NOTICE OF ORDINARY COUNCIL MEETING
Tuesday 19 November 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

Nil

2 CONFIRMATION OF PREVIOUS MINUTES

2.1 Minutes of previous meetings – for confirmation:

2.1.1 Council meeting held on Tuesday 15 October 2024 at 5.30pm

2.2 Matters arising from previous minutes

Nil

3 PROCEDURAL ITEMS

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Nil

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Nil

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10. NEXT MEETING

Tuesday 17 December 2024 at 5.30pm

11. CLOSURE

PROCEDURAL ITEMS

3.1 Petitions

3.1.1 PETITION - AMENDMENT TO THE COUNCIL BEHAVIOUR MANAGEMENT POLICY

Author: Chief Executive Officer
24/107786

PURPOSE

A petition containing 12 signatories and the lead petitioner making 13, has been received regarding a request for amendments to the Elected Member Behavioural Management Policy.

RECOMMENDATION

That Council receive and note the petition and instruct the Chief Executive Officer to seek legal advice on the question proposed by the petitioners and the use of Section 75F of the *Local Government Act 1999,* and if legally acceptable, draft the said Council Behavioural Support Policy for presentation at the December 2024 meeting of Council and notify the lead petitioner of this direction.

REPORT

The petition seeks Council to amend the Elected Member Behavioural Policy and is clearly articulated in the attached petition. A petition must be presented to Council, in the public agenda, if it complies with the *Local Government Act 1999 (Act)* at the next available Council meeting. The petition meets the legislative requirements.

Should Council wish to pursue a Policy change as requested, it is my interpretation that Council can utilise *Section 75F of the Act* and invoke a Council behaviour management support policy. It is imperative that any policy under this component act be legally based. The request to apply behaviour codes outside of the currently understood reach of the Behaviour Standards enacted by the Minister under *Section 75E of the Act,* and requires legal opinion to confirm the validity of this approach.

The lead petitioner has requested that the signatory's private information not be made public for personal reasons which have been disclosed to the Mayor and myself as CEO. I have therefore presented the petition pursuant to Clause 4.7.2 of Councils Privacy Policy which caters for the presentation in a format that honours a reasonable request for personal information not being released in the public agenda.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Petition

Supporting references
policy-privacy.pdf

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

BS5 Enterprise Risk - 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

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

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 10 of the Local Government (Procedures at Meetings) Regulations 2013

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Will require legal advice, which will be funded from existing budget.

The assessment or risk and future resourcing will be dependent on the outcome of legal advice on any complaints received pursuant to the behavioural framework be that altered or unaltered.

COMMUNITY ENGAGEMENT

The request is driven by the community. If Council determine to implement a support policy pending legal advice, the support policy must be placed on public consultation before being tabled for final adoption.

Suzanne Tetley
[redacted]
[redacted]

Chief Executive Officer -Barossa Council
Martin McCarthy
mmccarthy@barossa.sa.gov.au
08 8563 8444

PETITION for amendment to the Barossa Valley Council Behavioural Management Policy

Dear Martin

Please find enclosed a petition proposing an amendment to Barossa Council Behavioural Support Policies.

We, the petitioners, feel that being an elected member to the Barossa Council involves a commitment and a responsibility in upholding the law and providing community confidence in local government.

The enclosed petition details the proposal for amendment to the Barossa Valley Council Behavioural Management Policy to extend the requirement for elected members to always maintain a level of trust within the community whether on or off duty.

Thank you for considering this petition.

Kind regards

Suzanne Tetley
[redacted]

PETITION

for the amendment to the Barossa Valley Council Behavioural Management Policy

To the Mayor and Elected Members of the Barossa Council

Petition Contact Person:	Suzanne Tetley
Telephone:	[redacted]
Address:	[redacted]
Email:	[redacted]
Date:	

The petition of residents of Barossa Council.

Matter of concern to petitioners:

Local residents are concerned that an elected member of the Barossa Council, being Bruce Preece, is behaving in a manner that constitutes harassment and bullying within the Barossa Valley community. For the purposes of this submission, we have used the definitions provided by the Australian Law Reform Commission and the Australian Human Rights Commission being:

- Harassment involves a pattern of behaviour or course of conduct pursued by an individual designed to intimidate and distress another individual. The behaviour must be genuinely oppressive and vexatious and not amount to a mere irritation or annoyance (Australian Law Reform Commission).

- Bullying is when people repeatedly and intentionally use words or actions against someone or a group of people to cause distress and risk to their wellbeing. These actions are usually done by people who have more influence or power over someone else, or who want to make someone else feel less powerful or helpless (Australian Human Rights Commission).

Due to the safety concerns of the local residents, we request petitioners' names remain confidential.

While Council Members are required to comply with Elected Members Behavioural Management Policy of 16 April 2024 while undertaking council duties, we, as a community feel that this Behavioural Policy should be amended to ensure elected Council Members be required to always maintain a level of professionalism and trust within the community.

The electoral commission of South Australia website states: "*Serving the interests of the broader community is a privilege and as a council member, engaging in your local community and at council meetings with respect is critical.*" We, as a community, feel that engaging with residents without respect does not represent the intent of the electoral commission.

The Local Government Act 1999 allows a council to amend policies to meet community and local government expectations. Section 75F of the Local Government Act 1999 provides:

75F (1) A council may prepare and adopt policies designed to support appropriate behaviour by members of council; and

Section 75F (5) of the Local Government Act 1999 provides the Barossa Council the authority to alter behavioural support policy or substitute a new policy.

The petitioners request that the Barossa Council:

We, as residents of The Barossa Valley, propose that, in accordance with the Local Government Act 1999, Barossa Council Behavioural Support Policies be amended to include the following:

Elected members to The Barossa Council must not during their term as an elected member to council, at any time, whether in the conduct of their duties, or when within the council region they have been elected to represent, conduct themselves in a way that:

- has the potential to bring the Barossa Council into disrepute;

- is contrary to council, state and federal policies and laws;

- is improper, unethical or an abuse of power;

- constitutes harassment (as defined by the Australian Law Reform Commission);

- constitutes bullying (as defined by the Australian Human Rights Commission); or

- is intimidating or verbally abusive.

Amendment to the Barossa Valley Council Behavioural Management Policy

Name	Address	Signature
Name supplied	Address supplied	Signature supplied
Name supplied	Address supplied	Signature supplied
Name supplied	Address supplied	Signature supplied
Name supplied	Address supplied	Signature supplied
Name supplied	Address supplied	Signature supplied
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Name supplied	Address supplied	Signature supplied
Name supplied	Address supplied	Signature supplied

Mayor's Report - 19 November Meeting 2024

24/34283

OCTOBER/NOVEMBER

26/09/2024	Barossa Community Men's Shed – History presentation and Member Recognition Certificates.
9/10/2024	G'Day Group Office Opening in Adelaide with a tour of the office and presentations from South Australian Tourism Minister, Zoe Bettison and G'day Group Founder and Chief Executive Officer, Grant Wilckens.
11/10/2024	2024 SANFL Community Volunteer Awards Presentation – The Tanunda Football Club and The Barossa Council was awarded the State Community Facility Award 2024 for the Tanunda Oval Development.



20/10/2024	ROAR Event at the Warren Reservoir, Mount Crawford.
22/10/2024	Attended the Barossa Infrastructure Limited Annual General Meeting (AGM).
23/10/2024	Intersport VIP Night - Nuriootpa Coop.
24/10/2024	Concordia Issues and Opportunities Workshop with Key Stakeholders.
24/10/2024	Faith Lutheran College - Year 12 Valedictory Service.
26/10/2024	Youth Opportunities Expo held at the Williamstown Hall.

31/10/2024	Barossa Community Men's Shed Lunch.
7/11/2024	Presented via Teams at SA and Tasmania Elected Members Master Class - Building the Future with your Regional Communities.
8/11/2024	Meeting with Mr Chris Day at the Barossa Valley Chocolate Factory. SOD Tuning Promotion for the Amy Gillett Pathway Extension from Mt Torrens to Birdwood.



11/11/2024	Gather Round Media Announcement with The Honourable Peter Malinauskas, Premier of South Australia, Mr Andrew Dillon, AFL Chief Executive Officer and Mr Peter Little, Local Business Owner.



11/11/2024 Remembrance Day Service at the Tanunda Memorial Gardens



11/11/2024 Various radio interviews - ABC Radio and 5AA regarding the Gather Round announcement and Barossa Park, Lyndoch development.

Councillor's Report to Council - Cr Cathy Troup - November Meeting 2024

24/107115

OCTOBER/NOVEMBER

22/10/2024 Mayor Lange and I had the great opportunity to represent the Barossa Council and Reconciliation Barossa presenting beautiful First Nations Books to the Graduating Year 12 First Nation Students at Nuriootpa High.

There were 5 students graduating this year, Reconciliation Barossa partnered with the Aboriginal Education Team (ATSI) at Nuriootpa High School to ensure this could happen. This team is led by Reconciliation Barossa's longtime member Brooke Klose.

It was a very special event surrounded by supportive family, friends, teachers and support workers. To hear about our student's plans and aspirations for the future was a great privilege. We wish our talented First Nation students a great future and celebrate their graduation with them.

We are also appreciative of the tireless work Brooke and the ATSI team do year in and year out to support our First Nation students in the Barossa Valley. Brooke and her team are a great inspiration and valued members of the Reconciliation Barossa Committee.

Cathy Troup - Chair of Reconciliation Barossa



The Graduating Students and Display



Mayor Lange, myself, Brooke Klose, Laura Sargeant, Grandparents of Student Peter and Shirley Rodgers



Jaden Rodgers

Councillor's Report to Council - Cr Don Barrett - 19November Meeting 2024

24/107860

OCTOBER/NOVEMBER

19/10/2024 The Barossa Council has 3 sites included under the Native Vegetation Heritage Agreement Scheme, one of those is the Jutland Water Reserve, situated 14 kilometres from Springton. The Reserve forms part of the Marne River Catchment and covers an area of 4.3ha. This parcel of land has several regional threatened plant species and one with State conservation rating. The reserve provides critical habitat for native fish, several species of amphibians, and the State listed rare Diamond Fire-Tail finch, Rainbow Bee Easters and the Brown Tree Creeper.

On Saturday morning the 19th of October, 2024 Senior Environment Officer with The Barossa Council, Kim Thompson organised a bird observation event at the Jutland Water Reserve. I attended the event with numerous bird/wildlife enthusiasts. The special guest presenter was Mr. Ian Falkenberg. Ian is currently the Chairperson of the Birdlife Australia Gluepot Reserve Management Committee and State Representative of Birdlife Australia's Raptor Group. He is a local man with a wealth of knowledge when it comes to birds.

During the morning those present identified 27 species and 118 individual birds including Rainbow Bee Eaters and the rare Diamond Fire-Tale Finch – see photographs below. Please note the Austrostipa sp. grass stalk in the beak of the finch. It is a reminder about having appropriate habitat for these birds and why reserves such as Jutland are so important.

Also sighted were a family of Wedge tailed eagles. From Ian we learnt about their extraordinary sight due to their telescopic lens abilities.

Thank you to Kim Thompson for putting on such an event – it was excellent, Anna for photographing the rare Diamond Fire-Tail Finch, and all present couldn't speak highly enough of Ian Falkenberg, the guest presenter.





26/10/2024 Along with the Member for Schubert, Ashton Hurn MP, Mayor Bim Lange, Deputy Mayor Kathryn Schilling and Councillors Tony Hurn and Jane Evans I attended a Youth Opportunities Expo at the Williamstown Soldiers Memorial Hall. The event focused on young people with disabilities, carers and disengaged youth. Southern Barossa Alliance and YAY Barossa organised the event with support from Youth Barossa and Seeds of Hope Suicide Prevention Network.

11/11/2024 Along with many members of the Mt. Pleasant community, including former Councillor Michael Seager, I attended the Remembrance Day Service at the Mt. Pleasant RSL with the Master of Ceremonies being Mr. Kim Yap ably assisted by Pastor Daniel Marks of the United Church, Birdwood.



MATTERS FOR INFORMATION

6.1 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY (GRFMA) ANNUAL REPORT 2023-24

Author: Executive and Project Support Officer
24/90637

The final adopted Annual Report (2023-24) for the Gawler River Floodplain Management Authority is attached for information. The Report has been prepared and circulated to Constituent Councils in accordance with Clause 17.1 of the Authority's Charter.

ATTACHMENTS

Attachment 1 Gawler River Floodplain Management Authority Annual Report 2023-2024 ⇩

SUPPORTING REFERENCES

Nil.

ANNUAL REPORT 2023-24

Gawler River Floodplain Management Authority

Constituent Councils:

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

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Chairman's Report

The 2023-24 financial year has seen the GRFMA take significant steps in defining a strategy to deliver key infrastructure, policies and programs that are fundamental to achieving the goals set out in its Charter; the Gawler River flood mitigation.

This has been mainly achieved by progressing two key reports: the GRFMA Business Case; and the GRFMA Stormwater Management Plan (SMP).

With a foundation developed over recent years the expectation for the GRFMA now is to finalise ongoing investigations and develop a suitable funding package that can deliver the required infrastructure and programs.

Consequently, completion of the Business Case and SMP are the immediate priorities for the GRFMA.

GRFMA Business Case

During the past year the GRFMA continued to work closely with the Department of Environment and Water (DEW), the Stormwater Management Authority (SMA) and other State Government agencies such as SA Water, to deliver a Business Case that focussed on improving flood protection in the Gawler River.

The Business Case concluded that flood management of the Gawler River could be a transformative project for the Northern Adelaide Plains that will increase the resilience of the community and deliver a suite of measures to mitigate the frequency and impact of flood events in the river. The cost-benefit analysis undertaken in the Business Case shows a very strong case for investment.

The initiatives recommended in the Business Case provide complementary benefits for the management of flood and comprise the following:

- Increasing the height of the Bruce Eastick Dam on the North Para River (nominally a 10-metre increase in the height of the dam wall);
- Improving planning controls for developments near the Gawler River that will reduce the likelihood of flood and the impacts of flood inundation on new developments;
- Implementing a Community Flood Awareness Campaign; and
- Undertaking the repair and maintenance of existing riverside levee banks in the lower Gawler River, which play a critical role in constraining floodwaters to the river channel during high flow events and reducing potential damage of flood.

A review of the Business Case, undertaken by a State agency, Infrastructure South Australia (ISA), recommended additional work be undertaken to facilitate a fully informed investment decision. This work is aimed at refining the dam design and involves an update of hydrology studies and more detailed investigations on the condition of the existing dam structure, to ensure that it is capable of accommodating the proposed upgrades. Both may result in a reconfiguration of the dam raising and should therefore be undertaken as a priority in the next stage of design.

The GRFMA endorses both the recommendations in the Business Case and of the ISA review and is progressing the further investigative work as a matter of urgency. Once the inputs are refined and assessed, the GRFMA will further engage with the State and Federal governments and the Constituent Councils to develop and agree a suitable funding strategy.

Through DEW, the GRFMA is seeking funding from the Federal Government's Disaster Ready Fund to start developing a comprehensive Community Awareness Program, recognising that such a program must be ongoing to be effective.

Stormwater Management Plan

Since 2020, the GRFMA has worked with DEW, the SMA, Green Adelaide and Northern and Yorke Landscape Boards, to develop a comprehensive Stormwater Management Plan (SMP) for the Gawler River environs.

A draft SMP was presented to the SMA during this year with the feedback that further investigations were required to ensure the report met the scope outlined by the SMA which is responsible for its approval. These investigations have commenced, and the expectation now is for the final draft of the SMP to be finalised in the first quarter of 2024-25.

The Board

The GRFMA acknowledges and thanks the following retiring Board members for their significant contributions to the Authority:

- Ms Sheree Schenk
- Mr Martin McCarthy
- Mr John Lush

A special thanks to Mr Ian Baldwin for the significant contributions of outgoing Independent Member Chairman, to the activities of the Board over a 17-year period, noting several key initiatives Ian has led namely: Gawler River Flood Mitigation Business Case; Stormwater Management Plan; GRFMA Charter Review; and the Cost Contributions Model.

The Board welcomes Mr Lino Di Lernia as the new Independent Member, Chairman from 1 May 2024 and new Board Members: Mr Jake McVicar, Mr Dante Mazzeo and Mr Thomas Jones.

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Gawler River Floodplain Management Authority (GRFMA)

The Gawler River

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River Floodplain horticultural areas is estimated to be at least $225 million.

Purpose of the GRFMA

The GRFMA was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 on 22 August 2002. The Constituent Councils are the Adelaide Hills Council, The Adelaide Plains Council, The Barossa Council, The Town of Gawler, Light Regional Council, and the City of Playford.



The Charter sets down the powers, functions, safeguards, accountabilities, and an operational framework.



The Authority has been established for the purpose of coordinating the planning, construction, operation, and maintenance of flood mitigation infrastructure for the Gawler River, and for the following functions:

- To raise finance for the purpose of developing, managing, and operating and maintaining works approved by the Board;
- To provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flooding of the Gawler River;

- To advocate on behalf of the Constituent Councils and their communities where required to State and Federal Governments for legislative policy changes on matters related to flood mitigation and management and associated land use planning with Gawler River flood mitigation;
- To facilitate sustainable outcomes to ensure a proper balance between economic, social, environmental, and cultural consideration; and
- To provide advice as appropriate to the Constituent Councils in relation to development applications relevant to the Authority's roles and functions.

Governance

The Board

The Authority is governed by the Board of Management. The Board comprises:

- One independent person, who is not an officer, employee, or elected member of a constituent council, to be appointed as the Chairman of the Board of Management of the GRFMA for a term of three years.
- Two persons appointed from each of the six constituent councils (12 members in total). Council appointees comprise of the Council CEO, or delegate and one Elected Member.
- Deputy Board members as appointed by each Constituent Council.

The Members of the Board are:

Council	Board Members	Deputy Board Members
Chairman & Independent Member	Mr Lino Di Lernia (commenced 1 May 2024)	
Adelaide Hills Council	Cr Malcolm Herrmann Mr Ashley Curtis	Ms Natalie Armstrong (resigned 24 May 2024)
Adelaide Plains Council	Cr Terry-Anne Keen Mr James Miller	Cr Dante Mazzeo Mr Tom Jones
The Barossa Council	Cr Bruce Preece Mr Jake Mc Vicar	Ben Clark
Town of Gawler	Cr Paul Koch Ms Whendee Young	Cr Brian Sambell
Light Regional Council	Cr Michael Phillips-Ryder Mr Richard Dodson	
City of Playford	Cr Clinton Marsh Mr Greg Pattinson	Cr Peter Rentoulis Mr Dale Welsh

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Meetings of the Board are held at such time and such place as the Board decides subject only to the requirement that there will be at least one meeting in every two calendar months.

Any Constituent Council, the Chairman or three Board Members may by delivering a written request to the Executive Officer require a special meeting of the Board to be held and any such special meeting shall constitute a special meeting of the Authority.

Ordinary meetings of the Board are generally held bi-monthly on the third Thursday of the even months commencing at 9.45am; excepting December which is held on the second Thursday.

Meetings are hosted by the Constituent Councils on a rotational roster with six Board meetings and one Special Board meetings held during the year as follows:

Ordinary Board Meetings:

- Thursday 17 August 2023 – Town of Gawler
- Thursday 19 October 2023 – Adelaide Plains Council
- Thursday 14 December 2023 – City of Playford
- Thursday 15 February 2024 – Light Regional Council
- Thursday 18 April 2024 – Adelaide Hills Council
- Thursday 20 June 2024 – The Barossa Council

One Special Board Meeting:

- Thursday 27 July 2023 – City of Playford

Technical Assessment Panel

A Technical Assessment Panel has been appointed to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment, and construction of the various parts of the plan.

The Members of the Panel are:

- Mr Lino Di Lernia, Independent Member, Chairman
- Ms Katharine Ward Flood Management, DEW
- Vacant, Principal Engineer Dams, SA Water
- Mr Ben Clark, The Barossa Council, Council representative,
- Mr Shaun Fielding, City of Playford. Council representative,
- Mr David Hitchcock Executive Officer

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No formal meetings of the Panel were held; however, Panel members provided out of session assistance and advice to DEW to facilitate delivery of the Gawler River Flood Management Business Plan.

Audit and Risk Committee

An Audit and Risk Committee has been appointed to review:

- The annual financial statements to ensure that they present fairly the situation to the Board; and
- The adequacy of the accounting, internal control, reporting and other financial management systems and practices to the Board on a regular basis.

