body, on a confidential basis, of the fact that an investigation of a Disclosure took place and the outcome of the investigation.

3.6.2 Factors the Chief Executive Officer will take into account in determining whether to inform the Elected Body under clause 3.6.1 and the level of detail provided in doing so include:

- if the Informant's identity is known, the identity of the Informant if the Informant has consented to his/her identity being divulged or the exemptions under the Act apply;
- if applicable, the identity of any person who is the subject of the Disclosure;

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- the impact (if any) of the investigation upon the Council's achievement of its objectives under its Strategic Plan and/or policies; and
- the impact of any action taken to finalise the matter upon the Council's operations and/or budget.

3.6.3 In the event that the Disclosure and/or any subsequent investigation process is confined to issues that impact only upon Employees and Human Resource processes, the Chief Executive Officer may not inform the Elected Body of the fact of the Disclosure and/or investigation, if the matter falls outside the roles and responsibilities of the Elected Members under the Local Government Act 1999.

3.7 **Protection for the Informant**

3.7.1 An Informant who makes an appropriate Disclosure that complies with the conditions of the Act is protected by:

- Immunity from any liability as a result of that disclosure. This would include criminal or civil liability (section 5(1) of the Act).
- A prohibition on disclosure of his/her identity (section 8 of the Act).
- A prohibition against Victimisation (section 9 of the Act).
- A prohibition against hindering, obstructing, or preventing an Informant from making an appropriate Disclosure (section 11 of the Act).

3.7.2 A person who knowingly makes a Disclosure that is false or misleading in a 'material particular' (whether by reason of the inclusion or omission of a particular) is guilty of an offence and may be prosecuted, and does not receive protection under the Act, this Policy, or the Public Interest Disclosure Process. The maximum penalty under section 10 of the Act is $20,000 or imprisonment for 2 years.

3.7.3 A person who personally commits an act of Victimisation against an Informant is guilty of an offence and may be prosecuted. Victimisation may also be dealt with as a tort or as if it were an act of victimisation under the Equal Opportunity Act 1984, but only as one or the other, in accordance with section 9 of the Act. The maximum penalty under section 9(5) of the Act is $20,000 or imprisonment for 2 years.

3.7.4 Council will take action as appropriate in the circumstances to protect Informants from Victimisation, including acting in accordance with the risk management clauses set out in the Public Interest Disclosure Process and/or referring the matter to SAPOL.

3.7.5 Any Employee or Elected Member of Council who:

- knowingly makes a disclosure that is false or misleading in a material particular; or
- commits an act of Victimisation in relation to an Informant; or
- acts otherwise that in accordance with this Policy or the Public Interest Disclosure Process (including with respect to divulging the identity of an Informant) in relation to a Disclosure,

may also face investigation and disciplinary action in accordance with the relevant Code of Conduct and/or Human Resource Management Policy.

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4. Supporting Processes and Documents

Public Interest Disclosure Process - Ref: ~~18/35500*~~CD/22/20

5. Related Policies

Code of Conduct for Council Members
Code of Conduct for Employees
Customer Service Policy
Fraud and Corruption Prevention Policy
Human Resource Management Policy
Knowledge Management Policy

6. Legislation and References

Public Interest Disclosure Act 2018
Public Interest Disclosure Regulations 2019
Local Government Act 1999
Independent Commission Against Corruption Act 2012
ICAC Public Interest Disclosure Guidelines

7. Review

This Policy will be reviewed by the Council in consultation with the relevant stakeholders every two years annually or more frequently if legislation or Council's need changes.

8. Further Information

8.1. This Policy is available on Council's website at www.barossa.sa.gov.au. It can also be viewed electronically at Council's principal office at 43-51 Tanunda Road, Nuriootpa and all Council branches, during ordinary business hours. A copy of this Policy can be obtained at those venues upon payment of a fixed fee.

8.2. Complaints regarding this Policy or its application can be made to the Customer Service team on 8563 8444 or barossa@barossa.sa.gov.au at first instance, who will refer you to the most appropriate officer according to Council's *Customer Service Policy* (see clause 8.1 above for availability).

9. Document Control

Corporate Plan Link:	How We Work – Good Governance		
Document Owner:	Chief Executive Officer	**Document Control Officer:**	Team Leader Corporate Governance and Information Services
Audience:	External	**Next Review Date:**	20/12/2026
Version history			
Version No.	**Date**	**Description of Change**	
2.0	20/12/2022	Updated to incorporate changes to the legislation under 2021 reforms (new document number)	
1.0	15/10/2019	New Policy	

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10.	Definitions

Act	*Public Interest Disclosure Act 2018*
Assessor	Determined by the Responsible Officer at their discretion. A relevant senior Worker who has the skills, qualifications, authorisation and delegation (whether directly from Council or sub-delegation from the Chief Executive Officer) to deal with such matters in accordance with Council's policies, processes and / or usual operations.
Business Days	A day when the Council is normally open for business, i.e. Monday to Friday, excluding public holidays and when Council's principle office may be closed (eg. over the Christmas holiday period).
Commissioner	The person holding or acting in the office of the Independent Commissioner Against Corruption
Corruption in Public Administration [*as defined in section 5(1) of the ICAC Act*]	(a) An offence against Part 7 Division 4 (Offences relating to Public Officers) of the *Criminal Law Consolidation Act 1935*, which includes the following offences: (i) bribery or corruption of Public Officers; (ii) threats or reprisals against Public Officers; (iii) abuse of public office; (iv) demanding or requiring benefit on basis of public office; (v) offences relating to appointment to public office; or (b) an offence against the *Public Sector (Honesty and accountability) Act 1995* or the *Public Corporations Act 1993*, or an attempt to commit such an offence; or (ba) an offence against the *Lobbyists Act 2015*, or an attempt to commit such an offence; or (d) Any of the following in relation to an offence referred to in a preceding paragraph: (i) aiding, abetting, counselling or procuring the commission of the offence; (ii) inducing, whether by threats or promises or otherwise, the commission of the offence; (iii) being in any way, directly or indirectly, knowingly concerned in, or party to, the commission of the offence; (iv) conspiring with others to effect the commission of the offence.
Council	The Barossa Council
Detriment	Includes – (a) Loss or damage (including damage to reputation); or (b) injury, harm (including psychological harm), damage (including damage to reputation) or loss; (c) intimidation or harassment; or (d) discrimination, disadvantage or adverse treatment in relation to a person's employment; or (e) threats of reprisal (which may be expressed or implied, and/or conditional or unconditional)
Disclosure	Means an appropriate disclosure of public interest information made by an Informant to a Relevant Authority.

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	<u>For Environmental and Health Information -</u> A person makes an appropriate Disclosure of Environmental and Health Information if the disclosure is made to a Relevant Authority and the person - (i) believes on reasonable grounds that the information is true; or (ii) is not in a position to form a belief on reasonable grounds about the truth of the information, but believes on reasonable grounds that the information may be true and is of sufficient significance to justify its disclosure so that its truth may be investigated <u>For Public Administration Information –</u> A person makes an appropriate Disclosure of Public Administration Information if they are a Public Officer and – (i) the disclosure is made to a Relevant Authority; and (ii) the public officer reasonably suspects that the information raises a potential issue of corruption, misconduct or maladministration in public administration.
Elected Member	A person who has been elected as a member of The Barossa Council. This includes the Mayor (unless specifically stated).
Employee	Refers to all Council's employees, whether they are working in a full-time, part-time or casual capacity.
Environmental and Health Information	Information that raises a potential issue of a substantial risk to the environment or to the health or safety of the public generally or a significant section of the public (whether occurring before or after the commencement of the Act).
Fraud	Includes an intentional dishonest act or omission done with the purpose of deceiving.
Guidelines	Refers to the Public Interest Disclosure Guidelines issued pursuant to section 14 of the *Public Interest Disclosure Act 2018*, and which are available on the Commissioner's website (icac.sa.gov.au).
ICAC Act	*Independent Commission Against Corruption Act 2012*
Informant	A person who makes an appropriate Disclosure of Environmental and Health Information; or Public Administration Information (together referred to as Public Interest Information).
Misconduct (in public administration) *[As defined in section 5(3) of the ICAC Act]*	Intentional and serious contravention of a code of conduct by a Public Officer while acting in his/her capacity as a Public Officer that constitutes a ground for disciplinary action against the officer; or other misconduct of a Public Officer while acting in his/her capacity as a Public Officer. *Note:* Reference to "a code of conduct" includes Council's Human Resource Policy and related codes of conduct, in addition to any legislated Code of Conduct for Employees.
Office for Public Integrity (OPI)	The office established under Section 17 of the *ICAC Act* has the function to: (i) receive and assess complaints about public administration from members of the public; (ii) receive and assess reports about corruption, misconduct and maladministration in public administration from inquiry agencies, public authorities and public officers;;

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	(iii) to refer complaints and reports to inquiry agencies, public authorities and public officers or to determine to take no action in accordance with this section.
Policy	Council's *Public Interest Disclosure Policy* available on Council's website www.barossa.sa.gov.au
Process	This Process – i.e. the *Public Interest Disclosure Process* available on Council's website www.barossa.sa.gov.au
Public administration	The administration of government policy (Macquarie dictionary). Defined at section 4 of the *ICAC Act 2012* means: without limiting the acts that may comprise public administration, an administrative act within the meaning of the *Ombudsman Act 1972* will be taken to be carried out in the course of public administration.
Public Administration Information	Information that raises a potential issue of corruption, misconduct or maladministration in public administration (whether occurring before or after the commencement of the Act).
Public Interest information	There are two types of Public Interest Information: (a) Environmental and Health Information; and (b) Public Administration Information
Public Officer [*See section 4 and Schedule 1 of the ICAC Act*]	Includes: • a Council Member of Council, including the Mayor; and • an Employee or officer of Council; • a person performing contract work for Council; • a Volunteer of Council where they hold a delegation from Council or the Chief Executive Officer or in accordance with an Act, assist a Public Officer in the enforcement of the Act (it will be rare for a Volunteer to be a Public Officer) **Volunteer** is defined as: A person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses) [As defined in the *Work Health Safety Act 2012*]
Regulations	*Public Interest Disclosure Regulations 2019*
Relevant Authority	A person or entity that receives an appropriate Disclosure of Public Interest Information in accordance with the Act, as set out in Appendix A to this Policy.
Responsible Officer	A person(s) designated by the Chief Executive Officer pursuant to Section 12 of the Act who is (are) authorised to receive and act upon Appropriate Disclosures of Public Interest Information, and who has completed the relevant training course approved by the Commissioner for the purposes of the *Public Interest Disclosure Regulations 2019*.
Supervisor	The person who is responsible for the management or supervision of the public officer who is the subject of a Disclosure of public administration information.
Victimisation	Occurs when a person causes Detriment to another on the ground, or substantially on the ground that the other person (or a third person) has made or intends to make an appropriate Disclosure of Public Interest information.

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APPENDIX A	**Relevant Authorities**
Where the information relates to…	**the relevant authority is…**
a public officer* *as defined and set out in Schedule 1 of the *Independent Commission Against Corruption Act 2012* - relevantly, this includes members, officers and employees of local government bodies	either: • the person who is designated by the Guidelines as being taken to be responsible for management or supervision of the public officer; or • the person who is in fact responsible for the management or supervision of the public officer; or • the relevant responsible officer (as designated by the Council in accordance with section 12 of the PID Act)
a public sector agency or public sector employee	either: • the Commission for Public Sector Employment; or • the responsible officer for the relevant public sector agency
an agency to which the *Ombudsman Act 1972* applies	the Ombudsman
a location within the area of a particular council established under the *Local Government Act 1999*	a member, officer or employee of that Council
a risk to the environment	the Environment Protection Authority
an irregular and unauthorised use of public money or substantial	the Auditor-General
the commission, or suspected commission, of any offence	a member of the police force
a judicial officer	the Judicial Conduct Commission
a member of Parliament	the Presiding Officer of the House of Parliament to which the member belongs
a person or a matter of a prescribed class (no prescribed persons/classes have been identified)	an authority declared by the regulations to be a relevant authority in relation to such information

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Where the information relates to…	the relevant authority is…
public interest information - being: • environmental and health information (information that raises a potential issue of a substantial risk to the environment or to the health or safety of the public generally or a significant section of the public); or • public administration information (information that raises a potential issue of corruption, misconduct or maladministration in public administration)	• the OPI; • a Minister of the Crown; or • any other prescribed person or person of a prescribed class

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DEBATE REPORT

7.2 Corporate Services and Business Innovation

7.2.2 OFFICE CLOSURE

Author: People and Culture Support Officer
24/35091

PURPOSE

To consider and adopt a proposal for late Council office opening in order to facilitate all staff access and inclusion in an organisation-wide professional development event.

Specifically, to consider and adopt the following late opening times for Thursday 13 June, 2024:

- 10.15am opening for Council workplaces that provide direct service to the public.
- 10.30am opening for the following three locations that provide direct service to the public:
  - Lyndoch Library
  - Mt Pleasant Library
  - Williamstown Depot.

RECOMMENDATION

That Council:

(1) Pursuant to Section 45(2) of the *Local Government Act 1999*, approves the Principal Office and other offices of the Council to open at 10.15am and 10.30am respectively on Thursday, 13 June, 2024.

(2) Makes the following alternative arrangements to enable the local community to access the services of the Council which are ordinarily available at the Principal Office of the Council:

Email: barossa@barossa.sa.gov.au
After Hours Service: Answering Adelaide 8563 8444
Website (Online Services and Make a Payment): barossa.sa.gov.au

REPORT

Background
Twice per annum organisation-wide professional development events are held in support of Council's ongoing commitment to the implementation of modern people and culture strategies and the development and retention of staff, with a strong aim to continuously improve the quality of services to our community through the professional development of our staff.

Introduction
An all-staff professional development event is scheduled to be held on Thursday 13 June 2024, from 8am to 10.00am. To allow as many staff to attend and return to the workplace, the timing of the event will commence at 8am, before normal working hours, and will run to approximately 10.00am. To facilitate this timeframe, support is being sought to allow Council workplaces providing direct services to the public to open 75/90 minutes later than normal at 10.15/30am, allowing staff to attend the event in its entirety.

Discussion
This event has been designed to promote knowledge sharing and connection of staff from various departments and work sites. It also provides a pivotal opportunity for new and existing staff alike to broaden their understanding and appreciation for the positive impacts that Council makes within our community.

Whilst face to face service delivery will be impacted for 75/90 minutes due to the delayed opening of Council workplaces, online services will continue to be available, along with email enquiries and Council's after-hours telephone contact service.

Summary and Conclusion
Council' support is being sought to approve the amendment of the opening times of Council's Principal Office and other offices to 10.15/30am to support staff attendance at an organisation-wide professional development and recognition event on Thursday, 13 June 2024.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Corporate Plan
BS10 People and Culture - Support to Managers and employees across the full employee lifecycle, including attraction, recruitment and selection, induction and on-boarding, training and performance development, performance management and offboarding.

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

There is no change to resourcing, budget or risk considerations

COMMUNITY ENGAGEMENT

No consultation required given the amendment is minor in nature, although promotion and awareness to the community of the late opening will occur via social media, public notices and signage at relevant sites.

DEBATE REPORT

7.2 Corporate Services and Business Innovation

7.2.3 MONTHLY FINANCE REPORT AS AT 30 APRIL 2024

Author: Senior Accountant
24/37878

PURPOSE

The Uniform Presentation of Finances report provides information as to the financial position of Council, including notes on material financial trends and transactions.

RECOMMENDATION

That Council receive and note the Monthly Finance Report as at 30 April 2024 as provided at Attachment 1.

REPORT

The Monthly Finance Report (as at 30 April 2024) is Attached. The report has been prepared comparing actuals to the original adopted budget 2023/24.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Monthly Finance Report Council April 2024

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Legislative Requirements
Local Government (Financial Management) Regulations 2011, Regulation 9(1)(b) LGA information paper no.25 – Monitoring Council Budget Performance.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

To enable Council to make effective and strategic financial decisions, a regular up to date high level financial report is provided.

COMMUNITY ENGAGEMENT

Community Consultation was part of the original budget adoption process in June/July 2023, as per legislation. This report is advising Council of the monthly finance position compared to that budget.

MONTHLY FINANCE REPORT

AS AT 30 April 2024
FOR YEAR ENDING 30 JUNE 2024

Uniform Presentation of Finances

	Notes	% Actual Expenditure to Original Budget	Original Budget (Full-Year) $'000	Revised Budget (Q2) (Full-Year) $'000	Actual Result (Year-to-Date) (Full-Year) $'000
OPERATING ACTIVITIES:		***Operating***			
Operating Income			45,014	46,017	44,224
					0
Less Operating Expenses		**78.80%**	(47,359)	(47,780)	(37,320)
Operating Surplus / (Deficit)			**(2,345)**	**(1,763)**	**6,904**
CAPITAL ACTIVITIES:					
Net Outlays on Existing Assets		***Capital***			
Capital Expenditure on Renewal and Replacement of Existing Assets		99.94%	(8,031)	(10,574)	(8,026)
Add back Depreciation, Amortisation & Impairment			10,170	10,170	8,475
					0
Add back Proceeds from Sale of Replaced Assets			224	206	256
Subtotal			**2,363**	**(198)**	**705**
Net Outlays on New and Upgraded Assets					
Capital Expenditure on New and Upgraded Assets		58.58%	(14,822)	(16,708)	(8,683)
Add back Amounts Received Specifically for New and Upgraded Assets			2,796	2,281	1,755
Add back Proceeds from Sale of Surplus Assets			0	0	0
Subtotal			**(12,026)**	**(14,427)**	**(6,928)**
Net Lending/(Borrowing) for the Financial Year			**(12,008)**	**(16,388)**	**681**
Total % Capital Budget Spent		**73.12%**			

NOTES

1) 2023/24 Capital Expenditure to end of April includes:
The Big Project - Tanunda Rec Park - $1.4M
Upgrade Tanunda Oval - $1.6M
Bridges - $71k
Road Resheeting $1.24M
Mt Pleasant Caravan Park Upgrade - $1.15M
The Big Project -Barossa Rugby Park - $3.65M
Drainage $325k
Streetscaping $101k
Footpaths & Kerbing $303k
Sealed Roads $2.26M
The Big Project - Lyndoch Rec Park - $628k

DEBATE REPORT

7.2 Corporate Services and Business Innovation

7.2.4 NURIOOTPA BOWLING CLUB - LOAN SUPPORT

Author: Chief Executive Officer
24/37885

PURPOSE

To consider increasing funding support through a community loan via the Local Government Finance Authority for the Nuriootpa Bowling Club, which was approved at the 19 September 2023 meeting of Council at a value of $70,000.

RECOMMENDATION

That Council having received the updated information and financial model agree to:

(1) Increase the Nuriootpa Bowling Club application to $235,000 through a Local Government Finance Authority principal interest loan repaid over a maximum of 15 years subject to:

   a. the club considering the reduction of the term of the loan period to 10 years as per Council Treasury Management Policy.

   b. evidence being provided that the Club has approved the loan facility in whatever way that is required to be approved by the Club.

   c. Entering into the standard Loan Agreement with Council for the repayment of the loan.

(2) Authorise the Mayor and Chief Executive Officer to sign, seal and execute any relevant documentation to give effect to Part 1 of this resolution.

REPORT

Background an Introduction
The club briefed Council about its development plan at the July 2023 Council workshop and Council has supported a $70,000 loan facility to assist the club in installing artificial rinks. This support was contingent of being successful in recent sport and recreational funding grant application. Their grant application for the project was not successful; however, they wish to proceed by funding the construction cost via borrowings.

Their application for loan funding is at Attachment 1.

Analysis of their financial statements and associated documents is at Attachment 2 including a financial model for the next 20 years.

Discussion
The basis of the prior report to Council remains relevant and a link is provided to the prior agenda, the relevant report commences at page 79.

The updated financial estimates indicate:

1. The project is estimated to cost $325,000.
2. The loan is affordable on current settings, albeit the cash position of the club during the repayment term will be tight, minor downward shifts in their financial revenue or upward pressure on their expenses over the 3% modelled in the financial model will place the club under financial pressure.
3. The loan is affordable using a 10-year repayment period, however a principal and interest loan can be taken out for 15 years and this would help with cash flow pressures outlined in point 1 above. A 15-year loan is contrary to Council policy.
4. The financial position of the club indicates a project cash balance at the end of the 2022-23 financial year of $74,680 and with predicted 2023-24 activities this should increase to approximately $108,000 if the forecasts as outlined are realised. The funding application is that the club expects to fund $90,000 which is understood to come from a combination of private contributions ($30,000) and its cash balance ($60,000). Thus, whilst the cash balance at present provides some ongoing buffer for the club to meet any unexpected expenses and still make the necessary repayments it will be reduced by up to $60,000 to support the upgrade work.
5. Depending on useful life of the greens, based on knowledge and experience of Council this will be around 15 years, at this time the club has a funding gap for replacement, however, has time to make provision for that replacement over the long term.

The application identifies club member private contributions and use of cash balance of $90,000 and therefore meets the minimum 25% contribution requirements being 27.7%.

Summary and Conclusion
The application is reasonable and aligned, other than the repayment timeframe, to Council's policy position. The loan will place some pressure on the budget in the near future however the financial model is supportive of the loan application.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Nuriootpa Bowling Loan Application - May 2024 ⇩
Attachment 2 Nuriootpa Bowling Loan Application - Financial Analysis ⇩

Supporting references
Agenda of Ordinary Council - Tuesday, 19 September 2023 (barossa.sa.gov.au) – commencing at page 79.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Community and Culture



Health and Wellbeing

Goal

4. The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.
9. Our community has fair and equitable access to the resources and services they need to lead a safe, healthy, inclusive and connected lifestyle

Strategies

4.1. Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities.
9.1. Work towards combating loneliness and social isolation and ensuring that people enjoy a sense of inclusion and feel connected.
9.2. Promote a healthy community through a planned approach to public health, and sustainable access to allied, primary and mental healthcare services and facilities.

Legislative Requirements

Local Government Act 1999, Chapter 8

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial and risk considerations are outlined in the body of the report.

There are no resourcing impacts not already budgeted for.

Council's Treasury Management Policy requires:

> *3.2.2.7 The Council community loans/loan guarantees portfolio should be maintained below 7.5% of Councils General Rate Revenue at any one time to ensure the financial sustainability of Council's overall financial position. This ensures that Council's loan capacity is not inhibited and that it does not significantly affect financial performance indicators.*

The forecast borrowing commitments for community-based loans as at 30 June 2024 including this loan, is $1,723,968. Please note this does not include interest payments, this is the loan or principal amount currently outstanding. The 23/24 general rate revenue (GRR) is $31,327,905, as such the total current and forecast community loan principle including this loan is 5.5% of the GRR. The policy position requires the use of community loans not to exceed 7.5% of GRR.

> *3.2.2.8.7 The community group will provide a minimum contribution generally more than 25% of the loan amount, ie. $50k contribution for a Loan of $200k. This contribution can be supported with the provision of in-kind support in the delivery of the project.*

The Club is contributing cash and contributions of $90,000, which represents 27.7% of the project cost.

COMMUNITY ENGAGEMENT

Consultation is not required under the Act or Policy.

THE BAROSSA COUNCIL

COMMUNITY LOANS / GUARANTOR APPLICATION PACKAGE

1. Overview

1.1 Refer to the Treasury Management Policy for the Councils loan principles and overall requirements for Community Loans

2. Eligibility Criteria

2.1 Community Loan applications must satisfy the following criteria:

2.1.1 The community Club/Group must be a 'not for profit' organisation and have an incorporated status (refer to Council's policy for detailed definitions).

2.1.2 The Community Club/Group President, Treasurer and Secretary suitably qualified and experienced people or equivalent board/committee members are involved in the proposal to ensure compliance with all governance requirements. The community Club/Group will be responsible for interest and principal repayments.

2.1.3 The interest rate applied to loans will be based on LGFA market rates applicable to community Club/Groups Council at that time charged periodically as per agreement.

2.1.4 The Community Club/Group options are a fixed loan or cash advance debenture, the latter is flexible to repay at selected times each year as per agreement.

2.1.5 The Community Club/Group must clearly demonstrate that it has the capacity to repay the loan funds to Council, this will include the provision of:

- 2.1.5.1 Audited financial statements for the two (2) prior years
- 2.1.5.2 A business plan for the term of the loan including detailed income and expenditure forecasts
- 2.1.5.3 Forecast repayment schedule for the term of the loan
- 2.1.5.4 Additional fundraising and income generating activities.

2.1.6 The application must provide evidence that the loan has been approved by a majority of the Community Club/Group's members (i.e. minutes of a committee meeting make it clear that all members have been consulted).

3. Conditions of Application

3.1 The offering of loans or loan guarantees to community Club/Groups will only be considered as a last resort, once all other funding options have been fully exhausted and compliance with the requirements of the policy have been met. These other funding options include:

- 3.1.1 Government grants
- 3.1.2 Sponsorship
- 3.1.3 Fundraising
- 3.1.4 Application for credit from a lending institution.

3.2 Supporting evidence will be required to show that all other funding options have been fully exhausted.

3.3 The following conditions apply to this application:

3.3.1 Generally only one active loan per individual community or sporting Club/Group will be considered, and preference may be given to community or sporting Club/Groups who haven't had a loan previously.

3.3.2 Applications must be received on the Community Loans Application form which is available as part of this Community Loan Application Package.

3.3.3 Loans will not be approved retrospectively.

3.3.4 Each application will be decided on its merit and in accordance with the general eligibility criteria outlined in this policy.

3.3.5 Should Council agree to provide a loan or act as guarantor, any terms and conditions must be specified in an agreement between Council and the relevant party that is executed under Council's seal

3.3.6 Depending on the type of loan facility an annual administration fee may be applicable as set out in the Fees and Charges Register.

3.3.7 The applicant must be willing to pay all legal costs associated with establishing the loan and drafting the loan agreement including mortgage registration costs if applicable.

3.3.8 Council may accept an early loan repayment considering the period remaining and break out costs, payable by the Community Group/Club.

4. Completion Statement

4.1 Upon completion of the project it is a requirement that you complete a Completion Statement form (at Section 9 of this Package) and return it to Council.

5. Document Control

Policy Link:	Treasury Management Policy				
Document Owner:	Chief Executive Officer			**Document Control Officer:**	Manager Financial Services
Consultation Rating:	A	**Audience:**	External	**Next Review Date:**	01/02/2024

Version history		
Version No.	**Date**	**Description of Change**
1.0	DD/MM/YYYY	New Process

TheBarossaCouncil

COMMUNITY LOANS APPLICATION FORM

Refer Councils 'Treasury Management Policy'

1. CONTACT DETAILS

Name OF Community Club / Group: Nuriootpa Bowling Club Inc

Postal Address: PO Box 474, Nuriootpa SA 5355

Contact Person: Andrew Booth / Richard Moyle

Mobile: 0435787436 / 0417831194 Home Phone: ( ) Work Phone: ( )

Email: andrew-maria@outlook.com.au / rmoyle@bigpond.net.au

Preferred Method of contact:
Home Phone ☐ Work Phone ☐ Mobile ☐ Email ☐

2. Bank Details

Bank Account Name: Nuriootpa Bowling Club

BSB: 085779 Account 571132525

Name of Bank: National Australia Bank

2. About the Applicant

Give a brief description of the aims of your organisation/Club/Group

To encourage community participation in pennant and social lawn bowls along with providing a facility for local community functions and events.

What are the main activities of your organisation/Club/Group?

Primary activities are Pennant and Social lawn bowls. To increase participation in lawn bowls the club recognizes a need to provide an attractive venue for club functions and to share its facilities with like-minded local groups.

Do you hold regular management or committee meetings? Yes ☒ No ☐

If yes, how often? Monthly Board Meetings and adhoc sub committees meetings.

Is your organisation/Club/Group incorporated? Yes ☒ No ☐
(If no – your organisation does not meet the criteria for a Community Loan)

Is your organisation/Club/Group a 'not for profit organisation'? Yes ☒ No ☐
(If no – your organisation does not meet the criteria for a Community Loan)

3.	**Project Details**

Describe your capital project in one sentence: Conversion of one (1) lawn green to a synthetic green, which will provide for an all year playing surface and increase use of club facilities.

How did your organisation/Club/Group decide this improvement/asset was needed by the community?

You must demonstrate that the Community Club/Group President, Treasurer and Secretary suitably qualified and experienced people or equivalent board/committee members are involved in the proposal to ensure compliance with all governance requirements.

See attached

State how this improvement/asset aligns to Council's Strategic Management Plan or supporting strategies:

This project meets the objective of the Community Recreation and Sport Facility Program. By replacing an antiquated liability to create an asset that is sustainable, functional and fit for purpose to meet current and future needs of the community.

Is the project consistent with any Masterplan developed for the site? Yes ☒ No ☐

How many people will benefit and how will the improvement/asset be of value to them and the wider community?

See attached

Will the community Club/Group be involved in designing/implementing the project?

Yes ☒ No ☐ If yes, how? The Club consulted with other clubs and members (special general meetings and sub committee meetings) and has engaged a synthetic green installer. An installer who has extensive experience in designing and installing synthetic greens. The upgraded playing surface will be installed will be installed by a world class company that is currently installing a green in the United States of America.

Has your organisation/Club/Group received a loan from Council before? Yes ☐ No ☒

If yes, please name the year, amount provided and the purpose:

Has your organisation/Club/Group received any other loans in the past five years?

Yes ☐ No ☒ If yes, please provide details of funder, year, amount provided and the purpose:

Has this financial support request been approved by a majority of the Community Club/Group's members?

Yes ☒ No ☐

4. FINANCIAL SUPPORT REQUIRED

Council will consider the type of financial support are you requesting, please indicate your preference?

- ☐ Council acts as guarantor for the organisation
- ☒ Borrow funds from the Local Government Finance Authority (LGFA) on behalf of the organisation/Club/Group
- ☐ Other, please provide detail: _____

Have all other funding options been exhausted? Yes ☒ No ☐
Other funding options include government grants, sponsorship, fundraising, application for credit from a lending institution.

Please attach supporting evidence to show that all other funding options have been fully exhausted

Loan Amount:
(min $50,000) $ 235,000

Term:
The repayment period should not exceed, the life of the asset or the term of the existing lease agreement and will generally not be greater than 10 years *15 years*

Organisation Club/Group contribution:
Minimum contribution is 25% of the Loan amount, ie. $50k contribution for a Loan of $200k excluding government grants and other external funding. This contribution can be through the provision of in-kind support in the delivery of the project. $60,000

Provide evidence (i.e. minutes of a committee meeting make it clear that all members have been consulted).

5. BUDGET INFORMATION

When preparing your project budget, start with the project cost and list all possible costs. An in-kind contribution is a non-cash contribution that is given a monetary value.

For example:

- You are providing labour on the project. If you put in 48 hours voluntary work toward the project then multiply that by $20.00 per hour. This gives an in-kind contribution of $960.00.
- You are utilising a privately owned trailer for the Capital Project. A trailer used for 4 hours would cost $25.00 per hour, which gives an in-kind contribution of $100.00.

When calculating voluntary hours, only calculate the hours spent by volunteers preparing, planning and actually doing the specified project.

Cost associated with meeting ongoing salary, rent, day to day operating costs or commercial undertakings will not be considered

If necessary, attach a separate project budget and ensure all associated costs are detailed. All expenses involved in undertaking the project must be listed in Project Costs Section A.

If you require assistance completing your application form, please call Council and speak to the Manager Financial Services or Manager Community Projects.

BOTH SECTIONS MUST BE COMPLETED: (A) MUST EQUAL (B). The balancing factor is the amount you require from Council

SECTION A – Project Costs *Ensure all project costs are captured in this section*	
ITEM (where will the money be spent?)	**Amount**
Install new world class synthetic playing surface.	$295,000
OTHER PROJECT EXPENSES	
Soil Test	$5,000
Contingency Project Cost and Green Surrounds	$25,000
TOTAL PROJECT COSTS (A)	**$ 325,000**

SECTION B – Project Revenue *Minimum contribution = 25% of the capital cost of the project excluding government grants and other external funding and can be through the provision of in-kind support in the delivery of the project.*	
AMOUNT OF LOAN REQUESTED	**$**
YOUR ORGANISATION/CLUB/GROUPS CONTRIBUTION	**Amount**
Nuriootpa Bowling Club	$60,000
DONATIONS (spend must be included in Section A)	
Member donations	$30,000
OTHER SUPPORT (ie. Bank loan or other funding)	
Barossa Community Loan	$235,000
TOTAL PROJECT REVENUE (B) **(Total to equal Section A)**	**$ $325.000**

6. COUNCIL PREMISES PERMISSION

Is the project taking place on Council land or in a Council facility? Yes ☐ No ☒

If yes, please complete this section. If no, proceed to Section 7.