The Committee held five (5) meetings during the year:

- 7 August 2023
- 7 December 2023
- 5 February 2024
- 5 April 2024
- 4 June 2024

The members of the Committee are:

- Mr Peter Brass, Independent Member and Chairman
- Mr Greg Pattinson, City of Playford
- Cr Malcolm Herrmann, Adelaide Hills Council

Membership of the GRFMA Audit Committee is for two years, until 30 June 2026.

Executive Officer

On 28/06/2023 the GRFMA engaged LUVROK Pty Ltd to undertake Executive Officer Services, in accordance with the agreed contract for service, for the term 1 July 2023 to 31 December 2025. Mr David Hitchcock is identified as the key person providing the services pursuant to agreed terms.

External Auditor

Dean Newbery and Partners are the appointed external auditor for 2023-24.

On 14 December 2023 the GRFMA Board reappointed Dean & Newbery Pty Ltd as GRFMA External Auditor for a term of three plus two years, effective 1 July 2024.

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GRFMA Policies

The following Policies have been adopted to provide management guidelines for the day-to-day business of the GRFMA.

- Procurement Policy
- Grant Policy
- Fraud, Corruption and Maladministration Prevention Policy
- Internal Review of Decisions Policy
- Code of Practice Meeting Procedures
- Anti – Discrimination Fair Treatment Policy
- Consultation Policy
- Work Health and Safety Policy
- Access to Meetings and Documents Policy
- Dam Valuation Policy
- Treasury Management Policy
- Freedom of Information Statement
- Information Asset Management Policy

The purpose of these policies is to provide prudent management guidelines for the day-to-day management of the affairs of the Authority.

Meetings

All meetings of the GRFMA and its committees are open to the public, except for those matters considered under Section 90 of the Local Government Act 1999.

Forum	Total Resolutions for the year	Resolutions to exclude the Public – S90(3)	Purpose	Order for docs to remain confidential - S91(7)	%
Board	89	3 1 1	S 90(3)(a) S90(3)(k) AS90 (3) (b)(i)(ii)	3 1 1	5
Technical Assessment Panel	0	0		0	0
Audit Committee	31				0

Freedom of Information

No Freedom of Information requests were received during the year.

Strategic Plan

The GRFMA Strategic Plan 2021-26 is arranged under three themes, each with its own objective, related to the outcomes to be pursued.

Theme 1: Design, build, and maintain physical flood mitigation infrastructure.
Objective: To have in place an agreed extent of physical flood mitigation infrastructure that is fit for purpose and achieves the targeted levels of performance.

Theme 2: Develop and evolve key relationships.
Objective: To maintain key relationships that are most important to the Authority achieving its purpose.

Theme 3: Ensure good governance and ongoing financial sustainability.
Objective: To ensure that the Authority meets legislative requirements and contemporary standards of governance and is financially sustainable for the long term.

Priority Actions 2023-24

Work to facilitate delivery of the objectives of the Gawler River Stormwater Management Plan.
The Gawler River Stormwater Management Plan (SMP) is the key GRFMA document to assist in determining physical and other works required to reduce the risks and impacts of flooding.

Work is ongoing to finalise the SMP. Delays have occurred due to the need for more information to be included in the document. It is anticipated the document will be at final draft during the first quarter on 2024-25.

Review, with Constituent Councils and stakeholders, design standards for infrastructure works including costs and benefits.
The default policy position of the Authority has been for a 1 in 100-year design standard. Reviewing that policy position through consideration of the costs and benefits of various design standard scenarios will assist in identifying appropriate standards.

This is being undertaken as part of the process for completion of the Gawler River Flood Management Business Case.

In conjunction with the Constituent Councils, develop and implement a schedule of flood mitigation infrastructure works for the Gawler River referencing the Gawler River Stormwater Management Plan.
A schedule of works is to be consolidated from the recommendations from the completed GRFMA Gawler River Stormwater Management Plan and the Department for Environment and Water (DEW), Gawler River Flood Management Business Case. Funding will be sought from the State and Federal Governments and where appropriate commercial investment.

The GRFMA has a copy of the Business Case and the ISA Gawler River Flood Management Gate 2 Recommendation Action Plan which identifies recommendations for consideration and designation of responsible partners, DEW and GRFMA.

The GRFMA has sought constituent council support for funding to complete the Business Case.

Working with the Constituent Councils, develop a framework to clearly articulate the respective roles and responsibilities of the Authority and the Councils and suitable partnering arrangements to maintain a low-cost base for the Authority.
Identification of partnering opportunities within the capacities of the councils (e.g., in relation to monitoring information about climate change and climate change policy, and water policy) in delivering the functions, operations and project management required of the Authority would help to keep the Authority's administrative costs low.

Constituent councils are providing partnering opportunities and support to the GRFMA, where relevant.

Continue to advocate for improved governance and funding arrangements for flood avoidance, resilience, and mitigation in South Australia.
With frontline experience the Authority is well positioned to develop a narrative about changes that are required to improve governance and funding arrangements for flood avoidance and mitigation. The Authority will continue to work with the Department for Environment and Water, in consultation with constituent councils, on implementation and funding arrangements for the State Government funded Gawler River Flood Mitigation Business Case.

The GRFMA has sought constituent council support for funding to complete the Business Case. The GRFMA is undertaking work to develop a suitable funding strategy (which is to be finalised in consultation and in agreement with constituent councils)

Assist the Constituent Councils in communicating with general communities and specific interest groups in relation to flood mitigation for the Gawler River.
Communication with communities is likely to be a joint activity between the constituent councils and the Authority.

DEW has facilitated a Disaster Ready Grant application for funds to plan/prepare a community flood awareness campaign for Gawler River. The application has been prepared with DEW as the applicant with SES and GRFMA as project partners.

Operation of the Regional Subsidiary

Performance Targets:	Timings:	To be measured by:	Actual Achievements
Reports to Stakeholders	Bi-Monthly	Key Outcomes Summary to be published following each Board Meeting	☑ **Key Outcomes Summary prepared and sent to Councils following GRFMA meetings.**
Maintain effective Regional Subsidiary	December	On 28/06/2023 the GRFMA engaged LUVROK Pty Ltd to undertake Executive Officer Services, in accordance with the agreed contract for service, for the term 1 July 2023 to 31 December 2025.	☑ **Mr David Hitchcock is identified as the key person providing the services pursuant to agreed terms.** ☑ **Effective 1/05/2024.** ☑ **Mr Lino Di Lernia has been appointed to the position of GRFMA Chairman, Independent Member, for 3 years, concluding 30/4/2027.**
	August	The appointment of Auditor, Bank Operators, levels of insurance, appropriate registrations, delegations, and policies be reviewed annually.	☑ **Dean Newbery has been reappointed as GRFMA's external auditor for a term of three years with a two-year option, effective 1 July 2024.** ☑ **Appropriate levels of insurance reviewed in July 2023.**
Review of the Business Plan	By 31st March	Review the Business Plan prior to preparing the Budget. Forward to the Councils	☑ **June 2023 - Business Plan 2023- 2024 adopted.** ☑ **June 2024- Achievements against the Business Plan 2023-2024 presented.**
Annual Budget	By 31st March, June, October, December	Adopt for consultation forward to Councils- Adopt Budget – copy to Councils in 5 days- Conduct Budget Reviews	☑ **2024 - 2025 Draft Budget forwarded in March 2024 to consistent councils for consultation.** ☑ **Budget Reviews 1, 2 and 3 reviewed by GRFMA Audit Committee.**
Subscriptions	June December	Send half year subscriptions to Council.	☑ **All first half subscriptions paid.** **X** **5 Second half subscriptions paid (Remaining subscription paid July 2024).**
Report to Constituent Councils	Following each Board meeting By 30th September	The receipt of the following reports by Councils, Board Meeting Key Outcome Summary Annual Report including Annual Financial Statements	☑ **Key Outcomes Summary prepared for meetings.** ☑ **Annual Report forwarded electronically to Councils.**

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Performance Targets:	Timings:	To be measured by:	Actual Achievements
Governance	Ongoing	Policies and new management framework documents developed and reviewed.	☑ **Independent review of GRFMA policies completed April 2023.** ☑ **Management Framework documents now adopted GRFMA Strategic Plan Asset Management Plan and Long-Term Financial Plans.** ☑ **Charter Review 2 Funding Model adopted April 2023.** ☑ **The GRFMA Audit and Risk Committee (Chairman and the two Members) have been reappointed from 1 July 2024 until 30 June 2026.**
Annual Operations		Implementation of requirements of the BENPFM Dam Operation and Maintenance Manual. Periodical inspections of BENPFM dam and lands Removal of deposited flood debris at upstream wall of BENPFM Dam Continuation of the revegetation program around land associated with the BENPFM Dam. Weed control	☑ **Ongoing. Programmed management costed and funded in 2023/2024 draft Budget.** ☑ **Ongoing.** ☑ **As required.** **Ongoing, within budgeted funds, in collaboration with Light Regional Council. Grant funding for further revegetation to be sought.** ☑ **Annually as required.** ☑ **Annual land management lease not continued beyond May 2024.**

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Financial Statements 2023-24

1. Certification of Financial Statements
2. Financial Statements and Notes
3. Related Parties Disclosures
4. Statement of Auditors Independence
5. Certification of Auditor Independence

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GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2024
CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by the Gawler River Floodplain Management Authority to certify the financial statements in their final form.

In our opinion:

- the accompanying financial statements comply with the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and Australian Accounting Standards.
- the financial statements present a true and fair view of the Authority's financial position at 30 June 2024 and the results of its operations and cash flows for the financial year.
- internal controls implemented by the Authority provide a reasonable assurance that the Authority's financial records are complete, accurate and reliable and were effective throughout the financial year.
- the financial statements accurately reflect the Authority's accounting and other records.

David Hitchcock
EXECUTIVE OFFICER
15/8/2024

Lino Di Lernia
CHAIRMAN
15/8/2024

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF COMPREHENSIVE INCOME
for the year ended 30 June 2024

	Notes	2024 $	2023 $
INCOME			
Subscriptions	4	**289,386**	260,321
Investment income		**762**	1,278
Other Income		**270,520**	100
Total Income		**560,668**	261,699
EXPENSES			
Contractual Services	5	**421,404**	249,296
Finance Charges		**23,069**	18,926
Depreciation	1(e), 9	**706,099**	328,561
Other		**31,955**	42,654
Total Expenses		**1,182,526**	639,436
OPERATING SURPLUS / (DEFICIT)		**(621,858)**	(377,737)
NET SURPLUS / (DEFICIT)		**(621,858)**	(377,737)
Other Comprehensive Income			
Amounts which will not be reclassified subsequently to operating result			
Changes in revaluation surplus - infrastructure, property, plant & equipment	1(e), 9	**21,699,347**	-
Impairment (expense) / recoupments offset to asset revaluation reserve	1(e), 9	**-**	(17,000)
Total Other Comprehensive Income		**21,699,347**	(17,000)
TOTAL COMPREHENSIVE INCOME		**21,077,489**	(394,737)

This Statement is to be read in conjunction with the attached Notes.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF FINANCIAL POSITION
as at 30 June 2024

	Notes	2024 $	2023 $
ASSETS			
Current Assets			
Cash and cash equivalents	1(d)	**41,309**	29,496
Trade and Other Receivables		**210,404**	91,125
Total Current Assets		**251,713**	120,621
Non-current Assets			
Infrastructure, property, plant & equipment	1(e) 9	**42,606,943**	21,613,696
Total Non-current Assets		**42,606,943**	21,613,696
Total Assets		**42,858,657**	21,734,317
LIABILITIES			
Current Liabilities			
Trade & other payables		**201,605**	67,733
Borrowings	1(h)	**353,388**	440,409
Total Liabilities		**554,993**	508,142
NET ASSETS		**42,303,664**	21,226,175
EQUITY			
Accumulated Surplus		**11,939,344**	12,561,202
Asset Revaluation Reserves	1(e)	**30,364,320**	8,664,973
TOTAL EQUITY		**42,303,664**	21,226,175

This Statement is to be read in conjunction with the attached Notes.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF CHANGES IN EQUITY
for the year ended 30 June 2024

2024	Notes	Accumulated Surplus $	Asset Revaluation Reserve $	TOTAL EQUITY $
Balance at end of previous reporting period		**12,561,202**	**8,664,973**	**21,226,175**
Restated opening balance		**12,561,202**	**8,664,973**	**21,226,175**
Net Surplus / (Deficit) for Year		**(621,858)**	**-**	**(621,858)**
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment		**-**	**21,699,347**	**21,699,347**
Transfers between reserves		**-**	**-**	**-**
Balance at end of period		**11,939,344**	**30,364,320**	**42,303,664**
2023				
Balance at end of previous reporting period		12,938,939	8,681,973	21,620,912
Restated opening balance		12,938,939	8,681,973	21,620,912
Net Surplus / (Deficit) for Year		(377,737)	-	(377,737)
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment		-	(17,000)	(17,000)
Balance at end of period		12,561,202	8,664,973	21,226,175

This Statement is to be read in conjunction with the attached Notes

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF CASHFLOWS
for the year ended 30 June 2024

	Notes	**2024** **$**	2023 $
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		**580,579**	267,915
Interest Receipts		**811**	1,323
Payments		**(459,576)**	(290,843)
Interest Expense		**(22,979)**	(13,301)
Net Cash provided by (or used in) Operating Activities	8	**98,835**	(34,907)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments			
Expenditure on renewal/replacement of assets		**-**	-
Net Cash provided by (or used in) Investing Activities		**-**	-
CASH FLOWS FROM FINANCING ACTIVITIES			
Receipts			
Proceeds from borrowings		**-**	-
Payments			
Repayments of borrowings		**(87,021)**	(61,726)
Net Cash provided by (or used in) Financing Activities		**(87,021)**	(61,726)
Net Increase (Decrease) in cash held		**11,814**	(96,633)
Cash & cash equivalents at beginning of period		**29,496**	126,130
Cash & cash equivalents at end of period	8	**41,309**	29,496

This Statement is to be read in conjunction with the attached Notes

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 1 - Statement of Significant Accounting Policies

a) The Local Government Reporting Entity

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

The Gawler River Floodplain Management Authority is a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999. The Constituent Councils are the Adelaide Hills Council, The Barossa Council, Town of Gawler, Light Regional Council, Adelaide Plains Council and The City of Playford.

All funds received and expended by the Authority have been included in the financial statements forming part of this financial report.

b) Basis of Accounting

This financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values, or except where specifically stated, current valuation of non-current assets.

c) Employees

The Authority has no employees.

d) Cash

For purposes of the statement of cash flows, cash includes cash deposits which are readily convertible to cash on hand and which are used in the cash management function on a day to day basis, net of outstanding bank overdraft.

e) Infrastructure Assets

Initial Recognition

All assets are initially recognised at cost. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held “ready for use”. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Authority includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Infrastructure Dam

The Bruce Eastick North Para Flood Mitigation Dam was constructed in 2007. The valuation includes all materials, contractor’s costs plus costs incidental to the acquisition, including engineering design and supervision fees and all other costs incurred.

Land

Land includes the land on which the dam is constructed, rights of way access to the land and ‘right to flood’ easements over the land upstream from the dam that will be inundated by dam waters for short periods of time during a flood event. Additional Land surrounding the dam was purchased in 2017/18 and was revalued by North Projects Pty Ltd as at 1 July 2023.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

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

The Board sought an independent valuation to be applied as at 1st July 2023, of the Bruce Eastick North Para Flood Mitigation Dam. The Board recognises that the dam is a unique infrastructure. The Board sought the advice of North Projects Pty Ltd, who provided a replacement cost valuation based on the actual construction contract costs, including some 'owner's costs' which would be incurred in the event of a replacement being necessary. In accordance with Accounting Standard (AASB)13 Fair Value Measurement, the valuation was undertaken as at 1 July 2023 and recorded as a level 3 restricted asset valuation. The next Valuation is scheduled to be undertaken in 2028/2029. Fair value level 3 valuations of buildings, infrastructure and other assets – There is no known market for these assets and they are valued at depreciated current replacement cost.

The method involves:
The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate. The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the straight line depreciation method adopted by the Authority. The method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques.

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

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

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

Asset Classes

- Bruce Eastick North Para Flood Mitigation Dam 80 years.
- Dam Renewals/improvements 15 years.
- Access Road 15 years.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Impairment
Assets whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if the Authority were deprived thereof, are not subject to impairment testing. Other assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash inflows or value in use). Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in Asset Revaluation Reserve, any excess being recognised as an expense.

An impairment has occurred due to the revaluation of Land in 2023.

f) Revenue
The Authority recognises revenue under AASB 1058 Income of Not-for-Profit Entities (AASB 1058) or AASB 15 Revenue from Contracts with Customers (AASB 15) when appropriate.

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

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

Revenue from the Subscriptions is recognised upon the delivery of the service to customers.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue is stated net of the amount of goods and services tax (GST).

g) Superannuation
The Authority contributed the statutory 10.5% SCG to the nominated superannuation fund of the Executive Officer in 2022/2023. No statutory contributions were made to the nominated superannuation fund in 2023/2024 as a result of LUVROK Pty Ltd undertaking the provision of the Executive Officer services from 1 July 2023.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

h) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest rate method.

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

I) Economic Dependence

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 in August 2002, by a Charter that was amended and published in The South Australian Government Gazette on 27th February 2020 at page 474.

The Gawler River Floodplain Management Authority (GRFMA) is dependent upon subscriptions levied on the Constituent Councils in accordance with Clause 10.2 of the Charter to fund the construction, operation and maintenance of flood mitigation infrastructure of the Authority which it owns and manages.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 2 - Schedule of Constituent Council's Interest in Net Assets as at 30th June 2024
Prepared to meet the requirements of Clause 16.6 of the Charter

"The 'Schedule of Constituent Councils' Interests in Net Assets' will reflect the proportionate contribution each Constituent Council has made to the growth of the net assets of the Authority having regard to the proportionate contribution to subscriptions. The Schedule when updated by the Board at the end of each financial year will reflect the proportionate contribution of each Constituent Council since the commencement of the Authority and once accepted by each Constituent Council will be evidence of the agreed proportion of a Constituent Council's interests in the net assets as at 30 June in that year."

For the purposes of this Clause all subscriptions by Constituent Councils have been included.

Calculation of Net Equity

Assets	
Investments / Debtors	$ 251,713
Infrastructure, property plant & Equipment	$ 42,606,943
	$ 42,858,657
Less Liabilities	
Accounts Payable / Creditors	$ 201,605
Borrowings	$ 353,388
NET EQUITY	**$ 42,303,664**

Allocation of Councils Interest in Net Assets

Constituent Councils	Accumulated Subscriptions for Operations to 30 June 2024 $	Accumulated Subscriptions for Maintenance to 30 June 2024 $	Accumulated Subscriptions for Scheme Works to 30 June 2024 $	All Subscriptions to 30 June 2024 $	Percentage of Contributions to the Total	**Council's Interests in Net Assets $**
Adelaide Hills Council	253,882	6,352	76,527	336,761	5.34%	**2,259,016**
The Barossa Council	253,882	31,813	383,250	668,945	10.61%	**4,488,419**
Town of Gawler	253,882	63,586	765,408	1,082,876	17.17%	**7,263,539**
Light Regional Council	253,882	31,813	383,250	668,945	10.61%	**4,488,419**
Adelaide Plains Council	253,882	106,079	1,275,673	1,635,634	25.94%	**10,973,570**
City of Playford	253,882	127,254	1,530,826	1,911,962	30.33%	**12,830,701**
	1,523,292	**366,897**	**4,414,934**	**6,305,123**	**100%**	**42,303,664**

Schedule of Constituent Councils' Interests in Net Assets' as at the 30th June 2024 adopted by the Board in accordance with Clause 16.6 of the Charter on 15 August 2024.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 3 - Functions / Activities of the Authority

a) Revenues and expenses have been attributed to the following functions / activities, descriptions of which are set out in Note b.

b) The activities of the Authority are categorised into the following function / activities:

Administration: The operations of the Authority and its Board

Other Environment: Flood Mitigation

c) Functions of the Gawler River Floodplain Management Authority (excluding depreciation and impairment)

		Revenue			Expenses	
	Year	Grants $	Other $	Total Revenue $	Expenses Total $	Surplus (Deficit) $
Administration	2024	-	150,490	150,490	102,537	**47,953**
	2023	-	166,498	166,498	157,078	**9,420**
Other Environment: Flood Mitigation	2024	-	410,178	410,178	373,890	**36,288**
	2023	-	95,201	95,201	153,798	**(58,596)**
Total	2024	-	560,668	560,668	476,427	**84,241**
	2023	-	261,699	261,699	310,876	**(49,177)**

Note 4 - Subscriptions

The following subscriptions were levied on the Constituent Councils in accordance with Clause 10.2 of the Charter for the year:

	Maintenance		Operations		TOTALS	
Constituent Council	**2024 $**	2023 $	**2024 $**	2023 $	**2023 $**	2023 $
Adelaide Hills Council	**1,418**	1,647	**24,638**	27,520	**27,326**	29,167
The Barossa Council	**12,117**	8,254	**24,638**	27,520	**37,055**	35,774
Town of Gawler	**24,334**	16,508	**24,638**	27,520	**49,172**	44,028
Light Regional Council	**12,117**	8,254	**24,638**	27,520	**37,055**	35,774
Adelaide Plains Council	**40,390**	27,513	**24,638**	27,520	**65,328**	55,033
City of Playford	**48,485**	33,025	**24,638**	27,520	**73,420**	60,545
TOTAL	**139,758**	95,201	**149,628**	165,120	**289,386**	260,321

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 5- Contractual Services

	2024	2023
	$	$
Chairperson Honorarium	**14,032**	12,100
Executive Officer	**59,981**	103,214
Audit Committee	**3,250**	2,600
Audit Fees	**5,509**	5,346
Legal Fees	**1,545**	6,069
Consultancies	**47,687**	116,750
Business Case	**270,420**	-
Asset Valuations	**18,980**	3,217
Totals	**421,404**	249,296

Note 6 - Comparison of Budget and Actual Results (excluding depreciation)

	2024		2023	
	Budget	Actual	**Budget**	Actual
	$	$	**$**	$
Revenue				
Administration	**151,514**	150,490	**166,430**	166,498
Other Environment: Flood Mitigation	**410,178**	410,178	**95,200**	95,201
State Grant	**146,000**	-	-	-
Total Revenue	**707,692**	560,668	**261,630**	261,699
Expenditure				
Administration	**105,073**	102,537	**153,620**	157,079
Other Environment: Flood Mitigation	**340,178**	284,155	**14,700**	6,021
Maintenance	**116,080**	89,735	**198,000**	147,775
Total Expenditure	**561,331**	476,427	**366,320**	310,875
Surplus (deficit)	**146,361**	84,241	**(104,690)**	(49,176)

Note 7 - Expenditure Commitment

i. GRFMA agreed to the engagement of David Hitchcock trading as LUVROK Pty Ltd to provide executive services to the GRFMA for the period 1 July 2023 through 31 December 2025.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 8 - Reconciliation Statement of Cash Flows

(a) Reconciliation of Cash

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

	2024	2023
	$	$
Total cash & equivalent assets	41,309	29,496
Balances per Cash Flow Statement	41,309	29,496

(b) Reconciliation of Change in Net Assets to Cash from Operating Activities

Net Surplus (Deficit)	(475,858)	(377,737)
Non-cash items in Income Statement		
Depreciation, amortisation & impairment	706,099	328,561
	230,241	(49,176)
Add (Less): Changes in Net Current Assets		
Net (increase) decrease in receivables	(119,279)	7,539
Net increase (decrease) in trade & other payables	(12,127)	6,729
Net Cash provided by (or used in) operations	98,835	(34,907)

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Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 9 - Non-Current Assets Summary

		2024				2023			
	Fair Value Level	**At Fair Value $**	**At Cost $**	**Accum Dep'n $**	**Carrying Amount $**	At Fair Value $	At Cost $	Accum Dep'n $	Carrying Amount $
Land and Easements		**477,000**	**-**	**-**	**477,000**	460,000	-	-	460,000
Infrastructure - Dam	3	**53,559,053**	**-**	**(11,429,110)**	**42,129,943**	25,329,000	591,879	(4,767,184)	21,153,695
Total Infrastructure Property Plant & Equipment		**54,036,053**	**-**	**(11,429,110)**	**42,606,943**	25,789,000	591,879	(4,767,184)	21,613,695
Comparatives		**25,789,000**	**591,879**	**(4,767,184)**	**21,613,695**	25,806,000	591,879	(4,438,623)	21,959,256

	2023	Carying Amount Movements During the Year							2024
		Additions							
	Carrying Amount $	New / Upgrade $	Renewals $	Disposals $	Depreciation $	Impairment $	Transfers $	Net Valuation $	Carrying Amount $
Land and Easements	460,000	-	-	-	-	-	-	17,000	477,000
Infrastructure - Dam	21,153,695	-	-	-	(706,099)	-	-	21,682,347	42,129,943
Total Infrastructure Property Plant & Equipment	**21,613,695**	-	-	-	(706,099)	-	-	21,699,347	**42,606,943**
Comparatives	21,959,256	-	-	-	(328,561)	(17,000)	-	-	21,613,695

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 10 - Financial Instruments

All financial instruments are categorised as *loans and receivables.*

Accounting Policies - Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits	**Accounting Policy:** initially recognised at fair value and subsequently measured at amortised cost, interest is recognised when earned **Terms & conditions:** Deposits are returning fixed interest rates between 4.30% and 4.55% (2023: 1.05% and 4.30%). **Carrying amount:** approximates fair value due to the short term to maturity.
Receivables - Fees & other charges	**Accounting Policy:** initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method **Terms & conditions:** Unsecured, and do not bear interest. Although the authority is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Authorities boundaries. **Carrying amount:** approximates fair value (after deduction of any allowance).
Liabilities - Creditors and Accruals	**Accounting Policy:** Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Authority. **Terms & conditions:** Liabilities are normally settled on 30 day terms. **Carrying amount:** approximates fair value.
Liabilities – Interest Bearing Borrowings	**Accounting Policy:** initially recognised at fair value and subsequently amortised cost, interest is charged as an expense using the effective interest rate. **Terms & conditions:** secured over future revenues, borrowings are repayable; interest is charged at fixed or variable rates between 6.05% and 6.15% (2023: 2.80% and 6.05%). **Carrying amount:** approximates fair value.

Liquidity Analysis

2024	Due < 1 year	Due > 1 year ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets	$	$	$	$	$
Cash & Equivalents	**41,309**	**-**	**-**	**41,309**	**41,309**
Receivables	**210,404**	**-**	**-**	**210,404**	**210,404**
Total	**251,713**	**-**	**-**	**251,713**	**251,713**
Financial Liabilities					
Payables	**195,605**	-	-	**195,605**	**195,605**
Borrowings	**91,733**	**323,883**	**3,596**	**419,212**	**353,388**
Total	**287,338**	**323,883**	**3,596**	**614,817**	**548,993**

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

2023	Due < 1 year	Due > 1 year ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets	$	$	$	$	$
Cash & Equivalents	**29,496**	-	-	**29,496**	**29,496**
Receivables	**91,125**	-	-	**91,125**	**91,125**
Total	**120,621**	-	-	**120,621**	**120,621**
Financial Liabilities					
Payables	**67,733**	-	-	**67,733**	**67,733**
Borrowings	**96,645**	**344,229**	**97,113**	**537,987**	**440,409**
Total	**164,377**	**344,229**	**97,113**	**605,719**	**508,142**

The following interest rates were applicable to the Authority's Borrowings at balance date:

	2024		**2023**	
	Weighted Av Interest Rate	Carrying Value $	Weighted Av Interest Rate	Carrying Value $
Variable Interest Rates	**6.15%**	**353,388**	**6.05%**	**440,409**
		353,388		**440,409**

Risk Exposures:

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

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

Liquidity Risk is the risk that Authority will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates.

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

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 11 Uniform Presentation of Financial Statements

The following is a high level summary of both operating and capital investment activities of the Authority prepared on a simplified Uniform Presentation Framework basis.

All Local Government Councils and Authorities have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Authorities finances.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

UNIFORM PRESENTATION OF FINANCIAL STATEMENTS
for the year ended 30 June 2024

	2024 $	2023 $
Income		
Subscriptions	**289,386**	260,321
Investment income	**762**	1,278
Other Income	**270,520**	100
Total Income	**560,668**	**261,699**
Expenses		
Contractual Services	**421,404**	249,296
Finance Charges	**23,069**	18,926
Depreciation	**706,099**	328,561
Other	**31,955**	42,654
Total Expenses	**1,182,527**	**639,437**
Operating Surplus / (Deficit)	**(621,859)**	**(377,737)**
Less Net Outlays in Existing Assets		
Capital Expenditure on renewal and replacement of Exising Assets	-	-
Add back Depreciation Amortisation and Impairment	**706,099**	**328,561**
Add back proceeds from sale of replaced assets	-	-
	706,099	**328,561**
Less Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets	-	-
Add back amounts specifically for new or upgraded assets	-	-
	-	-
Annual net impact to financing activities (surplus / (deficit))	**84,240**	(49,176)

Note 12 – Contingencies & Assets & Liabilities not recognised in the Balance Sheet

There are no contingencies, asset or liabilities not recognised in the financial statements for the year ended 30 June 2024.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 13 - Events Occurring After Reporting Date

There were no events subsequent to 30 June 2024 that need to be disclosed in the financial statements.

Note 14 - Related Parties Disclosures

Key Management Personnel

The Key Management Personnel of the Gawler River Floodplain Management Authority (GRFMA) include the Chairman, Board Members, Deputy Board Members and Executive Officer. In all Key Management Personnel were paid the following total compensation:

	2024 $	2023 $
Salaries, allowances & Other Short Term Benefits		
Executive Officer	-	103,214
Chairperson	14,032	12,100
TOTAL	**14,032**	**115,314**

One KMP owns a business from which Services were contracted. Total contracted services from this business was $59,981.

	Amounts received from Related Party during the financial year	Amounts received from Related Party during the financial year
	2024 $	2023 $
Adelaide Hills Council	57,551	16,042
The Barossa Council	97,983	39,351
Town of Gawler	135,505	24,215
Light Regional Council	77,602	39,351
Adelaide Plains Council	129,061	60,536
City of Playford	137,962	66,600
TOTAL	**635,664**	**246,095**

The Authority has been established for the following purposes:

1. To co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. This purpose is the core business of the Authority;
2. To raise finance for the purpose of developing, managing and operating and maintaining works approved by the board;
3. To provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flood mitigation for the Gawler River;
4. Upon application of one or more Constituent Councils pursuant to clause 12.4:
    1. to coordinate the construction, maintenance and promotion and enhancement of the Gawler River and areas adjacent to the Gawler River as recreational open space for the adjacent communities: and
    2. to enter into agreements with one or more of the Constituent Councils for the purpose of managing and developing the Gawler River.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2024

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Gawler River Floodplain Management Authority for the year ended 30 June 2024 the Authority's Auditor DeanNewbery has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.

David Hitchcock 6/8/2024
EXECUTIVE OFFICER

Peter Brass 6/8/2024
PRESIDING MEMBER AUDIT and RISK COMMITTEE

Lino Di Lernia 15/8/2024
CHAIRMAN

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GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2024

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Gawler River Floodplain Management Authority for the year ended 30 June 2024 the Authority's Auditor DeanNewbery has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.

Signed by: Greg Georgopoulos 82C3128E7DF5405... 9/20/2024

Greg Georgopoulis
Chief Executive Officer
Adelaide Hills Council

DocuSigned by: A1640135B76E4D1... 9/12/2024

James Miller
Chief Executive Officer
Adelaide Plains Council

Signed by: Andrew Goodsell B0BEC1B4DA0B46B... 9/12/2024

Andrew Goodsell
Acting Chief Executive Officer
Town of Gawler

DocuSigned by: Martin McCarthy 7197CC712DB84A0... 9/12/2024

Martin McCarthy
Chief Executive Officer
The Barossa Council

DocuSigned by: 895643F8F46B4D4... 9/12/2024

Sam Green
Chief Executive Officer
City of Playford

DocuSigned by: Richard Dodson E4E71B9B8C4742C... 9/12/2024

Richard Dodson
Chief Executive Officer
Light Regional Council

MATTERS FOR INFORMATION

6.2 NURIOOTPA CENTENNIAL PARK AUTHORITY - MINUTES OF MEETINGS - SEPTEMBER 2023 TO AUGUST 2024

Author: Chief Executive Officer
24/91436

The minutes of the Board of Management of the Nuriootpa Centennial Park Authority from September 2023 to August 2024 are hereby tabled.

ATTACHMENTS

Attachment 1 Minutes of September 2023
Attachment 2 Minutes of November 2023
Attachment 3 Minutes of December 2023
Attachment 4 Minutes of January 2024
Attachment 5 Minutes of February 2024
Attachment 6 Minutes of March 2024
Attachment 7 Minutes of April 2024
Attachment 8 Minutes of May 2024
Attachment 9 Minutes of June 2024
Attachment 10 Minutes of July 2024
Attachment 11 Minutes of August 2024

SUPPORTING REFERENCES

Nil

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 20 September 2023, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. COMMENCEMENT

1.1 Welcome

Guy Martin (Chairperson) welcomed everyone to the meeting.

Present

Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Brett Lydeamore, Robin Phillips, Peter Cooper, Simon Gill, Cr Tony Hurn, Linda Stapleton (Business Manager – Minutes), Tanya Pumpa (Business Manager), David Paprzycki (Invited Guest)

1.2 Apologies

1.3 Declarations of Interest - Nil

2. STAKEHOLDER PRESENTATIONS / REQUESTS – Nil

3. CONFIRMATION OF PREVIOUS MINUTES

MOVED ROBIN PHILLIPS

that the Minutes of the Board meeting held on 16 August 2023, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.

SECONDED SIMON GILL

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5. CORRESPONDENCE

5.1 Incoming Correspondence

- **5.1.1** Reply from Jo Thomas (TBC)
- **5.1.2** Statutes Amendment (LGR) Act 2021
- **5.1.3** Mutual Matters eNews - August 2023
- **5.1.4** TiCSA Site Audit Reports
- **5.1.5** Caravan & Camping Advert

5.2 Outgoing Correspondence

- **5.2.1 Jo Thomas Thank you letter – Signed**

MOVED CR TONY HURN

that all correspondence be accepted.

SECONDED STEVEN BELL

CARRIED

6. WORK, HEALTH AND SAFETY

6.1 WHS System Work Plan and Report - Report was tabled and discussed.

NURIOOTPA CENTENNIAL PARK AUTHORITY
Board Meeting – 20 September 2023

7. REPORTS

7.1 Business Manager Finance Report
The Business Manager Finance Report was tabled and discussed. The RMS Occupancy Reports and YTD Cash Reports were tabled, along with MYOB's Balance Sheet and P&L Reports.

7.2 Business Managers Report
The Business Managers Report was tabled and discussed.

7.3 Operations Managers Report
The Operations Managers report was tabled and discussed.

7.4 BIG4 Quarterly Report – Nil.

7.5 Website Care Service Report - Report was tabled and discussed.

7.6 Sports Centre Committee Report – Nil.

7.7 Audit Committee Report –Nil. (Meeting scheduled for 12.10.2023)

7.8 Social Media Marketing Report – Report was tabled and discussed.

MOVED CR TONY HURN
That all reports be accepted.
SECONDED ROBIN PHILLIPS

CARRIED

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil.

9. OTHER BUSINESS

9.1 Shed for Nuriootpa Cricket Club – Update
Approval has now been received from The Barossa Council. BG will make contact with the Cricket Club to work through the next stages of the project.

9.2 A Block Amenities Upgrade – Update
The amenities upgrade is expected to be completed this week and reopened for the weekend. The epoxy flooring has come up really well and completes the works undertaken. It was noted that this has been a good exercise in preparation for the C Block amenities upgrade.
The Board members will view the completed upgrade at the October meeting.

9.3 Coulthard Reserve – Update
Discussion conducted by the Board Members. This included a suggestion to create an entrance to Coulthard Reserve directly from the caravan park for guest access. The Board discussed preparing a draft plan and survey of Coulthard Reserve to be ready to apply for any government grants that may become available to assist with the upgrades to the reserve.

MOVED PETER COOPER
To prepare a draft concept plan and survey of Coulthard Reserve.
SECONDED ROBIN PHILLIPS

CARRIED

9.4 Increase credit limit request – Update
Multiple attempts have been made to contact BANKSA to increase the credit limit. No response has been received from the local branch. Linda Stapleton will visit the branch Thursday 21 September to discuss the request.

10. NEW BUSINESS

10.1 NCPA Board Christmas Dinner
Proposed dates discussed, 25 November 2023 or 2 December 2023. Date and location will be confirmed at the October meeting.

10.2 Football Players Accessing Soccer Pitch
It has been noted by the Soccer club that the football players have been accessing the soccer pitch at trainings. The Board advised the club representative for the Soccer Club to send an email to the Operations Manager at the park who will approach the Football club to request the players do not access the soccer pitch.

10.3 Lights for Football Oval
A proposal for New lighting for the Football Oval was presented to the Barossa Council at their meeting on Tuesday 19 September. The Football club have designed a proposal with the positioning of the lighting taking into account planning for the oval to be widened in the future if required, which will provide the club with the ability to potentially host AFL games, as the ground would be AFL compliant.

10.4 Sports Centre Gutters
The Football club have asked for the gutters of the sports centre to be cleaned. The Football club have been advised to contact the Operations Manager for this to be arranged.

10.5 Netting Behind Football Goals
The Football Club have requested permission to install netting behind the Goals during the next football season to protect spectators and vehicles. The Football Club have been advised to present a concept, plan and costing to the NCPA Board for approval. The NCPA would contribute 50% of the cost to the project.

11. DATE OF NEXT MEETING – 18 October 2023 at 7.00pm

12. MEETING CLOSED at 8.10pm

Confirmed at Board Meeting - / 20

DATE: 19-10-23 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 18 October 2023, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.

     Present
     Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Brett Lydeamore, Robin Phillips, Cr Tony Hurn, Linda Stapleton (Business Manager – Minutes), Tanya Pumpa (Business Manager), David Paprzycki (Invited Guest)

   - **1.2 Apologies**
     Simon Gill, Peter Cooper

   - **1.3 Declarations of Interest** - Nil

2. **STAKEHOLDER PRESENTATIONS / REQUESTS** – Nil

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED STEVEN BELL
   that the Minutes of the Board meeting held on 20 September 2023, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED BRETT LYDEAMORE

   CARRIED

4. **BUSINESS ARISING FROM PREVIOUS MINUTES**
   Nil

5. **CORRESPONDENCE**
   - **5.1 Incoming Correspondence**
     - **5.1.1** Barossa Australia Monthly report – August 2023
     - **5.1.2** Carpark Quote – SBEC
     - **5.1.3** Council Plans for Carpark
     - **5.1.4** Council Survey for Carpark
     - **5.1.5** Carpark Quote – Triaxial
     - **5.1.6** The Barossa Co-Op Partnership Report

     MOVED BRETT LYEDEAMORE
     to accept the quote submitted by SBEC for carpark plans to be drafted.
     SECONDED CR TONY HURN

   - **5.2 Outgoing Correspondence**
     - **5.2.1** Audit & Risk Committee and Board Member nomination resume's to Council

MOVED BRETT LYDEAMORE
that all correspondence be accepted.
SECONDED STEVEN BELL

CARRIED

6. WORK, HEALTH AND SAFETY

6.1 WHS System Work Plan and Report - Nil

7. REPORTS

7.1 Business Manager Finance Report
The Business Manager Finance Report was tabled and discussed. The RMS Occupancy Reports and YTD Cash Reports were tabled, along with MYOB's Balance Sheet and P&L Reports.

7.2 Business Managers Report
The Business Managers Report was tabled and discussed.

7.3 Operations Managers Report
The Operations Managers report was tabled and discussed.

7.4 BIG4 Quarterly Report – Nil.

7.5 Website Care Service Report - Report was tabled and discussed.

7.6 Sports Centre Committee Report – Nil.

7.7 Audit Committee Report –Nil.

7.8 Social Media Marketing Report – Report was tabled and discussed.

MOVED CR TONY HURN
That all reports be accepted.
SECONDED BRETT LYDEAMORE

CARRIED

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil.

9. OTHER BUSINESS

9.1 Increase credit limit request - Update
Documents have been submitted to the bank to be processed. Further update will be provided at next meeting.

9.2 NCPA Board Christmas Dinner
The Annual Christmas dinner will be held on Saturday 2nd December at Saltrams. Invites to be sent to current and Life Members.

9.3 Carpark Plan Quotes
The revised quote received from SBEC has been approved and accepted. Linda Stapleton to advise SBEC.

9.4 Draft Financial Figures
The audit is yet to be completed by Galpins. As such, the following motion was proposed by the NCPA Board.

MOVED STEVEN BELL
That the Draft audit figures to be reviewed and accepted by Guy Martin and the Business Manager on behalf of the NCPA Board members.
SECONDED ROBIN PHILLIPS

CARRIED

9.5 Park Tariffs 2024
More research required; this has been moved to the next meeting.

9.6 Lights for Football Oval – Update
There was a presentation by Football club to Council on 17 October 2023. As such there has not been any feedback on the presentation. It is proposed that the lights be moved out further than the actual oval, this will future proof the lights and oval in the case that the oval may be widened and lengthened for potential AFL games in the future. The quote for the new lights was approximately $400K.