Name of Organisation: _____

Has the project concept been endorsed in writing from Council? Yes ☒ No ☐
(If no, this is required before a loan application)

Do you have a current lease or licence from Council? Yes ☐ No ☒

Is the proposed Project permitted under that agreement? Yes ☒ No ☐

Does your organisation's insurance cover the project or any additional activity? Yes ☒ No ☐

Have you previously been provided written approval from Council to undertake this activity including development approval? Yes ☒ No ☐

If yes, please provide a copy of the written approval

Internal use only - to be completed by Councils Facilities Management Section

Is the land or building where the proposed activity is taking place owned by Council, or under Council's care and control? Yes ☐ No ☐

If yes, what type of agreement is in place ie: lease or licence? _____

_____

Is the proposed Project permitted under the agreement? Yes ☐ No ☐

If no, is the activity approved? Yes ☐ No ☐

Is a change to the agreement required? Yes ☐ No ☐

If yes, please provide details:

_____

_____

_____

Completed by: _____
(Name)

Date: _____

Position: _____

Signature: _____

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7. CERTIFICATION CHECKLIST

You must attach the following supporting documentation to your application. Applications will not be considered without this information:

Essential:

- [x] A copy of your incorporation certificate.
- [x] Quotes for equipment, expenses or materials etc. required for your project. You must be able to substantiate the money you will spend.
- [x] Supporting evidence to show that all other funding options have been fully exhausted. (***Email from State Government Grant application 2023)***
- [x] Audited financial statements for the two (2) prior years.
- [x] A prepared business plan for the term of the loan including detailed income and expenditure forecasts. ***(Forecast from 2024/25 to 2027/2028). Strategic plan submitted with previous loan application.***
- [x] Details of additional fundraising and income generating activities. ***Forms from members (April 2024) indicating donations, loans to the Club and member prepayments. And forms from members submitted with 2023 Grant Application. (September 2023)***
- [ ] Written approval from landowner / holder for capital works. ***Not applicable***

Desirable:

- [ ] A letter of endorsement from the State association or peak body (ie. Support letter).

8. SIGNATURE(S)

Must be signed by the relevant member(s) of your organisation/Club/Group's Management (or Executive) Committee. Unsigned applications will be returned.

Signatory of Management Committee:

Name (please print): Andrew Booth
Signature: ABooth
Position: President
Date: 03/05/24

Signatory of Management Committee:

Name (please print): RICHARD MOYCE
Signature: R Moyce
Position: TREASURER
Date: 3/5/2024

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9. ACQUITTAL REPORT

It is a requirement of receiving a contribution for your project from The Barossa Council that you complete this statement and return it to Council. And to promote that The Barossa Council is a partner in their project and require evidence of that. This information you include on this form and the items you attached demonstrate the completion of your project and a record Council's contribution has been used appropriately. And provide evidence you have promoted that The Barossa Council is a partner in the project and require evidence of that.

This form is to be completed within 18 months of the provision of the funding and your organisation may be ineligible for any further contributions from Council for your projects until this project has been recorded as completed.

Applicant details:

Name of Community Club / Group: _____

Postal Address: _____

_____

Person completing: _____

Project Costs:

Total actual cost of project (including in kind): $

Amount received from Council: $

Project Outcomes:

_____

_____

_____

Evidence that your project has been completed (please attach):

☐ Photographs.

☐ Newspaper Articles

☐ Articles in organization/Club/Group's newsletter

☐ Other *(please list)* _____

Statement of Project Income and Expenditure:

Please attach a statement showing all income and expenditure for the project for which funding was received.

Certification Statement by Organisation/Club/Group's Treasurer:

I can confirm that the Community Club/Group Loan received from The Barossa Council for the purpose for which it was given.

Name: _____ Date: _____

Signature: _____ Phone: _____

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Attachment (for 3, Project Details)

How did your organisation/Club/Group decide this improvement/asset was needed by the community?

You must demonstrate that the Community Club/Group President, Treasurer and Secretary suitably qualified and experienced people or equivalent board/committee members are involved in the proposal to ensure compliance with all governance requirements.

In recent years the club has developed a strategic plan with key targets being increased membership, greater revenue from playing / club functions and reduced green maintenance costs. These targets are entirely valid if the club has a synthetic playing surface installed. Thus, allowing for all year club activities. The club's financial position, in recent years, has improved and we expect that to continue should our application be successful.

The success of the execution of the plan rests with the governing board of the Club, all of whom are long-term committed members of the Club.

Benefits of the new asset for user groups.

Existing Club administration: Capacity to improve membership and hold events leading to improved financial sustainability demonstrating effective governance and stewardship in the community's interest including special interest groups.

Club Volunteers: Reduced demand for green maintenance meaning that volunteers can redirect effort to other parts of facility.

Local Business and Community: The opportunity to attract premier events supports economic initiatives of the township. The new playing surface will allow the club to hold more functions at the clubrooms and develop relationships with local groups.

During the past year, the following local groups held functions and events at the club. Angaston Scouts, Nuriootpa High School, Nuriootpa Swimming Club, Nuriootpa Big 4 Caravan Park, and Nuriootpa CFS. Furthermore, the clubrooms are near to one of our sponsors, Barossa Retirement Village. We already have good relations with this local identity and there is a distinct opportunity to develop closer ties.

How many people will benefit and how will the improvement/asset be of value to them and the wider community?

The Club's strategic plan identifies key strategies that underpin the achievement of the Club's mission and vision. By way of:

- Establishing a winter pennant season (only achievable when the facility can service players 12 months of the year)
- Drive and promotion of 'come n try' days.
- Extending and reviewing tournament formats for additional events as well as providing for mixed skills, abilities, and gender competitions.
- Promotion of the hire of facility to our sponsors, members of the wider community and local school groups building on existing
- Establish a futures fund for continued investment in the Club and its facilities to enable further growth beyond the project and its benefits.

The Club's plan is to increase participation for the current 70 members with a winter competition and the target is for a 20% increase in membership by 2027/28. All year use of the new green will drive increased participation from social bowlers (about 70) and a 40% increase in usage of the green for social bowls is expected.

All year use of the green will drive the promotion of the hire of facility and will help generate the income needed to invest in the clubroom facilities, thus benefiting users of the clubrooms.

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DEBATE REPORT

7.2 Corporate Services and Business Innovation

7.2.5 BUDGET UPDATE - QUARTER 3 2023-2024 - AS AT 31 MARCH 2024

Author: Senior Accountant
24/38292

PURPOSE

The Budget Update for 2023-2024 (as at 31 March 2024) is attached for Council consideration and adoption of budget variations.

RECOMMENDATION

That Council having reviewed the Budget Update for 2023/2024 (as at 31 March 2024) at Attachment 1 adopt the budget update report and budget variations including reserve transfers contained therein.

REPORT

Background

On a quarterly basis the budgets of Council are to be reviewed in accordance with the *Local Government Act 1999* and associated regulations.

Officers undertake a review of all budget lines and adjust where budgets are trending over or under budget, changes are required associated with capital programs, or new or changed funding conditions are present.

Further, the first review in September each year brings into the budget changes associated with the finalisation of the financial statements and carried forward funding, final annual grant allocations, insurance costs and many others that are estimated in the budget but are solidified in the first quarter of each financial year when annual accounts are received. Each quarter will present prior decisions of Council where funding changes have been made so they are captured in the full estimates and budgeted financial statements.

Discussion

The report provided at Attachment 1 provides information as to the financial position of Council, containing budget update reports which include Executive Summary, Uniform Presentation of Finances, Key Performance Indicators, Summary of Operating Budget Variance Adjustments and Summary of Capital Budget Variance Adjustments.

The proposed variances between the Original Budget and this budget update are listed on the operating and capital budget adjustment pages.

Summary and Conclusion
The review has been completed and is ready for review and endorsement.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 2023 - 2024 Third quarter Budget Update as at 31 March 2024

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

BS6 Finance - Transparency and accountability regarding Council activity and expenditure. Provision of organisational performance report (outcomes), activity report (outputs), a range of statutory reporting (e.g. public health, tax, superannuation), financial reporting

Legislative Requirements

Section 123(13) of the Local Government Act 1999 Regulation 9 of the Local Government (Financial Management) Regulations 2011.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The report provides the best up to date estimates of financial and resource estimates to achieve the annual business plan and strategies set by Council.

COMMUNITY ENGAGEMENT

Community Consultation was part of the Original Budget adoption process in July 2023, as per legislation.

Annual Budget and Business Plan 2023/24

Budget Update - Quarterly

As at 31 March 2024

Budget Update Report

Executive Summary 2
Uniform Presentation of Finances 3
Key Performance Indicators 4
Summary of Operating Budget Variance Adjustments 5
Summary of Capital Budget Variance Adjustments 10

Statement of Comprehensive Income 12

Annual Business Plan Report

Capital Works Program 13

Executive Summary

This report is a Budget Update as at 31 March 2024 for the 2023/24 financial year pursuant to Regulations 7, 9 and 10 of the Local Government (Financial Management) Regulations 2011 under the Act. Unless otherwise indicated figures shown are for the 2023/24 financial year and the variance report comparison is actual to original budget.

The proposed Revised Budget adjustments include a number of 'one-off' variations shown as Favourable (F) or Unfavourable (U).

Long Term Financial Plan (LTFP) - Review

Since the adoption of the Budget, Council has made decisions on projects that have material financial implications not only for the 2023/24 year (these are included within the yearly budget wherever possible) but also may affect the longer term. In some cases, not all information is available for these projects and not included in the budget review. The following list is a summary of these types of projects:

- Infrastructure expenditure on project scoping, designs and works with this budget update at $10.5m. The updated budget includes not limited to: Bridges $0.3m; Foot/bike paths $0.5m; Resheeting and road shoulders – $1.3m; Motor vehicles and plant and equipment $1.0m; Sealing/resealing/reconstruction – $3.8m; Stormwater – $0.3m and Community Wastewater Management Systems (CWMS) $2.7m.

- Office and Community Facilities inc. The Big Project (TBP) expenditure on project scoping, designs and works with this budget update at $18.4m this update includes additional $4.0m of expenditure from review 2, see more detail in this report. TBPs are included in the adopted LTFP and will be regularly monitored as/when substantial costings and actual build costs are incurred to ensure financial sustainability is checked and reported to Council. TBP actual expenditure included in this budget update:

  - Tanunda Oval Renovation - $1.6m
  - Barossa Rugby - $4.1
  - Barossa Culture Hub - $250k
  - Lyndoch Rec Park - $5.0m
  - Nuriootpa Soccer - $1.7m
  - Talunga Caravan Park Facilities, including cabins $0.9m
  - Tanunda Recreation Park –oval widening, junior sports field, playground and cricket nets $1.7m

- The Councils Community Wastewater Management Systems (CWMS) operating result and capital expenditure programs are transferred to/from a reserve held specifically for this service area. A review of the service charges and rating methodology is required to check the charge vs service provision in line with legislative and ESCOSA requirements.

Uniform Presentation of Finances

for the year ending 30 June 2024

The following is a high level summary of both operating and capital investment activities of the Council prepared in a uniform and consistent basis. All Councils in South Australia voluntarily have agreed to summarise annual budgets and long term financial plans on the same basis. The arrangement ensures that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each

	Budget Adjustment Notes	Original Full Year Budget ($'000)	Actuals as at 31 Mar ($'000)	*Full year Revised Budget in Last Update ($'000)	Budget Adjustments Quarter 3 ($'000)	Carried Forward to next year ($'000)	Proposed Full Year Revised Budget ($'000)
Income	1-7	45,014	43,947	46,017	(40)	0	45,977
Less Expenses	8-11	(47,359)	(34,084)	(47,780)	(190)	0	(47,970)
Operating Surplus / (Deficit)		(2,345)	9,863	(1,763)	(230)	0	(1,993)
Less Net Outlays on Existing Assets							
Capital Expenditure on Renewal and Replacement of Existing Assets	12	(8,031)	0	(10,574)	60	323	(10,191)
add back Depreciation, Amortisation and Impairment	10	10,170	7,628	10,170	0	0	10,170
add back Proceeds from Sale of Replaced Assets	13	224		206	0	0	206
		2,363	7,628	(198)	60	323	185
Less Net Outlays on New and Upgraded Assets							
Capital Expenditure on New and Upgraded Assets	14	(14,822)	0	(16,708)	(3,839)	400	(20,147)
add back Amounts Received Specifically for New and Upgraded Assets	15	2,838	1,991	2,281	2,000	0	4,281
add back Proceeds from Sale of Surplus Assets	16	0	0	0	0	0	0
		(11,984)	1,991	(14,427)	(1,839)	400	(15,866)
Net Lending / (Borrowing) for Financial Year		(11,966)	19,482	(16,388)	(2,009)	723	(17,674)

Uniform Presentation of Finances

Funding Source for the movement in Net Lending / (Borrowing)	**($'000)**
Original Full year Budget Net Lending / (Borrowing)	(11,966)
Carried Forward Budget Adjustments – Report on Financial Results Funds were held for these projects in cash and investments at 30 June 2023	(7,605)
Other Budget Adjustments - September Budget Update. Funds required for these items will decrease Councils cash and investments. This amount includes amendments approved at the Council meetings held July, August and September 2023	1,504
Budget Adjustments - December (includes Sept correction). Funds required for these items will decrease Council's cash and investments	1,679
Carried Forward Budget Adjustments to 2024/25	0
Budget Adjustments - March Budget Update. Funds required for these items will increase Councils cash and investments	(2,009)
Carried Forward Budget Adjustments to 2024/25	723
Proposed Full-year Revised Budget - Net Lending / (Borrowing)	(17,674)

Key Performance Indicators (KPI)

Key Performance Indicators (KPI)	Original Budget 30 June 2024	Budget Update 31 Mar 2024
Operating Surplus / (Deficit) ($'000)	(2,345)	(1,933)
Target	To achieve an operating breakeven position, or better, over any five-year period.	
Notes	*Operating Deficit increased by $230k as a result of an decrease of revenue of $40k and an increase of net costs of $190k. Due to the advance payment of Financial Assistance Grants totalling $2.086M (received June 2023) the true underlying budget position for 2023-24 is $153K surplus not $1.933M deficit.*	
Operating Surplus Ratio	(5.2%)	(4.3%)
Target	To achieve an operating surplus ratio of between -2% to 10.	
Notes	*The adopted LTFP 3-year average for this ratio was (4.3%), this update projects an annual result of (4.3%). Using the last 2 years actuals 2022 at 6.4% and 2023 at 2.1% and this Budget update of (4.3%) the three year average is 1.3%, within the adopted target range of (2%) to 10%. Due to the advance payment of Financial Assistance Grants totalling $2.086M the true underlying budget position for 2022-23 is an operating surplus ratio of 0.2% well within the target range.*	
Net Financial Liabilities ($'000)	29,744	24,755
Target	Council's level of net financial liabilities (NFL) is no greater than its annual operating revenue and not less than zero.	
Notes	*An improvement (reduction) to net liabilities as a result of the better cash at bank position from last year actual result as compared to the estimates used for this year adopted budget.*	
Net Financial Liabilities Ratio	66%	53.8%
Target	Net financial liabilities ratio is greater than zero but less than 100% of total operating revenue.	
Notes	*This ratio has improved; refer to the comments in the Net Financial Liabilities indicator above.*	
Asset Funding Renewal Ratio	122%	115%
Target	Capital outlays on renewing/replacing assets is greater than 80% but less than 110% of Infrastructure Asset Management Plans (previously depreciation) over a rolling 3-year period, the ratio shown above is for the current year only.	
Notes	*For the purposes of this Financial Indicator the 2023 Infrastructure Asset Management Plan (IAMP) does not contain renewal spend information. The Long Term Financial Plan (LTFP) required an annual spend for the major asset classes at $6,607k, the adopted 23/24 budget renewal spend is $8,031k that calculates a budget Asset Renewal Funding Ratio (ARFR) of 122%.*	

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2023/24 Adjustment Quarter 3
			Operating Adjustments		
Health Services	Assessment and Advice - Health	Statutory Fines/Expiations	Council has been invoiced for remediation of 62 Carlisle Street Williamstown. Resident to be invoiced	Addition to income (negative amount)	(7,810)
Statutory Charges				***Note 2***	***(7,810)***
Community Programs and Development	Mt Pleasant Xmas Parade Formerly Sec 41 DEP11 changed 21/7/16	Commercial Activities - Other	Shop surplus revenue stock adjustment	Transfer From - income (positive amount)	1,000
Barossa Visitor Centre	Barossa Visitor Centre - Participation Agreements	Other User Charges Income	Increase income for Participation Agreement	Addition to income (negative amount)	(2,000)
Nuriootpa Centennial Park	Nuriootpa Caravan Park	Caravan Park - Site Fees	Reduce Caravan Park Site Feen	Reduction to income (positive amount)	60,000
Nuriootpa Centennial Park	Nuriootpa Caravan Park	Caravan Park - Cabin Feen Fees	Reduce Caravan Park Cabin Fees	Reduction to income (positive amount)	90,000
User Charges				***Note 3***	***149,000***
Grants, Subsidies and Contributions				***Note 4***	***0***
Financial Services	Administer Council investments	Interest Earned (Banks)	Additional Income for higher than budgeted interest	Addition to income (negative amount)	(21,216)
Planning Services	Heritage Grant Fund	Contributions - Other	Grant Funding - Native Vegetation Council	Addition to income (negative amount)	(7,440)
Community Services	Barossa Council Wellbeing Funding	Contributions - Other	Grant Funding - Wellbeing SA	Addition to income (negative amount)	(30,000)
Barossa Bushgardens	Bushgardens - Reconciliation Day	Contributions - Other	Grant Funding received from Northern and Yorke Landscape Board	Addition to income (negative amount)	(10,500)
Barossa Bushgardens	Barossa Bushgardens - Community Environment Forum	Contributions - Other	Grant Funding obtained from Northern and Yorke Landscape Board	Addition to expenditure (positive amount)	(3,300)
Barossa Bushgardens	Barossa Bushgardens - Youth Environment Day	Contributions - Other	Grant Funding received from Northern and Yorke Landscape Board	Addition to income (negative amount)	(5,500)
Barossa Visitor Centre	Barossa Visitor Centre - Souvenir Sales	Commercial Activities - Other	Increaser in income for Retail shop	Addition to income (negative amount)	(30,000)
Barossa Visitor Centre	Barossa Visitor Centre - Event Ticketing	Other Income - Misc.	Remove budget for event ticketing	Reduction to income (positive amount)	6,700
Barossa Visitor Centre	Barossa Visitor Centre - Event Ticketing	Other Income - Commissions	Remove Budget for event ticketing commission	Reduction to income (positive amount)	500
Barossa Bushgardens	Bushgardens: Barossa Co-op Funding	Donations - Other	Barossa Bushgardens - Co-Op Funding	Addition to income (negative amount)	(1,000)
Other Income				***Note 7***	***(101,756)***
NET TOTAL - Operating Income Adjustments					***39,434***
Office of the Mayor and CEO	Office of the Mayor and CEO formerly Executive Services - Miscellaneous	Salaries (Staff Vacancies)	Remove vacancy salaries budget	Addition to expenditure (positive amount)	170,000
Community Services	Collaborative Officer	Salaries (Travel allowance)	Transfer Expenses	Transfer From - expenditure (negative amount)	(1,000)
Works Operating	Parks & Gardens Services	Wages (Normal Rate - Depot Staff)	Move budget from multiple lines to parks and gardens wages. Operations team has insourced these works since the beginning of this FY and will use the savings along with other savings on FTE to add an additional ME5. See additional ME5 FTE sheet. This will be a permanent change as agreed to with Jo Moen.	Transfer To - expenditure (Pos amount)	4,000
Works Operating	Parks & Gardens Services	Wages (Normal Rate - Depot Staff)	Move budget from multiple lines to parks and gardens wages. Operations team has insourced these works since the beginning of this FY and will use the savings along with other savings on FTE to add an additional ME5. See additional ME5 FTE sheet. This will be a permanent change as agreed to with Jo Moen.	Transfer To - expenditure (Pos amount)	4,000
Works Operating	Parks & Gardens Services	Wages (Normal Rate - Depot Staff)	Move budget from multiple lines to parks and gardens wages. Operations team has insourced these works since the beginning of this FY and will use the savings along with other savings on FTE to add an additional ME5. See additional ME5 FTE sheet. This will be a permanent change as agreed to with Jo Moen.	Transfer To - expenditure (Pos amount)	15,000
Works Operating	Parks & Gardens Services	Wages (Normal Rate - Depot Staff)	Move budget from multiple lines to parks and gardens wages. Operations team has insourced these works since the beginning of this FY and will use the savings along with other savings on FTE to add an additional ME5. See additional ME5 FTE sheet. This will be a permanent change as agreed to with Jo Moen.	Transfer To - expenditure (Pos amount)	27,408
Employee Costs				***Note 8***	***219,408***

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2023/24 Adjustment Quarter 3
Operating Adjustments					
Offices and Community Facilities	Asbestos Checks - Buildings	Asbestos Checks/Maintenance Contractors	Transfer Expenses	Transfer From - expenditure (negative amount)	(1,000)
Offices and Community Facilities	Hall - Lyndoch	Asbestos Checks/Maintenance Contractors	Transfer Expenses	Transfer To - expenditure (Pos amount)	1,000
Office of the Mayor and CEO	Regional Development - Miscellaneous	Consultants - Other	Transfer Funds - Support for Concordia Investigations	Transfer From - expenditure (negative amount)	(50,000)
Building Services	Assesment and Advice - Building	Consultants - Bldg Surveyor	Development Services	Transfer To - expenditure (Pos amount)	2,500
Office of the Mayor and CEO	Office of the Mayor and CEO formerly Executive Services - Miscellaneous	Consultants - Other	Transfer Budget - Business Continuity Plan	Transfer From - expenditure (negative amount)	(10,000)
Corporate Services	Risk Management was Risk dept-changed 20/9/21	Consultants - Other	Transfer Budget - Business Continuity Plan	Transfer To - expenditure (Pos amount)	10,000
Offices and Community Facilities	Barossa Aquatic & Fitness Centre 'The Rex'	Contract Management Fees	Move budget from multiple lines to parks and gardens wages. Operations team has insourced these works since the beginning of this FY and will use the savings along with other savings on FTE to add an additional ME5. See additional ME5 FTE sheet. This will be a permanent change as agreed to with Jo Moen.	Transfer From - expenditure (negative amount)	(15,000)
Planning Services	Assessment and Advice- Planning	Contractors - Relief Staff	Engagement of Engineer - Stockwell Dam application	Addition to expenditure (positive amount)	5,000
Environmental Services	Land, Water and Biodiversity formerly Support Altona Landcare site	Contractors - Other Services	Transfer of budget from 399-864 to 399-654	Transfer From - expenditure (negative amount)	3,528
Environmental Services	Land, Water and Biodiversity formerly Support Altona Landcare site	Contractors - Other Services	Transfer of budget from 399-864 to 399-654	Transfer To - expenditure (Pos amount)	(3,528)
Health Services	Pest Control formerly Pest Control - Miscellaneous	Contractors - Pest Control Services	European Wasps - increase in activity	Addition to expenditure (positive amount)	3,000
Planning Services	Assessment and Advice- Planning	Contractors - Relief Staff	Development Services	Transfer From - income (positive amount)	2,500
Library Services	Library: History and Heritage (formerly Comm Information Directory)	Contractors - Other Services	Heritage photograph project	Addition to expenditure (positive amount)	7,200
Community Services	Barossa Council Wellbeing Funding	Contractors - Other Services	Grant Funding - Wellbeing SA	Addition to expenditure (positive amount)	15,000
Planning Services	Assessment and Advice- Planning	Contractors - Heritage Advisor	Development Services	Transfer To - expenditure (Pos amount)	2,500
Planning Services	Assessment and Advice- Planning	Contractors - Relief Staff	Development Services	Transfer To - expenditure (Pos amount)	7,500
Health Services	Assessment and Advice - Health	Contractors - Other Services	Remediation of private residence	Addition to expenditure (positive amount)	7,810
Offices and Community Facilities	Community Building - Repair	Contractors - Fire Equipment Servicing	Transfer Expenses	Transfer From - expenditure (negative amount)	(9,561)
Offices and Community Facilities	Rec Park - Tanunda	Contractors - Fire Equipment Servicing	Transfer Expenses	Transfer To - expenditure (Pos amount)	793
Offices and Community Facilities	Rec Park - Stockwell	Contractors - Fire Equipment Servicing	Transfer Expenses	Transfer To - expenditure (Pos amount)	395
Offices and Community Facilities	Barossa Aquatic & Fitness Centre 'The Rex'	Contractors - Fire Equipment Servicing	Transfer Expenses	Transfer To - expenditure (Pos amount)	8,038
Offices and Community Facilities	Rec Park - Williamstown	Contractors - Fire Equipment Servicing	Transfer Expenses	Transfer To - expenditure (Pos amount)	335
Offices and Community Facilities	Community Assets & Facilities	Contractors - Other Services	Transfer Expenses	Transfer From - expenditure (negative amount)	(12,890)
Offices and Community Facilities	Williamstown Swimming Pool	Contractors - Other Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	7,762
Offices and Community Facilities	Barossa Aquatic & Fitness Centre 'The Rex'	Contractors - Fire Equipment Servicing	Transfer Expenses	Transfer To - expenditure (Pos amount)	5,128
Offices and Community Facilities	Community Building - Repair	Contractors - Bldg Maintenance Services	Transfer Expenses	Transfer From - expenditure (negative amount)	(16,300)
Offices and Community Facilities	Williamstown Swimming Pool	Contractors - Other Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	7,762
Offices and Community Facilities	Rec Park - Talunga (Mt Pleasant)	Contractors - Bldg Maintenance Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	6,060
Offices and Community Facilities	Hall - Rowland Flat	Contractors - Other Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	1,265

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2023/24 Adjustment Quarter 3
Operating Adjustments					
Offices and Community Facilities	Hall - Rowland Flat	Contractors - Bldg Maintenance Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	600
Offices and Community Facilities	Barossa Aquatic & Fitness Centre 'The Rex'	Contractors - Fire Equipment Servicing	Transfer Expenses	Transfer To - expenditure (Pos amount)	613
Works Ovals and Open Space	Ovals & Open Space-RecreationParks (PR)	Contractors - Works Contract Labour Staff	Transfer Expenses	Transfer To - expenditure (Pos amount)	3,616
Offices and Community Facilities	Rec Park - Curdnatta (Sandy Creek)	Contractors - Other Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	900
Offices and Community Facilities	Rec Park - Curdnatta (Sandy Creek)	Contractors - Other Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	1,000
Offices and Community Facilities	Rec Park - Curdnatta (Sandy Creek)	Contractors - Cleaning Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	2,440
Offices and Community Facilities	Rec Park - Curdnatta (Sandy Creek)	Contractors - Airconditioning Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	250
Offices and Community Facilities	Rec Park - Curdnatta (Sandy Creek)	Contractors - Tagging & Testing	Transfer Expenses	Transfer To - expenditure (Pos amount)	80
Offices and Community Facilities	Rec Park - Curdnatta (Sandy Creek)	Contractors - Pest Control Services	Transfer Expenses	Transfer To - expenditure (Pos amount)	198
Works Operating	Footpaths/Kerbing - Repair/Maintenance	Contractors - Other Services	Transfer from footpath kerbing budget to exhausted sealed roads budget for quoted works required to be completed.	Transfer From - expenditure (negative amount)	(30,000)
Works Operating	Sealed Roads - Repair/Maintenance	Contractors - Other Services	Transfer from footpath kerbing budget to exhausted sealed roads budget for quoted works required to be completed.	Transfer To - expenditure (Pos amount)	30,000
Works Operating	Bike Path - Repair/Maintenance	Contractors - Other Services	Transfer to balance out overspent budget line	Transfer From - expenditure (negative amount)	(15,000)
Works Operating	Spray Weeds/plants	Contractors - Other Services	Transfer to balance out overspent budget line	Transfer To - expenditure (Pos amount)	15,000
Works Operating	Maintenance- Misc Land/Struct/Equip/Fence	Contractors - Other Services	Transfer to balance out budget lines	Transfer From - expenditure (negative amount)	(3,710)
Works Operating	Maintenance- Misc Land/Struct/Equip/Fence	Contractors - Bldg Maintenance Services	Transfer to balance out budget lines	Transfer To - expenditure (Pos amount)	3,710
Works Ovals and Open Space	Ovals & Open Space-RecreationParks (PR)	Contractors - Other Services	Transfer budget from ovals and rec parks contractors line to balance out parks and gardens budget	Transfer From - expenditure (negative amount)	(31,000)
Works Operating	Parks & Gardens Services	Contractors - Other Services	Transfer budget from ovals and rec parks contractors line to balance out parks and gardens budget	Transfer To - expenditure (Pos amount)	18,400
Works Operating	Staff Training - Works	Contractors - Other Services	Transfer to balance out budget lines	Transfer From - expenditure (negative amount)	(9,110)
Offices and Community Facilities	Hall - Union Chapel	Contractors - Lawn Mowing/Grass slashing	Move budget from multiple lines to parks and gardens wages. Operations team has insourced these works since the beginning of this FY and will use the savings along with other savings on FTE to add an additional ME5. See additional ME5 FTE sheet. This will be a permanent change as agreed to with Jo Moen.	Transfer From - expenditure (negative amount)	(4,000)
Offices and Community Facilities	Hall - Rowland Flat	Contractors - Lawn Mowing/Grass slashing	Move budget from multiple lines to parks and gardens wages. Operations team has insourced these works since the beginning of this FY and will use the savings along with other savings on FTE to add an additional ME5. See additional ME5 FTE sheet. This will be a permanent change as agreed to with Jo Moen.	Transfer From - expenditure (negative amount)	(4,000)
Works Ovals and Open Space	Ovals & Open Space-RecreationParks (PR)	Contractors - Works Contract Labour Staff	Move budget from multiple lines to parks and gardens wages. Operations team has insourced these works since the beginning of this FY and will use the savings along with other savings on FTE to add an additional ME5. See additional ME5 FTE sheet. This will be a permanent change as agreed to with Jo Moen.	Transfer From - expenditure (negative amount)	(27,408)
Works Operating	Staff Training - Works	Contractors - Other Services	Request for new budget to fund training for staff under the new workzone traffic management certificate requirements.	Addition to expenditure (positive amount)	8,000
Works Operating	Maintenance- Misc Land/Struct/Equip/Fence	Contractors - Other Services	Request for additional budget for install of fence along the batter behind the Angaston Rec Park club rooms. As approved to go ahead by Martin.	Addition to expenditure (positive amount)	15,000
Works Operating	Spray Weeds/plants	Contractors - Other Services	Request for an additional $25k. $15k of this is to balance out budget due to the wet summer resulting in additional spraying requirements. The additional $10k will be used to apply a pre emergent on all main street areas prior to the new FY to prevent weed growth. This up front cost will remove the need for a service of these areas for 6 months which will prevent the need for extra chemical.	Addition to expenditure (positive amount)	25,000