9.7 Sports Centre Gutter Cleaning – Update
The park has arranged for a contractor to complete this job next week. The Caravan Park will pick up the expense of the cleaning.

9.8 Netting Behind Football Goals – Update
It is proposed that the Football club present a quote for netting to the Board to enable the Board to discuss the NCPA's contribution to the netting installation.

10. NEW BUSINESS

10.1 Coulthard Reserve
Plans for the proposed upgrade of Coulthard Reserve to be discussed at next month's meeting.

10.2 Sporting bodies lease fees
The Barossa Council have advised the Sporting bodies are to be charged lease fees for 2023 as the new lease structure is yet to be implemented by the Council. It was proposed that the sporting bodies should be charged at same rates as last year.
MOVED STEVEN BELL
To charge the sporting bodies the same lease fees in 2023 as charged in January 2022.
SECONDED ROBIN PHILLIPS

CARRIED

10.3 A new photo of the NCPA Board members will be taken at the Annual Christmas Dinner.

11. DATE OF NEXT MEETING – 15 November 2023 at 7.00pm

12. MEETING CLOSED at 8pm

Confirmed at Board Meeting - / 20

DATE: 15-11-23 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 15 November 2023, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. COMMENCEMENT

1.1 Welcome

Guy Martin (Chairperson) welcomed everyone to the meeting. David Papryzcki was formally welcomed as a Board Member.

Present

Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Brett Lydeamore, Robin Phillips, Simon Gill, Peter Cooper, Cr Tony Hurn, David Paprzycki, Linda Stapleton (Business Manager – Minutes), Tanya Pumpa (Business Manager)

1.2 Apologies - Nil

1.3 Declarations of Interest - Nil

2. STAKEHOLDER PRESENTATIONS / REQUESTS – Nil

3. CONFIRMATION OF PREVIOUS MINUTES

MOVED SIMON GILL

that the Minutes of the Board meeting held on 18 October 2023, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.

SECONDED DAVID PAPRZYCKI

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5. CORRESPONDENCE

5.1 Incoming Correspondence

5.1.1 NCPA Committee Appointment October

5.1.2 NCPA Board Christmas Dinner Menu Flyer

5.1.3 The GO BIG Treasure hunt

5.2 Outgoing Correspondence

5.2.1 Christmas 2023 Invite

MOVED SIMON GILL

that all correspondence be accepted.

SECONDED STEVEN BELL

CARRIED

6. WORK, HEALTH AND SAFETY

6.1 WHS System Work Plan and Report - Nil

NURIOOTPA CENTENNIAL PARK AUTHORITY
Board Meeting – 15 November 2023

7. REPORTS

7.1 Business Manager Finance Report

The Business Manager Draft Finance Report was tabled and discussed. The RMS Occupancy Reports and YTD Cash Reports were tabled, along with Draft MYOB Balance Sheet and P&L Reports.

7.2 Business Managers Report

The Business Managers Report was tabled and discussed.

MOVED ROBIN PHILLIPS
That the Business Managers' reports be accepted.
SECONDED CR TONY HURN

CARRIED

7.3 Operations Managers Report

The Operations Managers report was tabled and discussed.

7.4 BIG4 Quarterly Report – tabled and discussed.

7.5 Website Care Service Report - Report was tabled and discussed.

7.6 Sports Centre Committee Report – Sports Centre Management - discussed.
A meeting was held on 15 November 2023 with representatives of the Netball club to discuss the renewal of the Sports Centre Hire Management contract for a further twelve-month period.

It is proposed that air conditioning for the building be included in the budget for the next financial year (2024/25). Previous quotes received totalled approximately $45,000. New quotes will be required. Currently, there is an ineffective evaporative cooling system and gas heaters that require removal.

The NCPA proposed to install a smart TV in the Sports Centre to help to attract more corporate bookings.

The tennis/netball courts will be patched and painted, where required to extend the life of the playing surfaces.

The NCPA will commence marketing of the Sports Centre Hire to increase bookings.

The Netball club will commence invoicing rates at PLUS GST, currently the rates charged by the Netball club have been GST inclusive.

MOVED SIMON GILL
That the Sports Centre Hire Management agreement with the Netball Club be extended for a further twelve months.
SECONDED STEVEN BELL

CARRIED

7.7 Audit Committee Report - discussed.
The Barossa Council have ratified the nomination by the Board for Elaine Ratcliffe and Matthew Taylor to be appointed as members of the NCPA Audit and Risk Committee.

A meeting has been scheduled for 7 December 2023.

7.8 Social Media Marketing Report – Report was tabled and discussed.

MOVED STEVEN BELL
That all reports be accepted.
SECONDED BRETT LYDEAMORE

CARRIED

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil.

9. OTHER BUSINESS

9.1 Increase credit limit request - Update
There have been several conversations between BANKSA, Guy Martin and Steven Bell to increase the total NCPA credit limit for credit cards for managers from $4,000 to $6,000. Currently, the Operations Manager (Martin Field) and Business Manager (Linda Stapleton) each have a $2,000 credit card limit. Tanya Pumpa (Business Manager) requires a $2,000 credit card to be issued.

An email was received on 15 November from BankSA detailing the requirements to be completed and submitted for assessment. This matter is an ongoing, work in progress and an update will be provided at the next meeting.

9.2 NCPA Board Christmas Dinner
The Annual Christmas Dinner for the current and Life Members of the Board will be held on Saturday 2nd December 2023 at Dolan's Den (Saltram Estate).

Invites have been issued, with RSVP's due by Thursday 23 November 2023.

9.3 Carpark Plan
Steven Bell reported on his recent meeting with James Milne from SBEC, who is working to put together some designs for the proposed car park.

The original drainage drawings from when the area was first developed over a decade ago have not been able to be located, so Steven has contacted John Mattner from Barossa Pluming and Gas, who will provide the drawings he has of the previous drainage system to assist SBEC.

A further update will be provided next month.

9.4 Park Tariffs 2024
Proposed park tariffs for 2024 were presented and discussed.

MOVED PETER COOPER
That the proposed tariffs commencing 1 January 2024 to be approved and adopted by the NCPA T/As BIG4 Barossa Tourist Park.
SECONDED DAVID PAPRYZCKI

CARRIED

9.5 1st Quarter Budget Review
The 1st Quarter Budget has been reviewed. Minimal changes have been made to the budget figures. The Budget will be reviewed, and any additional adjustments will be presented at the end of the December quarter.

In the original budget there was $50,000 allocated as income from the sale of cabins. This income has been removed as the cabins will not be sold and removed from site during the 2023/24 financial year. Minimal changes to the budget include insurances, emergency services levy and sports centre commission. These figures have been reduced to reflect the actual income/expenditure.

It was noted that in the 2023/24 financial year the final payment of $130,000 will be processed for the loan received from The Barossa Council to cover the cost of building the new park office and operations manager residence, which was completed in 2009.

MOVED CR TONY HURN
To accept the proposed amendments to the 1st Quarter Budget Review.
SECONDED PETER COOPER

CARRIED

9.6 Lights for Football Oval – Update
There has been no further progress on this matter. The Football club are waiting for an update from the Barossa Council following their presentation.

9.7 Sports Centre Gutter Cleaning – Update
The sports centre gutters have been cleaned and completed, apart from the grandstand roof which does not require cleaning at this stage.

9.8 Netting Behind Football Goals – Update
There has been no further progress on this matter. The Football Club are waiting for quotes to be received. Once received, quotes will be submitted to the NCPA for review.

9.9 Shed for Nuriootpa Cricket Club - Update
There has been no further progress on this matter. Brett Lydeamore advised there is no projected timeframe at this stage, the project is expected to be completed prior the next cricket season (2024/25). Updates will be provided as the project progresses.

10. NEW BUSINESS

10.1 Coulthard Reserve Intent discussion
A proposal is required to be submitted to Council advising if the NCPA are looking to retain the care and maintenance of Coulthard Reserve, detailing a plan of works to be undertaken by the NCPA and outlining what responsibility the NCPA would take on and what would be required to be the responsibility of the Council.

This matter was discussed at length by the Board members.

MOVED ROBIN PHILLIPS
That Guy Martin is to draft a letter for the Barossa Council, which will be distributed to the board members for approval prior to being forwarded to the Barossa Council for consideration. This will be reviewed at the next Board meeting.
SECONDED SIMON GILL

CARRIED

11. DATE OF NEXT MEETING – 20 December 2023 at 7.00pm

12. MEETING CLOSED at 8.35pm

Confirmed at Board Meeting - / 20

DATE: 20-12-23 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 17 January 2024, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.
     Present
     Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Robin Phillips, Peter Cooper, Cr Tony Hurn, David Paprzycki, Simon Gill and Tanya Pumpa (Business Manager - Minutes)

   - **1.2 Apologies** – Brett Lydeamore

   - **1.3 Declarations of Interest** – Nil

2. **STAKEHOLDER PRESENTATIONS / REQUESTS** – Nil

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED Robin Phillips
   that the Minutes of the Board meeting held on 20 December 2023, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED Steven Bell **CARRIED**

4. **BUSINESS ARISING FROM PREVIOUS MINUTES** – Nil

5. **CORRESPONDENCE**
   - **5.1 Incoming Correspondence**
     - **5.1.1 Email from Sam Partridge 17.12.2023 Re Draft letter to L Lambe**
       The Board agreed to proceed with correspondence and suggested draft letter dated 11.1.2024.

   - **5.2 Outgoing Correspondence**
     - **5.2.1 Letter to Council 23.11.2023 Re NCPA Management of Coulthard Reserve**
       Letter will be presented at Council Meeting next Tuesday.

   MOVED Cr Tony Hurn that all correspondence be accepted.
   SECONDED Peter Cooper **CARRIED**

6. **WORK, HEALTH AND SAFETY**
   - **6.1 WHS System Work Plan and Report** – Nil

7. **REPORTS**
   - **7.1 Business Manager Finance Report**
     The Business Manager Draft Finance Report was tabled and discussed. The RMS Occupancy Reports and YTD Cash Reports were tabled, along with Draft MYOB Balance Sheet and P&L Reports.
     MOVED Simon Gill that the Business Managers Report be accepted.
     SECONDED David Paprzycki **CARRIED**

7.2 Operations Managers Report – Nil Report. Karen and Richard will table a report from February Meeting onwards. Karen will take on PA role including payroll. Employ someone for Reception. Bev and Pete will return 3-days fortnight.

7.3 BIG4 Quarterly Report – Nil. TP to source online.

7.4 Website Care Service Report – Report was tabled and discussed.

7.5 Sports Centre Committee Report – Nil.

7.6 Audit Committee Report – Minutes of Meeting 7.12.2023 tabled.

7.7 Social Media Marketing Report – Nil.

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil.

9. OTHER BUSINESS

9.1 Increase credit limit request – Increasing from $6k to $4. Still in progress.
9.2 Carpark Plan – Nil to update as only returning from leave.
9.3 Netting behind football goals – Nil to update.
9.4 Coulthard Reserve Intent discussion – With Council (Refer 5.2.1)

10. NEW BUSINESS

10.1 Credit Limit Transfer

The Board agreed that L Stapleton VISA card to be cancelled and the limit be allocated to R Reichstein.
MOVED Robin Phillips that R Reichstein be provided with a business VISA card with a limit of $2k.
SECONDED Steven Bell **CARRIED**

10.2 Adelaide Bitumen Quote

A quote for $29,996.00 was tabled for the repair work on 8 different sections of the Park. Including new speedhumps. This amount includes all the civil works in preparation for the asphalt. We will supply traffic control. The quote is dated 10.1.2024.
MOVED Simon Gill That the quote be accepted.
SECONDED Robin Phillips **CARRIED**

Septic Pump B-Section

A temporary pump is in place at present. Our plumber will be ordering a new replacement pump and will be installing. With the increase in overall occupancy, it's no surprise the septic use is increasing too.

11. DATE OF NEXT MEETING – 21st February 2024 at 7.00pm including walk around the park. Arrive at 6.30pm.

12. MEETING CLOSED at 7.40pm.

Confirmed at Board Meeting - / 20

DATE: 21-2-24 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 21st February 2024, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.

     Present
     Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Robin Phillips, Peter Cooper, Cr Tony Hurn, Simon Gill, Brett Lydeamore and Tanya Pumpa (Business Manager - Minutes)

   - **1.2 Apologies** – David Paprzycki

   - **1.3 Declarations of Interest** – Nil

2. **STAKEHOLDER PRESENTATIONS / REQUESTS** – Nil

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED Cr Tony Hurn
   that the Minutes of the Board meeting held on 17th January 2024, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED Peter Cooper **CARRIED**

4. **BUSINESS ARISING FROM PREVIOUS MINUTES** – Nil

5. **CORRESPONDENCE** – Nil

6. **WORK, HEALTH AND SAFETY**
   - **6.1 WHS System Work Plan and Report** – Nil

7. **REPORTS**
   - **7.1 Business Managers Report**
     The Business Managers Report was tabled and discussed. The RMS Occupancy Reports and YTD Cash Reports were circulated for January, along with the MYOB Balance Sheet and P&L Reports for the month.

   - **7.2 Operations Managers Report** – Nil

   - **7.3 BIG4 Quarterly Report** – Nil

   - **7.4 Website Care Service Report** - Report dated 1.1.2024 to 31.1.2024 was circulated.

   - **7.5 Sports Centre Report**
     An update included in Business Managers Report. There were three January bookings. A new 75" TV has been mounted on the wall. An upgrade of the complex air-conditioning system has been put forward for 2024-25 capital works.

7.6 Audit Committee Report
The next meeting has been postponed from 08.02.2024 to 29.02.2024.

7.7 Social Media Marketing Report
The Digital Content Planning from Brand Warrior for Feb/Mar/Apr was circulated.

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil

9. OTHER BUSINESS

9.1 Increase credit limit request – T Pumpa still pursuing Bank SA. Call Kelli of Bank SA, a Business Identification Specialist.

9.2 Carpark Plan – S Bell is hopeful for draft concept plans by next meeting.

9.3 Netting behind football goals – Just started football season, obtaining quotes.

9.4 Coulthard Reserve Intent discussion – Council have done asphalt works and will bill us $12k. Eastern side paid by Council. Western side is NCPA. No report or response has come back from Council.

9.5 8 Ash Drive – Matter is still in progress with solicitors.

9.6 Oval Lights – No update.

10. NEW BUSINESS

10.1 Bank SA BBO User – B Saegenschnitter
Allow Bianca Saegenschnitter access with Bank SA Business Banking to have viewing access of all NCPA bank accounts.
MOVED Peter Cooper that B Saegenschnitter has the required access to view accounts.
SECONDED Cr Tony Hurn **CARRIED**

10.2 Sporting Bodies Annual Fees
Suggested increment figures at 2.5% and 5% were calculated and considered. We will continue with the current billing systems even though Council will be doing an overhaul on billing processes. The charges are based on the assets used. It was agreed to proceed with a 5% increase on 2023 and the Soccer Club to be charged $2,000.00 + GST.
MOVED Cr Tony Hurn that all licence fees for 2024 go up 5%, and Soccer to $2,000.
SECONDED Peter Cooper **CARRIED**

10.3 Q2 Budget Review
In preparation with M McCarthy. Increased income to match increased expenses. New revenue budget is a stretch but not impossible. Wages are comparable to 1/3rd income, and consistent with LTFP trajectory. The Q2 budget amendments will be amended in MYOB.
MOVED Steven Bell that we accept Q2 budget review figures as tabled.
SECONDED Brett Lydeamore **CARRIED**

10.4 2024-25 Budget DRAFT
The draft 2024-25 Budget was tabled and considered. Noting this as draft 1.
MOVED Simon Gill that we accept proposed draft 2024-25 budget and notify Council.
SECONDED Peter Cooper **CARRIED**

10.5 2023-24 Capital Budget Review
Commence on the C-Amenities upgrades this financial year with $50k. A $200K contribution to soccer development. And a $20K contribution to the new shed. Noting the 2024-25 Capital Budget is still in draft and considered.
MOVED Simon Gill that we accept amended 2023-24 Capital Budget changes and draft 2024-25 suggestions.
SECONDED Robin Phillips **CARRIED**

10.6 Electric Buggy Replacement

Quotes were tabled from Kubota and Mick's Motorcycles to replace the Hawk Cart with an ATW. It was recommended that we source a further quote from Vater on a Polaris. The Board moved that we accept the quote from Kubota if the Polaris comes back more expensive. If Vater quote cheaper that the Kubota than we accept their quote. Whichever is cheaper is accepted.

MOVED Simon Gill that we source a price on a Polaris through Vater and accept the cheaper option between Kubota and Polaris.

SECONDED Robin Phillips **CARRIED**

Note – No power in Coulthard.
Note – Both bores are currently in use.

11. DATE OF NEXT MEETING – 20 March 2024 at 7.00pm

12. MEETING CLOSED at 8.00pm

Confirmed at Board Meeting - / 20

DATE: 20-3-24 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 20th March 2024, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.

     Present
     Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Robin Phillips, Peter Cooper, Brett Lydeamore, Tanya Pumpa (Business Manager - Minutes)

   - **1.2 Apologies** – Cr Tony Hurn, Simon Gill and David Paprzycki

   - **1.3 Declarations of Interest** – Nil

2. **STAKEHOLDER PRESENTATIONS / REQUESTS** – Nil

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED Steven Bell
   that the Minutes of the Board meeting held on the 21st of February 2024, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED Peter Cooper **CARRIED**

4. **BUSINESS ARISING FROM PREVIOUS MINUTES** – Refer to 9.0 Other Business

5. **CORRESPONDENCE**
   - **5.1 Incoming Correspondence**
     - **5.1.1** Email from I Mader dated 26.2.2024 Re Memorandum of Agreement Kaesler Motor Home (all parties now signed)
     - **5.1.2** Letter from BUJSC (not dated, received 5.3.2024) Re Replacing Goal Posts on main pitch along with a quote from PILA dated 1.3.2024. of accept quote dollar for dollar.
       MOVED Brett Lydeamore that we accept PILA quote for $6,845.00 and match dollar for dollar with the Soccer Club.
       SECONDED Steven Bell **CARRIED**

   - **5.2 Outgoing Correspondence** – Nil

   MOVED Brett Lydeamore that all correspondence by accepted.
   SECONDED Peter Cooper **CARRIED**

6. **WORK, HEALTH AND SAFETY**
   - **6.1 WHS System Work Plan and Report** – Nil

7. **REPORTS**
   - **7.1 Business Manager Finance Report**
     The Business Managers Report was tabled and discussed. Along with RMS Occupancy Reports and YTD Cash Reports, and MYOB Balance Sheet and P&L Reports in draft.

Award Backpay
Both the Caretakers and Cleaners Award and Clerks Award rates went up from pay period on or after the 1.7.2023. Backpay calculations were presents in spreadsheet with the authority from Board to pay.

Sports Centre (NSFC) Defibrillator
The NSFC have requested a defibrillator be placed on the external wall for all sporting clubs to have close access to. Two quotes were provided, one from St Johns and the other from DeFibs direct.
MOVED Brett Lydeamore that NCPA pay for a Defibrillator and install.
SECONDED Peter Cooper **CARRIED**

Spotlight Quote
A quote from Spotlight dated 5.3.2024 was tabled to supply and install all new window finishings in all cabins. After a 40% discount negotiated by K Stewart, the quote came in for $23,689.96.
MOVED Peter Cooper that we accept quote and proceed with update.
SECONDED Brett Lydeamore **CARRIED**

7.2 Operations Report
The Operations Report by B Saegenschnitter was tabled. Seeking confirmation that tariffs need to be reviewed again for a potential increase as of 30 June 2024. Group Discounts discussed and samples provided. G Martin to sit down with Biance, Karen, and Tanya to reassess and set firmer boundaries on group discounts.

7.3 BIG4 Quarterly Report
Helen Hersom, our BIG4 Park Success Specialist, will be attending at the Board Meeting scheduled 21st August 2024.

7.4 Website Care Service Report
Our Website Care Report dated 1.2.2024 to 1.3.2024 was tabled and discussed.

7.5 Sports Centre Committee Report – Nil

7.6 Audit and Risk Committee Report
The Audit and Risk Committee Annual Activity Report 2023 was tabled and discussed.

7.7 Social Media Marketing Report – Nil

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil

9. OTHER BUSINESS

9.1 Bank SA Credit Limit Increase – Still in progress.

9.2 Proposed Carpark Plan – Preliminary concept designs were circulated as prepared by Engineering group SBEC and discussed. Agreed that plans should be put to Council for comment (not formal DA process). If Council are supportive in principal than the design work will be finished in greater detail and can go out to tender. S Bell to take to Council.

9.3 Netting Behind Football Goals – The Football Club have their meeting tonight so an update should be available for next Board meeting.

9.4 Coulthard Reserve Intent discussion – This has all gone quiet and awaiting Council to respond as it is ultimately their decision to make. NCPA to continue to maintain and keep tidy. TP - remove from agenda.

9.5 Lambe (Ash Drive) Dispute – In progress

9.6 Oval Lights – Discussed at 10.5 below.

10. NEW BUSINESS

10.1 Freedom Solar – A sales representative from Freedom Solar has contacted us with regards to our current underperforming solar systems. The have suggested we remove the old system as dormant on C-Amenities and hire new panels (or own if we choose). They would also increase our generation capacity. We should seek a second opinion before committing to anything. It was recommended to try Brad Dolling of BGD Electrical.

10.2 C-Section Amenities Upgrade – Steven to meet with Karen and Tanya. Stage 1 will be laundry and family bathrooms. Stage 2 will be the actual amenities.

10.3 Bush Garden Donation Box – The Bush Gardens will be removing their Donation Box from the Chapel due to ongoing vandalism. They have asked permission to place a box in the Park's Reception which they will provide. The Board accepted this request.

10.4 Late Agenda Item. Email from various with regards to NCPA Oval concerns. There are concerns and/or interest with the oval's programs, pest and disease management, seasonal maintenance, surface levelling, plans for future improvements etc. We currently have programmes in use set out professionally which are adhered it. The coring has just been done. Council has in the past helped with this but could not help this year. A meeting needs to be arranged with the Parks Grounds Staff, Richard, and Kym, along with Brett Lydeamore and Reece Worrall to discuss concerns and programmes.

10.5 Oval Lights – There are globes blown in the oval lights. It is NCPA responsibility to replace this and will do so now that this has been brough to our attention. Brett to confirm exactly what globes have been blown.

10.6 Steven Bell handed over keys to new shed, along with remote controls. Brett will confirm who needs to have a key etc.

11. DATE OF NEXT MEETING – 17th of April 2024 at 7.00pm

12. MEETING CLOSED at 8.40pm

Confirmed at Board Meeting - / 20

DATE: 17/4/24 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 17th April 2024, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.

     Present
     Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Robin Phillips, Peter Cooper, David Paprzycki and Tanya Pumpa (Business Manager - Minutes).

   - **1.2 Apologies** – Cr Tony Hurn, Simon Gill and Brett Lydeamore.

   - **1.3 Declarations of Interest** – Nil

2. **STAKEHOLDER PRESENTATIONS / REQUESTS** – Nil

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED Peter Cooper that the Minutes of the Board meeting held on the 20th of March 2024, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED Steven Bell **CARRIED**

4. **BUSINESS ARISING FROM PREVIOUS MINUTES** – Refer to 9.0 Other Business

5. **CORRESPONDENCE**
   - **5.1 Incoming Correspondence** – Nil
   - **5.2 Outgoing Correspondence** – Nil

6. **WORK, HEALTH AND SAFETY**
   - **6.1 WHS System Work Plan and Report** – Nil

7. **REPORTS**
   - **7.1 Business Manager Finance Report**
     The Business Managers Report was tabled and discussed. Along with RMS Occupancy Reports and YTD Cash Reports, MYOB Balance Sheet and P&L Reports and a Payroll Analysis.

     Bank SA Business Banking Online (BBO) Access
     Bianca Saegenschnitter is all set up on BBO but has been provided with more online access than requested. We initially requested for a View Only access but has been provided with a token to upload and authorise. The Board agreed to keep the access as provided by Bank SA. We will attempt an upload and authorise process now the Board have granted her the access and see if it works.
     MOVED Robin Phillips that Bianca Saegenschnitter's BBO access stays as currently set-up.
     SECONDED David Paprzycki **CARRIED**

7.2 Park Operations Report
The Operations Report by Bianca Saegenschnitter was tabled and discussed.

Tarriff and Rate Changes
Tabled for consideration were potential tariff and rate changes to come into effect 30.6.2024. All agreed with proposed changes.
MOVED David Paprzycki that from 30 June 2024 proposed tariff increments as tabled be accepted.
SECONDED Peter Cooper **CARRIED**

7.3 BIG4 Quarterly Report
Helen Hersom, our BIG4 Park Success Specialist, will be attending at the Board Meeting scheduled 21st August 2024.

7.4 Website Care Service Report
Our Website Care Report dated 1.3.2024 to 1.4.2024 was tabled and discussed.

7.5 Sports Centre Committee Report – Quarterly commissions have been paid to NNC, figures in Business Managers report.

7.6 Audit and Risk Committee Report – Next Meeting scheduled 9.5.2024.

7.7 Social Media Marketing Report – Nil

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil

9. OTHER BUSINESS

9.1 Bank SA Credit Limit Increase – Still in progress. Currently in the bank's hands, nothing holding it up or end.

9.2 Proposed Carpark Plan – Preliminary concept plans went to Council for opinion, response email dated 28.3.2024 was circulated. Confirmed that the proposal won't need to go through a Development Approval process as not changing the use of the land and that works will be undertaken by or on behalf of Council. It was agreed to take draft plans to the next stage and then put out to tender for costing. Soil testing will need to be done. Then a final plan along with costings can go back to Council. Steven Bell will keep moving on this.

9.3 Netting Behind Football Goals – Nil

9.4 L Lambe 8 Ash Drive Dispute – Proposed court date 9.5.2024. Guy Martin to be available by phone.

9.5 Oval Concerns / Lights – Grounds meeting scheduled 18.4.2024 at 10.30am.

10. NEW BUSINESS

10.1 C-Section Amenities Upgrade
Stage 1 of this project, as per the Capital Budget, will be the laundry upgrade and family bathrooms. Stage 2 will be the refurbishment of the Men's and Women's amenities. Draft plans were tabled and discussed. We will source 3 quotes from these plans, excluding plumbing and electrical as we will use our preferred contractors. Karen Stewart is sourcing quotes. Plans do not need to go through Council.

10.2 March Quarter Budget Review

The mid-year budget was showing us exceeding with income. It was proposed to increase the budget to reflect this for the last half of financial year. The third quarter results were tabled showing our projection has gone down. Weekdays have become a concern along with guests staying for shorter periods. In the review we have pulled the revenue back by $150K ($60K sites and $90K cabins). We have also increased contractors by $15K due to increased maintenance commitments with synthetic soccer pitch.

MOVED Robyn Phillips that the third quarter budget review by accepted.

SECONCED Peter Cooper **CARRIED**

11. DATE OF NEXT MEETING – 15th May 2024 at 7.00pm

12. MEETING CLOSED at 7.40pm.

Confirmed at Board Meeting - / 20

DATE: 15-5-24 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 15th May 2024, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.

     Present
     Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Robin Phillips, Peter Cooper, Cr Tony Hurn, Simon Gill, Brett Lydeamore and Tanya Pumpa (Business Manager - Minutes).

     Invited Guests
     Josh Norton (President NRFC).

   - **1.2 Apologies** – David Paprzycki

   - **1.3 Declarations of Interest** – Nil

2. **STAKEHOLDER PRESENTATIONS / REQUESTS**

   Josh Norton – President of the Nuriootpa Rovers Football Club (NRFC)
   Tabled an update on the Oval Lighting Upgrade including a quote from Platinum Electrical #155657.
   The aim by the NRFC is to upgrade the lighting on the main oval prior to the 2025 Football season. Plans have already been presented to Council. A quote from Platinum Electrical was circulated detailing a 200Lux lighting upgrade, including the provision for an electronic scoreboard within the scope of works. Boring options were discussed versus open trenching. The new light towers will be moved out approximately 5-10m towards Rec/Sport and only several metres towards the Caravan Park. NCPA confirm full support of the upgrade and have a provision of $175k in the 2024-25 Capital Budget. The NCPA Board are happy to provide a Letter of Support when they are closer to applying for grants. Josh will provide plans of the lightning placement and he also spoke of the 10-year plan for the NRFC which he too will provide a copy.

   Barossa United Football Club (BUFC) Letter Re: Football Teams warming up on Soccer Pitch
   The President of the BUFC has advised that some Football teams have been using the soccer pitch as a surface to warm-up, ignoring requests to leave. The High School Oval is an alternate option. Josh advised he would report this back to the coaches and players.

   Josh Norton left meeting.

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED Robin Phillips that the Minutes of the Board meeting held on the 17th of April 2024, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED Cr Tony Hurn **CARRIED**

4. **BUSINESS ARISING FROM PREVIOUS MINUTES** – Refer to 9.0 Other Business

5. CORRESPONDENCE

5.1 Incoming Correspondence

5.1.1 Letter from Kubota Australia Finance dated 2.5.2024 confirming finance from 27.04.2021 for the Kubota F2890-AU has been completed.

5.1.2 Email from Hume Taylor (S Partridge) dated 26.04.2024 with Lambe's response to the Pre-Action Notice.

5.2 Outgoing Correspondence – Nil

MOVED Peter Cooper that all correspondence be accepted.
SECONDED Simon Gill **CARRIED**

6. WORK, HEALTH AND SAFETY

6.1. Incident Report 2024-001 was circulated regarding the Incident with the John Deere Tractor. On the 23.04.2024 the front LHS wheel fell off the tractor whilst reversing with the bucket up and under load. Employee Kym Hoffmann was operating the tractor at the time. He was not injured. The axel has been replaced by Tundarri. We are looking at replacing axel on other side as a precaution.

7. REPORTS

7.1 Business Manager Finance Report
The Business Managers Report was tabled and discussed. Along with RMS Occupancy Reports and YTD Cash Reports, MYOB Balance Sheet and P&L Reports and a Payroll Analysis. Discussing the income and expenses against the revised Q3 budget.

7.2 Park Operations Report (By Office, Grounds, Asset and Housekeeping Supervisor's)
The Park Operations Report was tabled and discussed. The module upgrade to RMS Plus was discussed along with the opportunity to use dynamic pricing. Further consideration needs to go into this and to source feedback from other BIG4 Parks. Hold off for now on making any changes. The Board would like to invite Bianca to attend a future meeting.

7.3 BIG4 Quarterly Report – Nil

7.4 Website Care Service Report – Nil

7.5 Sports Centre Committee Report – Income from April was $720.00. The new St Johns Defibrillator has been installed.

7.6 Audit and Risk Committee (AARC) Report – The last meeting was held 9.5.2024. The AARC reviewed four policy documents to be amended and presented at Board Meeting for accepting.

7.7 Social Media Marketing Report – The most recent blog by Brand Warrior was circulated "Shopping Therapy in Nuriootpa: Unveiling Retail Bliss" focusing heavily on our collaboration with the Co-Op.

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil

9. OTHER BUSINESS

9.1 Bank SA Credit Limit Increase – Still in progress. Currently in the bank's hands, the last update was that they would have a resolution to present at the Board Meeting tonight which didn't happen. Considering moving banks with this type of service.

9.2 Proposed Carpark Plan – Preliminary concept plans. Schmidt and Bentley, the Engineers, have parted ways. The mounds of dirt currently piling up in the area were discussed. Council have expressed interest in taking the fill.

9.3 Netting Behind Football Goals – Obtaining another quote.

9.4 L Lambe 8 Ash Drive Dispute – Updated in correspondence 5.1.2.

9.5 Oval Management Programmes – Circulated was a programme written by Living Turf as an example/comparison. Our Groundskeeper sourced an updated programme through our current consultant Greenway Turf Solutions. We will continue with Greenways and Guy will liaise with Richard and Kym to discuss the programming changes.

9.6 Solar Power Upgrade – T Pumpa still to obtain a second quote.

9.7 C-Amenities Upgrade – Junckens coming in tomorrow to measure up for a quote. Nick's quote still to follow. Materials may need to be purchased prior to 30 June 2024.

10. NEW BUSINESS

10.1 BG Shed Invoice

The final invoice from BG Building Group for the NCC Shed came in at $30,749.00 plus GST. NCPA had committed to $20K and have already paid for the electrical works of $4,424.74 plus GST. Nuri Cricket Club will contribute $10K by way of electronic funds transfer. The Shed is now complete and NCPA to pay the tax invoice in its entirety. The saving from the Polaris exercise will contribute to the short fall of $5,173.74.
TP to email B Lydeamore the banking details for contribution.

10.2 Homburg Routine Inspection Report

Dated 30.4.2024, received and noted. Tanya has responded to tenant's query on septic works.

11. DATE OF NEXT MEETING – 19th June 2024 at 7.00pm

12. MEETING CLOSED at 8.05pm.

Confirmed at Board Meeting - / 20

DATE: 19-6-24 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 19th June 2024, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.

     Present
   - **1.2** Guy Martin (Chairperson), Steven Bell (Deputy Chairperson), Robin Phillips, Peter Cooper, Cr Tony Hurn, Brett Lydeamore, David Paprzycki and Tanya Pumpa (Business Manager - Minutes).

   - **1.3 Apologies** – Simon Gill

   - **1.4 Declarations of Interest** – Nil

2. **STAKEHOLDER PRESENTATIONS / REQUESTS** – NRFC Future Planning Report as provided by Club

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED Brett Lydeamore that the Minutes of the Board meeting held on the 15th of May 2024, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED Cr Tony Hurn **CARRIED**

4. **BUSINESS ARISING FROM PREVIOUS MINUTES –** Nil

5. **CORRESPONDENCE –** Nil

6. **WORK, HEALTH AND SAFETY** – Nil

7. **REPORTS**
   - **7.1 Business Manager Report**
     The Business Managers Report was tabled and discussed. RMS Occupancy Reports and YTD Cash Reports, MYOB Balance Sheet and P&L Reports and a Payroll Analysis were circulated. The Sports Centre needs more advertising, which requires updated imagery. Budgets 2024-25 were discussed. NCPA's draft budget was set in January 2024, tabled at Board in February 2024. Last night Council did not approve the new cabins in the capital budget. Everything else passed. Deprecation 2024-25 will go up significantly when the soccer development gets brought over into NCPA books. The Carpark development wasn't in the 2024-25 budget.
     MOVED Cr Tony Hurn that the Business Mangers Report be accepted.
     SECONDED Brett Lydeamore **CARRIED**

   - **7.2 Park Operations Report (By Office, Grounds, Asset and Housekeeping Supervisor's)**
     The Park Operations Report was tabled and discussed.

   - **7.3 BIG4 Quarterly Report –** Tabled was the BIG4 report provided at the Regional Meeting for the 12 months to 30.04.2024. Our Park Success Specialist will present to Board in August.

   - **7.4 Website Care Service Report –** The period 1.5.2024 to 01.06.2024 was circulated and noted.

7.5 Sports Centre Report – Income for May was $0.00.

7.6 Audit and Risk Committee (AARC) Report – The last AARC meeting was held 9.5.2024. The AARC reviewed four policy documents to be amended and presented at Board Meeting for accepting.

7.7 Social Media Marketing Report – Nil

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil

9. OTHER BUSINESS

9.1 Bank SA Credit Limit Increase – Business identity resolved, now waiting paperwork for a wet signature.

9.2 Proposed Carpark Plans – Preliminary concept plans. Leave for now until engineering is finalised. Arrange a contractor to come in and level out dirt mounds, contour and ensure will be drained properly.

9.3 Netting Behind Football Goals – Two quotes have come in. Typo in NRFC future planning document, more than $6k. Poles, netting and installation, both ends, say approximately $40K. Discussions around a contribution from NCPA.

9.4 L Lambe 8 Ash Drive Dispute – Guy Martin and Steven Bell to sign Deed of Agreement as drawn up by solicitors. Lambe party have already signed.

9.5 Solar Power Upgrade – To replace existing system, on Prider House and C-Amenities. Karen Stewart is sourcing a second opinion.

9.6 C-Amenities Upgrade – Still waiting on quotes. Quotes from Barossa Carpenters and Barossa Plumbing were circulated.

10. NEW BUSINESS

10.1 Wage Increases

Suggested 2024-25 pay rises were discussed and spreadsheet provided. Minimum wage went up 3.75%. Suggesting a rate increase of 4% and 5% per the spreadsheet.

MOVED Peter Cooper that the proposed increment of 4% and 5% per the spreadsheet be accepted.

SECONDED Steven Bell **CARRIED**

11. DATE OF NEXT MEETING – 17th July 2024 at 7.00pm

12. MEETING CLOSED at 7.50pm.

Confirmed at Board Meeting - / 20

DATE: 17/7/24 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 17th July 2024, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.02pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.

     Present
   - **1.2** Guy Martin (Chairperson), Robin Phillips, Peter Cooper, Brett Lydeamore, Simon Gill, David Paprzycki and Tanya Pumpa (Business Manager - Minutes).

   - **1.3 Apologies** – Steven Bell and Cr Tony Hurn.

   - **1.4 Declarations of Interest** – Nil.

2. **STAKEHOLDER PRESENTATIONS / REQUESTS** – Nil.

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED Peter Cooper that the Minutes of the Board meeting held on the 19th of June 2024, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED Simon Gill **CARRIED**

4. **BUSINESS ARISING FROM PREVIOUS MINUTES** – Nil.

5. **CORRESPONDENCE**
   - **5.1 Correspondence In**
     - **5.1.1** Signed Deed of Settlement Release and Discharge dated 20.06.2024 – Lorraine Lambe dwelling 8 Ash Drive.

   - **5.2 Correspondence Out** – Nil.

   MOVED Brett Lydeamore that all correspondence be accepted.
   SECONDED Simon Gill **CARRIED**

6. **WORK, HEALTH AND SAFETY** – Nil.

7. **REPORTS**
   - **7.1 Business Manager Report**
     The Business Managers Report was tabled and discussed. Along with RMS Occupancy Reports, YTD Cash Reports and Projected Forecast. MYOB Balance Sheet and P&L Reports were circulated and a Payroll Analysis for the full financial year.
     MOVED Robin Phillips that the Business Mangers Report be accepted.
     SECONDED Peter Cooper **CARRIED**

7.2 Park Operations Report (By Office, Grounds, Asset and Housekeeping Supervisor's)
The Park Operations Report was tabled and discussed. Discussions around firewood prices. Richard has been in communications with Josh Norton, Football Club President, with regards to the square gardening area out front of the canteen. Suggestions and quotes are being sourced.

7.3 BIG4 Quarterly Report – Our Park Success Specialist will present to Board in August.

7.4 Website Care Service Report – Nil.

7.5 Sports Centre Report – Bookings made in June were $678.18.

7.6 Audit and Risk Committee (AARC) Report – Nil.

7.7 Social Media Marketing Report – Nil.

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – Nil.

9. OTHER BUSINESS

9.1 Bank SA Credit Limit Increase – Paperwork with a wet signature returned 25.06.2024.

9.2 Proposed Carpark Plans – Final plans by Chris Schmidt Consulting were circulated and discussed. The engineering has been completed but with some further dimensions to still go on it, then it can go to tender. It will resolve the pond problem and provide an additional 80 carparks. Approved in theory.
MOVED Simon Gill that the plans be approved in theory.
SECONDED Peter Cooper **CARRIED**

In that same area the current mounds of dirt need to be levelled. Two quotes have been obtained for the earthworks. The Board agrees to proceed with the quote for $6,500.00 + GST. This includes compacting. In addition, the stormwater drainpipe for the changerooms needs to be extended.

9.3 Netting Behind Football Goals – Hold off until the Club hears an outcome from the lighting upgrade grant.

9.4 L Lambe 8 Ash Drive Dispute – Deed of Agreement circulated at 5.1.1.

9.5 Solar Power Upgrade – To replace existing system, on Prider Street House and C-Amenities roofing. Karen Stewart is sourcing a second opinion. We need to get an alternate price or get existing running properly.

9.6 C-Amenities Upgrade – We have accepted the quote from Barossa Carpenters of $74K and proceeding with Nick for the project. Nick was a recommendation from BG's. We are still waiting on the Junckens quote after several attempts to chase. An initial meeting is scheduled for the 1.8.24 with carpenter, electrician and plumber.

10. NEW BUSINESS

10.1 Hire Proposal from Tiny Built Co

Tiny Built Co (Tanunda) have approached us with a proposal to hire one of their tiny homes for a 6-month period. Karen has negotiated with them on their proposal and come up with the following offer. To hire the unit for $350 a week. We would on-sell for $200 per night, hoping for a 50% occupancy. It would be plumbed into our septic at our expense. For the September to February busy period. On our site P12 on Ashborne Drive.