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2023/24 Adjustment Quarter 3
Operating Adjustments					
Works Operating	Machine/Vehicle/Equip - Other	Contractors - Other Services	Increase plant servicing budget to $460k to reflect actual spending as we are currently tracking to this amount. This is in line with recent FY actual spendings.	Addition to expenditure (positive amount)	165,000
Works Ovals and Open Space	Ovals & Open Space-RecreationParks (PR)	Contractors - Works Contract Labour Staff	Additional budget requested to cover costs of maintaining the new Tandunda Playground and gardens installed as part of The Big Project	Addition to expenditure (positive amount)	7,410
Works Ovals and Open Space	Ovals & Open Space-RecreationParks (PR)	Contractors - Works Contract Labour Staff	Additional budget request to cover the cost of labour required for the maintenance of the Angaston and Tanunda junior ovals. No budget was ever allocated to operations for maintenance after these oval were installed	Addition to expenditure (positive amount)	3,333
Library Services	Library: Programs and Experience	Direct Purchases - Other	Programs budget, add to direct purchases	Addition to expenditure (positive amount)	600
Library Services	Library DVDs & CDs changed from Library DVDs & Videos & Cassettes 13/8/15	Direct Purchases - Other	Collections reduction	Reduction to expenditure (negative amount)	(2,560)
Library Services	Library: Collections and Access	Direct Purchases - Other	Magazine unit - Lyndoch Library	Addition to expenditure (positive amount)	2,560
Planning Services	Heritage Grant Fund	Direct Purchases - Other	Grant Funding - Native Vegetation Council	Addition to expenditure (positive amount)	7,440
Community Services	Barossa Council Wellbeing Funding	Direct Purchases - Other	Grant Funding - Wellbeing SA	Addition to expenditure (positive amount)	15,000
Community Services	Collaborative Officer	Direct Purchases - Other	Transfer Expenses	Transfer To - expenditure (Pos amount)	1,000
Works Operating	Parks & Gardens Services	Direct Purchases - Other	Transfer Expenses	Transfer To - expenditure (Pos amount)	568
Works Operating	Parks & Gardens Services	Direct Purchases - Other	Transfer budget from ovals and rec parks contractors line to balance out parks and gardens budget	Transfer To - expenditure (Pos amount)	12,600
Works Operating	Personal Safety equipment - Provide	Direct Purchases - Safety Equip or Clothing	Request additional $5k to reflect actual spending and in line with additional staff numbers	Addition to expenditure (positive amount)	5,000
Works Operating	Machine/Vehicle/Equip - Other	Direct Purchases - Vehicle/Machine Parts	Increase plant direct purchases budget by $20k to reflect actual spending as we are currently tracking to this amount. This is in line with recent FY actual spendings.	Addition to expenditure (positive amount)	20,000
Works Operating	Parks & Gardens Services	Direct Purchases - Other	Additional budget required for materials for maintenance of the new Tanunda rec park playground. No	Addition to expenditure (positive amount)	1,783
Works Ovals and Open Space	Ovals & Open Space-RecreationParks (PR)	Direct Purchases - Other	Additional budget request to cover the cost of chemical purchases and irrigation for the Angaston junior oval. No budget was ever allocated to operations for maintenance after the oval was installed	Addition to expenditure (positive amount)	7,972
Planning Services	Assessment and Advice- Planning	Staff Training - Seminar/Conference Fees	The Huddle Training - Development and Community Services	Addition to expenditure (positive amount)	15,444
Health Services	Assessment and Advice - Health	Staff Training - Accommodation Expenses	Health Services Training Budget	Transfer From - expenditure (negative amount)	(500)
Health Services	Assessment and Advice - Health	Staff Training - Seminar/Conference Fees	Health Services Training Budget	Transfer To - expenditure (Pos amount)	500
Health Services	Assessment and Advice - Health	Staff Training - Travel Expenses	Increase of Health Training Budget	Transfer From - expenditure (negative amount)	(500)
Health Services	Assessment and Advice - Health	Staff Training - Seminar/Conference Fees	Increase of Health Training Budget	Transfer To - expenditure (Pos amount)	500
Works Operating	Staff Training - Works	Staff Training - Seminar/Conference Fees	Transfer to balance out budget lines	Transfer To - expenditure (Pos amount)	9,110
Compliance Services	Compliance, Monitoring & Enforcement-Development	Legal Fees	Transfer from Compliance Legals to increase Planning Consultant expenses	Transfer To - expenditure (Pos amount)	(2,500)
Compliance Services	Compliance, Monitoring & Enforcement-Development	Legal Fees	Transfer from Compliance Legals to increase Heritage Consultant expenses	Transfer From - expenditure (negative amount)	(2,500)
Building Services	Assesment and Advice - Building	Legal Fees	Transfer from Building Legals to increase Planning Contractor expenses	Transfer From - expenditure (negative amount)	(7,500)
Building Services	Assesment and Advice - Building	Legal Fees	Transfer from Building Legals to inrease Building Consultant expenses	Transfer From - expenditure (negative amount)	(2,500)

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2023/24 Adjustment Quarter 3
Operating Adjustments					
Library Services	Library: Programs and Experience	Contractors - Other	Programs budget, add to contactors	Addition to expenditure (positive amount)	400
Office of the Mayor and CEO	Office of the Mayor and CEO formerly Executive Services - Miscellaneous	Donations - Sundry	As approved by council at confidential meeting of 17/10/2023	Addition to expenditure (positive amount)	17,395
Barossa Visitor Centre	Barossa Visitor Centre - Souvenir Sales	Direct Purchases - Other	Increase in purchases for retail shop	Addition to expenditure (positive amount)	20,000
Barossa Visitor Centre	Barossa Visitor Centre - Administration	Direct Purchases - Stationery	No budget for stationary	Addition to expenditure (positive amount)	300
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Direct Purchases - Weed/Pest Chemicals	Reallocate 725	Transfer From - expenditure (negative amount)	(1,500)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Direct Purchases- Plants/Shrubs	Reallocate 725	Transfer To - expenditure (Positive amount)	1,500
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Direct Purchases - Weed/Pest Chemicals	Reallocate 725	Transfer From - expenditure (negative amount)	(1,500)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Direct Purchases - Other	Reallocate 725	Transfer To - expenditure (Positive amount)	1,500
Barossa Bushgardens	Bushgardens - Reconciliation Day	Direct Purchases - Other	Barossa Bushgardens Grant Funding - Reconciliation Day 2024	Addition to expenditure (positive amount)	10,500
Barossa Bushgardens	Barossa Bushgardens - Community Environment Forum	Direct Purchases - Other	Grant Funding - BBG Community Environment Forum	Addition to expenditure (positive amount)	3,300
Barossa Bushgardens	Barossa Bushgardens - Youth Environment Day	Direct Purchases - Other	Grant Funding - BBG Youth Environment Day	Addition to expenditure (positive amount)	5,500
Office of the Mayor and CEO	Q100 - Concordia Township Development	Contributions - Other	Funds for eco dev projects not yet committed - trans to support concordia investigations (transport, stromwater, commuity infrastructure).	Transfer To - expenditure (Pos amount)	50,000
Barossa Visitor Centre	Barossa Visitor Centre - Administration	Staff Training - Seminar/Conference Fees	Staff member participating in Rise Up emerging leaders - unbudgeted	Addition to expenditure (positive amount)	2,000
Barossa Visitor Centre	Barossa Visitor Centre - Administration	Telephone	Telephone budget tracking under	Reduction to expenditure (negative amount)	(350)
Barossa Visitor Centre	Barossa Visitor Centre - Administration	Staff Training - Accommodation Expenses	Not required this year	Reduction to expenditure (negative amount)	(1,250)
Barossa Visitor Centre	Barossa Visitor Centre - Administration	Other Misc. Expenses - Sundry	shelving for Mount pleasant Library/VIO	Addition to expenditure (positive amount)	800
Barossa Visitor Centre	Barossa Visitor Centre - Administration	Entertainment Expenses	no longer able to spend for volunteer recognition	Reduction to expenditure (negative amount)	(300)
Barossa Visitor Centre	Barossa Visitor Centre - Administration	Bank Charges	error when setting up budget	Addition to expenditure (positive amount)	4,500
Nuriootpa Centennial Park	Nuriootpa Caravan Park	Contractors - Other Services	Increased Maint of Soccer Pitch	Addition to expenditure (positive amount)	15,000
Materials, Contract and Other Expenses				***Note 9***	***372,431***
Depreciation, Amortisation and Impairment				***Note 10***	***0***
Financial Services	Debenture Loan Repayments (Interest)	Cash Advance Interest - LGFA	Reduced Borrowings - lower than expected interest	Reduction to expenditure (negative amount)	(401,561)
Finance Costs				***Note 11***	***(401,561)***
NET TOTAL - Operating Expense Adjustments					***190,278***
NET TOTAL - Operating Adjustments					***229,712***

Department	Asset	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2023/24 Adjustment Quarter 3	Favourable/ Unfavourable
Capital Expenditure on Renewal and Replacement of existing assets							
Works Administration	Office Vehicle - Manager Community Services	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	C/Fwd MCS Vehicle Budget to 24/25	Carried forward expenditure (Negative amount)	(35,000)	Favourable
Works Administration	Office Vehicle- Works Project Officer	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	C/fwd CPO Vehicle Budget to 24/25	Carried forward expenditure (Negative amount)	(38,000)	Favourable
Works Administration	Office Vehicle - Manager Organisational Culture and People	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	C/fwd MOC&P Vehicle Budget to 24/25	Carried forward expenditure (Negative amount)	(35,000)	Favourable
Works Administration	Office Vehicle - Manager Health Services	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	C/fwd MHS Vehicle Budget to 24/25	Carried forward expenditure (Negative amount)	(35,000)	Favourable
Works Capital	TRUCK, Arboriculture Tower Truck	Capital Exp-Depot Vehicles	Capital Exp Equip - Materials	Increase for purchase of carried forward EWP Truck	Addition to expenditure (positive amount)	48,700	Unfavourable
Works Capital	Melrose Street, Mt Pleasant	Capital Exp-Road Resheeting	Capital Expenditure Structures - Contrac	Carried forward expenditure (positive amount)	Carried forward expenditure (Negative amount)	(180,000)	Favourable
Offices and Community Facilities	Misc Building Renewal	Capital Exp-Misc Community Properties	Capital Expenditure Bldgs - Contractors	Transfer Capital Budget	Transfer From - expenditure (negative amount)	(284,057)	Favourable
Offices and Community Facilities	Williamstown Hall Flooring	Capital Exp - Williamstown Hall	Capital Expenditure Bldgs - Contractors	Full resurface of hall flooring to maintain assets. Also prep for commemoration August 2024	Transfer To - expenditure (Positive amount)	49,715	Unfavourable
Sec 41 Committees - Gallery	Gallery Gutter Works	Capital Exp - Barossa Regional Gallery	Capital Expenditure Structures - Contrac	Require repairs to areas of guttering as identified through routine maintenance and in Building Condition Audit	Transfer To - expenditure (Positive amount)	18,500	Unfavourable
Works Capital	Samuel Road Stand Alone Solar	Capital Exp-Streetscaping	Capital Expenditure Structures - Contrac	Required system to provide safe work environment for staff.	Transfer To - expenditure (Positive amount)	7,000	Unfavourable
Offices and Community Facilities	Mt Pleasant Farmers Market Kitchen	Capital Exp-Offices	Capital Expenditure Structures - Contrac	replacement kitchen for Farmers Market catering kitchen	Transfer To - expenditure (Positive amount)	175,000	Unfavourable
Nuriootpa Centennial Park	NCPA- Amenities facilities	Nuriootpa Centennial Park	Capital Expenditure Structures - Contrac	Nuriootpa Centennial Park	NCPA- Amenities facilities	(120,000)	Favourable
Nuriootpa Centennial Park	Replace Electric Buggy (prev in budget as Street Sweeper)	Nuriootpa Centennial Park	Capital Exp Equip - Materials	Nuriootpa Centennial Park	Replace Electric Buggy (prev in budget as Street Sweeper)	25,000	Unfavourable
Nuriootpa Centennial Park	Contribution to new Oval Shed / BG (prior commitment)	Nuriootpa Centennial Park	Capital Exp Equip - Materials	Nuriootpa Centennial Park	Contribution to new Oval Shed / BG (prior commitment)	20,000	Unfavourable
Capital Expenditure on Renewal and Replacement of Existing Assets					***Note 12***	**(383,142)**	

Department	Asset	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2023/24 Adjustment Quarter 3	Favourable/ Unfavourable
Capital Expenditure on New and Upgraded assets							
Information Technology	Switching Technology	Capital Exp-Computer Equipment	Capital Exp Equip - Materials	System Infrastructure Hardware Increase	Addition to expenditure (positive amount)	20,000	Unfavourable
Information Technology	Website Development Project	Capital Exp-Computer Equipment	Capital Exp Equip - Materials	Consolidation of Web and Intranet Funds	Transfer From - expenditure (negative amount)	(20,000)	Favourable
Information Technology	Intranet	Capital Exp-Computer Equipment	Capital Exp Equip - Materials	Consolidation of Web and Intranet Funds	Transfer To - expenditure (Positive amount)	20,000	Unfavourable
Information Technology	ICT Software/Hardware	Capital Exp-Computer Equipment	Capital Exp Equip - Materials	ICT Improvement Project Funds - Expense Type Balancing	Transfer From - expenditure (negative amount)	(40,000)	Favourable
Information Technology	ICT Software/Hardware	Capital Exp-Computer Equipment	Capital Exp Structures - Contractors	ICT Improvement Project Funds - Expense Type Balancing	Transfer To - expenditure (Positive amount)	40,000	Unfavourable
Information Technology	ICT Software/Hardware	Capital Exp-Computer Equipment	Capital Exp Equip - Materials	Technology One Improvement Project Funds Transfer from General ICT Allocation	Transfer From - expenditure (negative amount)	(189,860)	Favourable
Information Technology	TechOne System	Capital Exp-Computer Equipment	Capital Exp Structures - Contractors	Technology One Improvement Project Funds Transfer from General ICT Allocation	Transfer To - expenditure (Positive amount)	189,860	Unfavourable
Information Technology	Finance Budgeting Software	Capital Exp-Computer Equipment	Capital Exp Equip - Materials	Transfer of Tech 1 EB Software Funds to Core Tech 1 Project	Transfer From - expenditure (negative amount)	(40,653)	Favourable
Information Technology	TechOne System	Capital Exp-Computer Equipment	Capital Exp Structures - Contractors	Transfer of Tech 1 EB Software Funds to Core Tech 1 Project	Transfer To - expenditure (Positive amount)	40,653	Unfavourable
Works Capital	Lyndoch Recreation Park – Ovals and Recreation Spaces	Capital Exp-Lyndoch Rec Park	Capital Exp Land - Other	Lyndoch Rec Park Development	Addition to expenditure (positive amount)	3,750,000	Unfavourable
Works Capital	Lyndoch Recreation Park Change/Club Rooms	Capital Exp-Lyndoch Rec Park	Donations - Sundry	Legal Costs for Lyndoch Development	Addition to expenditure (positive amount)	35,000	Unfavourable
Works Capital	ROAD DRAIN, BAIRD STREET, NURIOOTPA	Capital Exp-Bridges	Capital Expenditure Structures - Contrac	Carry Forward and align budget to spend	Carried forward expenditure (Negative amount)	(400,000)	Favourable
Offices and Community Facilities	REX - Replacement kinder gym equipment	Capital Exp-The Rex	Capital Expenditure Equip - Materials	Required to replace matts damaged in recent leaking roof	Transfer To - expenditure (Positive amount)	13,800	Unfavourable
Offices and Community Facilities	REX - Replacement kinder gym equipment	Capital Exp-The Rex	Capital Expenditure Equip - Materials	Replacement of inflatable obstacle course used for out of school care programs. Can recoup cost within 12 months of use.	Transfer To - expenditure (Positive amount)	6,600	Unfavourable
Offices and Community Facilities	Bushgardens Office	Capital Exp-Offices	Capital Expenditure Structures - Contrac	extension of internal office space for staff	Transfer To - expenditure (Positive amount)	13,442	Unfavourable
Capital Expenditure on New and Upgraded Assets					***Note 14***	**3,438,842**	Unfavourable
Amounts received specifically for New and Upgraded Assets/Profit and loss for asset disposal							
Works Ovals and Open Space	Lyndoch Rec Park Development	Lyndoch Rec Park Development	Capital Grant Other	State Government contribution.	Addition to income (negative amount)	(2,000,000)	Favourable
Amounts Received Specifically for New and Upgraded Assets					***Note 15***	**(2,000,000)**	
Asset Sales adjustments							
Asset Disposal and Fair Value Adjustments					***Note 16***	**0**	
NET TOTAL - Asset New/Upgrade Adjustments						**1,438,842**	
NET TOTAL - Capital Adjustments			***Note: for reconciliation purposes the report includes Approved Carried Forwards***			**1,055,700**	

Statement of Comprehensive Income

for the year ending 30 June 2024

	Budget Adjustment Notes	Original Full Year Budget ($'000)	Actuals as at 31 Mar ($'000)	*Full year Revised Budget in Last Update ($'000)	Budget Adjustments Quarter 3 ($'000)	Carried Forward ($'000)	Proposed Full Year Revised Budget ($'000)
Income							
Rates	1	37,892	37,919	37,892			37,892
Statutory Charges	2	828	660	830	8		838
User Charges	3	3,837	2,608	4,076	(150)		3,926
Grants, Subsidies and Contributions	4	1,471	1,665	1,848			1,848
Investment Income	5	152	177	175			175
Reimbursements	6	62	53	62			62
Other Income	7	772	865	1,134	102		1,236
Net Gain – Joint Ventures and Associations		0		0			0
Total Revenues		45,014	43,947	46,017	(40)	0	45,977
Expenses							
Employee Costs	8	17,478	13,108	17,605	219		17,824
Materials, Contracts and Other Expenses	9	18,426	12,977	18,720	373		19,093
Depreciation, Amortisation and Impairment	10	10,170	7,628	10,170			10,170
Finance Costs	11	1,285	371	1,285	(402)		883
Net Loss – Joint Ventures and Associations		0		0			0
Total Expenses		47,359	34,084	47,780	190	0	47,970
Operating Surplus / (Deficit)		(2,345)	9,863	(1,763)	(230)	0	(1,993)
Physical Resources Received Free of Charge		0		1,371			1,371
Asset Disposal and Fair Value	16	(854)		(854)			(854)
Amounts Received Specifically for New or Upgraded Assets	15	2,838	1,991	2,281	2,000		4,281
Net Surplus / (Deficit)		(361)	11,854	1,035	1,770	0	2,805
Changes in revaluation surplus - infrastructure, property, plant and equipment		0	0	7,565	0	0	7,565
Infrastructure, property, plant and equipment Impairment (Expense)/Recoupments offset to Asset Revaluation Reserve		0	0	0	0	0	0
Total Other Comprehensive Income		0	0	7,565	0	0	7,565
Total Comprehensive Income		(361)	11,854	8,600	1,770	0	10,370

Description	2023/24 Budget	Actuals as at 31 March	Full Year Revised Budget in Last Update	Budget Adjustments Quarter 3	Carry forward to 2024/25	Proposed Full Year Revised Budget
CORPORATE AND COMMUNITY SERVICES	**11,453,582**	**10,401,359**	**15,153,187**	**3,879,197**	**0**	**19,032,384**
Community Services - Community Transport	**65,000**	**94,344**	**99,000**	**—**	**—**	**99,000**
Community Transport Vehicles	65,000	94,344	99,000	—	—	99,000
Library Services	**90,470**	**5,953**	**90,470**	**0**	**0**	**90,470**
Library Books	90,470	5,953	90,470	—	—	90,470
Barossa Regional Gallery	**0**	**0**	**0**	**0**	**0**	**0**
Barossa Regional Gallery Air Conditioning	0	—	—			0
Corporate Services and Business Innovation	**518,000**	**118,858**	**667,404**	**(189,860)**	**0**	**477,544**
ICT Software/Hardware - (part carried forward)	518,000	118,858	667,404	(189,860)		477,544
Offices and Community Facilities	**10,780,112**	**10,182,204**	**14,296,313**	**4,069,057**	**0**	**18,365,370**
The Big Project - Salary, design and preparation	200,000	194,025	332,568	—	—	332,568
Soccer Development Contribution ($200k consolidated)	200,000	—	200,000			200,000
Aquatic Swimming Pool, Kokoda Road - Swimming Championships	42,000	42,568	42,000			42,000
Talunga Pak Light Replacement	200,000	5,441	200,000			200,000
Tanunda Oval Renovation	1,190,000	1,429,732	1,590,000			1,590,000
Angas Recreation Park Cricket Nets and Ancillary Works	0	420	—			—
Angas Recreation Park Clubrooms Canopy	0	1,079	—			—
Angas Recreation Park Multi Functional Clubrooms	0	1,605	—			—
Angas Recreation Park Tennis/Netball Courts	0	1,124	—			—
Barossa Culture Hub - The Big Project	250,000	45,742	250,000			250,000
Barossa Rugby Park - The Big Project (Infrastructure Projects Grant Programs) (part carried forward)	2,444,473	3,632,353	4,057,022			4,057,022
Irrigation Equipment Tanunda Rec Park	0	448	—			—
Library & Branch Office, Mount Pleasant	0	5,670	10,150			10,150
Library & Branch Office, Nuriootpa	0	—	44,550			44,550
Lyndoch Land purchase	0	1,554,048	1,549,716			1,549,716
Nuriootpa Office Minor Building Improvements	0	1,125	—			—
Nuriootpa Soldiers Memorial Hall	0	29,027	—			—
Lyndoch Rec Park Change/Clubrooms	3,841,504	192,815	1,250,000	35,000		1,285,000
Lyndoch Recreation Park – Ovals and Recreation Spaces	0			3,750,000		3,750,000
Nuriootpa Soccer Clubrooms (carried forward)	1,300,000	437,386	1,541,579			1,541,579
Nuriootpa Soccer Civil Infrastructure	0	8,847	153,223			153,223
Nuriootpa Soccer Infrastructure Pitches	0	8,936	—			—
Tanunda Soldiers Memorial Hall	0	11,380	—			—
Rex Water Heaters	165,150	20,206	340,000			340,000
Rex - Gym Equipment	0	—	—	20,400		20,400
Rex Aquatic Fitness building	0	132	—			—
Stockwell Park Civil Works/Signage/Landscaping	0	635	—			—
Talunga Caravan Park Facilities (carried forward)	0	1,152,463	938,234			938,234
Tanunda Recreation Park Junior Sports Field (part carried forward - Infrastructure Projects Grant Programs)	0	24,310	—			—
Tanunda Recreation Park - Oval Widening	0	8,582	(0)			(0)
Tanunda Recreation Park Playground (Open Space and Places for People Grant Funding) (carried forward)	0	8,354	—			—
Tanunda Recreation Park Cricket Nets (Infrastructure Projects Grant Programs)	0	27,167	—			—
Tanunda Rec Park Change/Club Rooms	946,985	1,307,996	1,659,056			1,659,056
Tanunda Recreation Park - Electrical Capacity Upgrade Retention (carried forward)	0	—	(0)			(0)
New Public Toilet - Tanunda Recreational Park	0	—	63,000			63,000
Williamstown Hall Floor Resurfacing	0	17,300	49,715	49,715		99,430
Samuel Road Stand Alone Solar	0	—	7,000	7,000		14,000
Audio Visual System Council Chamber	0	379	—			—
Volunteer Centre - Barossa Bushgardens Office	0	—	—	13,442		13,442
SWIMMING POOL, WILLIAMSTOWN QVJ PARK	0	10,909	—			—
Catering Shed, Talunga Rec Park (Mt Pleasant Farmers Market Kitchen)	0			175,000		175,000
Barossa Gallery Gutter Works	0	—	18,500	18,500		37,000
EXECUTIVE SERVICES	**0**	**81,072**	**127,955**	**0**	**0**	**127,955**
Asset Management System	0	81,072	127,955	—		127,955

Description	2023/24 Budget	Actuals as at 31 March	Full Year Revised Budget in Last Update	Budget Adjustments Quarter 3	Carry forward to 2024/25	Proposed Full Year Revised Budget
NURIOOTPA CENTENNIAL PARK AUTHORITY	**200,000**	**44,980**	**519,770**	**134,860**	**—**	**654,630**
Finance Budgeting Software (carried forward)	0	—	40,653	(40,653)		—
Intranet	0	—	84,160	20,000		104,160
Mobile Phone Fleet	0	40,379	50,000			50,000
Pathway System	0	2,776	84,957			84,957
IT System Infrastructure Hardware	0	—	40,000	20,000		60,000
TechOne System	0	496	—	230,513		230,513
Website Development Project	0	—	20,000	(20,000)		—
NCPA - Adventure Playground	0	1,328	—			—
NCPA - Amenities Facilities - 'C' Block amenities upgrade	180,000	—	180,000	(120,000)		60,000
Replace Electric Buggy (prev in budget as Street Sweeper)	0	—	—	25,000		25,000
Contribution to new Oval Shed / BG (prior commitment)	0	—	—	20,000		20,000
NCPA - 'Internal Roadworks	20,000	—	20,000			20,000
WORKS AND ENGINEERING	**11,199,564**	**5,482,116**	**11,481,734**	**(235,357)**	**(723,000)**	**10,523,377**
Bridges	**503,500**	**69,615**	**253,500**	**—**	**—**	**253,500**
Lyndoch Valley road, Lyndoch Footbridge Replacement	150,000	68,360	150,000			150,000
Moss Smith Brodge - Design Only	103,500	506	103,500			103,500
Footbridge, King Street North	0	126	—			—
Mangler Hill Road Angaston Safety Guardrails	0	100	—			—
Moculta Road Bridge - Design only	0	397	—			—
Smyth Road Tanunda Bridge (part carried forward)	250,000	126	—			—
Buildings	**330,000**	**259,865**	**460,869**	**(284,057)**	**—**	**176,812**
Community Buildings and Office/ Depot Works	330,000	239,642	439,861	(284,057)	—	155,804
Access and inclusion works - Nuriootpa Oval	0	186	—			—
Nuriootpa Office - LED Lighting Replacement	0	4,150	0			0
Tanunda and Williamstown Depots Upgrade	0	1,526	—			—
The Rex Barossa Aquatic and Fitness Centre - LED Lighting Replacemen	0	6,250	21,007			21,007
15/16 Rex Air Cooling	0	8,111	—			—
Footpaths/Kerbs	**490,641**	**295,271**	**490,641**	**0**	**0**	**490,641**
Northern Side Kalimna Road	100,000	100,015	100,000			100,000
Atze Park upgrade	0	6,285	—			—
College Street, Tanunda, footpath upgrade (NI)	0	213	—			—
Barossa Trail extension to Gawler	0	2,153	—			—
Barossa Trail Shared Path - renewal	0	420	—			—
Footpath Renewal Budget - Salaries	390,641	186,186	390,641			390,641
Motor Vehicles, Plant and Equipment	**775,000**	**437,636**	**1,119,917**	**48,700**	**(143,000)**	**1,025,617**
General Inspector, Office and Other Vehicles (part carried forward)	325,000	38,366	319,650		(143,000)	176,650
Motor Vehicles Renewal - including Depot Utes	400,000	53,519	400,000	—	—	400,000
Backhoe	0	4,827	—			—
Depot 8x5 Tip Trailer 1	0	1,476	—			—
Depot 8x5 Tip Trailer 2	0	728	—			—
Depot 8x5 Tip Trailer 3	0	1,482	—			—
Excavator	0	(7,497)	—			—
Loader Volvo	0	(89,527)	—			—
Minor Plant	50,000	27,861	50,000			50,000
Motor Vehicles Renewal	0	68,982	60,267			60,267
Mower 1 – Oval Reel Mower	0	8,137	—			—
Mower 2 – Front deck open space mower	0	19,395	—			—
Mower 3 – Front deck open space mower	0	8,062	—			—
Mower 4 – Small zero turn mower	0	1,347	—			—
Mower Trailer 1	0	2,877	—			—
Mower Trailer 2	0	356	—			—
Mower Trailer 3	0	1,562	—			—
Plant and Equipment	0	313,750	290,000	48,700		338,700
Motor Vehicle, Plant & Equipment		(23,162)	—			—
Plant Trailer	0	3,570	—			—
Turf Ute 1	0	1,432	—			—
Turf Ute 2	0	3,326	—			—
Turf Ute 3	0	1,955	—			—
Works Tractor	0	746	—			—
Bushgardens Quad Bike	0	430	—			—
Floodwall Trailer S373THZ	0	99	—			—
Works Ute 3	0	5,052	—			—
Works Gardener 4.5T Truck	0	(4,494)	—			—
TRAFFIC LIGHTS, SOLAR POWERED	0	198	—			—
4.5 Tonne Truck	0	(7,221)	—			—
Parks and Gardens	**161,784**	**17,653**	**161,784**	**0**	**0**	**161,784**
Recreation assets- including internal roads	59,384	—	59,384			59,384
Krieg Park BMX Track	0	15,000	—			—
Playground Equipment Renewal	30,000	256	30,000			30,000
BETHANY RESERVE, BETHANY RD, BETHANY	0	509	—			—
Playground	72,400	—	72,400			72,400
Tanunda Recreation Park Oval Renewal	0	1,888	—			—
Road Resheeting	**1,064,848**	**1,119,277**	**1,296,582**	**0**	**0**	**1,296,582**
Resheeting Budget Contingency	1,064,848	808,058	1,064,848	—	—	1,064,848
E Lorkes Road Springton	0	5,483	—			—
Resheet Program	0	271,019	231,734			231,734
Seven Steps Road Flaxman Valley	0	886	—			—
Middleton Road Cockatoo Valley	0	(883)	—			—
Road Reseal Program Budget (Spray and Asphalt)	0	26,181	—			—
R Rogers Road, Eden Valley	0	8,533	—			—
Barossa Visitor Centre Carpark Upgrade	0	—	—			—

Description	2023/24 Budget	Actuals as at 31 March	Full Year Revised Budget in Last Update	Budget Adjustments Quarter 3	Carry forward to 2024/25	Proposed Full Year Revised Budget
Road Sealing	**120,000**	**187,315**	**175,000**	**—**	**—**	**175,000**
Fife Street sealing- design	30,000	1,044	30,000	—	—	30,000
Road Seal - Basedow Road Tanunda	0	121	—			—
Gawler Recreation Park	0	852	—			—
Road Seal,Valley Road,Angaston	0	156	—			—
MacDonnell Street (Basedow Road to Bushman Street) Tanunda	0	51	—			—
Short Row Angaston	0	886	—			—
South Terrace Angaston	0	443	—			—
Springton Road Williamstown	0	443	—			—
Staehr Street Nuriootpa	0	443	—			—
Tolley Road Nuriootpa	0	443	—			—
Goldfields Rd, Cockatoo Valley	0	1,231	—			—
Moculta Road Moculta	0	178,807	25,000			25,000
Research Road, Tanunda	0	754	—			—
Yaldara Drive, Lyndoch	0	1,641	—			—
Signage track system in townships	90,000	—	120,000		—	120,000
Road Construction, Resealing	**3,953,801**	**2,305,227**	**3,975,124**	**0**	**(180,000)**	**3,795,124**
Craneford Road, Flaxman Valley	410,000	143,045	410,000			410,000
Julius Street, Tanunda Reconstruction (part carried forward)	520,000	458,348	541,323	—		541,323
Keyneton Road Moculta	220,000	75,745	220,000	—	—	220,000
Road Pavements (formed)	0	430,896	—			—
Meadow Road, Kalbeeba	120,000	104,032	120,000			120,000
Road Reseal Program Budget (Spray and Asphalt)	1,763,801	1,079,121	1,763,801	—	—	1,763,801
Melrose Street Mt Pleasant	920,000	14,040	920,000	—	(180,000)	740,000
Road Shoulders	**127,082**	**2,806**	**127,082**	**0**	**0**	**127,082**
Road Shoulders Program	127,082	2,806	127,082	—	—	127,082
Stormwater	**945,153**	**291,841**	**693,480**	**—**	**(400,000)**	**293,480**
Baird Street, drainage upgrade	500,000	53,400	500,000	—	(400,000)	100,000
Calton Road to Hameister Court Drainage, Kalbeeba	368,740	839	839	—	—	839
Project Management Salaries	76,413	149,593	76,413	—	—	76,413
Elizabeth Street Tanunda - Road Drain	0	45,417	54,400	—		54,400
Kerb and Gutter Upgrades - critical K&G works to be completed as part of road re-seal programme	0	326	—			—
Maria Street Tanunda Drainage Swale	0	40,759	61,828			61,828
Murray Street, Nuriootpa	0	254	—			—
Old Talunga Park - Tennis Court / Men's Shed drainage	0	118	—			—
Yettie Road Williamstown	0	1,134	—			—
Community Wastewater Management System (CWMS)	**2,727,755**	**495,611**	**2,727,755**	**0**	**0**	**2,727,755**
Lyndoch Bevalaqua pump Station Emergency Storage	0	3,450	—			—
Stockwell Recreation Park - CWMS Irrigation	0	10,654	—			—
CWMS Pipeline Radio Link Upgrade/Control Change (carried forward)	92,100	—	92,100	—	—	92,100
Nuriootpa Waste Water Treatment Plant - upgrades/improvements	1,600,000	223,696	1,600,000	—	—	1,600,000
Springton WWTP upgrade and renewal	300,000	—	300,000			300,000
Lyndoch Raising Main/ Pump Replacement	200,000	101,428	200,000			200,000
Vehicle Replacements Coordinator	42,000	—	42,000	—	—	42,000
Williamstown Lagoon and Infrastructure (carried forward)	350,000	—	350,000	—	—	350,000
Vehicle New Operators Technical Support	58,055	55,339	58,055	—	—	58,055
Streetscaping	**85,600**	**101,045**	**85,600**	**—**	**—**	**85,600**
Streetscaping - townships- unallocated	85,600	76,786	85,600	—	—	85,600
Streetscaping Budget Renew/ Replace	0	171	—			—
Mt Pleasant Main Street	0	21,896	—			—
Murray Street Angaston Streetscaping	0	2,191	—			—
Grand Total (Notes 12 and 14)	**22,853,146**	**16,009,527**	**27,282,646**	**3,778,700**	**(723,000)**	**30,338,346**

Grants, Contributions and Asset Sales 2023/24						
Description	**2023/24 Budget**	**Actuals as at 31 March**	**Full Year Revised Budget in Last Update**	**Budget Adjustments Quarter 3**	**Carry forward to 2024/25**	**Proposed Full Year Revised Budget**
CORPORATE AND COMMUNITY SERVICES	**2,380,381**	**1,220,240**	**1,823,000**	**2,000,000**	**—**	**3,823,000**
Lyndoch Recreation Park Change/Clubrooms (carried forward)	890,381	—	—		—	—
Lyndoch Recreation Park - LRCIP R4	565,000	—	565,000	—	—	565,000
Lyndoch Recreation Park - Sport and Rec Grant	500,000	498,336	500,000	—	—	500,000
Lyndoch Rec Park Development state Gov Contribution	0	—	—	2,000,000	—	2,000,000
Angas Recreation Park Junior Oval	—	313,261	313,000	—	—	313,000
Talunga Caravan Park - Cabins and Amenities Buildings		408,643	—	—	—	—
Tanunda Recreation Park - Club contribution to changerooms	300,000	—	300,000	—	—	300,000
Tanunda Recreation Park Public Toilet		—	20,000	—	—	20,000
Barossa Culture Hub - Creative Industries Centre	125,000	—	125,000	—	—	125,000
DEVELOPMENT AND ENVIRONMENTAL SERVICES	**—**	**—**	**—**	**—**	**—**	—
Drought Communities Funding - Bushgardens Nursery Stormwater/Irrigation Infrastructure	—	—	—	—	—	—
NURIOOTPA CENTENNIAL PARK AUTHORITY	**15,000**	**—**	**15,000**	**—**	**—**	**15,000**
Soccer Club contribution towards Soccer TBP	15,000	—	15,000	—	—	15,000
INFRASTRUCTURE AND ENVIRONMENTAL SERVICES	**665,236**	**423,299**	**648,736**	**—**	**—**	**648,736**
LRCIP R4 Roads Only Funding	250,000	—	250,000	—	—	250,000
CWMS Developer Contributions	50,000	423,299	50,000	—	—	50,000
Open Space Developer Contributions	142,736	—	142,736	—	—	142,736
Vehicle and Equipment Trade-in Sales - Motor Vehicles and Plant	222,500	—	206,000	—	—	206,000
Grand Total (Notes 13 and 15)	**3,060,617**	**1,643,539**	**2,486,736**	**2,000,000**	**—**	**4,486,736**

DEBATE REPORT

7.2 Corporate Services and Business Innovation

7.2.6 RISK APPETITE REPORT

Author: Manager Corporate Services
24/39157

PURPOSE

The purpose of this report is to present the newly developed Risk Appetite Statements for Council's endorsement. Risk appetites have been developed against each of Council's risk categories using achievement of Council's long term objectives as a focusing lens providing a framework for making risk-informed decisions.

RECOMMENDATION

That Council:

(1) Endorse the proposed Risk Appetite Statements as outlined in this Report.

(2) Direct the integration of these statements into the Enterprise Risk Management Framework and training programs.

(3) Review these statements on an annual basis to ensure they continue to reflect the Council's strategic priorities and risk management capacity.

REPORT

Background
Risk management is integral to Council operations and strategic decision-making. Establishing a clear risk appetite is essential to ensure that all levels of the organisation can confidently assess and manage risks in alignment with Council's expectations. These statements have been developed in consultation with the Local Government Association, Executive Leadership Team and Elected Members reflecting a commitment to responsible governance.

Introduction
Risk appetite is an articulation of an organisation's willingness to accept risk and is an integral part of any risk management capability because it operates at strategic and operational levels. In order to influence strategies and objectives it should be considered and reviewed during Strategic Planning.

Council has articulated its appetite for risk through the use of qualitative risk appetite statements that are based on its nominated risk categories. Council has chosen to identify its risks within five risk categories, and has a primary risk appetite for each category, with secondary appetite statements where considered necessary.

Risk appetite levels were determined for each risk category through a workshop exercise involving Council's Executive Leadership Team and Elected Members using an ordinal scale of four risk appetite levels: averse, cautious, accepting and open. In this order, the risk appetite levels provide an indication of an increasing willingness to take on or retain risk.

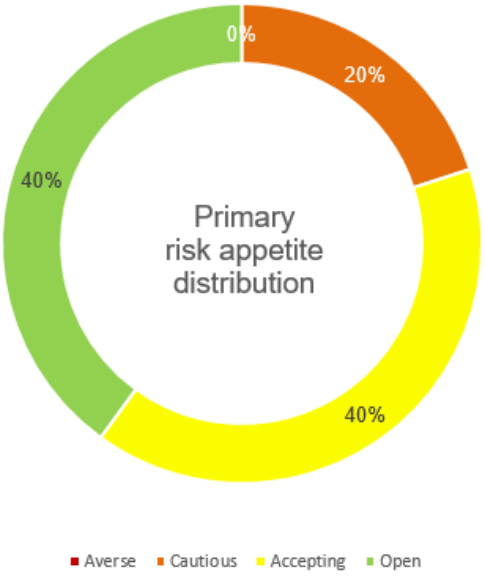
Averse	Cautious	Accepting	Open
• Well established & effective controls in place • Very little appetite for decisions or activities that may increase level of risk	• Controls are in place or being developed • Activities closely monitored • Preference for safer options with little opportunity for adverse exposure	• There is an acceptance of the existing level of risk and all options that improve performance will be considered where reasonable protections can be implemented	• Activities are new, innovative & challenge existing practice • Willing to take risk to achieve improved outcomes • Risk is monitored & responded to as appropriate

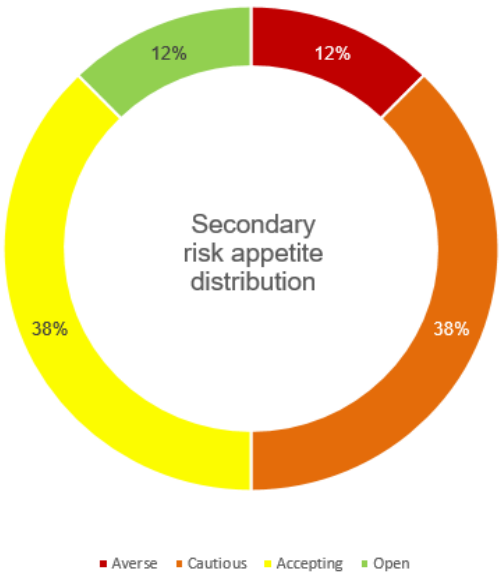
Discussion

Council has a primary risk appetite position that is reasonably accepting of risk, with four (4) of the five (5) risk categories having a primary risk appetite of accept or open, which represents 80% of all categories. The remaining risk category is in the cautious level. The secondary risk appetite levels are a little more conservative with 50% of the secondary risk appetites split between averse (12%)/cautious (38%) and accepting (38%)/open (12%).

The distribution of primary and secondary risk appetites is indicative of a reasonably accepting overall appetite towards taking risk, whilst recognising that in some instances, less risk-taking will be necessary to deliver consistent and reliable outcomes for Council and the community.

The distributions of primary and secondary levels of Risk Appetite for Council are illustrated in the charts below.





Risk Appetite Statements

The tables below contain the Risk Appetite Statements for each of Council's risk categories. These statements are qualitative in nature and designed to provide an indication of Council's general position when deciding to take or retain risk in pursuit of its objectives.

Note that achievement of objectives will often be subject to consideration of more than one risk appetite, (e.g. environmental health programs may require consideration of public health, service delivery and legal and compliance risk appetites.)

SERVICE DELIVERY Refers to the delivery of services to the community, which includes the systems and physical assets that enable provision of these services, including structures (such as roads, buildings and facilities) as well as IT infrastructure, plant, vehicles & other equipment		
	Level	Risk Appetite Statement
	Open	Council strives to innovate, ensure continuous improvement principles are embedded and pursue reasonable reform of service delivery to achieve improved service standards and levels. Council is therefore *open* to risks arising from pursuit of these objectives where there are long term benefits for Council or the community, (e.g. trialling innovative designs, materials, etc.). ▲ Where legislative requirements or standards exist, Council will *accept* risk only where appropriate controls are in place and effective. ▼ Council will take a more *cautious* approach to delivery of critical services and infrastructure (e.g. internal IT services and systems, community wastewater and road infrastructure) and will ensure that effective measures are in place to minimise disruption to those services.

SUSTAINABILITY & ENVIRONMENT Relates to measures to preserve, protect and minimise impact on the natural environment, including sacred and indigenous lands, flora, fauna, heritage, water, waste, hazardous materials and pollution.		
	Level	Risk Appetite Statement
	Open	Council promotes service provision that appropriately manages its environment. Councils' general appetite is *open* in relation to innovation and alternatives in its approach to managing sustainability and environment. The Council prioritises environmentally friendly practices and strives to protect and preserve the natural resources within its jurisdiction. ▼ Council is *adverse* to any activities that could have significant or long-term negative impacts on the environment (such as the North Para River system) or lands and sites of indigenous, sacred or significant European heritage.

		▲ Council *accepts* that there may be some risk associated with opportunities to develop sustainable solutions and will explore these options in the interests on long-term sustainability as long as efforts to offset any environmental harm are in place.

FINANCIAL

Refers to planning and control of Council's budget to align with the sustainable achievement of the desired outcomes articulated in its Community Plan

	Level	Risk Appetite Statement
	Cautious	Council will align financial resources to its articulated vision and strategies and strive for ongoing financial sustainability. As such, Council takes a *cautious* approach to financial risks, considering the current maturity of the organisation and aims to avoid any actions that could have a negative impact on its long-term financial sustainability. ▲ Council will take a less conservative approach and is prepared to *accept* risks where there is a high level of confidence in financial projections and evidence to support a business case. Likewise, Council is also willing to explore opportunities to invest to help support innovation where potential benefits are likely to be realised.

PEOPLE

Relates to recruitment, retention, wellbeing and safety of employees and volunteers and engagement and management of contractors as well as the wellbeing and safety of the community

	Level	Risk Appetite Statement
	Accepting	Council acknowledges the difficulty in engaging the right people to ensure that our desired outcomes are achieved. Council strives to ensure that contemporary people systems are implemented and *accept* some degree of risk in order to support the vision and strategies and promote innovation, continuous improvement, accountability and safety. ▲ Council will, however, be *open* where there is a dividend to the community and staff that doesn't have a negative impact on the safety and wellbeing of people or the organisation's culture, (e.g. encouraging innovation/ new ideas, improving wellbeing, outsourcing and providing flexible/remote working arrangements etc.) ▼ In consideration of Council's commitment to the safety and wellbeing of its workers (employees, volunteers and contractors) and community, Council will take a more *cautious* approach and not put the health, safety or wellbeing of any person at risk and will work within regulatory boundaries. (Note that this also extends to provision of essential services.)

REPUTATION Relates to policy, decisions, actions and circumstances that may cause Council to lose credibility with the community, ratepayers, key stakeholders, other levels of government and its own employees and contractors.		
	Level	Risk Appetite Statement
	Accepting	Council shall focus on vision, policy and strategy that promotes balanced community outcomes, is environmentally and financially sustainable and focuses on public benefit to the majority of people. Council is willing to *accept* some negative community feedback as long as long-term benefits to the community can be demonstrated. ▼ In order to maintain an inclusive and cohesive community, Council is *cautious* about potential harm to its reputation and is conservative in its approach to decision making that impacts the wider community. Likewise, Council will take a more conservative approach with regards to activities or decisions where there is potential for legal or regulatory non-compliance or harm to workers or members of the community.

Summary and Conclusion
Council is asked to endorse the proposed Risk Appetite Statements to strengthen Council's Enterprise Risk Management Framework and support ongoing efforts to achieve strategic objectives whilst managing risk effectively. It will ensure that Council operates within defined risk parameters contributing to its overall resilience and success.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Risk considerations are covered in the body of this report.

COMMUNITY ENGAGEMENT

Not required.

DEBATE REPORT

7.2 Corporate Services and Business Innovation

7.2.7 MANDATORY AND DISCRETIONARY REBATES FOR 2024/2025 FINANCIAL YEAR

Author: Chief Executive Officer
24/39763

PURPOSE

To consider the application of discretionary rate rebates for the 2024/2025 rating year.

RECOMMENDATION

That Council approve the discretionary rebates pursuant to the relevant and identified section of the Local Government Act at Attachment 1.

REPORT

The report in Attachment 1 outlines proposed discretionary rate rebates to be applied for the 2024/2025 rating year and is consistent with the current year approvals basis.

A summary of estimated mandatory rate rebates for the same period is at Attachment 2.

Discretionary Rebates

There have been no significant factors or legislative changes applying to discretionary rebates and it is for Council to determine if it provides the rebate. The rebating of rates as a policy decision should be balanced against the benefits these groups provide to our community. The value of the rebates is estimated to be $162,224.10.

Mandatory Rebates

Under legislation, mandatory rebates must be rebated and therefore no resolution of Council is required. The value of the rebates is estimated to be $581,421.01.

Management of Discretionary Rebates Next Year

With the adoption of the recent Rebate Policy and in alignment with legislative requirements, from next year those receiving a discretionary rebate will be required to make formal application on a yearly basis. This will be communicated with relevant landowners as part of this year's rates notice and a process in 2025 to inform them of the requirements to make application for a discretionary rebate.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Discretionary Rebates 2024-25
Attachment 2 Mandatory Rebates 2024-25

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

CS22 Volunteers - Support of community volunteering through provision of the Volunteer Resource Centre. Provision of volunteer opportunities and engagement of volunteers in Council programs

BS6 Finance - Transparency and accountability regarding Council activity and expenditure. Provision of organisational performance report (outcomes), activity report (outputs), a range of statutory reporting (e.g. public health, tax, superannuation), financial reporting

BS7 Governance - Provision of governance advice and support in the discharge of legislative responsibilities for policy development, delegations and authorisations, internal review of Council decisions, delegations and authorisations, Native Title claims

Legislative Requirements
Local Government Act 1999 Division 5

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The draft budget for 2024/25 consultation document includes estimated mandatory $568,435 and discretionary $166,880 rate rebates.

Any rebates approved by Council will apply to both general rates along with other service charges and service rates as required by Section 159(9) of the Local Government Act.

COMMUNITY ENGAGEMENT

The annual budget and business plan includes consultation in accordance with the Local Government Act and Council's Public Consultation Policy.

Discretionary Rebates 2024-25

Assessment no	Owner / Ratepayer	Address (No. of assessments)	Land Use/ Purpose	Rebate Type	Actual Rebate 2023/24	Expected Rebate 2024/25
	50% - Fixed Charge Rebate - Independent Living Units					
	Barossa Village Inc	Various locations - 175 properties	Aged Accom	Sec 166 (1) (h) - Aged Accom (50% of fixed charge)	38,325.00	38,325
	Barossa Village Inc (New Units)	New units under construction expected to be included for 2024/25	Aged Accom	Sec 166 (1) (h) - Aged Accom (50% of fixed charge)		-
	Tanunda Lutheran Home Inc	Tanunda - 117 properties	Aged Accom	Sec 166 (1) (h) - Aged Accom (50% of fixed charge)	25,623.00	25,623
	Tanunda Lutheran Home Inc (New Units)	New units under construction expected to be included for 2024/25	Aged Accom	Sec 166 (1) (h) - Aged Accom (50% of fixed charge)		5,913
	Wirraminna Care Inc	Williamstown	Aged Accom	Sec 166 (1) (h) - Aged Accom (50% of fixed charge)	3,504.00	3,504
	Wirraminna Care Inc (New Units)	New units under construction expected to be included for 2024/25	Aged Accom			438
	Vines Retirement Pty Ltd	18 Schaedel St NURIOOTPA	Aged Accom	Sec 166 (1) (h) - Aged Accom (50% of fixed charge)	19,053.00	19,053
	The Vines Retirement Estate (New Units)	New units under construction expected to be included for 2024/25	Aged Accom	Sec 166 (1) (h) - Aged Accom (50% of fixed charge)		3,942
	Total Independent Living Units	**Council fixed charge increase from $420 to $438; 2024/2025 - 50% rebate is $219**			**86,505.00**	**96,798**
	25% to 100% - Rebate					
200022	Barossa Valley Pony Club Inc	Dallwitz Reserve Angaston Rd Nuriootpa	Public recreation area	S166(1)(j) - Community Benefit / service 100%	1,825.85	1,904.40
201012	R S L Nuriootpa Sub-Branch Inc	7 Memorial Avenue, Nuriootpa	RSL Hall	S166(1)(j) - Community Benefit / service 100%	1,946.05	2,029.70
201333	Nuriootpa Town Band Inc	2 Old Kapunda Rd, Nuriootpa	Public Toilets	S166(1)(j) - Community Benefit / service 100%	1,745.00	1,820.00
201412	Nuriootpa Community Children's Centre	14 Park Avenue Nuriootpa	Kindergarten	S166(1)g - Facilities for children - 100% rebate	2,936.45	3,062.70
201498	Nuriootpa Futures Association	2 Penrice Rd NURIOOTPA	Car Park	S166(1)(j) - Community Benefit / service 100%	935.50	975.70
201680	2nd Angaston Scout Group	23 Schilling St Angaston	Scout Hall	S166(1)g - Facilities for children - 100% rebate	2,039.25	2,126.90
201717	St Petri Lutheran Church Nuriootpa Inc	Gersch House, 24 Second Street, NURIOOTPA SA 5355	5610 - CHURCH	Community Benefit Rebate (S166 1(J)) - 50%	993.85	1,036.60
201728	H H Shannon & Others (Shannon Mausoleum)	Shannon Rd, Moculta	Prim Prod	S166(1)c - Preservation of Bldgs and / or historic significance - 100% rebate	511.85	533.90
202593	C J M Angas and C S Angas and Others. (burial ground and	Allot 853 Eden Valley Road, ANGASTON SA 5353	Other	S166(1)a&c - historic significance - 100% rebate	328.25	342.40
202636	Mt McKenzie Hall Inc	Mt McKenzie	Public Hall	S166(1)c - Preservation of Bldgs and / or historic significance - 100% rebate	1,232.80	1,285.80
202857	Luhrs Cottage Preservation Society	Light Pass	Residential	S166(1)c - Preservation of Bldgs and / or historic significance - 100% rebate	1,298.35	1,354.20
204494	Community Helpers Inc.	161 Murray St Nuriootpa	Community Gro	S166(1)(j) - Community Benefit / service 75%	3,326.85	3,469.90
204985	Faith Lutheran College	Early Learning Centre, 76 Magnolia Road, TANUNDA SA 5352	Kindergarten	Community Benefit Rebate (S166 1(J)) - 50%	1,411.35	1,472.00
205300	Evangelical Lutheran Cong Langmeil Inc	5 Maria St, TANUNDA SA 5352	Public Hall	S166(1)(j) - Community Benefit / service 100%	2,799.65	2,920.00
205315	Bethany Lutheran Church	Bethany	Pioneer cemetery	S166(1)c - Preservation of Bldgs and / or historic significance - 100% rebate	506.90	528.70
205402	Tanunda Kindergarten Association Inc	41 MacDonnell St Tanunda	Toy Library	S166(1)g - Facilities for children - 100% rebate	3,139.20	3,274.20
205405	Tanunda Kindergarten Association Inc	41 MacDonnell St Tanunda	Toy Library	S166(1)g - Facilities for children - 100% rebate	1,477.60	1,541.10
205822	Murray Dawson Polo Club	Allot 329 Cowell Road, MOUNT CRAWFORD SA 5351	Public recreation area	S166(1)(j) - Community Benefit / service 100%	2,971.60	3,099.40
207099	Lyndoch Pre-School	8 William Street, LYNDOCH SA 5351	Kindergarten	S166(1)g - Facilities for children - 100% rebate	3,363.10	3,507.70
208129	Mount Pleasant & District Kindergarten	9-11 Saleyard Rd Mt Pleasant	Kindergarten	S166(1)g - Facilities for children - 100% rebate	3,144.85	3,280.10
208344	St Johns Lutheran Church, Springton	Springton	Friedensberg Museum	S166(1)c - Preservation of Bldgs and / or historic significance - 100% rebate	1,610.35	1,679.60
208517	Springton Progress Association	20-26 Miller St & 28 Miller St Springton	Institute & Vacant Land	S166(1)(j) - Community Benefit / service 100%	3,845.00	4,010.30
208525	Springton Progress Association	20-26 Miller St & 28 Miller St Springton	Institute & Vacant Land	S166(1)(j) - Community Benefit / service 100%	1,184.50	1,235.40
208775	Eden Valley Institute	14-16 Murray St Eden Valley	Institute	S166(1)(j) - Community Benefit / service 100%	2,029.35	2,116.60
208910	D O Herbig & Others	Springton	Herbig Tree	S166(1)c - Preservation of Bldgs and / or historic significance - 100% rebate	451.65	471.10
209520	Angaston & Penrice Historical Society	Doddridge Blacksmith, 19 Murray Street, ANGASTON SA 5353	Heritage Blacksmith	S166(1)(j) - Community Benefit / service 100%	1,255.45	1,309.40
211087	Barossa Valley Senior Citizens Homes Inc	24A Murray St Nuriootpa	Senior Citizens Rooms	S166(1)(j) - Community Benefit / service 50%	1,680.55	1,752.80
214112	St Petri Lutheran Church Nuriootpa Inc	26 Second Street, NURIOOTPA SA 5355	5390 - SOCIAL WELFARE	S166(1)(j) - Community Benefit / service 50%	383.33	-
217191	Mount Pleasant Men's Shed Inc	22 Talunga Park Road, MOUNT PLEASANT SA 5235	Community Group	S166(1)(j) - Community Benefit / service 100%	1,267.55	1,322.10
217406	Community Helpers Inc.	167-169 Murray Street, NURIOOTPA SA 5355	Community Group	Community Benefit Rebate (S166 1(J)) - 75%	5,087.35	5,306.10
218302	Angaston & Penrice Historical Society Inc	History Centre, 21A Murray Street, ANGASTON SA 5353	Heritage	Community Benefit Rebate (S166 1(J)) - 50%	1,439.85	1,501.80
218656	Nuriootpa Futures Association	Nurioopta Futures, 66-70 Murray Street, NURIOOTPA SA 5355	Community Group	Community Benefit Rebate (S166 1(J)) - 100%	4,942.95	5,155.50
	Other General Rates - Rebate					-
	Various	Various small land parcels (23)	Various	Historic and/or deceased estates - 100% rebate as unable to trace owner	16,406.00	-
	Total Other General Rates - Rebate				**79,518.18**	**65,426.10**
	Total Rebates				**166,023.18**	**162,224.10**

Mandatory Rebates 2024-25

Rebate %	100%	75%	75%	100%	100%	
Financial Year	Rebate Type					
	Cemetery	Community Service	Education	Health Services	Religious	Total
2018/2019	9,947.02	163,904.05	150,513.49	42,871.20	115,946.44	483,182.20
2019/2020	10,413.65	169,936.40	153,499.15	42,419.15	116,435.50	492,703.85
2020/2021	10,600.70	175,383.60	161,308.55	43,404.00	119,413.25	510,110.10
2021/2022	10,936.25	173,891.10	166,453.40	44,513.25	122,128.30	517,922.30
2022/2023	11,395.75	171,064.35	173,045.65	49,604.95	121,314.50	526,425.20
2023/2024	13,995.70	187,288.00	181,806.95	52,603.50	126,065.28	561,759.43
2024/2025 Proposed	14,485.55	193,843.08	188,170.19	54,444.62	130,477.56	581,421.01
	Budget Amount		581,421			

DEBATE REPORT

7.3 Infrastructure and Environment Services

7.3.1 LYNDOCH RECREATION PARK PROJECT SCOPE AND COSTING UPDATE

Author: Director Infrastructure and Environmental Services
24/35757

PURPOSE

To provide an update regarding the scope and costings for the Lyndoch Recreation Park Development and seeking endorsement of changes.

RECOMMENDATION

That Council:

(1) Receive and note the update report.

(2) Continue to instruct Council officers and support the State in aligning the expenditure to the target budget of $40,000,000 but agree to lift the ceiling cost of the project to that identified in the RLB estimates outlined in the report conditional on budget performance and market outcomes and that the specifications not be altered to increase the scope without Council approval.

(3) Instruct the Chief Executive Officer to factor the upper ceiling limit into the 2024-2025 Annual Business Plan and Budget post consultation processes being completed.

(4) Approve the updates and changes to the design and scope of the project.

(5) Approve the amalgamation of the current two allotments which form the Lyndoch Recreation Park being Allotment 55 in Filed Plan 38979 in the Hundred of Barossa, Certificate of Title 5677 Folio 209 and Allotment 3 in Deposited Plan 133394 in the Hundred of Barossa, Certificate of Title 6296 Folio 849.

(6) Pursuant to the actioning of part 5 of this resolution, approve that the resultant amalgamated allotment be allocated as Community Land pursuant to Section 193(4) of the Local Government Act and shall be assigned to the Community Land Management Plan 3 Recreation Reserves.

(7) Authorise the Mayor and Chief Executive Officer to sign and seal any necessary documentation to give effect to part 5 of this resolution.

(8) Approve the retention of the existing tennis clubrooms until they reach end of life and are due for renewal.

(9) Approve the delegation to the Chief Executive Officer, or an officer acting in the position of the Chief Executive Officer, and that the Chief Executive may not sub-delegate this power, the ability to approve procurement of goods and services for the Lyndoch Recreation Park redevelopment on the following conditions:

(a) Where the procurement of an individual trade package or other procured item amount exceeds $4,000,000 the Chief Executive Officer shall consult with the Mayor, or in his absence the Deputy Mayor, before approving the engagement.
(b) Where the engagement is within +4.2% of the estimated budget for the relevant trade package or procured item.
(c) Where the Chief Executive Officer agrees with the procurement assessment report of the Project Director.

REPORT

Background
The Big Project is Council's long term, intergenerational strategy for community infrastructure redevelopment. Its strategic vision extends for a target period of 35 years and touches upon four key areas of service:

- Sport and recreation
- Culture, the arts, heritage, and history
- Aquatics
- Cycling, adventure and leisure

The Lyndoch Recreation Park (LRP) redevelopment is one of the first phase priorities.

With the securing of the additional land the opportunity to build a full regional facility was enabled. At Council's Ordinary Meeting on 7 February 2024, the updated masterplan and subsequent demolition and vegetation removal was approved allowing for submission for Development Approval. Planning approval was granted on 1 April 2024 post public consultation and Barossa Assessment Panel endorsement.

At Council's Special Meeting on 21 February 2024, the reimagined LRP Council and State Partnership Redevelopment Project and associated Council contribution of $20M was approved allowing works to commence.

Introduction
As the project has been progressing at an extremely fast pace with detailed design being developed with input from our Managing Contractor (Built) and our design team consisting of iEDM, Dash, Walbridge & Gilbert, Lucid and Landskap there have been a number of updates and reviews made to the original approved design and associated budgets.

Discussion

Scope and Design Changes

As the project is being delivered under a fast-tracked methodology with the engagement of a Managing Contractor, trade package detailed design is occurring in parallel at a fast pace. This has resulted in some additional inclusions and design changes from the original masterplan previously presented and approved. The changes are outlined in detail within Attachment A and also summarised below:

- Generally
    - Plaza to upper floor decreased in size
        - With the design development of the lower and upper plans we were able to reduce the amount of upper plaza and reduce the amount of first floor slab tanking and waterproofing.
- Floor Plans
    - Lower - Gym and Storage arrangement modified
        - The layout of the gym and storage area was rearranged to maximise the gym's frontage to the oval and improve its outlook.
    - Lower – Canteen, public toilets and umpires arrangement modified
        - The exit to the umpire's facility was separated from the public toilets and circulation, enabling the hallway to be deleted (good for passive safety) and the public toilets to exit direct to the outside of the facility.
    - Lower - Pitch roller positioned to lower floor from main pavilion
        - The roller position beneath the pavilion building was re-evaluated as the expense was difficult to justify (construction, retaining) and the position selected under the main building was an improvement.
    - Lower - Keg room added to lower floor
        - As the brief for the kitchen/canteen/bar has developed, the requirements for servicing have increased, including beverage provision, necessitating additional cold storage.
    - Upper - Committee Room formalised and eastern entry formalised
        - The main function room has flexibility in providing larger spaces for 40 or more people, there was a perceived need for a flex/committee space that could be used for smaller functions and sporting club meetings that suited this scale of operation.
    - Upper - Cool room size increased
        - The food service provision briefing has necessitated an increase in size of the cold storage.
    - Plant room increased in size
        - As the detail of plant has been developed the design team has continued to keep the building plant in the same enclosure to maximise access to plant on ground.

- Site Plan:
    - Reduce boundary fence to Barossa Valley Way
        - The picket presentation to the Barossa Way was seen as desirable to preserve and to continue to offer as a fundraiser into the future.
    - Reuse lighting to Oval 2
        - The reuse of the old Oval 1 lights was seen as a benefit to the overall site outcome due to the reasonable condition of the lights to be removed.
    - New Fencing to upper tennis courts
        - Demolition and replacement of the lighting was a constructability improvement issue for access and site lay off areas.
    - New Lighting to upper tennis courts
        - The proximity of the new building undermined the existing lighting necessitating the replacement with Tennis Aus standard lighting.
    - Relocation of half-court basketball court position
        - The court was relocated to improve the functionality and access to the facility.
    - Formalisation of levels and terracing
        - The oval (1&2) levels have proven challenging to create AFL standard outcomes and also provide a high-quality spectator experience for local games. Retention and terracing were necessary to overcome level differences and maintain visual access to the grounds.
    - Increasing of formalised nose in car parking to south-east of Oval 1
        - This was seen as a highly desired outcome, the link with country football and cars parked around the oval on game day. This has formed a design feature to the oval.
    - Reduction in terraced seating to Oval 1
        - The provision of terraced seating is seen as a bonus that can be included if permissible later in the programme.

Tennis Clubrooms

Significant investigation has occurred to determine the best way forward with regards to the tennis clubrooms. The pro's and con's of the options to either retain or move and rebuild the clubrooms are outlined below:

Retain	Move
Pro's: - Fulfills the wishes of the tennis club - Significant cost savings when compared to a new building – circa $400k - Minimises the delay in the ability for tennis to return to accessing the site post construction and Gather Round Con's - Maximisation of preferred design outcomes are compromised - Building will not be to the same quality/design standard as the new facility - The proposed veranda on the tennis court side is intended to help blend the tennis club in with the development – cost of circa $160k - Requires expenditure to the tennis club to "make over" potentially to be re-clad in materials to match the adjacent new clubroom building so that the area read as a precinct rather than a village of different buildings	Pro's - The levels of the club and its immediate surrounding area are substantially higher than the intended level of the plaza to the upper floor of the club rooms. The plaza and entry area would be more consistent and regular as an entry experience if the tennis club were to be relocated - A new facility that is built to better fit within the precinct Con's - Significant cost to demolish and rebuild - Risk of completion at the same time as the rest of the precinct and could have tennis returning to the site being delayed

Based upon this, it is recommended that given the significant time and costs associated with relocating the tennis clubroom that the existing clubroom be retained and clad/painted as appropriate but that the new veranda is removed

(saving of circa $160k). It is further recommended that at such time the clubrooms reach end of life that the facility is reviewed and the option of the tennis club joining the main facility be explored.

Land Amalgamation

As the project has progressed more significant requirements to move soil across sites and implement infrastructure that straddles boundaries have emerged, as such it has been recommended and agreed that the amalgamation of the two pieces of land is the best way to manage this long term. The amalgamation would generate a single community land allotment. There is no reason to maintain two allotments, this was required at the time to achieve the sale of the private land to Council. This process is a simple one and requires the generation of an amalgamation plan (Attachment B) that will be submitted to Land Services SA for execution.

Budget Status

The current budget target remains $40M. The project is progressing ahead of schedule and the current RLB external assessment of the upper limit of the project is $42M. The project costs are under ongoing review and amendment as trade packages are issued and design outcomes completed.

At present the summary of the budget performance is:

1. Budgeted total of trade packages and tendered works issued to the market total $18,678,009.
2. Total market outcomes and contracted value not including contingency is $16,645,070, with contingency it is $18,543,009.
3. Current market outcomes indicates a saving to date against the upper budgeted estimate by $1,897,939.
4. To date the general contingency has not been called up and savings if the $16,645,070 are realised is a further saving of approximately $90,070.
5. The recommendation related to the tennis rooms identifies a further saving of $160,000 bringing total savings (without contingency) to $2,148,010.
6. Works continue to issue packages to the market as designs are completed.
7. Works continue to align the estimates to the target $40M and should contract performance meet tendered outcomes the current forecast is $40.192M however it is considered prudent at this time to increase the ceiling to the current estimated $42M noting with the current budget position we are tracking to the target budget.
8. Local and Barossa regional suppliers to date have been directly engaged or employed as subcontracts to successful contractors to the value of $6,588,600.

A full budget analysis is provided at the confidential report later in this agenda. The full budget provides extensive line by line analysis of costing estimates for works that have not yet been to the market. The release of this information publicly prior to market approaches is not a sound strategy as it has significant potential to reduce competitive pricing tension on the market as trade packages are issued by the managing contractor.

Management of Procurement and Delegations

The nature of the project sees the Managing Contractor approaching the market for tendering of respective trade packages. The Managing Contractor assesses the submissions along with the Project Manager, Architect and DPC representative and make a recommendation to the Project Director, our Director, Infrastructure and Environmental Services.

The ability to rapidly make decisions and implement contracts is a key performance need and targeted at 48 hour turnaround, to achieve the necessary deadlines for this project.

To date the Chief Executive Officer has been able to act within his delegations, which for projects under the banner of The Big Project is $4,000,000. However, in this case the issuing of separate parcels to the market in future will extend beyond this. The Chief Executive Officer has authority to spend the approved budget and it is logical to align the procurement authority with the expenditure authority in this case.