MOVED Peter Cooper to proceed with a 6-month hire trial.

SECONDED David Paprzycki **CARRIED**

11. DATE OF NEXT MEETING – 21st August 2024 at 7.00pm w Helen Hersom from BIG4.

12. MEETING CLOSED at 7.30pm.

Confirmed at Board Meeting - / 20

DATE: 21/8/24 **CHAIRPERSON:** .....

BIG4 Barossa Tourist Park

NURIOOTPA CENTENNIAL PARK AUTHORITY

Wednesday 21st August 2024, 7:00pm, NCPA Boardroom

BOARD MINUTES

Meeting formally opened at 7.00pm.

1. **COMMENCEMENT**
   - **1.1 Welcome**
     Guy Martin (Chairperson) welcomed everyone to the meeting.

     Present Guy Martin (Chairperson), Steven Bell, Cr Tony Hurn, Robin Phillips, Peter Cooper, Brett Lydeamore, Simon Gill, David Paprzycki and Tanya Pumpa (Business Manager - Minutes).

   - **1.2 Apologies** – Nil.

   - **1.3 Declarations of Interest** – Nil.

2. **STAKEHOLDER PRESENTATIONS / REQUESTS**
   Presentation from Helen Hersom, BIG4 Business Development Manager.

3. **CONFIRMATION OF PREVIOUS MINUTES**
   MOVED Robin Phillips that the Minutes of the Board meeting held on the 17th of July 2024, as circulated, be confirmed as a true and correct record of the proceedings of the meeting.
   SECONDED Peter Cooper **CARRIED**

4. **BUSINESS ARISING FROM PREVIOUS MINUTES** – Nil.

5. **CORRESPONDENCE**
   - **5.1 Correspondence In**
     - **5.1.1** Email from Sam Partridge (Hume Taylor) Re: Request for extension from L Lambe – Dated 29.07.2024.
       Two-week extension accepted, first and final. Handover date now 1.9.2024.

   - **5.2 Correspondence Out**
     - **5.2.1** Email to Bank SA (Schae Trash) Re: Withdrawal of Credit Limit Increase – Dated 15.08.2024.
       Complaint lodged with Bank SA over service provided.

   MOVED Tony Hurn that all correspondence be accepted.
   SECONDED Simon Gill **CARRIED**

6. **WORK, HEALTH AND SAFETY** – Nil.

NURIOOTPA CENTENNIAL PARK AUTHORITY
Board Meeting – 21st August 2024

7. REPORTS

7.1 Business Manager Report

The Business Managers Report was tabled and discussed. MYOB Balance Sheet and P&L Report for July 2024 were circulated and a Payroll Analysis Report. RMS YTD Cash, Occupancy and Projected Forecast Reports were circulated. Hoffmann Oval fencing was discussed, a meeting with Council is scheduled for tomorrow to finalise plans and finance. The Main Oval maintenance schedule, accepted through Adelaide Oval, was discussed.

*Brett Lydeamore to be forwarded plans.

MOVED Simon Gill that the Business Mangers Report be accepted.
SECONDED David Paprzycki **CARRIED**

7.2 Park Operations Report (By Office, Grounds, Asset and Housekeeping Supervisor's)
The Park Operations Report was tabled and discussed.

7.3 BIG4 Quarterly Report – Our BIG4 Business Development Manager presented in person.

7.4 Website Care Service Report – Tabled for the period 1.7.2024 to 1.8.2024.

7.5 Sports Centre (NSFC) Report – Bookings made in July were $720.00. Liquor licencing notes from Kate Nolan were circulated. As the NSFC does not sell or profit from alcohol a licence is not required. The Football Club has a permit for each home game. The Cricket Club has a restricted licence for 6-months. A person with an RSA must be present for every service. It's the sporting body that is responsible for any liquor licencing.

7.6 Audit and Risk Committee (AARC) Report – Nil.

7.7 Social Media Marketing Report – A Digital Review, August 2023 to July 2024, prepared by Brand Warrior was circulated.

8. IMPROVEMENT PROGRAM UPDATE (RISK ANALYSIS) – SimplifyRisk – Risk and Safety Management. Services engaged.

9. OTHER BUSINESS

9.1 Proposed Carpark Plans

Civil engineering drawings are to now go to the next step of obtaining quotes, and at least two. Steven Bell to engage with two local contractors and he will then direct them to us. The area is currently levelled, but no gravel. The pland have the water being pushed to an underground tank, pumped over to the current system and then over to Coulthard/river. It will provide approximately 80+ carparks. It will be hot-mixed. After quotes have been obtained, we will then meet with the Clubs who will utilise this area to get letters of support. 3 trees will need to be removed, and the pines along the side of road will stay.

9.2 L Lambe 8 Ash Drive Dispute – Discussed at 5.1.1.

9.3 Solar Power Upgrade – To replace existing system, on Prider Street House and C-Amenities roofing. Karen Stewart is sourcing a second opinion.

9.4 C-Amenities Upgrade

We have accepted the quote from Barossa Carpenters of $74K and are proceeding with Nick for this project. We are still waiting on the Junckens quote after several attempts to obtain. An initial meeting is scheduled for the 1.8.24 with carpenter, electrician and plumber. Works scheduled to commence early October.

10. NEW BUSINESS

10.1 NCPA Board Position Nominations

Nomination forms x 5 to go out to Board members, Guy, Steven, Brett, Peter and Robin. To back to Tanya ASAP.

11. DATE OF NEXT MEETING – 18th September 2024 at 7.00pm

12. MEETING CLOSED at 8.25pm.

Confirmed at Board Meeting - / 20

DATE: 18-9-24 **CHAIRPERSON:** .....

MATTERS FOR INFORMATION

6.3 AUDIT AND RISK COMMITTEE MEETING MINUTES OF 30 SEPTEMBER 2024

Author: Team Leader Corporate Governance and Information Services
24/91640

The Audit and Risk Committee Meeting minutes of 30 September 2024 are hereby tabled.

ATTACHMENTS

Attachment 1 Minutes of Audit and Risk Committee Meeting - 30 September 2024 ⇩

SUPPORTING REFERENCES

Agenda of Audit and Risk Committee - Monday, 30 September 2024 (barossa.sa.gov.au)
Minutes of Audit and Risk Committee Monday 30 September 2024 (barossa.sa.gov.au)

2024/14

MINUTES OF THE MEETING OF AN AUDIT AND RISK COMMITTEE
held on Monday 30 September 2024 commencing at 3:30pm
in the Peramangk Room (Committee Room), 43-51 Tanunda Road, Nuriootpa.

M I N U T E S

Welcome by Mr Peter Brass declared the meeting open at 3:31pm.

1. ATTENDANCE RECORD

1.1 Members Present

Mr Peter Brass (via Teams), Ms Ellen Ewing, and Cr John Angas

Apologies

Mr Ian Swan

Not Present

Cr Heidi Thompson

Leave of Absence

Nil

2. CONFIRMATION OF PREVIOUS MINUTES

2.1 Minutes of previous meetings – for confirmation:

MOVED Ms Ewing

That the Minutes of the Audit and Risk Committee held on Thursday 20 June 2024 at 3:30pm, as circulated, be confirmed as true and correct records of the proceedings of those meetings.

SECONDED Cr Angas **CARRIED AC 2022-26/23**

2024/15

2.2 Matters arising from previous minutes

Nil

3. MATTERS FOR INFORMATION

3.1 ENTERPRISE RISK AND SAFETY REPORT - APRIL TO JUNE 2024

3.2 NORTHERN AND YORKE LOCAL GOVERNMENT ASSOCIATION ANNUAL REPORT FOR THE 2023-2024 FINANCIAL YEAR

3.3 REPORT ON 2023-24 INTERIM FINANCIAL CONTROLS REVIEW FROM EXTERNAL AUDITOR

Mr Brass enquired about a list of responsible officers for actioning the external auditor's recommendations. Mr McCarthy advised this will be attached to the Minutes.

4. DEBATE REPORT

4.1 GOVERNANCE STRUCTURE AND TERMS OF REFERENCE FOR AUDIT AND RISK COMMITTEE
24/82965

MOVED Cr Angas

That the Audit and Risk Committee, having reviewed the Governance Structure and Terms of Reference review, inform Council that it wishes to retain one Elected Member, and proceed to seeking a further independent member with the requisite skills.

SECONDED Ms Ewing **CARRIED AC 2022-26/24**

PURPOSE

To review the Committee's governance structure and seek comment and support to proceed with a four-person Committee comprised entirely of independent members with the requisite skill and experience.

REPORT

Background
Council has undertaken a broad review of the Audit and Risk Committee and adopted, subject to the Committee's feedback, revised arrangements.

The fundamental driving force behind the revised changes is to:

- Achieve full independence of the Committee members.
- Review sitting fees.

2024/16

- Update the role of the Committee in further alignment with research undertaken with State arrangements, private sector and the Local Government Act.

Introduction
A report was presented to Council at its meeting of 20 August 2024, tabling updated Terms of Reference and an alternate committee structure. The report, minutes and associated documents are provided at Attachment 1.

Discussion
The Audit and Risk Committee is now asked to review the proposed arrangements, excluding fee setting as that remains the role of Council and has already been endorsed by Council, with a two-year CPI increase to apply from the next meeting of the Committee. New fees applicable from 1 July 2024 are $670 per meeting for the Presiding Member and $435 per meeting for Independent Members.

Summary and Conclusion
Subject to any material comments, the Audit and Risk Committee is asked to endorse the implementation with a target date being from 1 January 2025.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Council Report, Attachment and Minutes of 20 August 2024

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

BS5 Enterprise Risk - 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

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

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
Section 41 and 126 of the Local Government Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Outlined in the Attachment.

COMMUNITY ENGAGEMENT

2024/17

Community consultation is not required or recommended for this matter.

4.2 UPDATED TO THE LONG TERM FINANCIAL PLAN - 2023-24 TO 2033-34
24/86437

MOVED Ms Ewing

That Audit and Risk Committee having reviewed the updated Long Term Financial Plan for the 2023-24 to 2033-34 period receive and note the report and request a further update at the conclusion of the Quarter 2 budget adjustment process to be completed in February 2025.

SECONDED Cr Angas **CARRIED AC 2022-26/25**

PURPOSE

To review two updates to the Long Term Financial Plan (LTFP) for the 2024-2025 to 2033-2034 years.

REPORT

Background
Whilst it is not required to update the LTFP regularly, due to material changes since the past adoption and significant expenditure projections in this years and next budget necessitating large borrowings, the administration is undertaking regular performance comparison and analysis and updates to ensure detailed assessment of decisions being taken are sustainable.

Introduction

The LTFP is normally reviewed annually, however due to the nature of the current budget and material changes already endorsed, or proposed within the updates provided to Council, it was deemed necessary to update the plan to ensure Council and the Audit and Risk Committee has the full picture of the current and long-term budget. The purpose of the reviews, notwithstanding it was recently reviewed and adopted in June, is to reflect material changes to date, to ensure a revised budget position can support anticipated changes and the future estimates remain sound at this early stage of the budget cycle and is good prudential management practice.

The LTFP, along with normal monthly budget management, is being closely monitored and remodelled due to the significant investment program this year to ensure the best and most accurate information is used for modelling and maintenance of service delivery and funding and treasury management.

It is not anticipated that a further update will be undertaken until the quarter 2 budget amendments are completed in February 2024.

Discussion

Update September 2024

2024/18

The revised and updated LTFP is provided at Attachment 1 and incorporates the August 2024 updates.

The changes in this LTFP reflects material changes in:

- Recently announced financial assistance grants resulting in an increase of approximately $149,730, all related to the general-purpose grant. Road grants were practically on budget, being a variance of $543 this financial year, this is not material in the annual accounts, however in the LTFP it is.

- Recently announced road to recovery funding for the 2024-2029 program resulting in a small increase this year of $21K and $139K over the 5-year program, this is not material in either the annual accounts or LTFP but as it was being updated it was incorporated into the modelling.

- All amendments approved by Council to the end of the August meeting including a more accurate provision for resourcing and structural changes approved at the August 2024 meeting.

- Ongoing active management of our treasury needs continues to result in savings in interest payments and these have been reflected in the model.

- The cash flow statements presented as part of the modelling to the August 2024 meeting had an error in allocation before sale of surplus assets and grants received for capital works, whilst this had little impact on the actual outcomes this has been corrected.

All key financial indicators continue for the current and future years within and meeting the performance targets based on the assumptions outlined in the updated plan provided at the Attachment.

Update August 2024

The updated LTFP is provided at Attachment 2 in summary it has catered for the following changes already approved by Council, the estimated and actual 2023-24 financial results. The update also includes those amendments approved by Council at up to the August 2024 meeting of Council.

Amendments approved to date are:

- Concordia planning which is cost neutral with a grant received paying 100% of those costs ($399,746 grant and expenditure).
- Nuriootpa Bowling Club tree removal and footpath works ($60,000).
- Barossa Creative Industry Centre preliminary works and ongoing service provision needs ($100,000).
- Legal costs associated with a Supreme Court matter ($7,000).
- Restructure of Corporate Services and Business Innovation Directorate.
- Barossa Park – Lyndoch Recreation Park works.
- Neldner Street sealing.
- Cyber security investment needs estimated at $27K.
- Business continuity plan and disaster recovery planning updates estimated at $10,000.

2024/19

- Barossa Creative Industries Centre estimated at 10% base increase due to passage of time for grant assessment and escalation of costs however later spending of those costs due to delays in the grant assessment and funding agreement.

2023-2024 financial estimates and known results to date (at mid August 2024):

- Operating position is forecast at this time, pending still significant end of year work to be undertaken at $1.981M better than budget, subject especially to depreciation, however depreciation outcome will not affect the ending cash balance and borrowings.
- Cash balance at 30 June 2024 $2.825M better than originally budgeted.
- Borrowings at 30 June 2024 $8.658M better than originally budgeted (noting $6.3M was carried forward in capital expenditure so net borrowings can be considered in the order of $2.358M better than budgeted).

What does this translate to in terms of key indicators:

- Operating position of Council resulted in more available cash and less borrowings at 30 June 2024.
- This impacts the overall borrowings required in the LTFP as it reduces the interest bill.
- The net financial liabilities with the above actual and anticipated budget changes reduces significantly by 4.8% down to 88.8%.
- Net borrowings reducing by $2.006M based on a performance outcome for capital of 92% spend of budget, we normally perform around the 80%-85%.

Further, with Council borrowing program significant work has been undertaken to manage cash flows weekly and ensure they are managed to minimise interest exposures. To date this strategy, and an early payment of $2.059M on 1 July of Financial Assistance Grants, has resulted in anticipated interest savings for 2024-25 against the budget of $138K.

The LTFP is showing all indicators being within set and legislative standards for the 2023-24, 2024-25 and the whole of the plan and overall, the financial position and sound health of the organisations finances based on current service levels and Council policy positions.

Summary and Conclusion
A further review and update of the LTFP has been undertaken to reflect material updates and is presented for the Committees review.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Long Term Financial Plan Update - September 2024
Attachment 2 Long Term Financial Plan Update - August 2024

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

2024/20

Corporate Plan

BS5 Enterprise Risk - 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

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

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

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Outlined in the body of the report and attachments.

COMMUNITY ENGAGEMENT

Nil required or recommended, the LTFP has already been consulted upon.

4.3 QUARTER CREDIT CARD STATEMENT REVIEW
24/87254

MOVED Cr Angas

That the Audit and Risk Committee, having reviewed the statements, receive, and note the information.

SECONDED Ms Ewing **CARRIED AC 2022-26/26**

PURPOSE

To review the credit card statements of the Mayor and CEO.

REPORT

As per the recommendation of the External Auditor the statements of the Mayor and CEO since 13 June 2024 to 18 September 2024 are attached and tabled for Audit and Risk Committee review. Any questions can be addressed at the meeting.

2024/21

As with any expenditure it is incurred with procurement policy and aligned to approved budgets and is no different to purchasing goods and services through other means which is reviewed by the auditors through their testing processes.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Credit Card Summary

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

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

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY ENGAGEMENT

Nil

4.4 ANNUAL REPORT OF THE AUDIT AND RISK COMMITTEE
24/87797

MOVED Cr Angas

That Audit and Risk Committee endorse the Annual Report of the Audit and Risk Committee for inclusion in Council's Annual Report.

SECONDED Ms Ewing **CARRIED AC 2022-26/27**

PURPOSE

The Annual Report for the Audit and Risk Committee is to be endorsed for inclusion in Council's Annual Report.

REPORT

2024/22

Background
Pursuant to 126(9) of the Local Government Act, Council must ensure that the annual report of it's Audit and Risk Committee is included in its Annual Report.

Discussion
The Annual Report of the Audit and Risk Committee for financial year 2023-24 is included as Attachment 1.

Summary and Conclusion
Following the Committees endorsement, the report will be incorporated into Council's Annual Report.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Audit and Risk Committee - Annual Report 2023-2024

Supporting references
Audit and Risk Committee Terms of Reference

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

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

Legislative Requirements
Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY ENGAGEMENT

Nil

5. CONFIDENTIAL AGENDA

Nil

6. URGENT OTHER BUSINESS

Nil

2024/23

7. NEXT MEETING

Thursday 7 November 2024 at 3:30pm

8. CLOSURE

Mr Brass declared the meeting closed at 4:06.

Confirmed at Audit and Risk Committee Meeting on 7 November 2024

Date:..... Chairperson.....

Responses to 2023-24 interim management letter

2.1.1 Instance of exemption from procurement policy not being properly executed

Recommendations:

Council introduces the use of secure digital signatures for the approval of waiver forms (and other digital forms as appropriate).

Where waivers are used, ensure the nature of the waiver is consistent with the requirements of the procurement policy.

Barossa Council's response:

We accept this audit finding and agree that it was human error that the waiver referred to waiving the requirement for three quotes when it should have referred to waiving the requirement for open tender, given the value of the purchase. We are satisfied that a waiver was appropriate in this instance given there was only one supplier available to supply the materials required.

We agree that it would be better practice for any word documents containing electronic signatures to be converted to a PDF document after the electronic signature has been attached. An email will be sent to all staff reminding them of the correct process to follow if using electronic signatures for approvals.

Responsible Manager: Naomi Minett, Manager Corporate Services

Responsible member of ELT: Jo Moen, Director Corporate Services and Business Improvement

Date for completion: 31 December 2024

2.2.1 Council's Infrastructure Asset Management Plan does not include sufficient renewal plans

Recommendations:

Council prioritises the development of a robust 10-year renewal plan for inclusion in the revised IAMP (currently planned for approval in September 2024). This renewal plan is used as the basis of the IAMP, Annual Business Plan and Long-Term Financial Plan (LTFP) to ensure consistency between key strategic documents.

Barossa Council's response:

This has been achieved with the updating of the asset system, alignment of new modelling and condition assessment along with valuation reviews being back on track, and will be fully aligned and assessed as part of the current strategic review of the asset system. The 2024-25 LTFP now fully aligns to the current IAMP, and capability within the new asset system will enable ongoing annual alignment between the IAMP modelling and the LTFP. There are no further actions required in addition to those currently achieved and embedded in the annual review and budgeting processes.

Responsible Manager: Ben Clark, Director Infrastructure and Environmental Services

Responsible member of ELT: Ben Clark, Director Infrastructure and Environmental Services

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43-51 Tanunda Road (PO Box 867), Nuriootpa SA 5355 | ABN: 47 749 871 215

Reference: TRIM

Date for completion: N/A – already completed

2.3.1 A list of IT users with access to key finance modules in CiA is not reviewed by Finance Management

Recommendations:

IT continue to follow up with CiA to develop a solution allowing the export of a list of users with roles and access rights to key finance modules.

A periodic review is performed by Finance Management to ensure adequate segregation of duties in the finance system. Key areas of access that should be considered in this review include:

- Administrator access
- Banking
- General ledger
- Payroll
- Accounts payable
- Accounts receivable
- Rates
- Receipting.

Barossa Council's response:

We accept this audit finding and agree that a periodic review of user access in the CiA system should be performed to ensure users continue to have appropriate access in the system (including the financial delegations set up in the system) and incompatible duties are segregated. We will continue to follow-up with CiA to obtain a listing of all users with roles and access rights to the CiA system, and will perform a review annually once this information has been obtained. A user access review policy will be developed by ET&I to govern this process.

There are also other controls not contemplated that have a real effect on controlling the risks identified, such as financial delegations, human resource and IT policies, induction processes, monthly and quarterly reporting processes, and other manual controls like payroll checking, along with normal accounting reconciliations that oversee the use and input of information, which should also be taken into account.

Responsible Manager: Wayne Simes, Manager Enterprise Technology & Innovation with assistance from Kelly Wilksch, Manager Financial Services for performing the review.