It is recommended that for this project that the Chief Executive Officer be delegated to approve all trade packages and engagements on the following conditions:

1. Where the procurement of individual trade packages or other procured items exceeds $4,000,000 the Chief Executive Officer shall consult with the Mayor, or in his absence the Deputy Mayor, before approving the engagement.
2. Where the proposed engagement is within +4.2% of the estimated budget (being the general contingency budget applied to the project) for the relevant trade package or procured item.
3. Where the Chief Executive Officer agrees with the procurement assessment report of the Project Director.

In all other instances the Chief Executive Officer shall seek the concurrence of Council at a special or ordinary meeting depending on the timing necessary to engage a contractor.

Summary and Conclusion
The Lyndoch Recreation Park project has moved at a significant pace that has required design and scope changes as well as revised budgetary requirements. It is recommended that the design and scope changes are positive and will enhance the final product that is delivered.

Significant review has been undertaken of the tennis clubrooms and the retention and exterior uplift of the clubrooms at this stage is the preferred option.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture



Infrastructure



Health and Wellbeing



Business and Employment

Goal

4. The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.
6. The Barossa maintains and develops infrastructure that meets the needs of the region and is efficient.
7. Community infrastructure planning is aligned to both current and the future needs of the community
9. Our community has fair and equitable access to the resources and services they need to lead a safe, healthy, inclusive and connected lifestyle
10. Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.
11. The Barossa has a strong local economy that adapts, innovates and thrives on change and strives for a diverse industry base that provides a sustainable range of business and job opportunities for people.
12. We are a visitor destination of choice

Strategies

4.1. Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities.
4.2. Continue creating strong and sustainable community networks, and support young people to actively participate in the community and develop the leaders of the future.
4.3. Embrace place-making principles when developing community infrastructure and regulate planning and development in public spaces and active recreation.
6.2 Continue to ensure that infrastructure considers place-making is inclusive and accessible for all.
7.1. Build on sound asset management practices to deliver sustainable services to ensure that infrastructure is adequate to support the community.
7.2. Ensure both current and future infrastructure needs are met in a proactive rather than reactive way.
9.1. Work towards combating loneliness and social isolation and ensuring that people enjoy a sense of inclusion and feel connected.
10.1. Children and young people are supported to feel safe and to engage, thrive and feel empowered within the community.
11.1. Work closely with State Government, Federal Government and other key stakeholders to support economic growth, development and job creation.

12.2. Support economic development and destination awareness through events, festivals, creative enterprise and attractions.
12.1. Encourage and support the sector to further promote and develop tourism experiences including ecological, cultural and agricultural tourism.
12.3. Provide experiences and infrastructure that continue to support the needs of the tourism market.

Legislative Requirements
Section 123 of the Local Government Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Outlined in the body of the report.

COMMUNITY ENGAGEMENT

Extensive consultation and engagement has been undertaken since 2016 and most recently in the second half of 2023 and early 2024 and is ongoing with stakeholders through the construction phase.

DEBATE REPORT

7.4 Development and Community Services

7.4.1 EARLY CHILDHOOD STRATEGY PROPOSAL

Author: Manager Library Services
24/33873

PURPOSE

At the Council Workshop on 3 April 2024, Elected Members recommended that the Manager, Library Services prepare an Early Childhood Strategy for The Barossa Council to guide potential resources and budget in future years.

RECOMMENDATION

That Council endorses the Manager, Library Services, or a representative, to develop Barossa Council Early Childhood Strategy to be presented to Elected Members at a subsequent Council workshop for consideration.

REPORT

Background
The Manager, Library Services and Director, Development and Community Services presented data from the Australian Early Development Census (AEDC) and outcomes from a conference convened to discuss the data at the Council Workshop held on 3 April 2024. Potential Council lead actions in response to the local early childhood data were discussed, and the need for a strategy to guide Council's response was identified by Elected Members at the workshop.

Introduction
Early childhood is a crucial time for learning. Up to 85% of brain development occurs in the first three years of life; this is a time when important neural pathways are developed. Children who have access to the things they need to develop well (e.g opportunities to develop relationships with supportive adults, and safe places to play and learn) are more likely to go on to thrive and be healthy throughout their childhood and adulthood. Not every child has access to these resources.

Data such as the AEDC are collected every three years to provide a snapshot indication of how children are developing when they start school at around 5 years. The data is collected to provide evidence to support policy, planning and action for health, education and community support for early childhood at the federal, state and local government level. Research has demonstrated that children who start school 'on track' (as opposed to 'vulnerable') across the five AEDC domains are more likely to go on to achieve academically, have increased well-being and positive life course outcomes (e.g. fewer negative events, improved health) (AEDC Research Snapshot, 2014 - The impact of socio-economics and school readiness for life course educational trajectories (aedc.gov.au)). Children who begin school developmentally behind their peers are unlikely to catch up and often fall further behind as they get

older (summarised in Hertzman et. al., 2011). The negative outcomes of this trajectory include poor school performance, increased teen pregnancy and criminal behaviour, and increased poor health outcomes in adulthood (e.g. elevated blood pressure, depression, premature aging, coronary heart disease).

Taken together this means that interventions that improve child development in the early years can have a significant impact on positive life-long individual, family and community outcomes.

Discussion
Barossa region AEDC findings

The most recent AEDC data was collected on children starting school in 2021. Sixty-five percent (65%) of children in the Barossa region were identified as developmentally on track across all five AEDC domain (physical health and well-being, social competence, emotional maturity, language and cognitive skills, and communication skills and general knowledge). This means that 35% started school at risk or vulnerable on one or more domain.

Of particularly note, 12% of children were considered vulnerable on the emotional maturity domain. This domain measures a child's ability to self-regulate, form relationships in a pro-social way and empathise with others. Strong skills in this domain in early childhood predict success, wellbeing and mental health in adults. Family level factors, such as parents playing with their children, help support the development of emotional maturity by allowing children to express and cope with feelings, and role play situations which may generate strong emotions of fear, excitement or anxiety. At the community level, inequitable access to services, materials and programs can contribute to emotional immaturity (Dept of Education Western Australia, 2017).

Examples of Early Childhood Strategies

Early childhood strategies and recommendations have been developed at both the Federal and State level to provide a framework for service provisions, decision making and investment in projects and policies that affect young children (e.g. The Draft Early Years Strategy 2024-2034 - for consultation (dss.gov.au) and recommendations in the Royal Commission into Early Childhood Education and Care | Royal Commission into Early Childhood Education and Care (royalcommissionecec.sa.gov.au)).

At the local government level examples include Child Friendly Campbelltown | Campbelltown City Council (a co-designed action plan that included achieving UNICEF Child Friendly City status); the Mt Barker Child and Youth Action plan Document Library | Children and Youth Action Plan 2023-2027 | Your Say Mount Barker. Examples from outside South Australia include the City of Kingston Family and Children's Strategy final-family-and-childrens-strategy-2020-2024.pdf (kingston.vic.gov.au), and the Yarriambiack Shire Council Early Years Plan early-years-plan-2023-2028.pdf (yarriambiack.vic.gov.au). The examples here provide an indication of potential inclusion in an early year's strategy for The Barossa Council.

Summary and Conclusion
An early childhood strategy for The Barossa Council will provide high level guidance and a cohesive approach to the services and projects Council provides and/or supports in the region. It will articulate the importance The Barossa Council places on early childhood, and support decision making, investment and accountability around policies that affect young children. It will also clearly define Council's scope in this

space over the next five years, and take into consideration existing programs, budgets, and community expectations.

This report recommends Council endorse the drafting of an early childhood strategy to be presented at an Elected Member Workshop and subsequent community consultation.

Focussing on supporting, empowering and respecting the rights the youngest members of our community and their families now will increase the likelihood of a healthy, vibrant and prosperous Barossa community both now and in the future.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture



Health and Wellbeing

Goal

4. The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.
5. We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.
9. Our community has fair and equitable access to the resources and services they need to lead a safe, healthy, inclusive and connected lifestyle
10. Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.

Strategies

4.1. Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities.
5.3. Create vibrant public spaces that provide places for creative development, cultural interaction and social connections.
9.1. Work towards combating loneliness and social isolation and ensuring that people enjoy a sense of inclusion and feel connected.
9.2. Promote a healthy community through a planned approach to public health, and sustainable access to allied, primary and mental healthcare services and facilities.
10.1. Children and young people are supported to feel safe and to engage, thrive and feel empowered within the community.

10.2. Advocate for and encourage services that ensure equity and support inclusion and at risk members of the community.
10.3. Build on the capacity of community members to participate in cultural, creative, recreational, sporting and learning opportunities.

Legislative Requirements
Libraries Act 1982

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

There will be no additional cost to Council to prepare the Strategy.

COMMUNITY ENGAGEMENT

Formal community engagement will be proposed after the Strategy has been drafted.

DEBATE REPORT

7.4 Development and Community Services

7.4.2 CONSIDERATION AND ADOPTION OF COMMITTEE RESOLUTIONS - BAROSSA BUSHGARDENS

Author: Executive and Project Support Officer
24/34386

PURPOSE

The minutes of Council Section 41 Committees are presented here for consideration and adoption by Council.

RECOMMENDATION

That Council having reviewed the minutes of the Barossa Bushgardens S41 Committee meeting held 10 April 2024, adopt the resolutions contained therein.

REPORT

Discussion
The consideration and adoption of recommendations of Council Committees to Council requires assessment by Council to ensure compliance obligations under section 6(a) of the *Local Government Act 1999*. The relevant minutes received in the past month are therefore presented for Council adoption.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Minutes - Barossa Bushgardens Committee Meeting - 10 April 2024 - Minutes of Barossa Bushgardens Committee - Wednesday, 10 April 2024

Supporting references
Nil.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Natural Environment and Built Heritage

Health and Wellbeing

Goal
3. We take a proactive approach in responding to key environmental challenges such as climate change, water security and waste management.

10. Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.

Strategies

3.1. Support community based sustainability initiatives to help reduce the Barossa's contribution to the climate crisis and build on the capacity of local residents and industry to mitigate negative impacts.

10.3. Build on the capacity of community members to participate in cultural, creative, recreational, sporting and learning opportunities.

Corporate Plan

CS17 Natural Resources - Regional development and management of the environment including natural resource management to ensure the region is managed sustainably and the environment is protected and enhanced

CS19 Social Inclusion - Advocate and work in collaboration with core service providers to ensure vulnerable people have increased access and inclusion.

BS4 Council and Committees - Provision of support to Council and Committees through the provision of required information, agendas, and minutes. Council and Committees are provided with support to enable informed decisions

Legislative Requirements

Local Government Act and Regulations
Landscape South Australia Act 2019 and Landscape South Australia (General) Regulations 2020

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Identified in the body of the minutes and is included within endorsed Council budget.

COMMUNITY ENGAGEMENT

Not required by Council.

2024/5

MINUTES OF THE MEETING OF BAROSSA BUSHGARDENS COMMITTEE
held on Wednesday 10 April 2024 commencing at 1.00pm
in the Council Chambers, 43-51 Tanunda Road, Nuriootpa.

M I N U T E S

1. ATTENDANCE RECORD

1.1 Members Present

Russell Johnstone (Chairperson) Louise Mason, Trevor Waldhuter, Bryce Lillecrapp, Caleb Lilley (Seeding Natives), and Kate Jenkins (by Teams).

Staff – Glen Carter (Manager, Works and Operations), Kim Thompson (Senior Environmental Officer), Doreen Von Linde (NRC Coordinator), Penny Devlin (Nursery Manager)and Chris Kruger (Minute Secretary)

Apologies

Andrew Fairney, Cr Kathryn Schilling and Tracey Davis

Not Present

Nil

Leave of Absence

Nil

2. CONFIRMATION OF PREVIOUS MINUTES

2.1 Minutes of previous meetings – for confirmation:

2024/6

MOVED L Mason

That the Minutes of the Barossa Bushgardens Committee held on Wednesday 14 February 2024 at 1.00pm, as circulated, be confirmed as true and correct records of the proceedings of those meetings.

SECONDED B Lillecrapp **CARRIED BB 2022-26/20**

2.2 Matters arising from previous minutes

Meeting Date	Resolution/Action	Status	Actioning Officer
8 February 2023	Investigate the efficiency of the existing solar panels on the Natural Resource Centre	Completed – Final report to June meeting of S41 Committee.	Coordinator, Building and Facility Maintenance
14 June 2023	Future direction of S41 Committee – Manager, Works and Operations to seek input from key stakeholders to enable the development of a Discussion Paper, examining operating models of like-minded organisations. A report to be presented to a future S41 Committee Meeting.	Ongoing – will form part of the review of the Strategic Plan.	Senior Environmental Officer
11 October 2023	R Johnstone to seek expressions of interest from Barossa Australia in relation to representation from the tourism sector on the Barossa Bushgardens S41 Committee.	Pending R Johnstone to provide update report at June meeting of S41 Committee.	R Johnstone
11 October 2023	NRC Coordinator to explore opportunities for cross promotion	Pending	NRC Coordinator

	with the Arid Lands Botanic Gardens Port Augusta.		
11 October 2023	Engage with Mayor Lange to seek inclusion in cycling trails, with linkage to the Bushgardens.	Pending K Thompson to liaise with Council's Communications and Engagement team to investigate wider network promotion.	R Johnstone and K Thompson
11 October 2023	Review of Barossa Bushgardens Masterplan and Strategic Plan	In progress	Committee members
11 October 2023	Draft a proposal for the next Council Budget cycle including a review of the Masterplan and possible engagement with a consultant. Key Stakeholders to be engaged prior to a report being presented to Council.	Pending	Director, Infrastructure and Environmental Services
13 December 2023	Event Calendar – Template to be amended to include FoBB, and Feedback Forms to be developed.	In progress Feedback Forms to be refined. .	NRC Coordinator
13 December 2023	Feros Care to be approached to ascertain interest on participating in a program similar to Nature and Natter,	Ongoing – K Thompson has made contact and awaiting a response.	Senior Environmental Officer
10 April 2024	Progression of review of Barossa Bushgardens	Pending	BBG Management group

2024/8

	Strategic Plan and supporting documentation.	To be tabled and progressed at management meetings.	
10 April 2024	BBG representatives to meet with Caleb Lilley and Andrew Fairney to investigate potential partnership and identify any barriers such as insufficient water capacity and pressure.	Pending	NRC Coordinator and Nursery Manager
10 April 2024	Meet with SA Water to discuss potential support for the Barossa Bushgardens/Seeding Natives tube stock project, either by the supply of discounted water, or meter upgrades.	Pending	NRC Coordinator, Nursery Manager and Senior Environmental Officer

3. MATTERS FOR INFORMATION

3.1 MATTERS ARISING FROM PREVIOUS MINUTES

3.2 VISITATION TO BAROSSA BUSHGARDENS

3.3 RISK MANAGEMENT/WORK HEALTH AND SAFETY

3.4 MARKETING INITIATIVES AND SALES OPPORTUNITIES

3.5 PARTNER PROJECTS UPDATE

3.6 CHAIRPERSON'S REPORT

3.7 STRATEGIC PLAN PROGRESS REPORT

3.8 FRIENDS OF BAROSSA BUSHGARDENS UPDATE

3.9 CORRESPONDENCE

MOVED C Lilley

That the information contained within the Matters for Information be received and that any recommendations contained therein be adopted.

SECONDED T Waldhuter **CARRIED BB 2022-26/21**

2024/9

4. DEBATE REPORT

4.1 FINANCE REPORT
24/28330

MOVED L Mason

That Barossa Bushgardens Committee receive and note the report.

SECONDED T Waldhuter **CARRIED BB 2022-26/22**

PURPOSE

To provide progress on budget income and expenditure as at 31 March 2024.

REPORT

Discussion
As at the end of March 2024, the expenditure across each cost centre is within expectations.

Minor Budget Adjustments will be entered prior to the close of the Quarter 3 Review.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Barossa Bushgardens Budget - March 2024

Supporting references
Nil.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Natural Environment and Built Heritage

Community and Culture

Health and Wellbeing

Goal

3. We take a proactive approach in responding to key environmental challenges such as climate change, water security and waste management.
5. We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.
10. Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.

2024/10

Strategies

3.1. Support community based sustainability initiatives to help reduce the Barossa's contribution to the climate crisis and build on the capacity of local residents and industry to mitigate negative impacts.

5.3. Create vibrant public spaces that provide places for creative development, cultural interaction and social connections.

10.2. Advocate for and encourage services that ensure equity and support inclusion and at risk members of the community.

10.3. Build on the capacity of community members to participate in cultural, creative, recreational, sporting and learning opportunities.

Legislative Requirements
Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil.

COMMUNITY ENGAGEMENT

Not required under Legislation or Council's Public Consultation Policy.

5. CONFIDENTIAL AGENDA

Nil

6. URGENT OTHER BUSINESS

Strategic Plan Review

The Committee discussed the on-going review of the Barossa Bushgardens Strategic Plan. It was noted that the format as well as content will need significant amendments. It is proposed that a review be undertaken as part of the management meetings, and a draft document be brought back to the S41 Committee for endorsement in due course.

Potential Partnership with Seeding Natives and SA Water

Seeding Natives are pursuing potential sites for the growing of tube stocks of understorey species. Potentially SA Water may be approached to support the project at the Barossa Bushgardens by means of either supplementing the cost of water, or a meter upgrade to assist with capacity.

7. NEXT MEETING

Wednesday 12 June 2024 at 1.00pm

2024/11

8. CLOSURE

declared the meeting closed at 2:35pm.

Confirmed at Barossa Bushgardens Committee Meeting on 12 June 2024

Date:…… Chairperson……

DEBATE REPORT

7.4 Development and Community Services

7.4.3 REQUEST FOR FUNDING - SOUTH AUSTRALIAN INDOOR BIAS BOWLS ASSOCIATION INC

Author: Executive and Project Support Officer
24/38222

PURPOSE

To consider a request for financial support from the South Australian Indoor Bias Bowls Association Inc. (SAIBBA) to assist with the hosting of the six-day National Championships, to be based in Tanunda commencing 25 August 2024.

RECOMMENDATION

That Council:

(1) Endorses the request for funding support for the South Australian Indoor Bias Bowls Association Inc.

(2) Approve a budget variance of up to $5,000 to support the South Australian Indoor Bias Bowls National Championships to be held in Tanunda for a six-day period, commencing 25 August 2024.

(3) Should funding be approved, require the South Australian Indoor Bias Bowls Association Inc. to appropriately acknowledge The Barossa Council as a funding source for the project through social media, signage, website, and promotional material and packaging.

REPORT

Background
The South Australian Indoor Bias Bowls Association Inc. submitted an application for funding ($5,000) to Round Three of the Community Assistance Scheme Committee to assist with the hosting of the six-day National Championships to be staged in Tanunda (based at The Rex) commencing 25 August 2024. The application forms Attachment 1.

Introduction
Following review of the Community Grant Application at the meeting of the Community Assistance Scheme Committee held on 1 May 2024, the Committee resolved to refer the application to Council for consideration, as it was felt that the application had merit, but the Committee had insufficient funds to support the application in full.

The resolution is included below:

MOVED Mayor Lange

That Community Assistance Scheme Committee refers the Application for funding to Council for decision, to be considered at the meeting of Council to be held 21 May 2024

SECONDED Cr Angas **CARRIED CA 2022-26/54**

Discussion
SAIBBA had approached both State and Federal departments, including Tourism and Events, but is not eligible for any of the funding grants due to the comparatively small number of participants,

It is envisaged that the Championships will attract over 300 participants (plus family and friends) to the Barossa Valley.

Participants will be travelling from NSW, Victoria, Tasmania and Queensland in addition to South Australia (both metropolitan and regional areas) and it could be assumed that the majority of participants will require accommodation, creating a flow-on benefit to hospitality and tourism businesses in the Barossa.

Summary and Conclusion
The 54th Australian Indoor Bias Bowls National Championships will be held in Tanunda over a six-day period commencing 25 August 2024, and is expected to attract in the vicinity of 300 participants, bringing economic benefits to various businesses in the Barossa Valley.

The Community Assistance Scheme operates with a $25,000.00 budget per annum, for both Community and Youth Grants, but has received a high number of applications during the first three rounds, leaving a remaining balance of $1453.50. It is envisaged that Round Four will not be able to proceed.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Community Grant Application 2 - South Australian Indoor Bias Bowls Association Inc - Redacted

Supporting references
Nil.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Health and Wellbeing

Business and Employment

Goal
10. Our region enjoys the benefits of sustainable community groups, networks and facilities that encourage everybody to participate in the community.

12. We are a visitor destination of choice

Strategies
10.3. Build on the capacity of community members to participate in cultural, creative, recreational, sporting and learning opportunities.
12.1. Encourage and support the sector to further promote and develop tourism experiences including ecological, cultural and agricultural tourism.
12.2. Support economic development and destination awareness through events, festivals, creative enterprise and attractions.

Legislative Requirements
Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Should Council agree to the request, it is proposed that the remaining Community Assistance Scheme Committee budget be allocated to the National Championships, with remaining funds to be provided by Council.

COMMUNITY ENGAGEMENT

Not required under Council Policy or Legislation.

THE BAROSSA COUNCIL

COMMUNITY GRANT APPLICATION FORM

(Please read the Community Grant Guidelines and complete all sections of this form)

Related Policy/Process	**TBCPOC4450 Community Assistance Scheme Policy**	**Form Number:**	**TBCFOR4452**
Form Owner:	Manager – Community and Facilities Development	**Last Revised Date:**	**June 2017**
Document Control:	Manager – Community and Facilities Development	**TRIM Reference:**	**17/47438**
Date Approved:	**7 March 2018**	**Next Review Date:**	**June 2019**

Date of Application: 15 / 03 / 2024

1. ORGANISATION DETAILS

Name of organisation:
South Australian Indoor Bias Bowls Association Inc.

Physical address of organisation clubroom/facilities/meeting place:
SAIBBA does not hav a physical of its own and games are conducted at various lawn bowling clubs for some pennants, regional clubs and at the community centres in Marion and at Campbelltown.

Postal address of organisation: PP Box 689 Glenelg SA 5045

2. CONTACT DETAILS FOR THIS ORGANISATION

Name: Dr Patrick HJ Falckh

Position: Treasurer

Postal Address (for contact person):

[redacted]

Mobile: [redacted]

Home Phone: AS above

Work Phone: As Above

Email: [redacted]

Preferred Method of contact

Home Phone ☐ Work Phone ☐ Mobile ☒ Email ☒

3. GROUP/ORGANISATION GST STATUS (PLEASE TICK)

In accordance with current tax legislation, Council is obliged to withhold 46.5% of the grant and forward this amount to the Australian Taxation Office (ATO) if an Australian Business Number (ABN) is not provided

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prior to payment of funds. Applicants that have an ABN and are GST registered must provide a tax invoice prior to payment being made. Council will gross up the Grant for the appropriate GST amount, provided all requirements in regard to GST are met to Council's satisfaction.

Applicants that are unable to provide an ABN must legitimately complete a "Statement by Supplier" form which is available from Council. If not provided, Council will be required to withhold 46.5%.

☐ No ABN and not registered for GST
(Please request and include a 'Statement by Supplier' form to go with your application)

☒ ABN but not registered for GST (please attach a copy of ABN Certificate)

☐ ABN and registered for GST (please attach a copy of ABN Certificate)

☐ Currently applying for ABN/GST registration
(When received, Council will require this information before funding can be made)

4. PROOF OF INCORPORATION (AS PER GUIDELINE 1.2)

Is your Organisation incorporated? Yes ☒ No ☐
(If yes, please provide a copy of the Certificate of Incorporation and go to Section 5)

If No, are you affiliated with an incorporated body?

Yes ☐ (Please note: An auspice agreement is required if the organisation applying for funding is not part of an incorporated body.)

Auspice Information
Auspice Organisation Name: _____

Contact Person: _____

Postal Address: _____

Telephone (Bus. Hours) (___) _____ Email: _____

Auspice Declaration:
I,_____ certify that _____
will auspice this proposal and take legal and financial responsibility for the administration of any approved grant funds.

Full name of Authorised Officer: _____

Title of Authorised Officer: _____

Signature: _____ Date: / /

No ☐ You are ineligible to apply for a Community Assistance Grant.

5. ABOUT YOUR ORGANISATION

What are the Aims and Objectives of your Organisation?
(Please attach a copy of your organisation's Terms of Reference/Constitution)

SAIBBA aims to provide an avenue and opportunity for all people, regardsless of age, gender, ethnicity, religious views or physical or mental afflictions, to participate in the activity of Indoor Bias Bowling, both locally, regionally, state, National and International. We encourage a community spirit and participation

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in a friendly and supportive competition, as well as being able to provide opportunities to play at a National and International level.

How long has your organisation been established? 80 years

Number of members associated with your organisation: Currently some 450 State wide

What proportion of members resides in The Barossa Council area? Zero

Is your organisation associated with or does it receive funds through it normal activity, such as bar or canteen facilities?
(See Community Grant Guideline 3.15) Yes ☐ No ☒

If yes – please detail _____

_____

Is any form of Government funding received by your organisation?
Yes ☐ No ☒

If yes – please detail as you may be ineligible to apply for a Community Assistance Grant over $500.
(See Community Grant Guideline 3.3)

_____

_____

Has your organisation received assistance from The Barossa Council in the past 3 years?
(This includes cash or in-kind (e.g. Road closures, venue hire etc.)
(See Community Grant Guideline 3.6) Yes ☐ No ☒

If yes – please detail

_____

_____

CASH AND INVESTMENTS

Please provide information on what the cash and investment holdings are earmarked for.
(This will assist in the assessment of this application - See Community Grant Guideline 3.14)

The monies are to be used to help support the National Indoor Bias Bowling Championships which will see over 300 participants, plus associated family and friends, converge in Tanunda for the games, thereby increasing revenue to the area by over $300K over a seven day period.

6. PROJECT DETAILS

Project Title: 54th Australian Indoor Bias Bowls National Championships

Description of Project:
(Briefly outline your project, the goals and aims, and how it will benefit the community)

The Championship will bring over 300 participants from NSW, Qld, Victoria, Tasmania and SA to Tanunda, where they will compete for the Australian titles in Indoor Bias Bowls. SAIBBA chose the Barossa region as it has a lot to offer visitors and we wish to promote the area as it has a lot to offer. Local businesses will benefit from the number of visitors and it is hoped that some of the participants will stay on after the Games to

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enjoy the region. We expect that the Games will bring an increase of over $300,000 to business, via accommodation, restaurants, venues etc. We intend to utilise as many local businesses in the area as possible to supply services for the games; e.g equipment, State dinners venues, associated services (food trucks, coffee venders etc.).

Amount of funding applied for: $ 5,000.00 + GST

Which Strategy from Council's Community Plan does your project relate to and how? (The Community Plan is available on Council's website via this link)

Goal 4: SAIBBA is striving to increase connections and networking with the Tanunda Community, through business and interactions with social groups in the area; e.g. Scouts, Lions Club etc.
Goal 11: Bringing a sporting event to the Barossa which will increase the economic outcomes for the area, and increase destination awareness through the Barossa Information Centre.
Goal 12: Present the Barossa to the participants and other visitor to the event of the tourism opportunities and experiences possible in the Barossa.

Location of the project: The Rex – Barossa Aquatic Fitness Centre, Tanunda

Could the project/event proceed if only partial funding is received? Yes ☒ No ☐

Provide details: SAIBBA has budgeted the entire National Championships to cost in the vicinity of $47,000 for the 6 day Championships. While there are adequate funds in the accounts, expenditure of this amount will seriously deplete the funds to operate SAIBBA significantly. Since the National body, the Australian Indoor Bias Bowls Council, remains unlisted on the Australia Institute of Sport, this curtails access to both National and State funding to support the Championship. It is hoped that the amount of monies that the Championships will bring into the area would offset any funding that may be received through the Council, actual or in-kind.

Proposed start date: 25 / 08 / 2024 end date: 31 / 08 / 2024

Is your project upgrading/enhancing land or a building? Yes ☐ No ☒

Who owns the land/building? _____
(If the applicant is not the owner, written consent must be obtained from the land/building owner and submitted with your application.)

Has Council been contacted in relation to whether approval is needed for this project? Yes ☐ No ☐

Who will benefit from your project?

How many people: more than 400 Age range of people: 12-80+

Range of groups: participants, businesses, visitors Activity areas: indoor bowling & spectating

How will you measure the benefit to these groups?

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It is hard to quantify the benefits to the businesses, accommodation providers and service providers, however, the income they will receive by holding the event in the Barossa is not insignificant; greater than $350K. As to the participants of the event, they are generally reviewed to see if the games met, or exceeded, their expectations. It is hoped that having the event in the Barossa might attract more people, regardless of age, to consider playing the sport and develop an Indoor Bias pennant program in the Barossa. For visitors that will attend the event, there is no cost to spectators, and it is hoped that the event might foster development of Indoor Bias Bowls within the community.

Has any other funding been sought for this project? If so, what was the outcome of the application?

Due to restrictions in applying for State and Federal funding, the only other source of funding being sought is through sponsorship; this is ongoing. SAIBBA has approached both state and federal departments, including Tourism and Events, but since the Championship has only 300+ participants it is not eligible for any of the State or funding grants.

Any further information which may be relevant to this application

SAIBBA could have held the Championships within the Metropolitan area, however, the association decided that this was a good opportunity to advertise part of our state, and provide participants with a better experience before, after and during the Championships. Since visitors will be coming from NSW, Victoria, Tasmania and Queensland, not to mention South Australia (both metropolitan and regional areas) why not promote one of the state's premier wine regions.

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7. BUDGET AND FUNDING

PROJECT INCOME	(Group's Contribution to Project)	
Group Funds	$ 27,000	
Fundraising Activities	$ 5,000	
Donations	$ TBD	
In Kind (provide details)	$ 2,000	Volunteer labour to set up the games, bunk out and support for 6 days of the Championnships; amounting to over 100 hours @$20/hour.
Other (provide details)	$ 8,000	Funds provided by the National Body to assist in running the Championship.
	Total Group's Contribution	$ 42,000
Council Assistance Requested		$ 5,000
	TOTAL PROJECT INCOME	$ 47,000

PROJECT EXPENDITURE (Please provide an itemised list of expenses for the project)

Venue: The Rex – Barossa Aquatic and Fitness Centre	$ 11,000
Support Equipment: Tables, Chairs, Cartage, Delivery, miscellaneous	$ 3,800
Carpets & Bowls: Hire and transport (32 carpets and 64 sets of bowls)	$ 7,900
Promotions: Information packs, shirts etc	$ 9,000
Printing: Programs, Certificates, signage, frames for certificates	$ 2,100
Honorariums/gifts for VIPs: includes volunteer T-shirts	$ 700
Hydration: Water, ice , Staminade, containers and cups	$ 1,000
Awards: Trophies and engravings	$ 1,500
In-kind: Volunteer setup, bump out and daily activities (200 hrs@$10/hr)	$ 2,000
Opening Function: For all participating and supporting individuals	$ 4,000
Contingencies: Unforeseen increases in cost and items	$ 4,000
Total Project Expenditure	**$ 47,000**

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8. REQUIRED SUPPORTING DOCUMENTATION

The following documents for your organisation are mandatory and must be attached to this application. If you are not an incorporated body, your auspice organisation is also required to provide their documents.

ABN Certificate or Statement by Supplier form	☒
A copy of your organisation's Certificate of Incorporation	☒
or Auspice information completed and a copy of their Certificate of Incorporation	☐
A copy of your organisation's Terms of Reference/Constitution	☒
A copy of your organisation's most recent AGM Minutes	☒
A copy of your organisation's last Audited Financial Statements	☒

The following documents must be attached if applicable:

Endorsement from the asset owner (if applicable - see 3.11 of the Guidelines)	☐
Details of cash holdings exceeding application amount (if required – see 3.14 of the Guidelines)	☐
Letters of support for your project (NO 3.14 IN GUIDELINES!)	☐
Plans / quotes / images etc.	☐

This application must be signed by two current senior office holders of the organisation.
i.e. President, Treasurer, Secretary.

SIGNATURE [signature] SIGNATURE [signature]

POSITION Treasurer POSITION President

DATE 15 / 3 / 2024 DATE 15 / 3 / 2024

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Australian Government
Australian Business Register

ABN Lookup

Current details for ABN 47 372 026 022

ABN details

Entity name:	SOUTH AUST INDOOR BIAS BOWLSASSOCIATION INCORPORATED
ABN status:	Active from 21 Jun 2000
Entity type:	Other Incorporated Entity
Goods & Services Tax (GST):	Not currently registered for GST
Main business location:	SA 5043

Trading name(s)

From 1 November 2025, ABN Lookup will not display trading names and will only display registered business names. For more information, click help

Trading name	From
SOUTH AUST INDOOR BIAS BOWLS ASSN INC	21 Jun 2000
SAIBBA	21 Jun 2000

Deductible gift recipient status

Not entitled to receive tax deductible gifts

Disclaimer
The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see disclaimer

Warning Statement
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ABN last updated: 14 Aug 2000 **Page** 1 of 1 **Record extracted:** 15 Feb 2024

Consumer and Business Services

SOUTH AUSTRALIA

Associations Incorporation Act 1985
Section 20(1)

Incorporation Number: **A8015**

Certificate of Incorporation

This is to certify that

SOUTH AUSTRALIAN INDOOR BIAS BOWLS ASSOCIATION INCORPORATED

is, on and from the twenty-ninth day of June 1982
incorporated under the Associations Incorporation Act 1985.

Given under the seal of the Corporate Affairs Commission at Adelaide on this fifth day of April 2022

Commissioner of Corporate Affairs

Government of South Australia
Attorney-General's Department

1 Amended at AGM 22/2/2019

CONSTITUTION OF THE

SOUTH AUSTRALIAN INDOOR BIAS BOWLS ASSOCIATION Inc.

2 Amended at AGM 22/2/2019

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SOUTH AUSTRALIAN INDOOR BIAS BOWLS ASSOCIATION INCORPORATED

MEMORANDUM OF CONSTITUTION

Throughout the Constitution, unless otherwise appearing by the context; the singular shall include the plural and the plural shall include the singular and all single gender references are to be taken as either gender.

SECTION 1. NAME AND OBJECTIVES

1.A NAME:

i. The name of the Incorporated Association is **SOUTH AUSTRALIAN INDOOR BIAS BOWLS ASSOCIATION INCORPORATED,** referred to herein as the **SAIBBA.**

ii. The head office of the SAIBBA shall be located at the address of the Secretary of the SAIBBA.

1.B OBJECTIVES:

i. To advance, control and promote the sport of Indoor Bias Bowls in South Australia.

ii. To arrange pennant matches, State events, Intra and Inter State matches.

iii. To consider and deal with all matters from time to time submitted to the SAIBBA by any of its Members or Affiliated Associations.

iv. To engender by association a fraternal feeling amongst bowlers and to promote the best interest of the sport.

v. To be an affiliated member of the Australian Indoor Bias Bowls Council Incorporated, referred to herein as the AIBBC.

vi. To co-operate with similar bodies and the AIBBC as opportunities arise.

SECTION 2. MEMBERSHIP AND ITS OBLIGATIONS

2.A MEMBERSHIP

i. The SAIBBA shall consist of such indoor bias bowls Clubs and Affiliated Associations as are at present Member Clubs and Affiliated Associations of the SAIBBA and paying the prescribed fees and those clubs which from time to time are admitted by the Administration Committee as Member Clubs provided that for the purposes of this section when any sporting body or club (not being solely an indoor bias bowls club) has an indoor bias bowls section which itself has no separate constitution the group of members within and comprising such section shall be deemed to be an indoor bias bowls club.

ii. "Members of a Member Club or Affiliated Association" shall mean:

a) The financial members of that Club or Affiliated Association and who are also registered with the SAIBBA.

b) Where a Member Club or Affiliated Association is only a section of a club then the term means the financial members of the indoor bias bowls section only.

iii. A player shall mean a Member of a Member Club or Affiliated Association or a Member of any club under the jurisdiction of the SAIBBA.

2.B ADMISSION OF CLUBS

i. a) Any indoor bias bowls club or Affiliated Association in South Australia, or within its jurisdiction, may apply for admission as a member of the SAIBBA. Every such application shall be forwarded to the secretary of the SAIBBA in writing, accompanied by a copy of its constitution or rules and the names and addresses of its officers.

b) The Administration Committee may grant membership absolutely or subject to such specified stipulations terms and conditions to be observed and performed within a prescribed period.

ii. Where two indoor bias bowls clubs, each of which has been a member of the SAIBBA, agree to operate one set of carpets or premises for their dual use, the Administration Committee may grant permission for each to continue their separate membership of the Association providing:

a) Each Club must have a separate constitution

b) The members of each Club are registered separately with the SAIBBA.

c) Each Club is registered separately with the SAIBBA and each continues to honour its separate obligations.

d) In regard to clause 7. A. ii of this constitution the two Clubs shall not nominate more sides for pennant matches than their carpets can accommodate.

2.C FEES

i. **Club Subscriptions**

a) Each Member Club or Affiliated Association shall pay annually to the SAIBBA a Club Subscription fee.

b) Such fee shall become due and payable at the March Council Meeting.

c) The amount of such fee shall be as determined by the Annual General Meeting of the SAIBBA.

ii. **Members Registration**

a) General registration terms

i) Each year a Member Club or Affiliated Association shall provide a list of all registered members and copy of its constitution or rules and the names and addresses of its officers if these have changed since the previous year. Such members shall be entitled to play in all SAIBBA and AIBBC events for which they are qualified and shall receive an SAIBBA registration card.

ii) Non-registered members shall not play in SAIBBA or AIBBC events, nor shall they be entitled to a registration card, but they may play in events designated by Clubs as open to Club Members. Non-registered members shall not be eligible for election to any office of the SAIBBA.

b) The Administration Committee will make by-laws concerning the regulation and fees for Mixed Night Pennants.

c) The Administration Committee will make by-laws concerning the regulation and fees for Daytime Pennants:

d) In the event of a person being simultaneously a Member of two or more Member Clubs a registration fee shall be paid by only one member club.

e) Registration cards provided by the SAIBBA shall be issued only after the receipt by the SAIBBA of the prescribed registration fee applicable to the individual member.

iii. **Pennant Nomination**

a) An annual fee, as determined from time to time by the SAIBBA, shall be paid by member clubs for each side nominated for metropolitan pennant matches, such fee to be paid at the time of such nominations.

b) Upon any member club failing to pay its club subscription, member registration fees, pennant nomination fees or any other moneys payable under the terms of this Constitution, within sixty days of notification thereof, such club shall, on the resolution of the Administrative Committee, be deprived of the benefits of membership of the SAIBBA until full payment is made.

SECTION 3. OFFICE BEARERS AND THEIR DUTIES

3.A OFFICE BEARERS

i. The officers of the SAIBBA shall be a President, two Vice-Presidents, Secretary, Treasurer, Assistant Secretary and Immediate Past President.

ii. The Patron shall be nominated and elected at the Annual General Meeting.

3.B DUTIES OF OFFICE BEARERS

i. **The President:**

The President shall preside at all meetings of the SAIBBA at which he is present unless the Administration Committee has appointed a person specifically for that purpose

ii. **Vice-Presidents:**

In the absence of the President, the Senior Vice-President shall preside at all meetings of the SAIBBA at which he is present unless the Administration Committee has appointed a person specifically for that purpose.

iii. **The Secretary:**

The secretary shall: -

a) Properly convene by notice and attend Executive, Administration and Council meetings of the SAIBBA and sub-committees as directed.

b) Conduct all correspondence in accordance with the directions received from the Administration

Committee and all sub-committees of the SAIBBA.

c) Attend to all clerical duties of the SAIBBA.

d) Carry out such duties as may be determined by the Administration Committee from time to time.

iv. **The Treasurer**

The Treasurer shall:

a) Check bank deposit receipts, records of the receipts and expenditure, assets and liabilities, and other financial transactions of the SAIBBA.

b) Correctly keep proper books of account, receive all moneys, issue official receipts, and regularly pay all moneys received to the current account of the SAIBBA at such bank as the Administration Committee may from time to time determine and submit all bank deposit receipts to the Auditor and pay by cheque and internet transfer all accounts of the SAIBBA after authorization by the Administration Committee.

c) Submit a written report to each meeting of the Administration Committee and Council with regard to the finances of the SAIBBA.

d) Prepare in respect of each year ending eight (8) weeks prior to the Annual General Meeting, a Financial Statement. Produce this financial statement along with such books, papers and documents, as required, to the Auditor, for verification and sign such verified documents.

e) Submit a budget of estimated income for the next financial year at the Administration Committee meeting immediately prior to the Annual General Meeting, together with a recommendation about the club subscription, team registration and player registration fees to be determined at the Annual General Meeting of the SAIBBA.

f) Carry out such other duties relating to the finances of the SAIBBA as may be directed by the Administration Committee from time to time.

v. **The Assistant Secretary**

a) The Assistant Secretary shall take and produce the minutes of the Administration Committee and Council meetings of the SAIBBA and provide the Secretary with a copy.

SECTION 4. EXECUTIVE AND ADMINISTRATION COMMITTEES AND THEIR POWERS

4.A ADMINISTRATION COMMITTEE

i. The control and management of the SAIBBA shall be vested in the Administration Committee. Each member of the Administration Committee shall have been a registered full member of SAIBBA for the immediately preceding one (1) year.

ii. The Administration Committee shall consist of:

a) An Executive Committee consisting of:

i) The President who shall have been a member of SAIBBA for the immediately preceding one (1) year.

ii) The Secretary.

iii) The Treasurer.

b) Two Vice-Presidents:

i) Senior Vice-President.

ii) Junior Vice-President.

c) Assistant Secretary.

d) Immediate Past President who shall remain a full registered member of a Member Club or Affiliated Association.

e) And a maximum of six (6) Committee Members.

4.B ELECTION OF THE ADMINISTRATION COMMITTEE

i. **Nomination for the positions of President, Vice-Presidents, Secretary, Treasurer, Assistant Secretary and committee members.**

a) Nominations for all positions of the SAIBBA must be lodged with the Secretary of the SAIBBA, on the official nomination form, by or at the Administration Committee meeting immediately prior to the AGM.

b) Each such nomination shall be signed by a proposer and seconder, each of whom shall be a full registered member of SAIBBA or Affiliated Association, and shall include the consent of the candidate to act, if elected.

c) If no nominations are received by the due date, then the meeting may by resolution agree to accept nominations from the floor.

ii. **Elections**

The Administration Committee, at the Administration Committee meeting immediately prior to the Annual General Meeting, shall appoint two scrutineers to determine the result of any secret ballot(s) at the Annual General Meeting.

a) If more than one nomination for the position of President, Senior Vice-President, Junior Vice-President, Secretary, Treasurer or Assistant Secretary is received, the election shall be made by secret ballot at the Annual General Meeting of the SAIBBA.

b) A minimum three (3) committee members of the SAIBBA are to be elected for a two year term each year. If more than the required numbers of nominations are received the election of committee members of the SAIBBA shall be made by secret ballot at the Annual General Meeting of the SAIBBA.

i) The election of Administration Committee members shall be made by ballot, one vote from each Member of a Member Club or Delegate(s) of Affiliated Associations who are present at the Annual General Meeting of the SAIBBA.

ii) In all elections, the candidate receiving the highest number of votes shall be elected. In the event of a tie, the presiding officer of the meeting at which the announcement of the result is made, shall have a casting vote. If however one of those candidates involved in the tie is the holder of the office subject to the election, such holder shall retain the office.

iii) All newly elected officers and committee members shall take office immediately. The newly appointed Secretary and Treasurer will be afforded the opportunity to liaise with their predecessor during the period from the date of his election and two (2) calendar months hence.

4.C POWERS OF THE ADMINISTRATION COMMITTEE

i. The Administration Committee shall have power to:

a) Authorize collection of the revenue of the SAIBBA and invest, convert, or reinvest any funds or other assets in investments (other than mortgages of real estate) in the name of the SAIBBA. Such officers of the SAIBBA as may be determined from time to time shall operate all banking accounts.

b) See that all accounts are duly paid and to incur such expenses as are necessary in carrying out its duties provided, however, that no member club of the SAIBBA is entitled or shall at any time hereafter become entitled to participate in the income or assets of the SAIBBA, either by way of dividend distribution, or in any way howsoever.

c) Deal with the correspondence of the SAIBBA.

d) Hire, rent or take on lease any property and to let or lease, sublet or sublease, or build, upon any existing properties or part thereof with powers to alter buildings for the purpose of maintenance or improvement of them. (See also current Associations Incorporation Act.)

e) Commence, prosecute and defend any court proceedings in the name of the SAIBBA and with power to settle or compromise any disputed claims or account and to compound or release any debt or claim.

f) Manage and control all matters in connection with State, interstate and intrastate competitions and to arrange for visits, receptions and entertainments of country or interstate sides or teams and to provide prizes in connection therewith.

g) Amend or refuse entries for any SAIBBA event from any registered Member, Member Club or Affiliated Association. Those concerned to be advised in writing of such action and the reason therefore. If objection be taken an opportunity shall be given for the case to be reconsidered by the SAIBBA.

h) Hold enquires if thought necessary and to make decisions concerning all charges, complaints, disputes, protests and all other matters referred to it by any Sub-committee.

i) Impose conditions or restrictions upon any Member Club whose carpet or carpets are considered to be unfit for play.

j) Inflict penalties on a Member Club or registered member for any action or behaviour considered inimical to the status of the game or its government, provided that the Member Club or registered Member concerned is first advised in writing of any charge made and is given an opportunity to enter a defense in writing or by appearing in person before the Administration Committee or a sub-committee of the Administration Committee appointed for the purpose.

k) Deal with any petition on any matter concerning the game or its management received directly from any Member Club, or Affiliated Association.

l) Deal with and adjudicate upon in accordance with the terms of this Constitution any dispute arising

between Member Clubs, Affiliated Associations, or registered Members of a Member Club in connection with any matter within its jurisdiction, if referred to it by the relevant members.

m) Restrain a Member Club from making any change in its Name or Constitution without approval and to approve or disapprove of the name of any club seeking membership.

n) After such enquiries as the Administration Committee deems necessary to grant, terminate, or suspend for any period the membership of any Member Club provided always that in the case of a termination or suspension the Member Club concerned shall be entitled to make a written request for its case to be heard at a Special General Meeting of the SAIBBA called for that purpose. A decision of this meeting to suspend or expel a Member Club shall require a motion to that effect being carried by two-thirds of those present and entitled to vote at the meeting in person and who cast their vote, voting in the affirmative.

o) Appoint any eligible person to the Administration Committee in the event of insufficient candidates being nominated, or a casual vacancy occurring in which case the appointed person shall hold office for the remainder of his predecessor.

p) Appoint any eligible person to act as a proxy in the unavoidable absence of a member of the Administration Committee.

q) Appoint the SAIBBA delegates to the AIBBC, at least two of whom shall be members of the SAIBBA Administration Committee.

r) The Administration Committee, in addition to its general powers, shall have such powers and do such business as the SAIBBA at a General Meeting may delegate to it.

s) Have and exercise such other powers and duties that are not provided for in this Constitution or the Constitution of the AIBBC, but are deemed necessary and proper for the management of the affairs of the SAIBBA and for achieving its objects.

t) Appoint the Public Officer for the Association.

4.D APPOINTMENT OF SAIBBA SELECTION PANEL

i. The selection panel shall consist of a Chairperson and four (4) Selectors two (2) of whom are elected in alternate years and country advisers as required.

a) The Chairperson of the selection panel shall be appointed bi-annually by the Administration Committee.

b) At the same meeting the appointment of two Selectors for a period of two years shall be made. Preferably only one (1) selector from any one (1) single Member Club or Affiliated Association.

c) The Chairperson shall have a casting vote only.

d) The Chairperson to authorize sending out of Expressions of Interest and any other correspondence pertaining to Selection

ii. The duties of the Selection Panel shall be as defined from time to time by the Administration Committee.

4.E APPOINTMENT OF THE SUB-COMMITTEES

The Administration Committee may appoint such sub-committees, as it shall deem necessary. The

respective personnel, the duration of office and the duties of each subcommittee shall be as determined from time to time. Any such sub-committee shall include at least one member of the Administration Committee and may also include any person or persons who are not Administration Committee members. The president shall be an ex-officio member of all sub-committees.

SECTION 5. COUNCIL

5.A SAIBBA COUNCIL

i. The SAIBBA Council shall comprise the following:

a) The Administration Committee

b) The two delegates or their proxies from each of the Member Clubs and Affiliated Associations.

SECTION 6. SAIBBA COUNCIL MEETINGS

6.A COUNCIL MEETINGS

i. The Administration Committee, all Delegates (or their proxies) and any registered member shall be entitled to be present. Any visitor wishing to attend may be approved by any three members of the Administration Committee.

ii. Only Delegates (or their proxies) and the Administration Committee may vote at Council Meetings.

a. Delegates should vote according to the decisions taken by their respective Club or Affiliated Association. Where a vote has not been taken such member shall vote in accordance with their personal views to advance, control and promote the game of indoor bowls in South Australia.

6.B ANNUAL GENERAL MEETING

i. The Annual General Meeting of the SAIBBA shall be held on or about the last Friday in the month of February each year.

a) All registered Members of the SAIBBA and delegates of Affiliated Associations attending the Annual General Meeting of the SAIBBA have the right to vote.

ii. Order of business - unless a variation requested by a resolution of the Administration Committee, and accepted by the meeting, the order of business shall be as follows:

a) Confirm the minutes of the previous Annual General Meeting and of any other SAIBBA General Meetings held during the year.

b) Receive reports of matters or tabled by Officer Bearers and Sub-committees.

c) Receive and adopt the Annual Report and Financial Statement.

d) Correspondence

e) Elect the Patron.

f) Election of Office Bearers including the Auditor.

g) Deal with notices of motion of which due notice has been given.

h) Receive and consider the recommendations of the Administration Committee.

i) General Business.

6.C SPECIAL GENERAL MEETINGS

a) The SAIBBA shall meet when summoned by direction of the President or upon a written request to the Secretary signed by five (5) or more Administration Committee member~~s~~.

b) The meeting shall be convened within thirty days of the receipt of the request.

c) At least twenty-one calendar days notice in writing shall be given of such meeting to all Member Clubs and Affiliated Associations.

d) Such notice shall state the nature of the business to be considered there-at.

e) No other business shall be considered by the meeting.

f) All registered Members of the SAIBBA and delegates of Affiliated Associations attending the Special General Meeting of the SAIBBA have the right to vote.

6.D PROCEDURE

i. **Presiding Officer**

The President shall preside at all meetings of the SAIBBA and in his absence, the Vice-President (s) shall preside. In their absence those entitled to be present shall elect a chairperson.

ii. **Quorum**

At Administration Committee meetings held in accordance with this Constitution one more than half those entitled to be present and entitled to vote shall form a quorum. If no quorum be present fifteen minutes after the time fixed, those in attendance may by resolution adjourn the meeting to a time and date decided upon by them, being not less than ten days from the date of the resolution, and if there be no quorum at such adjourned meeting, those present there-at may act as if there were a quorum present. Written notice of any such adjourned meeting must be sent to all those entitled to be present at least three days prior to the adjourned meeting.

iii. **Voting**

On matters other than election of officers, the voting shall be by show of hands in the first instance. A ballot shall be taken if determined by the chairman or demanded by at least five (5) of those present and entitled to vote.

iv. The President, if in the chair, or a Chairman shall have a casting vote but not a deliberative vote.

v. All voting shall be by simple majority unless otherwise provided for.

vi. No Delegate shall be permitted to speak or vote at any meeting unless all moneys due and payable by their club or Affiliated Association to the SAIBBA shall have been paid, provided that they may do so on such conditions as the meeting may impose.

vii. Each person eligible and attending the meeting shall have one vote.

6.E NOTICES OF MOTION

i. In the absence of the mover of a motion, notice of which has been duly given, it may by consent of the meeting be moved by another person entitled to speak at the meeting, provided the original mover has not expressed in writing a contrary desire, in which case it shall stand adjourned.

ii. The chairman shall permit no amendment to a notice of motion unless they are of the opinion that the amendment is either of a minor or procedural nature and does not affect, substantially, the subject matter of the notice of motion. The decision of the chairman thereon shall be final.

iii. A notice of motion involving any proposed unusual item of expenditure shall not be voted upon at any Special General Meeting until it has been referred to and/or reported upon to the meeting by the Administrative Committee.

iv. Unless otherwise expressly provided in this Constitution any notice of motion shall be lodged with the secretary of the SAIBBA at least thirty (30) calendar days prior to the date of the meeting at which it is to be dealt with and all member clubs and affiliated Associations shall receive a written notice at least twenty one (21) calendar days prior to such meeting or meetings and such notice shall set out fully the notice or notices of motion.

v. No motion shall be considered unless duly moved and seconded at the meeting at which such motion is proposed.

SECTION 7. MATCHES AND TOURNAMENTS

7.A CARPETS, FEES AND ELIGIBILITY

i. Every Member Club or Affiliated Association may allow the SAIBBA the use of its carpets and appointments whenever requested by the SAIBBA, during the season, for its matches and tournaments and shall do all in its power to provide the best available carpets and each Member Club or Affiliated Association should give to the SAIBBA its full co-operation in such events.

ii. Having due regard to the principle that the respective sides nominated by a club are rostered to play "at home" and "away" on the one night, a club shall not nominate more sides for pennant matches than it can accommodate on its own carpets.

iii. Matches may with the consent of the controlling body be played on any other carpet by mutual agreement.

iv. The Administration Committee shall from time to time arrange competitions or tournaments of such nature and under such circumstances, terms and conditions and with such entrance fees as it deems fit, and may vote from SAIBBA funds such sum or sums of money as may be necessary to provide any trophies and prizes it may decide to allot in connection with the said competitions.

v. Only Registered Members of the SAIBBA shall be eligible to play in Pennant matches under the control of the SAIBBA.

vi. Only full Registered Members of the SAIBBA, or registered Members of a Non Metropolitan Affiliated Association shall be eligible to play in State Championships arranged by the SAIBBA.

vii. The SAIBBA reserves the right to endorse all other Tournaments arranged by the SAIBBA as open or closed events.

viii. Notwithstanding the terms outlined in Clauses 7.A.v and 7.A.vi the SAIBBA reserves the right to vary these terms in such circumstances as it may see fit.

7.B TOURNAMENTS - GENERAL

i. All matches and tournaments shall be governed by the AIBBC Laws of the Sport of Indoor Bias Bowls and shall be conducted in accordance with the Constitution and By-Laws of the SAIBBA.

SECTION 8. MISCELLANEOUS

8.A SETTLEMENT OF DISPUTES

i. Notice of any dispute between Member Clubs, Affiliated Associations or Members of a Member Club, or any protest by these bodies required to be dealt with by the SAIBBA must be given in writing to the Secretary of the SAIBBA within seven days from the time when the dispute or protest arises. The Administration Committee in its absolute discretion may extend the time for the giving of such written notice.

ii. The Secretary of the SAIBBA shall forthwith forward a copy of such notice to those affected and such dispute or protest shall be dealt with by the Administration Committee at its next meeting.

iii. The decision of the Administration Committee shall be final.

iv. No Member of the Administration Committee shall adjudicate upon a dispute or protest in which he is involved or in which a Club of which he is a Member is involved.

8.B SUSPENSION OR EXPULSION FOR MISCONDUCT

i. In addition to the power given under Sub-Section 4.C.l. the Administration Committee shall have the power, after a review of all facts, to suspend any Club Member(s), from any Club, or SAIBBA activities, for whatever period the Administration Committee shall deem fit, or expel such Member from all Clubs affiliated with the SAIBBA.

ii. Every suspension or expulsion of a Member by a Member Club shall be promptly reported in writing to the Secretary of the SAIBBA. Each such report shall include details of the offence and any other information upon which the decision to suspend or expel was based and notification of the time allowed for any appeal within the Club. Such report must also include confirmation that the Member has been informed of his rights of appeal under the Club and SAIBBA Constitutions. On receipt of such advice, the Administration Committee of the SAIBBA shall review the case and if considered necessary take such action as it deems fit.

iii. When a SAIBBA Member is charged with an offence by the SAIBBA, or the Administration Committee of the SAIBBA is to review a case reported by a Club, the Member and the member's Club concerned (if applicable) shall be furnished with a copy of any charge made against them, and shall have at least seven days notice of the time at which such charge is to be considered by the Administration Committee, in order that they may attend and be heard, or enter a defense in writing. A decision of this meeting to suspend or expel a SAIBBA Member shall require a motion to that effect being carried by two-thirds of those present and entitled to vote at the meeting.

iv. If a Member of a Member Club is suspended or expelled by order of any Club of which he is a member, and the suspension or expulsion has been reviewed and confirmed by the Administration Committee of the

SAIBBA, or if a SAIBBA Member has been charged by the SAIBBA and the charge proven they shall be liable to incur the following penalties: -

a) Loss of rights and privileges as a registered member of the SAIBBA during the period of their suspension.

b) Expulsion.

v. If after the expiration of any period, which may be allowed for an appeal, provided for in a Club Constitution, the person has failed to appeal, or if his appeal is subsequently rejected, the Secretary of the SAIBBA shall immediately notify all Member Clubs of the suspension or expulsion. Not withstanding the above, the Administration Committee of the SAIBBA may at its discretion withhold such notification in cases where the penalty should, in the view of the Administration Committee of the SAIBBA, be limited to the imposition of restrictions within the member's Club.

vi.

a) The Administration Committee of the SAIBBA may at any time subsequent to a suspension or expulsion review the case, and if considered necessary revise the penalty imposed by the Administration Committee of the SAIBBA.

b) If a Club should subsequently review a case, which it has previously determined, and vary the penalty, it shall immediately report the matter to the Secretary of the SAIBBA. On receipt of such a report the Administration Committee of the SAIBBA shall also review the case as described in Sub-Section 8.B.vi.a).

vii. Every Member Club shall implement the final decision of the SAIBBA Administration Committee in respect of any such suspension or expulsion of any Member of a Member Club by that Committee.

8.C PROVISION FOR CASES NOT PROVIDED FOR

In any matter whatsoever which is referred to the Administration Committee by any Affiliated Association, Member Club, SAIBBA member or registered member of a member club that is not provided for in the Constitution of the SAIBBA or in the Laws of the Sport of Indoor Bias Bowls, the Administration Committee shall determine such matter and its decision there on shall be final.

8.D BY-LAWS

Meetings of the:
i Administration Committee,
ii Council,
iii Annual General Meeting or,
iv Special General Meeting,
may make, and from time to time, alter, amend or repeal by-laws for the conduct of the business of the SAIBBA and the carrying out of its objects and this Constitution.

8.E AUDITOR

The auditor of the SAIBBA shall be elected each year at the annual general meeting and shall audit the accounts of the SAIBBA and submit a report to the annual general meeting.

8.F COMMON SEAL OF THE SAIBBA

i. The Administration Committee of the SAIBBA shall provide a Common Seal and shall provide for the

safe custody thereof with the Public Officer.

ii. The seal holders shall be the President, the Senior Vice-President and the Secretary of the SAIBBA.

iii. The seal shall not be affixed to any deed, instrument or document except under and by virtue of a resolution of the Administration Committee of the SAIBBA, and in the presence of two seal holders, who shall attest every deed, instrument or document to which the seal is affixed, and every such deed, instrument or document shall be signed by two seal holders in the following form: -

The Common Seal of the South Australian Indoor Bias Bowls Association Incorporated was here unto affixed this day of 20 .

In the presence of seal holders

Signatures 1 _____

2 _____

8.G HONORARY SOLICITOR

An Honorary Solicitor of the SAIBBA may be appointed by the Administration Committee, and shall hold office during the pleasure of such committee.

8.H LIFE MEMBERSHIP

i. Life Membership of the SAIBBA may be conferred on any Member of a Member Club or Affiliated Association only on the recommendation of the Administration Committee and confirmed at an Annual General Meeting of the SAIBBA. A decision of such meeting to confer Life Membership shall require a motion to that effect being carried by nine-tenths of those present and entitled to vote at the meeting.

ii. A Life Member shall be entitled to all the privileges of membership of the SAIBBA and have the right to attend any meeting of the SAIBBA but shall not have the right to vote there-at unless otherwise qualified and they shall be notified in writing annually of all SAIBBA meetings and may be consulted upon any matters affecting the SAIBBA.

iii. There shall be no more than five (5) living Life Members.

8.I ALTERATION OF THIS CONSTITUTION

i. This Constitution shall not be altered, amended or rescinded except at the Annual General Meeting of the SAIBBA or at a Special Meeting duly called for the purpose.

ii. A notice of motion setting out the proposed alteration, amendment or rescission shall be lodged with the secretary of the SAIBBA. At least twenty eight (28) calendar days must elapse before a meeting is called.

iii. All Member Clubs, SAIBBA members and Affiliated Associations shall receive a written notice thereof twenty one (21) calendar days prior to such meeting or meetings and such notice shall set out fully the notice of motion.

iv. A decision of a meeting as prescribed in Clause 8.I.i to alter, amend or rescind this Constitution shall require a motion to that effect being carried by three quarters of those present and entitled to vote at the meeting.

v. Any alteration, amendment or rescission of any clause of this Constitution, shall be forwarded to the secretaries of all Member Clubs and affiliated associations, and the secretary of the SAIBBA shall keep a master file of such amendments, alterations or rescissions at the office of the SAIBBA.

8.J WINDING UP THE ASSOCIATION

i. The Association shall not be dissolved except at a meeting of the Association specially convened for the purpose and by a resolution carried by a majority of three quarters of the votes recorded in respect of the same. If upon the winding up or dissolution of the Association there remains after the satisfaction of all its debts and liabilities any property what-so-ever the same shall not be paid to or distributed among the members of the Association but shall be given or transferred to some other institution or institutions having objects similar or in part similar to the objects of the Association and which shall also prohibit the distribution of its or their property among its or their members of the Association at or before the time of dissolution or in default thereof by the Chief Judge of such Court as may have or acquire jurisdiction in the matter.

ii. The liability of a Member Club or Affiliated Association to contribute towards the payment of debts and liabilities of the Association or the costs, charges and expenses of the winding up of the Association is limited to the amount, if any, unpaid by the Member Club or Affiliated Association in respect of membership of the Association as required by section 2.C. of this Constitution.

SECTION 9. POWERS OF THE ASSOCIATION

The Association shall have all the powers conferred by Section 25 of the Act.

SECTION 10. FINANCIAL YEAR

The period of the Financial year shall be from 1st January to 31st December.

Change History

Amended at Annual General Meeting on the 26th February 2016
Amended at Annual General Meeting on the 22nd February 2019

R K Smith CPA
13 Norfolk Road, Marion SA 5043

AUDIT REPORT

To: S.A.I.B.B.A. Inc.

Scope

I have conducted an independent audit of the Income and Expense Statement of the S.A.I.B.B.A. Inc. for the year ended 31st December 2023.

My procedures included examination on a test basis of evidence supporting the amounts in the Income and Expense Statement. These procedures were undertaken to form an opinion whether, in all material respects, the financial statement represents fairly the transactions of the body.

The audit opinion expressed in this report has been formed on the above basis, with reliance upon the allocation of revenue and expense as detailed in the books of account.

Audit Opinion

I believe that the audit evidence I have obtained is sufficient and appropriate to provide an opinion that the Income and Expense Statement presents fairly the transactions of the S.A.I.B.B.A. Inc. for the year ended 31st December 2023.

R. K. Smith, CPA # 358857
Auditor
[redacted]

5th February 2024

South Australian Indoor Biased Bowls Association Inc.

Profit & Loss Statement

	Year Ending 31 December 2023
Net Income	
Affiliations [a]	$ 150.00
National EOI	2,380.00
Fund Raising [b]	951.50
Catering [c]	27.00
Mat Fees [d]	10,338.00
Regional Tournament Entry [e]	1,090.00
State Championship Fees	340.00
Player Registrations [f]	3,325.00
Regional Player Registrations	690.00
Sales [g]	1,957
Total Net Income	**$ 21,248.50**
Cost of Sales	
Purchase of Regional & National Shirts	1,699.20
Gross Profit	**$ 19,549.30**
Operating Expenses	
AIBBC Affiliations/registration	$ 4,060.00
Assistance to Player [h]	750.00
Catering (Sunshine Coast Dinner)	1,501.00
Court Hire [i]	9,532.64
Equipment [j]	99.00
Expenses Associated with the 2024 Nationals [k]	1,080.50
General and Administrative [l]	958.44
Honorariums	1,200.00
Insurance	2,532.75
Internet & Software [m]	689.84
Regional Tournament Entry	1,144.00
Transport & Freight [n]	250.00
Trophies, Plaques and Engraving	796.30
Total Operating Expenses	**$ 24,594.53**
Operating Loss	**-$ 5,045.23**

Balance of Funds, as at 31 December 2023	
Balance of Accounts as at last Audit	$ 57,255.14
Loss for period 01/01/2023 – 31/12/2023	$ 5,045.23
Funds Available, as at 31 December 2023	**$ 52,209.91**

Balance of Accounts, as at 31 December 2023	
General Account Bank Balance	$ 7,209.91
Term Investment	$ 45,000.00
Balance of Funds Available	**$ 52,209.91**

Notes associated to P&L Statement:

a. Include only Regional affiliations – no affiliations from SAWIBBA or Snr Citizens Club of SA Inc.
b. Includes Lucky Envelopes (ARC, Marion & Regionals) and a minor $2.00 Sundries.
c. Milk and Biscuits for National/Regional Training sessions.
d. Inclusive of Marion Pennant and the ARC Pennant.
e. Registration from Mt Gambier District and MSE Regional players.
f. Players Registrations from Marion, the Arc and Night Pennants (inclusive of casual registrations.
g. Includes Rule Books, Badges and Uniforms (State and Regional).
h. Financial Hardship Assistance to 3 Mt Gambier District players to attend Nations.
i. Inclusive hire of courts for ARC and Marion day pennants and Seaview for National Training and State Championships.
j. Purchase of Hard drive for Secretary.
k. Purchase of items and printing for promo of 2024 and purchase on pens that will be sold.
l. Office consumables, new postal box and associated redirection costs.
m. Domain name and internet expenses, as well as accounting software.
n. Cost to transport mats from Marion Leisure Centre to Seaview High School each weekend of trials and State Championships.