Responsible member of ELT: Jo Moen, Director Corporate Services and Business Improvement.

Date for completion: 31 March 2025

2.3.2 Some key IT policies/procedures are not up-to-date

Recommendations:

The IT Disaster Recovery Plan and Back-up Policy are updated and formally reviewed.

Barossa Council's response:

We accept this audit finding. The Council's IT Disaster Recovery Plan and Back-Up Policy will be reviewed and updated if required. The Council's Business Continuity Plan, IT Security Policy Manual and End User Security Policy will also be reviewed by the new Manager Enterprise Technology & Innovation to ensure the information remains up-to-date and reflects current practice.

Reference: TRIM

Responsible Manager: Wayne Simes, Manager Enterprise Technology & Innovation

Responsible member of ELT: Jo Moen, Director Corporate Services and Business Improvement

Date for completion: 31 March 2025

2.3.3 No documented policy/procedure in place for approval of manual journals

Develop a journal policy/procedure requiring that journals are independently reviewed and approved, and providing guidance as to the appropriate approver (eg. that journals must be approved by persons with equal or higher levels of authority).

Barossa Council's response:

We accept this audit finding and will develop a manual journal approval policy outlining who in the Finance team can approve the posting of manual journals.

Responsible Manager: Kelly Wilksch, Manager Financial Services

Responsible member of ELT: Jo Moen, Director Corporate Services and Business Improvement

Date for completion: 31 December 2024

2.4.1 Accounts Payable staff are not following up with changes in the supplier master file via phone call

Recommendations:

Suppliers are contacted via phone to confirm that any changes to the supplier's details are correct prior to changes being approved and updated in the supplier Masterfile.

Barossa Council's response:

We accept this audit finding. This is currently occurring on an ad hoc basis, however going forward we will call all suppliers using the phone number on file to confirm that any changes to the supplier masterfile are correct. The Council's Purchasing Process will be updated to reflect this.

Responsible Manager: Kelly Wilksch, Manager Financial Services

Responsible member of ELT: Jo Moen, Director Corporate Services and Business Improvement

Date for completion: 31 December 2024

2.5.1 No formal review of Pathway system access and excessive administrator users

Recommendations:

A formal annual review of Pathway access rights is introduced.

Responsibility for this review is assigned to an appropriate user group/s (eg. property and rating and debtors/receipting departments).

As part of the review process, the number of administrator users is reviewed with a view to minimising the number of administrators based on need.

Barossa Council's response:

We accept this audit finding and will formally review user access to Pathway annually. As part of this we will review users with administrator access and will delete this access if not required for their role

Reference: TRIM

at the Council. As identified in our response to 2.3.1, a user access review policy will be developed by ET&I to govern this process.

Responsible Manager: Wayne Simes, Manager Enterprise Technology & Innovation with assistance from Kelly Wilksch, Manager Financial Services and Wayne Hampel, Manager Customer Experience for performing the review.

Responsible member of ELT: Jo Moen, Director Corporate Services and Business Improvement

Date for completion: 31 March 2025

2.7.1 Delays in matching a large volume of miscellaneous reconciling items

Recommendations:

Ensure that reconciling items in the bank reconciliation are matched by the end of the financial year.

Allocate resources to the month end bank reconciliation process to ensure that this reconciliation is prioritised and completed each month, including matching of all reconciling items.

Barossa Council's response:

We accept this audit finding. This issue came about due to resourcing issues in the Finance team during 2023-24. Reconciling items in the bank reconciliation have now been resolved as at 30 June 2024.

A monthly sign-off process is in place to ensure all key reconciliations are performed each month and this will be reviewed by the Manager Financial Services at the end of each month to ensure all key reconciliations have been performed, supporting information attached, and independently reviewed.

Responsible Manager: Kelly Wilksch, Manager Financial Services

Responsible member of ELT: Jo Moen, Director Corporate Services and Business Improvement

Date for completion: 30 September 2024

2.7.2 'Authorised Financial Signatories Register' not updated to reflect staffing changes

Recommendations:

Update the 'Register of Authorised Financial Signatories' to remove staff no longer employed by Council. In addition to the scheduled annual review of the register, implement a process to ensure updates are made when staffing changes occur.

Barossa Council's response:

We accept this audit finding and agree that the Register of Authorised Financial Signatories is required to be updated to reflect current staffing in the Finance team.

Responsible Manager: Kelly Wilksch, Manager Financial Services

Responsible member of ELT: Jo Moen, Director Corporate Services and Business Improvement.

Date for completion: 31 December 2024

MATTERS FOR INFORMATION

6.4 UPDATE - DESIGN STANDARD FOR RESIDENTIAL DRIVEWAY CROSSOVERS

Author: Manager Development Services
24/91789

The Chair of the State Planning Commission (the Commission) has written to Council in respect to the Design Standard for Residential Driveway Crossovers. A copy of the letter is contained in Attachment 1.

Across 2022 and 2023, the Commission prepared the first draft Design Standard pursuant to Section 69 of the *Planning, Development and Infrastructure Act 2016*. An information report was presented to the 17 October 2023 Council meeting and Council made a Submission, through the CEO, on this technical amendment, contained in Attachment 2.

The intent of the draft Design Standard was to provide detailed guidance on the requirements for vehicular access to and from land adjoining a road (including construction of a crossover or driveway) in association with residential development.

Consultation was undertaken on the draft Design Standard for a period of 12 weeks from 23 August 2023 to 14 November 2023. 84 written Submissions were received.

The Commission advises that several significant matters were raised in the Submissions that require more detailed investigation by the Commission. Accordingly, the Commission has determined that the draft Design Standard and associated Code Amendment will not be placed before the Minister for Planning for adoption at the present time.

As flagged in the Premier's Housing Roadmap, the Housing Infrastructure Planning and Development Unit (HIPDU) will be preparing engineering standards for residential land divisions that will be delivered as Design Standards in the planning system. It is proposed that driveway crossovers will be captured in the engineering standards.

Staff are engaging with HIPDU in relation to the early stages of preparing the engineering standards and it is anticipated that a further report will be brought back to Council in the future in relation to the proposed Engineering Standards that will ultimately form Design Standards in the planning system.

ATTACHMENTS

Attachment 1 Update from SPC - Design Standard for Residential Driveway Crossovers ⇩

Attachment 2 Design Standard - Residential Driveways - The Barossa Council Submission November 2023 ⇩

SUPPORTING REFERENCES
Planning, Development and Infrastructure Act 2016

OFFICIAL

STATE PLANNING COMMISSION

Level 10
83 Pirie Street
Adelaide SA 5000

GPO Box 1815
Adelaide SA 5001

1800 752 664
saplanningcommission@sa.gov.au

21297553

18 October 2024

Mr Martin McCarthy
Chief Executive Officer
The Barossa Council

By email: mmccarthy@barossa.sa.gov.au

Dear Mr McCarthy

Design Standard for Residential Driveway Crossovers

Across 2022 and 2023, the State Planning Commission (the Commission) prepared the first draft design standard under section 69 of the *Planning, Development and Infrastructure Act 2016* (PDI Act). An associated amendment to the Planning and Design Code (Code) was also proposed to ensure that the design standard would integrate with our planning system.

The intent of the draft design standard was to provide detailed guidance on the requirements for vehicular access to and from land adjoining a road (including construction of a crossover or driveway and associated or ancillary works) in association with residential development. In doing so, the draft design standard sought to:

- provide for the safety of all road users
- provide for vehicular access that maximises the provision of on-street carparking
- create attractive streetscapes through the retention of street trees and limiting the amount of hardstand areas
- create driveway crossovers that are durable
- create driveway crossovers that are located to minimise the need to relocate or remove street infrastructure.

Consultation was undertaken on the draft design standard and associated Code Amendment for a period of twelve weeks from 23 August 2023 to 14 November 2023, giving South Australians and key stakeholders the chance to have their say.

84 written submissions were received regarding the draft design standard and associated Code Amendment. The Commission thanks the community at large, councils and development industry for their deep engagement with the draft design standard and the detailed commentary contained in the submissions. All submissions, together with the Commission's responses to key matters raised, are contained in the Engagement Report, which has been published on the SA Planning Portal.

OFFICIAL

Broadly speaking, the submissions received recognised the work that has gone into producing a draft design standard for public comment and that the objective of the design standard was a worthy aspiration. However, several significant matters were raised that require further and more detailed investigation by the Commission.

Accordingly, the Commission has determined that the draft design standard and associated Code Amendment will not be placed before the Minister for Planning for adoption at the present time.

As flagged in the Premier's Housing Roadmap, the Housing Infrastructure Planning and Development Unit (HIPDU) will be preparing engineering standards for residential land divisions, that will be delivered as design standards in the planning system. It is appropriate for driveway crossovers to be captured in the engineering standards given the alignment with the scope of the proposed engineering standards.

The Commission has written to HIPDU asking it to incorporate driveway crossovers into this body of work. It has also requested Planning and Land Use Services support HIPDU and provide it with all the relevant information it holds pertaining to driveway crossovers.

The Commission is grateful for your contribution to this important work and will seek to engage with you further when the design standard has been refined in accordance with the feedback received.

Yours sincerely



Craig Holden
Chair

Reference: TRIM

14 November 2023

Mr M Henderson
Senior Planning Officer
Planning and Land Use Services

PlanSA@sa.gov.au

Dear Mr Henderson,

Submission – Residential Driveways Design Standard

Thank you for the opportunity to provide a submission in respect to the draft Residential Driveway Crossovers Design Standard.

The Barossa Council acknowledges the significant effort of the department in preparing the first Design Standard under the *Planning, Development and Infrastructure Act 2016*.

We would like to provide the following comments in respect to the draft Design Standard:

1. **The Design Standard is complicated**, containing some 19 principles / 38 requirements / 9 technical drawings. It is recommended that the Design Standard undergo road testing to determine its workability and practical application.

   In addition, the interface between the Design Standard and the Planning and Design Code is confusing. There are provisions that will remain in the Code and will have work to do when a proposal is not able to be assessed against the Design Standard. This includes undefined dwellings for example. It is also not clear why other exemptions are provided, such as where the development involves more than 50 dwellings.

   The structure between Design Principles and Design Requirements is also confusing. Design requirements must be met to satisfy the design standard in Clause 7, but it does not say the same for Design Principles. What is therefore the legal status of the Design Principles? Noting also that Design Principle 4.1 has no correlating Design Requirement? If the Design Standard is to 'prescribe standards', why does the Design Standard contain qualitative statements which are not prescriptive, and in the example of Design Principle 4.1 has no correlating Design Requirement.

   It is recommended that consideration could be given to a reduced scope for the Design Standard, such as applying to residential development on local urban streets, given that this is the first Design Standard to be released. This will make the Design Standard simpler, while also capturing most residential developments.

2. **There should be no variations permitted to the requirements of the Design Standard for DTS applications**. While the stated intent in the Design Standard is that there is no discretion for minor variations in the

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assessment process, there would be some scope for minor variation where a requirement in the Design Standard is linked to a DTS application type in the Planning & Design Code. Variations are not supported, given that these matters are of a technical nature and affect public areas. Typically, the expertise of a civil engineer is employed for any such dispensations and this should only be permitted for performance assessed developments where such advice is sought.

3. **Some Engineering considerations cannot be adequately assessed by non-engineers.** There are some aspects of the assessment that do not fit adequately within a DTS (quantifiable) assessment process, such as Design Requirement 5.6 and TD-F (flood protection elements).

4. **The Practice Direction does not address technical construction requirements.** There are detailed construction requirements for driveways and footpaths that are not included in the Design Standard. This is a significant omission. Councils should be provided the opportunity to add these requirements to any development approval to ensure the construction materials of footpath or driveway and stormwater connections are all appropriate with what is established within the street and durable for the public realm. The Design Standard and the DAP currently prohibit this.

5. **Compliance should be considered together with public liability matters.** The information released does not discuss or provide guidance on ensuring compliance. The Design Standard should prevent the practice of accredited professionals imposing a condition that the owner/builder build to the standard, instead of properly assessing the driveway eg. A practice for some current aspects of assessment matters is to include a note or condition such as *build in accordance with nominated standard or technical data sheet.* How can the Commission ensure an appropriate assessment is undertaken of the Design Standard? This is critically important as the Design Standard should consider the process up to and including construction, as retroactively fixing errors is costly for both Councils and the home owners.

   Because a Section 221 application is not required on approval of a development that complies with the Design Standard, the Council will have no ability to impose requirements as to public liability insurance. This appears to be a gap in the scheme as presently formulated.

We thank you for the opportunity to provide comment in respect to the draft Design Standard. We trust the above feedback will inform improvements to the draft Design Standard.

Yours sincerely,

Martin McCarthy
Chief Executive Officer

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MATTERS FOR INFORMATION

6.5 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY - MEETING MINUTES

Author: Executive and Project Support Officer
24/92561

Draft Minutes and Key Outcome Summary of the Gawler River Floodplain Management Authority meeting held 17 October 2024, at attached for information.

ATTACHMENTS

Attachment 1 Minutes and Key Outcome Summary - Gawler River Floodplain Management Authority 17 October 2024 ⇩

SUPPORTING REFERENCES

Nil

MINUTES

**GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY
BOARD**

**9:45am Thursday 17 October 2024
Adelaide Plains Council – Council Chambers – 2A Wasleys Road, Mallala**

1. Meeting of the Board

1.1 Welcome by the GRFMA Chairperson

Mr Lino Di Lernia formally welcomed Board Members, Deputy Board Members, Observers and the Executive Officer and opened the 152nd meeting of the Board.

1.2 Present

- Mr Lino Di Lernia, Independent Board Member, Chair
- Mr James Miller, Adelaide Plains Council, Board Member
- Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
- Mr David Collins, 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
- Cr Michael Phillips-Ryder, Light Regional Council, Board Member (via video conference)
- Mr Richard Dodson, Light Regional Council, Board Member (via video conference)
- Cr Clint Marsh, City of Playford, Board Member
- Mr Greg Pattinson, City of Playford, Board Member
- Mr David Hitchcock, Executive Officer

Guests:

- Mr Ed Pikusa, Department for Environment and Water
- Ms Cate Hart, Department for Environment and Water
- Ms Brooke Paraschos, Department for Environment and Water

1.3 Apologies

- Cr Terry-Anne Keen, Adelaide Plains Council, Board Member

1.4 Appointment of Observers

GB55/24 **Observers**
Moved: Cr Bruce Preece
Seconded: Mr Greg Pattinson

That Shaun Fielding of the City of Playford be appointed as Observer.

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confirmation of Minutes

2.1 GRFMA Ordinary Meeting Minutes

GB56/24 **GRFMA Ordinary Meeting Minutes**
Moved: Cr Malcolm Herrmann
Seconded: Mr James Miller

That the Minutes of the Gawler River Floodplain Management Authority Board meeting held on 15/8/2024 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.2 Actions on Previous Resolutions

GB57/24 **GRFMA Ordinary Meeting Minutes**
Moved: Mr Jake McVicar
Seconded: Cr Bruce Preece

That the GRFMA notes the report.

CARRIED UNANIMOUSLY

2.3 Matters Arising from the Minutes

Nil

3. Questions on Notice

Nil

4. Motions on Notice

Nil

5. Presentations

5.1 Mr Ed Pikusa, Cate Hart and Brooke Paraschos of the Department for Environment and Water attended the meeting to provide an update presentation on the Gawler River Flood Management Business Case.

9:59am Cr Clint Marsh arrived at the meeting.

10:56am formal meeting procedures were suspended for a short break.

11:12am formal meeting procedures resumed.

6. Audit and Risk Committee

Nil

7. Technical Assessment Panel

Nil

8. Reports

8.1 Gawler River Flood Management Business Case

GB58/24 Gawler River Flood Management Business Case
Moved: Cr Bruce Preece
Seconded: Mr James Miller

That the GRFMA receives the report.

CARRIED UNANIMOUSLY

8.2 Information Asset Management Report and Manual

GB59/24 Information Asset Management Report and Manual
Moved: Mr Greg Pattinson
Seconded: Cr Paul Koch

That the GRFMA:
1. *Notes the Information Asset Management Report.*
2. *Adopts the Information Asset Manual.*
3. *Requests the GRFMA Executive Officer to initiate a suitable process to ensure that Board Members, the Executive Officer, Employees and Volunteers undertake IAM awareness training, if not previously undertaken.*

CARRIED UNANIMOUSLY

8.3 Financial Report

GB60/24 Financial Report
Moved: Cr Malcolm Herrmann
Seconded: Cr Clint Marsh

That the GRFMA:
1. *Receives the financial report as of 30 September 2024 showing a cash at bank balance of $247,408.91.*
2. *Notes internal cash lending for CAD offset is $206,547.56.*

CARRIED UNANIMOUSLY

8.4 GRFMA Executive Officer Report

GB61/24 GRFMA Executive Officer Report
Moved: Mr James Miller
Seconded: Mr Greg Pattinson

That the GRFMA:
1. *Receives the report.*
2. *Requests the GRFMA Executive Officer to facilitate documented agreement between the Town of Gawler and the GRFMA that facilitates hosting of GRFMA webpage content by the Town of Gawler.*

CARRIED UNANIMOUSLY

9. Correspondence

Nil

10. Confidential

10.1 Gawler River Flood Mitigation Business Case – Funding Strategy

GB62/24 Gawler River Flood Mitigation Business Case – Funding Strategy
Moved: Cr Bruce Preece
Seconded: Cr Malcolm Herrmann

That:
1. *Pursuant to Section 90(2) of the Local Government Act 1999, an Order is made that the public be excluded from attendance at the meeting.*
   In order to consider in confidence agenda item 10.1 Gawler River Flood Management Business Case – Funding Strategy, pursuant to Section 90(3)(b)(i)(II) of the Local Government Act 1999 on the basis of information the disclosure of which 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 GRFMA.
2. *This matter is confidential because the information herein provides information regarding consideration of flood mitigation infrastructure and funding of considered works.*
3. *On the basis of this information, the principle that meetings of the GRFMA should be conducted in a place open to the public has been outweighed in this instance: the Committee consider it necessary to consider this matter in confidence.*

CARRIED UNANIMOUSLY

11:28am confidential session commenced

10.1 Gawler River Flood Mitigation Business Case – Funding Strategy

GB63/24 Gawler River Flood Mitigation Business Case – Funding Strategy
Kept in confidence

10.1 Gawler River Flood Mitigation Business Case – Funding Strategy

GB64/24 Gawler River Flood Mitigation Business Case – Funding Strategy
Moved: Mr James Miller
Seconded: Cr Clint Marsh

That:
1. *Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the GRFMA orders that the following aspects of item10.1 Gawler River Flood Management Business Case - Funding Strategy be kept confidential in accordance with the GRFMA Boards reasons to deal with this item in confidence pursuant to Section 90(3)(b) (i) (II) of the Local Government Act 1999:*
   - *Minutes for Item 10.1*
   - *Reports for Item 10.1 (including late report)*
   - *Attachments for Item 10.1*
2. *This order shall operate until reviewed and determined as part of the annual review by the Authority in accordance with Section 91(9)(a) of the Local Government Act 1999.*

CARRIED UNANIMOUSLY

11:46am the confidential session concluded.

10.2 Review of the Register of Confidential Items

GB65/24 Review of the Register of Confidential Items
Moved: Cr Bruce Preece
Seconded: Cr Malcolm Herrmann

That:
1. *Pursuant to Section 90(2) of the Local Government Act 1999, the meeting orders that the public be excluded from attendance at this part of the meeting relating to Item 10.2 Review of the Register of Confidential Items, excepting the following persons:*
   - *Executive Officer; and*
   - *Observers*

   to enable the meeting to consider in confidence agenda Item 10.2 on the basis that the meeting considers it necessary and appropriate to act in a meeting closed to the public (excepting the persons listed above) pursuant to Sections 90(3)(a)(b)(d)(e)(i)(k) of the Local Government Act 1999 in order to receive, discuss or consider in confidence the information or matter relating to Item 10.2:
   - *(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)*
   - *(b) 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*
   - *(d) commercial information of a confidential nature (not being a trade secret) the disclosure of which — (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and (ii) would, on balance, be contrary to the public interest Ordinary Council Meeting Agenda 28 September 2021*
   - *(e) matters affecting the security of the council, members or employees of the council, or council property; or the safety of any person*
   - *(i) 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*
   - *(k) tenders for the supply of goods, the provision of services or the carrying out of works*
2. *Accordingly, on this basis, the principle that meetings of the GRFMA Board should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.*

CARRIED UNANIMOUSLY

11:46am the confidential session commenced.