Dr Patrick HJ Falckh
SAIBBA Treasurer
23/1/2023

monwealthBank
monwealth Bank of Australia
BN 48 123 123 124

Your account confirmation as at 10 July 2023

Thank you for banking with us. Here is a quick summary of some of the important features of your Account.

If you have any questions or need more information please go to **netbank.com.au**, call **13 2221** or visit any branch.

Account details

Account type	Term Deposit
Account number	[redacted]
BIC/SWIFT Code	[redacted]
Account holder(s)	SOUTH AUSTRALIAN INDOOR BIAS BOWLSASSOCIATION
Investment term	12 Months
Amount invested at start of term	$45,000.00
Current balance	$45,000.00
Start date	10/07/2023
Maturity date	10/07/2024
TFN/ABN/Exemption quoted	Yes
Early withdrawal	31 days' notice is required to withdraw before maturity. A prepayment interest adjustment and administration fee will apply.
Maturity instructions	Place in Holding Facility At maturity we will place your funds in the holding facility of your account, where you can choose to reinvest or withdraw your funds anytime once you decide what to do. Holding facility interest is paid every 7 days at the applicable interest rate, and may be lower than for a fixed term. Please refer to the Term Deposit General Information and Terms and Conditions for more information. If you wish to update your maturity instructions, please visit any of our branches, contact your Relationship Manager, call **13 2221** or provide your instructions on **netbank.com.au** before the maturity date.
Features	You can use NetBank to manage your Term Deposit online, including keeping track of your maturity date and interest payments. Contact us to get started using NetBank today.

Credit interest

Interest rate	4.55% p.a.
When is interest paid?	You have chosen to receive your interest every 12 months and/or at maturity. For terms of 12 months or less, interest is paid at maturity.
Nominated account for interest payments	Added to your Term Deposit balance.

OCL-006-141016 10/07/2023 11:23

FEES FOR 2024

Metro Day-time pennant:

Remains at $20 registration/annum and players are required to pay $5 each day they play in the ARC or Marion Day time pennant to cover hire costs.

Casual players remain at $2.00 registration per game, as previously required..

Metro Night-Time Pennant:

Players who have already paid a registration fee to participate in Daytime pennant will not need to pay an additional registration fee. [*Constitution: Section 2.C Fees, ii a) General registration terms, i) ...all registered members .....shall be entitled to play in all SAIBBA and AIBBC events....*; and *ii) d0 In the event of a person being simultaneously a Member of two or more Member Clubs a registration fee shall be paid only one member club.]*.

Casual Players will also be required to pay the $2.00 registration per game for Night time Pennant.

There will be a modest increase in Team registrations for the Night Time Pennant. This has yet to be finalised.

Expression of Interest for 2024 Nationals:

All players wishing to nominate for the trials for the 2024 SA National Team will pay a fee of $50/person. This increase is necessitated by the increase in the hourly rate to hire the gymnasium to play the trials.

Regional Registration of Players:

All Regional Players are required to pay a fee of $6/annum to be registered with SAIBBA. This was increased from $3 to $6 since AIBBC charges SAIBBA and annual registration fee of $3,200/annum. The Affiliation fee of $75/regional team remains the same.

In cases where a regional team has disbanded and thereby does not pay the Affiliation fee then the players who wish to be considered for the SA National Team must either join another region or pay the equivalent $20 registration fee that the Metro teams does. Players who have not paid a registration fee directly through the Metro team, or a Regional Team will not be considered registered for the purposes under the SAIBBA Constitution or the AIBBC Constitution and is ineligible to play in the Nationals.

Patrick Falckh
Treasurer SAIBBA
15/2/2024

SOUTH AUSTRALIAN INDOOR BIAS BOWLS ASSOCIATION INC.

SECRETARY: Liz Rowley
Email: secretary@saibba.com.au
[redacted]
PO Box 689, Glenelg

Patron: Mr John Nash
President: Mr Geoff Amos

ANNUAL GENERAL MEETING OF THE S.A.I.B.B.A.
held at the Woodville Bowling Club, Oval Avenue, Woodville South, 5011
on Friday 23rd FEBRUARY 2024 at 7.30 pm.

OPENING: President Geoff Amos opened the meeting at 7.36pm and welcomed all to the meeting.

PRESENT: Geoff Amos, Chris Chrisakis, Joyce Clayton, Darryl Croft, Margaret Crowe, Terry Culbertson, Sandra Desmond, Patrick Falckh, Dean Ferris, Lorraine Hall, Ann Kennedy, Elaine McCormick, Judy Marbrow, Ian Miller, Jan Miller, Pat Minett, John Munden, John Nash, Jan Prosser, Sue Rodda, Carole Ross, Kevin Rowley, Liz Rowley, Brian Scarlett, Linda Scarlett, Jeffery Stanley, Julie Stanley, Paul Stockham, Jeanette Stott, Barbara Tripodi, Barbara Turbil, John Whalan, Peter Wynen, Gary Young, Rainy Young.

APOLOGIES: Colleen Barclay, Pauline Herring

MINUTES: To receive and adopt the Minutes of the Annual General Meeting held on Friday 24th February 2023.

MATTERS ARISING FROM MINUTES:- None

Minutes moved, seconded and adopted.

REPORTS: PRESIDENT'S REPORT:- Geoff Amos delivered his report.
SECRETARY'S REPORT: - Liz Rowley delivered her report.
FUNDRAISING:- No report
UMPIRES REPORT: - Aaron Hawke – No Report
CHAIRPERSON OF SELECTORS: - Milton Hawke

- Secretary read out Chair of Selectors Report.
- Jeanette Stott commented that Brad and Tony Bowditch & had also won a medal and their names were not read out.
- Secretary confirmed that Tony Bowditch and Daniel Langdon had indeed won a medal and she would let Milton know he had missed them off his report.
  They had all been congratulated on Facebook.

AIBBC COM REPORT: – No Report

- Changes of personnel and people getting used to their roles this year.
- SA AIBBC Reps have been updating them on our progress with Nationals 2024 preparations.

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be active.

All Correspondence to the Secretary
secretary@saibba.com.au
ABN 47 372 026 022

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[redacted]
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President: Mr Geoff Amos

DAYTIME PENNANT:- Campbelltown & Marion: - Lorraine Hall delivered her report.
OTHER ASSOCIATION REPORTS:- None received.

FINANCIAL REPORT:

Receive and adopt the Annual Report and Financial Statement –
Patrick Falckh, Treasurer, delivered his report, detailing Income and Expenditure.

- Treasurer has put together his budget forecast for 2024 SA Nationals.
- Estimated $42,500.
- In-house First Aid available at a better rate.
- Acquisition and transport of correct mats and bowls is costly.
- Some will be recuperated in sales of merchandise, including Souvenir shirts.
- Geoff showed shirt sample.
- Grants and Sponsorship will be important and a number of potential Sponsors and grants have been applied for.
- All offers of Sponsorship welcome from individuals, groups, small or large businesses.
- Family groups sponsored Scoreboards at Queensland Nationals.
- AIBBC give us some funding.
- Cannot apply to AIS as AIBBC not registered with them.

- Discussion ensued with various suggestions for potential sponsors.

- Volunteers needed for 2024 Nationals.

- Please send in all ideas to Secretary.

Reports moved, seconded and adopted.

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secretary@saibba.com.au
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[redacted]
PO Box 689, Glenelg

Patron: Mr John Nash
President: Mr Geoff Amos

ELECTION OF PATRON:

Patron was elected in 2022 – new Patron to be elected.
John Nash was asked if he was willing to stand again as Patron.

Moved, seconded and adopted.

John Nash elected as Patron.

ELECTION OF OFFICE BEARERS including the Auditor:

PRESIDENT – 1 nomination, Geoff Amos. ***Geoff Amos appointed.***
SECRETARY – 1 nomination, Liz Rowley. ***Liz Rowley appointed.***
TREASURER – 1 nomination, Patrick Falckh. ***Patrick Falckh appointed.***
ASSISTANT SECRETARY – 1 nomination Linda Scarlett. ***Linda Scarlett appointed.***
SENIOR VICE PRESIDENT – 1 nomination, Milton Hawke Snr. ***Milton Hawke Snr appointed.***
JUNIOR VICE PRESIDENT – 1 nomination, Aaron Hawke. ***Aaron Hawke appointed.***
COMMITTEE MEMBERS – 1 nomination Terry Culbertson. ***Terry Culbertson appointed.***
AUDITOR – 1 nomination, Reg Smith. ***Reg Smith appointed.***

NOTICES of MOTION: None received.

RECEIVE AND CONSIDER RECOMMENDATIONS FROM THE ADMINISTRATION COMMITTEE:

1. **Fees for 2024 Season to be presented.**
   Patrick Falckh advised as to the Fees for 2024.

   - Expression of Interest Fee increased from $40 to $50. This was necessary due to Hall Hire cost and had not been increased for many years.
   - $20 Membership Fee remains the same.
   - $15 additional fee for Evening Pennants members no longer applied.
   - Evening Pennant Team Fee will increase.
   - Regional contribution will need to increase to $6 per player.
   - Metro bear the largest burden of the AIBBC fee.

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- Mount Gambier may host a State Practice to ease their burden of travel – see Calendar dates TBA.
- MSE have not confirmed their position yet regarding affiliation.
- MSE unable to field a Regional Team due to ageing population.
  If MsE is not affiliated then members must affiliate through either Mt Gambier or Metro and pay those relevant fees.
- Individuals can affiliate by paying $20 direct to SAIBBA to play in the Leagues.

- Jeanette Stott stated that Mid South East will still affiliate to SAIBBA this year following a conversation she had with Bev King.

- Secretary will await official confirmation from MSE after their AGM in April.

- Need to think about solutions to the problem such as recruiting Juniors as currently need to borrow from other states. Juniors cannot play during schooltime.
  Funding available from State Government if Junior Programme running.
  School Sport SA is body that controls it now.

- SA will run the last year of old format for Nationals.
  Victoria will take on new format in 2025.
  Proposals are that the Monday Open Tournament will be scrapped and an Open Singles and Junior Tournament will run separately.

Fees moved, seconded and adopted.

GENERAL BUSINESS

1. **The Regional Tournament**
   - No longer viable in current form as MSE unable to field a team.
   - State will host an **Open Tournament** on the weekend reserved for Regionals as per Calendar dates issued on Expression of Interest Forms.
   - Any 4 players able to play in any gender combination.
   - Prize money.
   - Forms will be issued as soon as format confirmed.

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ABN 47 372 026 022

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[redacted]
PO Box 689, Glenelg

Patron: Mr John Nash
President: Mr Geoff Amos

2. Advise 2024 State Selection Panel

Geoff Amos announced the Selection Panel for 2024.

Chair of Selectors – Milton Hawke.

Ongoing Selectors – (1 year to serve)
Linda Scarlett (Metro North, Daytime and Evening Pennants)
Aaron Hawke (Broken Hill and Metro).

Outgoing Selectors (served 2 years)

Chris Chrisakis,
Fiona Pearson

Newly appointed Selectors – 2 years

Tony Bowditch (Mount Gambier)
Mike Haywood (Metro South, Daytime & Evening Pennants)

- Chris Chrisakis asked if Mike Haywood had been asked by President if he would be a Selector.
  Geoff confirmed he had asked Mike to stand.
- Mike represents both Daytime and Evening Pennants in Metro South.
  Tried to cover most areas so all represented.

3. Any other Business:

- Constitution
  - Constitution needs to be reviewed.
  - Last amended 2019.

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- Secretary can send it to all members for their input.

- Jeanette Stott wanted to know why Mixed Pairs was done in a Round Robin format and stated that it had never been played as a Round Robin before.
  - Few or uneven amount of teams so Round Robin was agreed.
  - State Singles was a Round Robin the year before so no reason why Pairs could not be done in this format.

- Dean Ferris mentioned congratulations to Fiona & Keisha Pearson Australian National Team and Serena Bourn for making the Australian National Team Squad as a Reserve.
  - They had also been congratulated on their achievement on the SAIBBA Facebook page.

- Regional Report
  - This had been sent our earlier in the year after the Regionals.

- John Nash asked why other States were more successful in Nationals.
  - Some States play all year round.
  - Bigger pool of players and younger players available.
  - Local pub venues.
  - Possible monetary reward.

CLOSE OF MEETING: Geoff closed the meeting at 8.45pm

we're smoke-free Government of South Australia
be active.

All Correspondence to the Secretary
secretary@saibba.com.au
ABN 47 372 026 022

From: George Draffen <georgedraffen@gmail.com>
Date: 29 January 2024 at 4:46:33 pm ACDT
To: amosg1@bigpond.com, George Draffen <georgedraffen@gmail.com>
Subject: Bowls mats for nationals in SA

Hi Geoff
Further to our phone conversations, I am happy to confirm that Indoor Bowls Warrnambool can provide 19 needle punch mats and 19 sets of yellow bowls(if you need them) for the Australian Championships in SA this year. (We also have black bowls if you need them, but we don't have blue bowls)
Hire of Mats and Bowls will be $2000
and transport by us over and back $2500 - a total of $4500

regards George Draffen
Chairman IBW Match Committee

BAROSSA FUNCTION HIRE

Trimark Enterprises Pty Ltd
88 074 281 637

BAROSSA FUNCTION HIRE
59 TANUNDA ROAD
NURIOOTPA SA 5355
PHONE: 8562 3399 FAX: 8562 3797

RENTAL QUOTATION: 4975

BILL TO:
SA INDOOR BIAS BOWLING ASSOC
PATRICK FALCKH
[redacted]

SHIP TO:
DELIVER TO: THE REX CENTRE
FRIDAY 23RD AUGUST 2024
PICKUP MON 2ND SEPT 2024

CUSTOMER #: 23395
BILLING TEL: 04-1117-4601
SITE TEL:
SALESMAN: UNASSIGNED

DELIVERY AND PICKUP

RENTAL QUOTATION NOTES:
SUBJECT TO AVAILABILITY AT THE TIME OF PLACING THE ORDER
SECURITY WHILST ON SITE IS YOUR RESPONSIBILITY
NO OFF RENTAL ALLOWED

TERMS: CASH
REF: REGO HERE
ID: X

RENTAL#	QTY	DESCRIPTION			EXTENDED AMT
2020-01	41.00	TRESTLE TABLE 1.8 MTR 6FT			$902.00
			DAILY: $22.00	WEEKLY: $32.72	MONTHLY: $70.00
		DATE OUT: FEB 02/24 12:27PM DATE DUE: FEB 03/24 12:27PM RENTAL PERIOD: 1 DAY(S)			
2030-00	330.00	BISTRO CHAIR			$1,584.00
			DAILY: $4.80	WEEKLY: $7.11	MONTHLY: $80.00
		DATE OUT: AUG 11/23 12:27PM DATE DUE: AUG 18/23 12:27PM RENTAL PERIOD: 1 DAY(S)			

SUBTOTAL RENTALS: $2,486.00

SERVICES#	QTY	DESCRIPTION	UNIT PRICE	AMOUNT
C		CARTAGE	$130.00	$130.00
		DELIVERY TO SITE		
C		CARTAGE	$130.00	$130.00
		PICKUP FROM SITE		
L	1.00	LABOUR	$220.00	$220.00
		LABOUR TO MANUALLY WALK FURNITURE INTO VENUE 2 X STAFF		

SUBTOTAL SERVICES: $480.00

TAXES	TAXABLE	AMOUNT
GST	$2,966.00	$296.60

SUBTOTAL TAXES: $296.60

DAMAGE WAIVER HAS BEEN DECLINED

GRAND TOTAL: $3,262.60

Remittance:
If paying by direct deposit please use your Customer Account Number or Name as the Reference.

[redacted]

DATE PRINTED: 02/02/2024 10:59 **DATE CREATED: 05/04/2023 12:27:38 CINDY COOPER** **DIV: F** **PAGE 1 OF 2**

BAROSSA FUNCTION HIRE

Trimark Enterprises Pty Ltd
88 074 281 637

BAROSSA FUNCTION HIRE
59 TANUNDA ROAD
NURIOOTPA SA 5355
PHONE: 8562 3399 FAX: 8562 3797

RENTAL QUOTATION: 4975

BILL TO:
SA INDOOR BIAS BOWLING ASSOC
PATRICK FALCKH
[redacted]

SHIP TO:
DELIVER TO: THE REX CENTRE
FRIDAY 23RD AUGUST 2024
PICKUP MON 2ND SEPT 2024

CUSTOMER #: 23395
BILLING TEL: 04-1117-4601
SITE TEL:
SALESMAN: UNASSIGNED

I, the undersigned renter, specifically acknowledge that I have received and understand the instructions regarding the use and operation of the rented equipment.
Renter further acknowledges that they have read and fully understands the within rental equipment contract and agrees to be bound by all of the terms, conditions and provisions hereof, which can be found on our website. www.barossavalleyhire.com.au. Renter acknowledges that they have received a true and correct copy of this agreement at the time of execution hereof.

X [signature]
SIGNATURE
PATRICK FALCKH
PRINT NAME
SAIBBA TREASURER

DATE PRINTED: 02/02/2024 10:59 DATE CREATED: 05/04/2023 12:27:38 CINDY COOPER DIV: F PAGE 2 OF 2

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Simon Hewett

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DEBATE REPORT

7.4 Development and Community Services

7.4.4 NOMINATION FOR THE BUSHFIRE MANAGEMENT COMMITTEE

Author: Manager Health Services and Community Safety
24/38614

PURPOSE

To appoint a Member and Deputy Member to the Adelaide Mount Lofty Ranges Bushfire Management Committee (the Committee) following correspondence calling for nominations.

RECOMMENDATION

That Council endorse Darren Hurst, Manager Health Services and Community Safety as the Member and Glen Carter, Manager Infrastructure and Environmental Services as Deputy Member for the Barossa Council on the Adelaide Mount Lofty Ranges Bushfire Management Committee.

REPORT

Background

The Committee has a role in developing and promoting policies, practises, plans and strategies for its area, focusing on the assessment and reduction of bushfire risk and hazards. It is also an advisory committee to the State Bushfire Coordination Committee on bushfire prevention matters for its area.

Discussion

The Committee wrote to Council on 29 April 2024 (refer **Attachment 1**) seeking nominations for the position of member and deputy member to represent Council. The current terms of Members and Deputy Members is due to expire on 30 June 2024.

It is recommended that Darren Hurst, Manager Health Services and Community Safety be appointed to the Committee, with Glen Carter, Manager Infrastructure and Environmental Services continuing as the deputy member. Both staff members are authorised to make decisions and/or are responsible for bushfire management activities with the Council area.

The term of the appointment will be for 3 years.

Summary and Conclusion
It is important to ensure that best practises, plans and strategies are considered to assist in minimising the risk of fire and assist with community safety in the Barossa Council area. Due to their positions and current delegations, the Manager Health Services and Community Safety, and the Manager Infrastructure and Environmental

Services are recommended as the most appropriate representatives for the Barossa Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Correspondence - Bushfire Coordination Committee - Seeking Nominations ⇩

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Community and Culture

Goal

4. The Barossa fosters community resilience, connection and wellbeing through its social planning, recreation, safety, education, preventative health and social strategies especially for our youth and vulnerable people.

Strategies

4.1. Build on a strong sense of community pride with active community groups and individuals participating in local decision making and community building activities.

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY ENGAGEMENT

Nil

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State Bushfire Coordination Committee

GPO Box 2468
Adelaide SA 5001
37 Richmond Road
Keswick SA 5035
08 8115 3300
CFS.SBCC@sa.gov.au
sbcc.sa.gov.au

29 April 2024

Mr Martin McCarthy
Chief Executive Officer
The Barossa Council
PO Box 867, Nuriootpa, SA 5355
Via email: mmccarthy@barossa.sa.gov.au

Our ref:	fA292397
Enquiries:	Paula Slutzkin
Telephone:	0461 505 710
Email:	CFS.SBCC@sa.gov.au

Dear Mr McCarthy,

Nomination of Members and Deputy Members – Adelaide Mount Lofty Ranges Bushfire Management Committee

Pursuant to s.72A(2) and (3) of the *Fire and Emergency Services Act 2005* (SA), the State Bushfire Coordination Committee establishes the composition of and appoints Members and Deputies to the Member to each Bushfire Management Committee (BMC).

The term of Members and Deputies of the current Bushfire Management Committee is due to expire on the 30th June 2024. As the composition of the Adelaide Mount Lofty Ranges Bushfire Management Committee includes representatives of your council, I am writing to you to seek nominations for a Member and a Deputy to the Member.

BMC Members are responsible for:

- Bringing local issues related to bushfire risk management, or pertinent to their organisation's bushfire policy and program objectives (including media reporting), to the BMC.
- Reporting back to their organisation on a regular basis about BMC activities and decisions.
- Keeping up to date on current bushfire management policy, conservation objectives, fire ecology and bushfire management research.
- Preparing for BMC meetings by reading minutes, agenda and papers.
- Presenting the opinion and views of their organisation in relation to all BMC and Bushfire Management business matters.
- Negotiating with their organisation the extent and manner of the support to be provided to the BMC.

It is important that your council is represented on the BMC by personnel who are authorised to make decisions regarding bushfire management activities in your council; and that your council has internal governance arrangements in place to support your Members and Deputies to the Member to participate in and report back on BMC activities.

An induction package providing an overview of the State's bushfire management framework, the operation of the Committees, and Member/Deputy responsibilities will be provided to Members and Deputies following their endorsement.

It is the intention to have the Bushfire Management Committees re-established by 30th June 2024 to enable business continuity. The term of appointment will be for 3 years until 30th June 2027.

Government of South Australia

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State Bushfire Coordination Committee

It would be greatly appreciated if you could provide the names and contact details of your nominated Member and Deputy to the Member on the attached form to CFS.SBCC@sa.gov.au by 31st May 2024.

If you have any questions please contact us as per the details above.

Thank you for your ongoing commitment to bushfire management planning in South Australia.

Yours sincerely,



CO Brett Loughlin *AFSM*

Chair, State Bushfire Coordination Committee

Copy to: *barossa@barossa.sa.gov.au*

Attached: *Nomination form*

Current endorsed Members and Deputies to the Member

2021-24 term, current endorsed Member: Darren Hurst

2021-24 term, current endorsed Deputy to the Member: Glen Carter

To assist with your forward planning, the first meeting of the new term of the Adelaide Mount Lofty Ranges BMC is 2 July 2024.

Government of South Australia

DEBATE REPORT

7.4 Development and Community Services

7.4.5 INITIATION OF AN AMENDMENT TO STATE PLANNING POLICY 1 - INTEGRATED PLANNING

Author: Manager Development Services
24/38875

PURPOSE

To seek endorsement of a submission to amend State Planning Policy 1 – Integrated Planning.

RECOMMENDATION

That Council:

(1) Endorse the draft submission contained in *Attachment 1.*

REPORT

Introduction
The State Planning Commission is proposing an amendment to State Planning Policy 1: Integrated Planning to:

- Address the long-term resourcing and provision of skills to service our planning system; and
- To support and enhance SA's future planning capabilities.

The draft amendment to State Planning Policy 1 was released for consultation on 11 April 2024 and will conclude on 6 June 2024.

A copy of the letter from Craig Holden, Chair of the State Planning Commission inviting feedback regarding the proposed consultation is contained in Attachment 2.

Discussion
There is currently a national shortage of urban and regional planners, highlighted in the Planning Institute of Australia's '*Planning in Australia: State of the Profession Report'* and in the Federal Government's 'Skills Priority List'.

This planning skills shortage if a critical concern for the state. South Australia needs qualified planning professionals to deal with challenges like housing affordability, population growth and the transition to a net-zero emissions future.

To address this problem, the Commission has proposed an amendment to State Planning Policy 1: Integrated Planning that states:

Provide an effective, efficient and enabling planning system that is well resourced with qualified professionals to support development, investment and good planning outcomes.

Increasing South Australia's planning capabilities will assist in delivering National Cabinet's new national target to build 1.2 million new well-located homes over 5 years. It will also lead to better and faster decision making on development proposals or implementing critical initiatives such as rezoning land for housing or employment.

Recognising the future development of Concordia which is planned to accommodate in excess of 10,000 new homes and the significant growth already occurring in The Barossa Council, increasing the planning capabilities to support growth is fundamental.

To support the critical needs of Development services, Council administration has been successful in registering an Administration and Technical Support Officer to complete the Certificate IV in Local Government and, in the building space, has appointed a Building Cadet to complete the Bachelor of Construction Management.

Summary and Conclusion

The draft submission contained in *Attachment 1* broadly supports the proposed change to State Planning Policy 1: Integrated Planning to amend the State Planning Policy to incorporate a principle regarding the long-term resourcing and provision of skills and expertise to service the planning system in South Australia.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1	Draft submission - Initiation of an Amendment to State Planning Policy 1 - Integrated Planning ⇩
Attachment 2	Notification - Initiation of amendment to State Planning Policy - Integrated Planning ⇩

Supporting references

Further information can be found via the following link:

Enabling SA's planning future: Proposed amendment to State Planning Policy 1 | YourSAy

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Natural Environment and Built Heritage

Goal

1. The Barossa has sustainable farmland providing diverse and stable returns, while protecting the unique natural environment and biodiversity of the region.

Strategies

1.1. Ensure land use planning and resource use protects the quality of the natural environment, the existing character of rural landscapes, historic significance and the high value of agricultural land.
1.2. Support tourism development that is sensitive to the natural environment and ensures that the unique character of the rural landscape is appropriately managed and promoted.
1.3. Build on the conservation of the region's natural heritage including bush eco-systems, grassy woodlands, agricultural landscapes and recreational green spaces.

Legislative Requirements
Planning, Development and Infrastructure Act 2016

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY ENGAGEMENT

The consultation was released on 11 April and will conclude at 5pm on 6 June 2024.

Reference: TRIM

21 May 2024

Submission – State Planning Policy 1 amendment
State Planning Commission
Department for Trade and Investment

By email: PlanSAsubmissions@sa.gov.au

Dear Sir/Madam,

Submission: State Planning Policy 1 amendment

Thank you for opportunity to make submission in respect to the above-mentioned proposed amendment to State Planning Policy 1: Integrated Planning.

The Barossa Council supports the proposed amendment to State Planning Policy 1 to "*Provide an effective, efficient and enabling planning system that is well resourced with qualified professionals to support development, investment and good planning outcomes*".

The Barossa Council is experiencing significant growth, having increased in population by 1.28% annually over the past five years. Growth projections indicate the Barossa Council's population may double over the next 30 years with the high growth scenario projecting an increase in total population of 25,228 people.

Majority of the growth will be concentrated in the Concordia growth area which is expected to accommodate in excess of 10,000 new homes. Having regard to recent growth and future expected growth, well-resourced planning sector is critical to the success of future growth planning. In this regard, there is high level support for this initiative and further underpinning actions are critical to support this objective.

We thank you for the opportunity to make submission during the public consultation period and look forward to receipt of further feedback regarding the outcomes from the consultation process.

Yours sincerely,

Martin McCarthy
Chief Executive Officer

(08) 8563 8444 | barossa@barossa.sa.gov.au | barossa.sa.gov.au
43-51 Tanunda Road (PO Box 867), Nuriootpa SA 5355 | ABN: 47 749 871 215

21145131

15 April 2024

STATE PLANNING COMMISSION
83 Pirie Street
Adelaide SA 5000
GPO Box 1815
Adelaide SA 5001
08 7109 7466
saplanningcommission@sa.gov.au

OFFICIAL

Mayor Michael (Bim) Lange
The Barossa Council
PO Box 867
NURIOOTPA SA 5355

Via email: barossa@barossa.sa.gov.au

Dear Mayor Lange

Initiation of an amendment to *State Planning Policy 1: Integrated Planning*

On 12 January 2024, the Minister for Planning (the Minister) wrote to the State Planning Commission (the Commission) highlighting the challenges presented by the national shortage of urban and regional planners, as emphasised in both the Planning Institute of Australia's Planners in Australia: State of the Profession Report and in the Federal Government's Skills Priority List.

The Minister considers the skills shortage to be of a critical concern and one we need to better plan for as a State.

On this basis, pursuant to section 73(2)(aa) of the *Planning, Development and Infrastructure Act 2016* (the Act), the Minister has requested the Commission initiate an amendment to one of the existing State Planning Policies to incorporate a policy regarding the long-term resourcing and provision of skills and expertise required to service the planning system in South Australia.

The intent of requesting this amendment is to provide appropriate recognition to the skills shortage, and to the importance and necessity of continuing to consider how the long-term vision for each region is to be delivered.

As you may be aware, State Planning Policies (SPPs) are the highest order policy document in our planning system and play a critical role in guiding planning and development in South Australia. They define the State's interests, provide the policy framework for other planning instruments (such as the Planning and Design Code, Regional Plans and Design Standards) and can respond to current and future challenges by including any matters that are relevant to planning or development.

The Minister considers this amendment is imperative at a time where the Commission is undertaking the preparation of the Regional Plans and it was his view that the policy, once incorporated into the appropriate SPP, should be given effect through the Regional Plans.

Proposed amendment

I now write to advise that the Commission has initiated an amendment to *State Planning Policy 1: Integrated Planning* (SPP1). Copies of the Proposal to Initiate and the Proposed Amendment are **enclosed** for your reference.

The Commission is proposing to insert a new policy into SPP1 (Policy 1.12) which states:

Provide an effective, efficient and enabling planning system that is well resourced with qualified professionals to support development, investment and good planning outcomes.

Other associated and complementary amendments are also proposed to be undertaken to the various parts of SPP1 to ensure the language and intent of the new policy is consistently applied throughout the SPP.

In identifying the appropriate wording to amend SPP1, guidance was taken from the Objects of the Act in sections 12 and 13 and the Principles of Good Planning in section 14 of the Act.

Community engagement

Pursuant to section 73 of the Act, the Commission must undertake public consultation on the proposed amendment to SPP1 in accordance with the Community Engagement Charter.

Public consultation is now open, and you are invited to make a submission on the proposed amendment to SPP1 to the Commission by:

- Email: planSAsubmissions@sa.gov.au
- Post:
  Submission: State Planning Policy 1 amendment
  State Planning Commission
  Department for Trade and Investment
  GPO Box 1815, ADELAIDE SA 5001 or
- YourSay: http://www.yoursay.sa.gov.au/spp1-amendment.

The Commission is also hosting online information sessions through Planning and Land Use Services. Details about the information sessions are available at https://plansaevents.eventbrite.com/.

Public consultation on the Commission's proposed amendment to SPP1 is open from today until close of business on Thursday 6 June 2024.

Following the conclusion of public consultation, an engagement report and final draft amendment to SPP1 will be furnished to the Minister for his consideration and approval.

If adopted, the SPP1 amendment will not have effect unless or until it has been approved by the Governor by notice published in the Gazette.

Should you require further information, please contact Ms Tyler Johns from Planning and Land Use Services within the Department for Trade and Investment on 08 7133 2765 or via email at: tyler.johns@sa.gov.au.

Yours sincerely



Craig Holden
Chair

Att: 1. Proposal to Initiate
2. Proposed Amendment

PROPOSAL TO INITIATE AN AMENDMENT TO A STATE PLANNING POLICY

By the State Planning Commission at the request of the Minister for Planning

Contact details

PlanSA

Email: plansa@sa.gov.au

Phone: 1800 752 664



_____ (Signature)

CHAIR, STATE PLANNING COMMISSION

Date: 10/04/2024

This Proposal to Initiate document forms the basis for the preparation of a proposed amendment to a State Planning Policy for the purpose of section 73(2)(aa) of the *Planning, Development and Infrastructure Act 2016*.

PlanSA

Government of South Australia
Department for Trade and Investment

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1. BACKGROUND

Section 73(2)(aa) of the *Planning, Development and Infrastructure Act 2016* (the Act) states that a proposal to amend a State Planning Policy (SPP) may be initiated by the Commission at the request of the Minister for Planning (the Minister).

On 12 January 2024 the Minister wrote to the State Planning Commission (the Commission) requesting that it initiate an amendment to one of the SPPs. A copy of the Minister's letter to the Commission is **Attachment 2**.

The Minister expressed concern regarding the national shortage of urban and regional planners, which hinders the state's ability to tackle critical challenges such as housing affordability, population growth, and the transition to a net-zero emissions future, whilst also placing the sustainability of our communities in jeopardy. On this basis he requested the Commission initiate an amendment to one of the existing SPPs to incorporate a principle regarding the long-term resourcing and provision of skills and expertise required to service the planning system in South Australia.

The Minister considered that this would provide appropriate recognition to the skills shortage, and to the importance and necessity of continuing to consider how the long-term vision for each region is to be delivered.

The Commission, acting on the request of the Minister, has agreed to initiate an amendment to the SPPs to address this matter.

2. PROPOSED AMENDMENT

The Minister advised he would take the Commission's advice as to which SPP the amendment would be most appropriately suited.

The Commission has determined *State Planning Policy 1: Integrated Planning* (SPP1) is the most appropriate SPP to incorporate a new policy regarding the long-term resourcing and provision of skills and expertise required to service the planning system in South Australia.

The Commission is proposing to insert a new policy into SPP1 (Policy 1.12) which states:

> *Provide an effective, efficient and enabling planning system that is well resourced with qualified professionals to support development, investment and good planning outcomes.*

Other associated and complementary amendments are also proposed to be undertaken to the various parts of SPP1 to ensure the language and intent of the new policy is consistently applied throughout the SPP.

In identifying the appropriate wording to amend SPP1, guidance was taken from the Objects of the Act in section 12 and the Principles of Good Planning in section 14 of the Act, in particular those parts highlighted in bold as follows:

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12—Objects of Act

*(1) The primary object of this Act is to **support and enhance the State's liveability and prosperity** in ways that are ecologically sustainable and meet the **needs and expectations,** and reflect the diversity, of the State's communities by **creating an effective, efficient and enabling planning system,** linked with other laws, that—*

*(a) **promotes and facilitates development**, and the integrated delivery and management of infrastructure and public spaces and facilities, consistent with planning principles and policies; and ...*
(b) …

(2) In association with the object referred to subsection (1), the scheme established by this Act is intended to—

(a) …
(b) …
*(c) **promote certainty for people and bodies proposing to undertake development** while at the same time providing scope for innovation; and*
(d) …
(e) …
*(f) **provide financial mechanisms, incentives and value-capture schemes that support development and that can be used to capitalise on investment opportunities**; and*
(g) …

14—Principles of good planning

In seeking to further the objects of this Act, regard should be given to the following principles that relate to the planning system established by this Act (insofar as may be reasonably practicable and relevant in the circumstances):

(a) long-term focus principles as follows:
i. …
*ii. policy frameworks should be able to **respond to emerging challenges and cumulative impacts** identified by monitoring, benchmarking and evaluation programs;*
(b) – (e)
(c) investment facilitation principles as follows:
*i. planning and design should be undertaken with a view to **strengthening the economic prosperity of the State** and facilitating proposals that **foster employment growth;***
*ii. the achievement of good planning outcomes should be facilitated by **coordinated approaches that promote public and private investment towards common goals;***
(d) integrated delivery principles as follows:
i. *policies, including those arising outside the planning system, should be coordinated to ensure the **efficient and effective achievement of planning outcomes***

3

The SPP1 Amendment is intended to be undertaken in line with the timeframe outlined **Attachment 1**.

3. ENGAGEMENT

Part 2 of *Practice Direction #2 – Preparation and Amendment of Designated Instruments* sets out the requirements to undertake engagement for a proposed amendment to a Designated Instrument (in this case the SPPs). This includes the preparation of an Engagement Plan and an Engagement Report pre and post the engagement process.

3.1. Engagement Plan

The Commission will prepare an Engagement Plan prior to the commencement of engagement on the proposed SPP1 Amendment that accords with the Community Engagement Charter (Charter).

In preparing the Engagement Plan, due consideration will be given to the recommended amendments to the Charter from the Commission's inaugural five yearly Review of the Charter which was completed in late 2023.

Given the proposal is generally relevant to councils, the Local Government Association will be notified in writing and consulted on the proposal.

A range of other stakeholders and the overall approach to the engagement process will be identified in the Engagement Plan. The Engagement Plan will be published on the PlanSA website when prepared.

3.2. Engagement Report and Decision

Once engagement on the proposed SPP1 Amendment is complete, the Commission will prepare an Engagement Report pursuant to section 73(7) of the Act.

The Commission must ensure that a copy of the Engagement Report is furnished to the Minister and also published on the SA Planning Portal. This will occur in accordance with Practice Direction 2.

The Minister will then determine whether to adopt, alter or refuse the amendment.

If adopted, the SPP1 Amendment will not have effect unless or until it has been approved by the Governor by notice published in the Gazette.

The Commission will also prepare a report for the Minister to provide to the Environment, Resources and Development Committee of Parliament under section 74(3) of the Act. The Commission's report will provide information about the reason for the SPP1 Amendment, the consultation undertaken on the SPP1 Amendment and any other information considered relevant by the Commission.

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ATTACHMENT 1

Timetable for SPP1 Amendment by the State Planning Commission

Step	Responsibility	Timeframe
Preparation of the SPP1 Amendment		
Engagement Plan prepared Investigations conducted and **SPP1 Amendment** prepared	The Department on behalf of the Commission; to be endorsed by delegates of the Commission	6 weeks
Preparation of Materials for Engagement	The Department on behalf of the Commission	Informed by the Engagement Plan
Engagement on the SPP1 Amendment		
SPP1 Amendment released for engagement in accordance with the prepared **Engagement Plan**	The Department on behalf of the Commission	8 weeks
Consideration of Engagement and Finalisation of Amendment		
Submissions summarised Updated drafting instructions to the **SPP1 Amendment** prepared **Engagement Report** prepared	The Department on behalf of the Commission	8 weeks
Report to the Commission prepared	The Department	4 weeks
Commission considers final **SPP1 Amendment** and **Engagement Report** and provides to Minister	The Commission	2 weeks
Decision Process		
Minister considers the **SPP1 Amendment** and the **Engagement Report** and makes decision If adopted, the **SPP1 Amendment** then forwarded to the Governor for approval and publishing of a notice in the Government Gazette Final Decision and new version of the **SPPs** published on the PlanSA Portal	Minister	Unknown
Parliamentary Scrutiny		
Referral of adopted **SPP1 Amendment** to Environment, Resources and Development Committee of Parliament – referred by the Minister within 28 days of adoption.		

5

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ATTACHMENT 2

Letter from the Minister to the State Planning Commission

OFFICIAL

Hon Nick Champion MP

Government of South Australia

Minister for Trade and Investment

Minister for Housing and Urban Development

Minister for Planning

GPO Box 11032
ADELAIDE SA 5001

T: (08) 8235 5580

E: minister champion@sa.gov.au

23EXT0376

Mr Craig Holden
Chair
State Planning Commission

By email: saplanningcommission@sa.gov.au

Dear Mr ~~Holden~~ Craig

As you are aware, State Planning Policies (SPPs) are the highest order policy document in our state's planning system and play a critical role in guiding planning and development in South Australia.

SPPs define the state's interests, provide the policy framework for other planning instruments (such as the Planning and Design Code, Regional Plans and Design Standards) and can respond to current and future challenges by including any matters that are relevant to planning or development.

One such challenge you will be aware of is the national shortage of urban and regional planners, as emphasised in both the Planning Institute of Australia's *Planners in Australia: State of the Profession Report* and in the Federal Government's *Skills Priority List*.

This scarcity not only hinders our state's ability to tackle critical challenges such as housing affordability, population growth, and the transition to a net-zero emissions future, but also jeopardises the sustainability of our communities.

Whilst I am taking proactive measures in response to this issue, including by establishing the Built Environment Education Liaison Group, I consider the skills shortage to be of a critical concern and one we need to better plan for as a state.

It is on this basis I am now writing to request that the State Planning Commission (the Commission) initiate an amendment to one of the existing SPPs to incorporate a principle regarding the long-term resourcing and provision of skills and expertise required to service the planning system in South Australia. I will take the Commission's advice as to which SPP this amendment is most appropriately suited.

This amendment is particularly imperative at a time where the Commission is undertaking the preparation of the Regional Plans and it is my view that the principle, once incorporated into the appropriate SPP, should be given effect through the Regional Plans.

SOUTH AUSTRALIA

7

OFFICIAL

This would provide appropriate recognition to the skills shortage, and to the importance and necessity of continuing to consider how the long-term vision for each region is to be delivered. Indeed, in the absence of qualified and skilled planning professionals, the effective implementation and delivery of the SPPs, Regional Plans and the planning system more broadly is at risk.

I would appreciate the Commission initiating the amendment to the SPPs as soon as reasonably practicable, noting any such amendment must be subject to community consultation in accordance with the Community Engagement Charter under section 73 of the *Planning, Development and Infrastructure Act 2016*.

I appreciate the Commission's commitment to ensuring the continued effectiveness of our planning system and look forward to continuing to work collaboratively to meet the current and future needs of South Australia.

Yours sincerely

Hon Nick Champion MP
Minister for Planning

12 / 1 / 2024

Draft Amendment to *State Planning Policy 1: Integrated Planning*

Instructions for reviewing the proposed amendments:

xxxxxx **= Proposed new text**

PART 2: STATE PLANNING POLICIES

This section includes the State Planning Policies (SPPs) that have been legislated under the Act as well as ones identified by the Minister for Planning.

The SPPs are to be read as individual policies which have been brought into a policy 'suite' for ease of reference. The SPPs have been prepared with the Principles of Good Planning in mind and align with the requirements set out within the Act (see below).



Version 1.1 – Gazetted 23 May 2019
This instrument is certified pursuant to section 52(1) of the *Planning, Development and Infrastructure Act 2016*

1

STATE PLANNING POLICY 1: INTEGRATED PLANNING

An efficient and well- resourced planning system is essential to achieve these aspirations.

Citation

This is a State Planning Policy made under the *Planning, Development and Infrastructure Act 2016.* This policy may be cited as *State Planning Policy 1: Integrated Planning*.

Purpose

Integrated planning coordinates the strategic use of land with the necessary services and infrastructure. It can influence how a city or region grows and evolves, which if done well, creates livable and sustainable places that contribute to our prosperity.

The integration of land use, transport and infrastructure planning helps to enable us to address the longer term challenges and opportunities by working towards a common vision. This approach guides strategic decision making regarding where growth should occur, what needs to be conserved, the location of activity centres, strategic transport and other infrastructure. These shape how a place orks and where employment housing and transport infrastructure will be located. It should include genuine participation of all stakeholders as part of the planning and decision-making process.

Clear planning rules derived from integrated planning provides certainty to investors, relevant stakeholders and the community alike. Integrated planning helps create a climate of certainty and contributes to making our state a place where people want to live, work and invest.

While some neighbourhoods will significantly transform, others will experience little change. In areas undergoing transition, good planning and the integration of design can help community infrastructure and services keep pace and enable development that complements the valued characteristics of these places.

At the metropolitan and regional levels, integrated planning aligns transport planning with land use policies, conservation and infrastructure requirements. At the local level, integrated planning aligns local services and facilities and can improve the efficiency of infrastructure provision.

The application of integrated planning will vary across the state. There are many diverse urban settlement patterns and land supply and demand characteristics from greater densities in the city and inner suburbs to the less dense and more natural landscapes of rural areas. As areas become more compact, integrated planning will become increasingly important as the expectations around service provision increase. Refer to Figure 1 for examples of the key types of settlement patterns in South Australia.

In places where space is highly contested, integrated planning can enable multiple benefits over a limited area, for example development over a railway station enabling a public plaza for passive recreation.

Good integrated planning will also enable us to adapt to change. We face many challenges, for example, an ageing population, impacts of climate change, advances in technology, new business formats, and evolving community needs and expectations.

At the heart of effective integrated planning lies a well-resourced planning system consisting of qualified planning professionals who can negotiate and ensure good planning outcomes in a timely manner. The shortage of urban and regional planners has become a growing concern. This scarcity could not only hinder our state's ability to tackle critical challenges such as housing affordability, population growth, and the transition to a net-zero emissions future but also jeopardizes the sustainability of our communities. Coordination is required between all levels of government and the private sector to address this challenge.

Figure 1: Key Settlement Patterns in South Australia

Capital City



Core Function

Provides state-wide functions and services, including a range of civic functions.

The core of the state's transport network.

Increasing permanent, temporary and tourist populations.

Physical Form

The highest density, with the greatest variety of land uses.

A range of medium to high-rise building forms, set close to street frontages.

Development Pattern

Increasing density, mixed use development.

A grid-like pattern of development, punctuated by city squares and bound by the Adelaide Parklands.

A high quality public realm, which integrates infrastructure into the city fabric.

Urban Centres



Core Function

Provides functions and services at a metropolitan, district and regional level.

Well connected to key transport networks, with a focus on public transport.

Physical Form

Medium to high-density development with low to mid-rise building forms.

Development Pattern

A core area of retail, commercial and community activities, which are supported by a residential population that access these services and facilities.

Suburban Areas and Townships



Core Function

Suburban areas within townships and the metropolitan area that provide liveable neighbourhoods for our community.

Physical Form

Predominantly residential fabric with a range of low-rise building types.

Low to medium density residential development with supporting community uses.

Development Pattern

A varied development pattern that supports a range of lifestyle choices. A strong focus on walking and cycling to local destinations and community uses, such as schools, local shopping, recreation and services.

Infill and renewal is anticipated that is sensitive to the local context, and which protects the important attributes of neighbourhoods.

Rural Areas



Core Function

Supports primary production and value adding. A key driver of the state's economy.

Physical Form

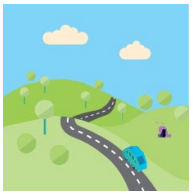
Very low density.

Development Pattern

Intensive agriculture, food production, horticulture and mining.

Limited infrastructure provision.

Natural Areas



Core Function

Conservation Landscape protection.

Conservation,landscape protection.

Physical Form

Very low density.

Development Pattern

Mostly undeveloped.

Attachment 2







1.12 Provide an effective, efficient and enabling planning system that is well resourced with qualified professionals to support development, investment and good planning outcomes.

Objective

To apply the principles of integrated planning (Figure 2) to shape cities and regions in a way that enhances our livability, economic prosperity and sustainable future.

Policies

1.1 An adequate supply of land (well serviced by infrastructure) is available that can accommodate housing and employment growth over the relevant forecast period.

1.2 Provide an orderly sequence of land development that enables the cost-effective and timely delivery of infrastructure investment commensurate with the rate of future population growth.

1.3 Plan growth in areas of the state that is connected to and integrated with, existing and proposed public transport routes, infrastructure, services and employment lands.

1.4 Protect areas of rural, landscape character, environmental importance, mining or food production significance from the expansion of urban areas, towns and settlements.

1.5 Protect land corridors for expansion or augmentation of infrastructure.

1.6 Plan for strategic infrastructure that helps to shape the pattern of settlement in a way that enhances quality of life and supports long-term sustainability.

1.7 Regenerate neighbourhoods to improve the quality and diversity of housing in appropriate locations supported by infrastructure, services and facilities.

1.8 Mixed-use development around activity centres, public transport nodes and strategic transit corridors to encourage greater use of active transport options such as walking, cycling and public transport.

1.9 Plan neighbourhoods to support walking and cycling, particularly in Greater Adelaide and regional townships.

1.10 Include performance targets around land supply and demand in regional plans.

1.11 Include performance targets in regional plans for the creation of walkable neighbourhoods and increasing the number of dwellings close to public transport.

Figure 2: Principles of Integrated Planning

Balanced decision-making

Professional and balanced decision-making that considers multiple perspectives.

Intergenerational

Plan for the aspirations and needs of current and future generations via a well-resourced and effective planning system.

City shaping

City shaping infrastructure investment that supports sustainability, prosperity and livability.

Support for infrastructure investment

A pattern of development that maximises the use of existing and planned infrastructure investment.

Certainty of land supply

A well-planned land supply pipeline supported by infrastructure and services.

Adaptability

Plans for future adaptation to changing conditions.

Supporting population growth

Plan for a growing population attracted by liveable, vibrant places with employment and lifestyle choices.

Principles for Statutory Instruments

Regional Plans should ensure that future growth is identified in a way that can be supported by infrastructure and an effective and well-resourced planning system with timely and professional decision making.

The logical sequencing of development is important to the cost-effective delivery of infrastructure and in maximising positive social and environmental outcomes. Infrastructure agencies must be involved in this initial planning work to ensure these impacts are well understood.

The mapping of infrastructure, existing patterns of growth and areas that need careful management or protection will be required in Regional Plans.

Regional Plans affecting urban areas will therefore need to demonstrate how integrated planning principles can be achieved and identify areas for intensification of development. Regional areas will need to consider future growth against ongoing servicing costs to communities.

Regional Plans will also set performance targets in the application of SPPs (as appropriate).

The Planning and Design Code should provide suitable zones that support mixed-use development where they can be strategically applied. Appropriate policy controls will need to be included for those areas affected by the Environment and Food Production Areas legislation to protect these areas from urban encroachment.

DEBATE REPORT

7.4 Development and Community Services

7.4.6 LAUNCH OF REGIONAL PLANNING PORTAL AND UPDATE OF COMMUNITY ENGAGEMENT CHARTER

Author: Manager Development Services
24/39311

PURPOSE

To seek endorsement of a submission to amend the Community Engagement Charter and to inform Council of the launch of the Regional Planning Portal.

RECOMMENDATION

That Council endorse the draft submission contained in *Attachment 1.*

REPORT

Introduction

The draft Kangaroo Island Regional Plan was released on 14 March 2024 for a 12 week public consultation period. To support launch of the Regional Plan, Planning and Land Use Services (PLUS) have developed Australia's first 100% digital, dynamic and interactive Regional Planning Portal.

This is the first of seven new regional plans for South Australia to be developed in the innovative platform, allowing for real-time updates that ensure the plan remains contemporary. The Greater Adelaide Regional Plan (GARP) is one of these seven regional plans that will be based upon the same digital platform.

The Commission is also seeking feedback on proposed improvements to the Community Engagement Charter, which guides public participation in preparing and amending designated planning policies, strategies and schemes, including the regional plans.

A copy of the letter from Craig Holden, Chair of the State Planning Commission inviting feedback regarding the proposed consultation is contained in *Attachment 2*.

Discussion

The Regional Planning Portal will provide access to a state-wide planning and infrastructure framework that will:

- Provide a long-term vision for the region, with supporting targets and actions for land use, transport infrastructure and the public realm through interactive maps, dynamic data and spatial plans;

- Increase the availability, accuracy and relevance of data to inform integrated land use and infrastructure decisions, including current and forward projections, statistical data and analysis;
- Facilitate deeper up-front engagement with community, landowners, agencies and other stakeholders about plans for their area and how it will affect their land, neighbourhood or townships;
- Allow fast implementation of planning strategies to respond quickly to housing demand or employment growth by streamlining zoning changes.

The State Planning Commission and PLUS are seeking feedback on both the Regional Planning Portal and the draft Kangaroo Island Regional Plan. Feedback received on the portal will assist in refining the new technology to deliver the remaining six regional plans throughout the State.

The proposed changes, which follow the Commission's inaugural 5-year review of the Charter, aim to:

- Ensure engagement is inclusive and respectful for all South Australians by highlighting the need to consider appropriate opportunities for the following communities to influence planning decisions that affect or interest them:

    - First Nations
    - Youth
    - Cultural and linguistically diverse communities
    - People living with disability and neurodiverse communities
    - Businesses, workers and employers.

- Streamline delivering changes to planning rules such as rezoning land, where the community has had an opportunity to give their views and influence the decision as part of the regional planning process. These changes, referred to as 'complying changes', would be subject to a streamlined engagement process where it is clear the change was anticipated in the relevant regional plan;

- Better reflect that the Community Engagement Charter is now a well-established part of the South Australian planning system and the mandatory engagement requirements outlined in the *Planning, Development and Infrastructure Act 2016*.

A draft submission has been prepared in response to the proposal to amend the Community Engagement Charter and is contained in *Attachment 1*. The draft submission provides support for:

- The objective to ensure engagement is inclusive and respectful for all South Australians;
- Streamlining of changes to planning rules where the community has been given opportunity to provide feedback during a regional planning process, in order to enable 'complying changes'.

Further guidance regarding the parameters in which 'complying changes' may be accepted are also desired to assist Council in understanding how the current strategic planning work may be embedded into the planning rules.

Summary and Conclusion
A draft submission broadly supports the proposed changes to the Community Engagement Charter which are presently open for consultation alongside the launch of the draft Kangaroo Island Regional Plan and Regional Planning Portal.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Draft Submission ⇩
Attachment 2 Launch of Regional Planning Portal and proposed update of the Community Engagement Charter ⇩

Supporting references
To view the Regional Planning Portal and for further information regarding the draft Kangaroo Island Regional Plan, visit: https://regional.plan.sa.gov.au.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan


Community and Culture


Natural Environment and Built Heritage

Goal

5. We are a strong community that is welcoming, safe and enjoys a quality lifestyle that celebrates our local identities, diversities, cultures and histories including our Aboriginal heritage.
1. The Barossa has sustainable farmland providing diverse and stable returns, while protecting the unique natural environment and biodiversity of the region.
2. The history of our region including aboriginal sites is reflected in our streetscapes and our historic buildings are maintained for future generations.

Strategies

5.2. Create places where people want to live and plan for the future in a coordinated, affordable, appropriate and proactive way.
1.1. Ensure land use planning and resource use protects the quality of the natural environment, the existing character of rural landscapes, historic significance and the high value of agricultural land.
1.2. Support tourism development that is sensitive to the natural environment and ensures that the unique character of the rural landscape is appropriately managed and promoted.
2.1. Continue to maintain streetscapes that reflect the character and heritage of the region and facilitate opportunities to repurpose or find alternative uses of built heritage.
2.2. Ensure clearly defined townships are maintained to manage residential and commercial development that is sensitive to the natural environment and areas of historical significance.

Legislative Requirements
Planning, Development and Infrastructure Act 2016

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY ENGAGEMENT

The draft Kangaroo Island Regional Plan was released on 14 March 2024 for a 12 week public consultation period, concluding at 5pm on 6 June 2024.

Reference: TRIM

TheBarossaCouncil

21 May 2024

Submission – Community Engagement Charter
Department for Trade and Investment

By email: PlanSAsubmissions@sa.gov.au

Dear Sir/Madam,

Launch of Regional Planning Portal and Update of Community Engagement Charter

Thank you for opportunity to make submission in respect to the above-mentioned Community Engagement Charter that seeks to improve public participation in South Australia's key planning decisions.

The Barossa Council supports the proposed update of the Community Engagement Charter to ensure engagement is inclusive and respectful for all South Australians and to streamline changes to planning rules where the community has been given opportunity to provide feedback during a regional planning process, in order to enable 'complying changes'.

We would like to see further guidance material regarding the parameters in which 'complying changes' may be accepted in order to assist us in understanding what parts of our current strategic planning program can be embedded into the planning rules without a code amendment.

We thank you for the opportunity to make submission during the public consultation period and look forward to receipt of further feedback regarding the outcomes from the consultation process.

Yours sincerely,

Martin McCarthy
Chief Executive Officer

(08) 8563 8444 | barossa@barossa.sa.gov.au | barossa.sa.gov.au
43-51 Tanunda Road (PO Box 867), Nuriootpa SA 5355 | ABN: 47 749 871 215

21299269

STATE PLANNING COMMISSION

Level 10, 83 Pirie Street
Adelaide SA 5000

GPO Box 1815
Adelaide SA 5001

08 7109 7466
saplanningcommission@sa.gov.au

14 March 2024

Launch of the Regional Planning Portal and Kangaroo Island Regional Plan consultation

The draft Kangaroo Island Regional Plan has been released today for a 12-week public consultation period. To support the launch of the regional plan, Planning and Land Use Services (PLUS) have developed Australia's first 100% digital, dynamic and interactive Regional Planning Portal.

This is the first of seven new regional plans for South Australia to be developed in the innovative platform, allowing for real-time updates that ensure the plan remains contemporary.

The ground-breaking Regional Planning Portal will give all South Australians unprecedented access to state-wide planning and infrastructure framework that will:

- provide a long-term vision for the region, with supporting targets and actions for land use, transport infrastructure and the public realm through interactive maps, dynamic data and spatial plans
- increase the availability, accuracy, and relevance of data to inform integrated land use and infrastructure decisions, including current and forward projections, statistical data and analysis
- facilitate deeper up-front engagement with community, landowners, agencies, and other stakeholders, about plans for their area and how it will affect their land, neighbourhood or townships
- allow fast implementation of planning strategies to respond quickly to housing demand or employment growth by streamlining zoning changes.

To view the Regional Planning Portal and for further information regarding the draft Kangaroo Island Regional Plan, visit: https://regional.plan.sa.gov.au.

The State Planning Commission (Commission) and PLUS are seeking feedback on both the Regional Planning Portal and the draft Kangaroo Island Regional Plan. Feedback received on the portal will assist in refining the new technology as we deliver the remaining six regional plans.

Updating the Community Engagement Charter

The Commission is also seeking feedback on proposed improvements to the Community Engagement Charter (Charter), which guides public participation in preparing and amending designated planning policies, strategies and schemes, including the regional plans.

Public consultation on the Charter is taking place alongside the Kangaroo Island Regional Plan engagement program.

The proposed changes, which follow the Commission's inaugural 5-year review of the Charter, aim to:

- ensure engagement is inclusive and respectful for all South Australians by highlighting the need to consider appropriate opportunities for the following communities to influence planning decisions that affect or interest them:
    - First Nations
    - youth
    - culturally and linguistically diverse communities
    - people living with disability and neurodiverse communities
    - businesses, workers and employers

- streamline delivering changes to planning rules such as rezoning land, where the community has had an opportunity to give their views and influence the decision as part of the regional planning process. These changes, referred to as 'complying changes', would be subject to a streamlined engagement process where it is clear the change was anticipated in the relevant regional plan

- better reflect that the Community Engagement Charter is now a well-established part of the South Australian planning system and the mandatory engagement requirements outlined in the *Planning, Development and Infrastructure Act 2016*.

A more in-depth review of the Community Engagement Charter will be carried out following the conclusion of the Regional Planning Program.

Regional Planning Portal and Community Engagement Charter workshop

You will receive an invitation to a workshop to introduce you to the Regional Planning Portal, its purpose and functionality. The workshop will also cover the proposed changes to the Community Engagement Charter, with a particular focus on 'complying changes' and how they relate to the regional planning process. The workshop will take place in late March.

Details for how to provide feedback on the Regional Planning Portal will be provided at the workshop.

How to make a submission

Written submissions on the draft Community Engagement Charter and Kangaroo Island Regional Plan are to be provided by 5 pm on **06 June 2024.**

Feedback on the Community Engagement Charter can be provided via:

- the YourSAy engagement platform
- email: plansasubmissions@sa.gov.au
  (subject: Submission – Community Engagement Charter)
- post:

  Submission – Community Engagement Charter
  Planning and Land Use Services Division
  Department for Trade and Investment
  GPO Box 1815
  ADELAIDE SA 5001.

Feedback on the Kangaroo Island Regional Plan can be provided via:

- the YourSAy engagement platform
- the online submission form via the PlanSA website
- email: plansasubmissions@sa.gov.au
  (subject: Submission – Kangaroo Island Regional Plan)
- post:

  Submission – Kangaroo Island Regional Plan
  Planning and Land Use Services Division
  Department for Trade and Investment
  GPO Box 1815
  ADELAIDE SA 5001.

Hard copies of the draft Community Engagement Charter and Kangaroo Island Regional Plan will be available for viewing during standard opening hours at Level 9, Planning and Land Use Services, 83 Pirie Street, Adelaide.

Should you have any questions regarding the Regional Planning Portal, draft Community Engagement Charter or draft Kangaroo Island Regional Plan, please contact PlanSA on 1800 752 664 or email plansa@sa.gov.au.

Yours sincerely



Craig Holden
Chair

COVER SHEET

CONFIDENTIAL REPORT

21 May 2024

Council Meeting

8.1 Office of the Mayor and CEO

8.1.1 SUPREME COURT CASE UPDATE

The matter of the agenda item being 8.1.1 Supreme Court Case Update all information is provided pursuant to Section 83(5) of the Local Government Act 1999 ("the Act") being information that is recommended to be considered in confidence.

There is strong public interest in enabling members of the public to observe Council's transparent and informed decision-making. This helps to ensure accountability, maintain transparency of public expenditure, facilitate public participation, assist public awareness and allow for the scrutiny of information. Attendance at a Council meeting is one means of satisfying this interest. The public will only be excluded from a Council meeting when the need for confidentiality pursuant to Section 90(2) of the Act outweighs the public interest of open decision-making.

In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that there is a active legal case between TTEG and Council and is ongoing and all information provided is subject to legal professional privilege.

On balance, the above reason which supports the need for confidentiality pursuant to Section 90(2) of the Act outweighs the factors in favour of the public interest of open decision-making.

RECOMMENDATION
That Council:

(1) Under the provisions of Section 90(2) of the *Local Government Act 1999*, make an order that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director Corporate Services and Business Innovation, Director Development and Community Services, Director Infrastructure and Environmental Service and the Minute Secretary, in order to consider in confidence a report relating to being information that must be considered in confidence pursuant to:

Section 90(3)(i) of the *Local Government Act 1999*:

information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;

(2) Accordingly, on this basis, Council is satisfied that public interest in conducting meetings in a place open to the public has been outweighed by the need to keep the information and discussion confidential in order that legal case between TTEG and Council is ongoing and subject to legal professional privilege.

COVER SHEET

CONFIDENTIAL REPORT

21 May 2024

Council Meeting

8.2 Infrastructure and Environment Services

8.2.1 LYNDOCH RECREATION PARK - AGREEMENT NEGOTIATIONS WITH STATE OF SOUTH AUSTRALIA

The matter of the agenda item being 8.2.1 Lyndoch Recreation Park – Agreement Negotiations with State of South Australia all information is provided pursuant to Section 83(5) of the Local Government Act 1999 ("the Act") being information that is recommended to be considered in confidence.

There is strong public interest in enabling members of the public to observe Council's transparent and informed decision-making. This helps to ensure accountability, maintain transparency of public expenditure, facilitate public participation, assist public awareness and allow for the scrutiny of information. Attendance at a Council meeting is one means of satisfying this interest. The public will only be excluded from a Council meeting when the need for confidentiality pursuant to Section 90(2) of the Act outweighs the public interest of open decision-making.

In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that relates to commercial negotiations with the State for ongoing success of the Lyndoch Recreation Park (Barossa Park) project and information which has been provided on a confidential basis.

On balance, the above reason which supports the need for confidentiality pursuant to Section 90(2) of the Act outweighs the factors in favour of the public interest of open decision-making.

RECOMMENDATION
That Council:

(1) Under the provisions of Section 90(2) of the *Local Government Act 1999*, make an order that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director Corporate Services and Business Innovation, Director Development and Community Services, Director Infrastructure and Environmental Service and the Minute Secretary, in order to consider in confidence a report relating to being information that must be considered in confidence pursuant to:

Section 90(3)(b) of the *Local Government Act 1999*:

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

Section 90(3)(j) of the *Local Government Act 1999*:

information the disclosure of which-
(i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
(ii) would, on balance, be contrary to the public interest;

(2) Accordingly, on this basis, Council is satisfied that public interest in conducting meetings in a place open to the public has been outweighed by the need to keep the information and discussion confidential in order that relates to commercial negotiations with the State for ongoing success of the Lyndoch Recreation Park (Barossa Park) project and information which has been provided on a confidential basis

COVER SHEET

CONFIDENTIAL REPORT

21 May 2024

Council Meeting

8.3 Development and Community Services

8.3.1 BAROSSA ASSESSMENT PANEL - CORRESPONDENCE FROM STATE PLANNING COMMISSION

The matter of the agenda item being 8.3.1 Barossa Assessment Panel – Correspondence from State Planning Commission all information is provided pursuant to Section 83(5) of the Local Government Act 1999 ("the Act") being information that is recommended to be considered in confidence.

There is strong public interest in enabling members of the public to observe Council's transparent and informed decision-making. This helps to ensure accountability, maintain transparency of public expenditure, facilitate public participation, assist public awareness and allow for the scrutiny of information. Attendance at a Council meeting is one means of satisfying this interest. The public will only be excluded from a Council meeting when the need for confidentiality pursuant to Section 90(2) of the Act outweighs the public interest of open decision-making.

In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that it would be an unreasonable disclosure of information concerning the personal affairs of a person, and would reveal legal advice.

On balance, the above reason which supports the need for confidentiality pursuant to Section 90(2) of the Act outweighs the factors in favour of the public interest of open decision-making.

On balance, the above reason which supports the need for confidentiality pursuant to Section 90(2) of the Act outweighs the factors in favour of the public interest of open decision-making.

RECOMMENDATION
That Council:

(1) Under the provisions of Section 90(2) of the *Local Government Act 1999*, make an order that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director Corporate Services and Business Innovation, Director Development and Community Services, Director Infrastructure and Environmental Service and the Minute Secretary, in order to consider in confidence a report relating to being information that must be considered in confidence pursuant to:

Section 90(3)(a) of the *Local Government Act 1999:*

information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and

Section 90(3)(h) of the *Local Government Act 1999:*

legal advice;

(2) Accordingly, on this basis, Council is satisfied that public interest in conducting meetings in a place open to the public has been outweighed by the need to keep the information and discussion confidential in order that In this matter, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest are that it would be an unreasonable disclosure of information concerning the personal affairs of a person, and would reveal legal advice.