10.2 Review of the Register of Confidential Items

GB66/24 Review of the Register of Confidential Items
Moved: Cr Malcolm Herrmann
Seconded: Cr Paul Koch

That this item be deferred to the December 2024 meeting of the GRFMA Board.

CARRIED UNANIMOUSLY

10.2 Review of the Register of Confidential Items

GB67/24 Review of the Register of Confidential Items
Moved: Mr James Miller
Seconded: Cr Bruce Preece

That:
1. *Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the GRFMA orders that the following aspects of item10.2 Review of Confidential Items be kept confidential in accordance with the GRFMA Boards reasons to deal with this item in confidence pursuant to Section 90(3)(a)(b)(d)(e)(i)(k) of the Local Government Act 1999:*
   - *Report for Item 10.2*
2. *This order shall operate until reviewed and determined as part of the annual review by the Authority in accordance with Section 91(9)(a) of the Local Government Act 1999.*

CARRIED UNANIMOUSLY

11:58am the confidential session concluded.

11. Urgent Matters Without Notice

Nil

12. Next Meeting

Date and Time: 12 December 2024
Host: City of Playford

13. Closure

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 11:59am.

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 – 17 October 2024

Presentations
Ms. Cate Hart, Mr. Ed Pikusa, and Ms. Brooke Paraschos, Department for Environment and Water, attended the meeting to discuss governance proposals for ongoing management of the Gawler River Flood Management Business Case and the Community Flood Awareness Project.

Funding Advocacy Working Group
The meeting confidentially discussed the work being undertaken by the Funding Advocacy Working Group on a draft funding strategy framework that can be further considered by the GRFMA: and ultimately Constituent Councils.

Discussion included items relating to:

- Meeting outcomes with Minister Champion, Minister for Housing and Urban Development, Minister for Housing Infrastructure, Minister for Planning, Member for Taylor.
- Key points of the draft GARP submission.

Information Asset Management Report and Manual
The newly developed Information Asset Manual was adopted and the GRFMA Executive Officer was requested to initiate a suitable process to ensure that Board Members, the Executive Officer, Employees and Volunteers undertake IAM awareness training, if not previously undertaken.

Financial Report
The financial report as of 30 September 2024 was received which showed a cash at bank balance of $247,408.91. It was noted internal cash lending for CAD offset is $206,547.56.

GRFMA Executive Officer Report
The GRFMA Executive Officer will facilitate documented agreement between the Town of Gawler and the GRFMA that facilitates hosting of GRFMA webpage content by the Town of Gawler.

Next Meeting
Thursday 12 December 2024, City of Playford.

Contact: eo@grfma.com / 0407 717 368

MATTERS FOR INFORMATION

6.6 BUILDING AND CONSTRUCTION INDUSTRY REVIEW

Author: Manager Development Services
24/98989

The State Government are reviewing laws that govern the building and construction industry. The review will look for opportunities to:

- Better protect consumers;
- Enhance industry compliance;
- Support workers and businesses to deliver quality homes and infrastructure.

A Discussion Paper has been prepared that outlines a number of proposals that were identified at a series of roundtables convened by the Minister for Consumer and Business Affairs and Consumer and Business Services with key industry bodies, State Government agencies and training providers.

There are some interesting proposals within the Discussion Paper including the introduction of Certificate of Occupancy for pools, who can undertake building inspections and mandatory inclusions for contracts for pools and dwellings in respect to smoke detectors, fire water tanks/infrastructure and swimming pool fencing.
A YourSay page has been established and all of the relevant resources, including the discussion paper and a fact sheet, are contained on the Yoursay Page.

Building and Construction Industry Review | YourSAy

The consultation is open from 23 October 2024 to 17 January 2025.

It is proposed that a draft submission will be presented to the 17 December 2024 Council meeting for endorsement.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

Building Work Contractors Act 1995

MATTERS FOR INFORMATION

6.7 LOCAL GOVERNMENT FINANCE AUTHORITY - ANNUAL GENERAL MEETING

Author: Chief Executive Officer
24/105780

The Agenda for the Annual General Meeting has been released and is hereby tabled for information. The agenda is a standard annual general meeting agenda and there are no notices of motion.

The Mayor is the nominated voting delegate and will, at this time, be in attendance at the meeting.

ATTACHMENTS

Attachment 1 Local Government Finance Authority Annual General Meeting Agenda ⇩

SUPPORTING REFERENCES

Nil

Local Government Finance Authority

NOTICE OF MEETING

Notice is hereby given that the Annual General Meeting of the **Local Government Finance Authority of South Australia** will be held at the National Wine Centre, Hickinbotham Hall, Cnr Hackney Road and Botantic Road, Adelaide on Friday 22 November 2024 at 9.30am.

For those councils having appointed a council representative please be advised that they will be **required to 'sign in' at the LGFA desk outside the room prior to the AGM and collect the official green voting card** for use at the 2024 LGFA AGM.



Davin Lambert
Chief Executive Officer

11 October 2024

Local Government Finance Authority of South Australia
Suite 1205, 147 Pirie Street, Adelaide SA 5000
P: 08 8223 1550 E: admin@lgfa.com.au W: www.lgfa.com.au ABN: 80 189 672 209

AGENDA

Local Government Finance Authority

FOR THE ANNUAL GENERAL MEETING

OF

LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA

to be held at the National Wine Centre, Hickinbotham Hall, Cnr Hackney Road and Botanic Road, Adelaide SA

on Friday 22 November 2024 at 9.30am.

1. WELCOME & OPENING OF ANNUAL GENERAL MEETING

2. APOLOGIES

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the annual general meeting held on 26 October 2023 are attached.

RECOMMENDATION
That the annual general meeting minutes held on 26 October 2023 be confirmed as an accurate record.

4. BUSINESS ARISING FROM THE MINUTES

Nil

5. CHAIR'S ADDRESS

6. ANNUAL REPORT

Each council has been provided access to a copy of the LGFA annual report for 2023-24 via the LGFA website prior to the end of September 2024. The report includes the audited financial statements of the Authority's financial affairs for the period ended 30 June 2024 as audited by the Auditor-General's Department.

RECOMMENDATIONS
1. That the annual report for 2023-24 for the period ending 30 June 2024 be adopted.
2. That the audited financial statements of the Authority's financial affairs for the year ended 30 June 2024 as audited by the Auditor-General's Department be adopted.

7. TRUSTEE BOARD ALLOWANCE

RECOMMENDATIONS

1. That the following trustee allowance apply:
   Chair $32,168
   Deputy Chair $14,750
   Trustees $8,594
   There is no proposed increase to allowance this year.
2. The allowance is for a twelve-month period commencing 1 November 2024 and is to be reviewed on an annual basis at future annual general meetings of the Authority.
3. Payment is to be made half yearly in arrears.
4. In respect of the two possibly co-opted board members (1 currently appointed), appointed for the purpose of specific financial expertise, payment of up to $8,594 p.a. each to apply.
5. It is noted that payment of allowances in respect of members appointed by the Minister or Treasurer or CEO of the Local Government Association will be made in accordance with Section 13 of the LGFA Act. (Note: Appointees of the Treasurer and Minister presently do not seek fees).

8. CORRESPONDENCE

Nil

9. GENERAL BUSINESS

Nil

10. OTHER BUSINESS

11. CLOSURE

MINUTES

Local Government Finance Authority

FOR THE ANNUAL GENERAL MEETING

OF

LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA

held at the National Wine Centre, Hickinbotham Hall, Cnr Hackney Road and Botanic Road, Adelaide SA on Thursday 26 October 2023 at 9.13am.

PRESENT:
Michael Sedgman, Chair
Clinton Jury, Board Trustee and Chief Executive Officer of LGA
Annette Martin, Board Trustee
Belinda Merrett, Board Trustee
Danielle Lawlor, Board Trustee
Andrew Wroniak, Board Trustee
Delegates and Guests as recorded on the Attendance Register
Davin Lambert, Chief Executive Officer
Geoff Hollitt, Financial Controller (Minute taker)

1. WELCOME & OPENING OF ANNUAL GENERAL MEETING

Michael Sedgman, Chair of the Board of the Local Government Finance Authority of South Australia welcomed the LGA President, Mayor Dean Johnson, council mayors, board members and senior executive members of the LGA, members of State parliament, delegates and LGFA board trustees.

2. APOLOGIES

Terry Buss, Board Trustee
District Council of Ceduna
District Council of Robe

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the annual general meeting held on 28 October 2022 were provided with the agenda.

Moved: Mayor Angela Evans (City of Charles Sturt)

Seconded: James Miller, CEO (Adelaide Plains Council)

That the annual general meeting minutes held on 28 October 2022 be confirmed as an accurate record.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

Nil.

5. CHAIR'S ADDRESS

The Chair's address covered the following subjects:

- The 2022-23 financial year was more positive than the previous three years as the COVID-19 pandemic moderated, however, high price inflation coupled with higher interest rates restrained economic growth globally.
- Total loan funds held by councils and prescribed local government bodies at year end decreased slightly from $728 million to $726 million.
- The LGFA has continued to work proactively regarding the challenging financial position faced by the District Council of Coober Pedy (DCCP).
- The LGFA made an assessment that loans to DCCP were impaired and that an expected credit loss allowance of $5 million be assigned to the Council's $7.8 million loan portfolio.
- LGFA's financial performance for the 2022-23 has been impacted by the expected credit loss allowance relating to DCCP, with a $1.9 million pre-tax equivalent regime profit generated for the financial year.
- The LGFA Board recently met and agreed to grant $1.239 million to the Local Government Association, which will insulate the Research and Development Scheme from the tax equivalent impacts of the DCCP expected credit loss allowance. The grant will be paid in the 2023-24 financial year.
- A special distribution to councils and prescribed local government bodies of $2 million has been approved for distribution by the LGFA Board.
- The Chair thanked the Audit and Risk Committee, which was Chaired by Dr Andrew Johnson over the first half of the financial year and by Annette Martin over the second half and welcomed its first independent Audit and Risk Committee member with Nicolle Rantanen-Reynolds joining the committee for a two-year term.
- The Auditor-General's Department and Galpins (Auditors) reviewed our Financial Management Compliance Program. There were no qualifications in the audit of our financial report.
- The Chair thanked the State Government for their continued support by providing various funding options via committed facilities administered by SAFA, and for also providing the Treasurer's guarantee of our liabilities.
- Acknowledged the support of his fellow Board members and noted the departure of Local Government Association (LGA) appointed Trustee, Dr Andrew Johnson, who served on our Board for six years.
- Welcomed the three new Trustees who joined over the 2022-23 financial year, Ministerial appointees; Trustees Belinda Merrett and Danielle Lawlor; and new LGA appointee, Trustee Andrew Wroniak.

6. ANNUAL REPORT

Each council was provided access to a copy of the annual report for 2022-23 prior to the end of September 2023. The report includes the audited financial statements of the Authority's financial affairs for the period ended 30 June 2023 as audited by the Auditor-General's Department.

Moved: Paul Duka, Director Corporate Services (Wattle Range Council)

Seconded: Mayor Sue Scarman (Northern Areas Council)

1. That the annual report for 2022-23 for the period ending 30 June 2023 be adopted.
2. That the audited financial statements of the Authority's financial affairs for the year ended 30 June 2023 as audited by the Auditor-General's Department be adopted.

CARRIED

7. TRUSTEE BOARD ALLOWANCE

The proposed increases (previous increase of 1.2% in 2021) are 15% for the board chair and 10% for board trustees, following an Independent external review by McArthur in March 2023 which concluded LGFA Trustee remuneration was below the average of comparable organisations and that the recommended increases were necessary and appropriate.

Moved: Mayor Karen Redman (Town of Gawler)

Seconded: Mayor Angela Evans (City of Charles Sturt)

1. That the following trustee allowance apply:
   Chair $32,168 (increase of $4,196 p.a.)
   Deputy Chair $14,750 (increase of $1,341 p.a.)
   Trustees $8,594 (increase of $731 p.a.)
   The proposed increases (previous increase of 1.2% in 2021) are 15% for the board chair and 10% for board trustees.
2. The allowance is for a twelve-month period commencing 1 November 2023 and is to be reviewed on an annual basis at future annual general meetings of the Authority.
3. Payment is to be made half yearly in arrears.
4. In respect of the two possibly co-opted board members (none currently appointed), appointed for the purpose of specific financial expertise, payment of up to $8,594 p.a. each to apply.
5. It is noted that payment of allowances in respect of members appointed by the Minister or Treasurer or CEO of the Local Government Association will be made in accordance with Section 13 of the LGFA Act. (Note: Appointees of the Treasurer and Minister presently do not seek fees).

CARRIED

8. CORRESPONDENCE

Nil.

9. GENERAL BUSINESS

Nil.

10. OTHER BUSINESS

Nil.

11. CLOSURE

The Annual General Meeting closed at 9.26am.

MATTERS FOR INFORMATION

6.8 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY - SUBMISSION TO THE GREATER ADELAIDE REGIONAL PLAN

Author: Executive and Project Support Officer
24/107326

URPS were engaged by the Gawler River Floodplain Management Authority (GRFMA) to prepare a Submission in relation to the Draft Greater Adelaide Regional Plan (GARP), dated September 2024.

A copy of the Submission is included as Attachment 1.

ATTACHMENTS

Attachment 1 Gawler River Floodplain Management Authority - Greater Adelaide Regional Plan - GARP Submission ⇩

SUPPORTING REFERENCES

Nil

Ref: 24ADL-1060

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ADL | MEL | PER

4 November 2024

Planning and Land Use Services (PLUS)
Attention: Growth Management Team
Department for Housing and Urban Development
GPO Box 1815
Adelaide SA 5001

plansasubmissions@sa.gov.au

Submission to the Greater Adelaide Regional Plan on behalf of the Gawler River Floodplain Management Authority

Introduction

URPS has been engaged by the Gawler River Floodplain Management Authority (GRFMA) to prepare this submission in relation to the Draft Greater Adelaide Regional Plan (GARP) dated September 2024.

The GARP has been prepared to achieve the following outcomes:

- More housing in the right places.
- Liveable, accessible, and inclusive communities.
- A strong economy built on a smarter, cleaner future.
- A greener, wilder and more climate resilient environment.
- An integrated and connected region.
- Coordinated delivery of land use and infrastructure planning.

A key priority for the GARP is to ensure an appropriate and timely supply of housing for the Greater Adelaide region. Over the next 30 years, the GARP anticipates:

- Population growth of up to 670,000 people.
- Construction of up to 315,000 additional homes.
- Creation of 254,000 additional jobs.

We acknowledge the Kaurna People as the Traditional Custodians of the land on which we work and pay respect to Elders past, present and emerging.

Northern Adelaide will play a significant role in accommodating this future population, their homes, and new jobs.

The primary objective of this submission is to highlight the importance of flood mitigation works in the Gawler River Floodplain.

Requested Action

The GRFMA therefore requests that:

- In delivering the GARP, and as part of any infrastructure scheme (or other funding mechanism), funds are sought from landowners/prospective developers to contribute to the regional flood mitigation measures, noting the cost of raising the Bruce Eastick North Flood Mitigation dam wall is well beyond the financial capacity of the GRFMA (and Constituent Councils).
- The GARP identifies and commits to the raising of the Bruce Eastick North Para Flood Mitigation Dam as a key priority for the outer north.
- The GARP acknowledges the opportunities/benefits these mitigations works will provide by way of opening urban growth lands and improving confidence for existing horticultural and farming activities.

These flood mitigations work will assist the State achieve the following ambitions of the GARP:

- Increase the supply of land available for housing across northern Adelaide.
- Provide greater protection to horticulture activities.
- Facilitate economic growth across northern Adelaide.
- Deliver the strategic directions of the Greater Adelaide Regional Plan.

Key to this is **Attachment A,** which shows land within the floodplain which would become dry because of the flood mitigation works (i.e. was wet, now dry).

Further justification for the requested actions is provided below, along with background regarding the Gawler River and GRFMA.

Gawler River Floodplain Management Authority

The GRFMA was formed as a Regional Subsidiary under *Section 43* and *Schedule 2* of the *Local Government Act 1999*.

The GRFMA has been established for the following purposes:

- To co-ordinate the construction, operation, and maintenance of flood mitigation infrastructure for the Gawler River. This purpose is the core business of the Authority.
- To raise finance for the purpose of developing, managing, operating, and maintaining works approved by the Board.
- To provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flood mitigation for the Gawler River.
- To coordinate construction, maintenance, promotion and enhancement of the Gawler River and areas adjacent to the Gawler River as recreational open space for the adjacent communities.
- To enter into agreements with one or more of the Constituent Councils for the purpose of managing and developing the Gawler River.

The GRFMA therefore plays a significant role in relation to the development and the provision of infrastructure in the Gawler River Floodplain.

Six constituent Councils are members of the GRFMA:

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

The Gawler River

The Gawler River is formed at the junction of the North Para and South Para Rivers in the Town of Gawler (figure 1). The river traverses through the Adelaide Plains to St Vincent Gulf, presenting flooding risk along its length.

The Gawler River system is characterised as an area of high flood risk in South Australia's Flood Hazard Plan. Major flooding occurred in the Gawler River in 2016 and caused significant impacts to primary industries in the area, including Virginia. This flood event impacted approximately 190 land parcels, with losses estimated at $51 million.



Figure 1: Gawler River

Bruce Eastick Dam Proposal

The Gawler River Flood Management initiative was identified as a priority by Infrastructure SA (ISA) in 2021, leading to further development, including the preparation of a business case by the end of 2023.

This process highlighted several key options, with a particular focus on raising the Bruce Eastick North Para Flood Mitigation Dam by 10 metres, alongside enhancing planning controls and implementing flood awareness campaigns.

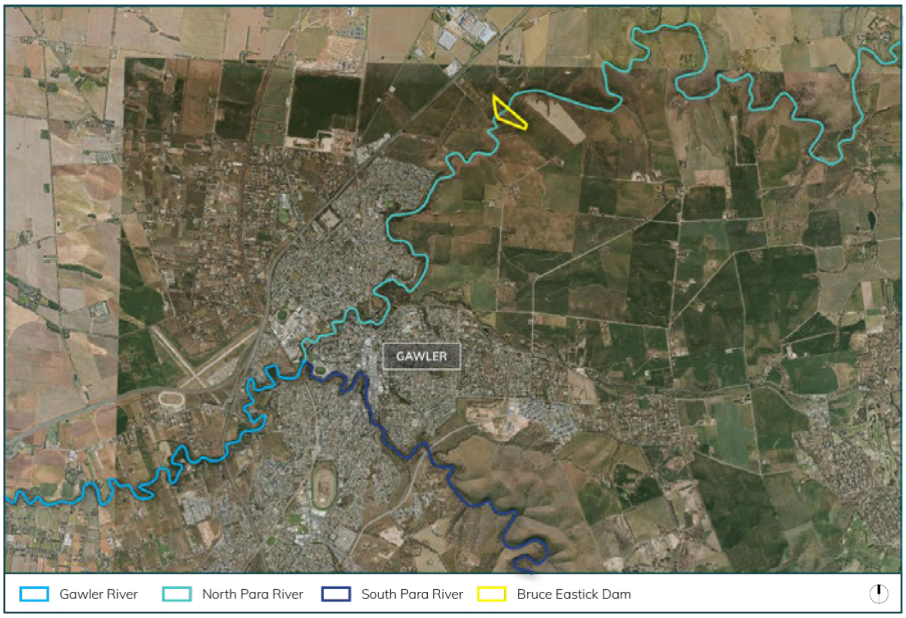


Figure 2: Bruce Eastick Dam Location

The GRFMA supports this option and is now actively developing strategies to secure funding from various levels of government, the private sector, and local councils.

A 10-metre increase to the Bruce Eastick North Para Flood Mitigation Dam along with identified upgrades to levee banks would drastically reduce flood damage in the Gawler River Floodplain. This would substantially contribute to achieving the ambitions of the GARP because:

- The works would increase land availability for housing. The works would reduce flood impact to approximately 2,300 hectares of land.
- Significantly contribute to resolving current housing issues in South Australia, through improved land supply.
- Protect and enhance ongoing horticulture land uses that occur within the floodplain, providing more certainty to agricultural operations. This benefits the local economy.
- Reduce flood damages and recovery expense.

Flood modelling has been conducted as part of the investigations, illustrating the land which would no longer encounter flooding because of the flood mitigation works (i.e. was wet, now dry). This map forms **Attachment A**.

Notably, drastic improvements are anticipated across the entire floodplain, creating significant opportunities for the areas of Lewiston, Two Wells, Virginia, Riverlea and other areas.

As an example, the Adelaide Plains Council has estimated that 581.3 hectares of land south-east of Two Wells could become available for residential development if flood mitigation works were undertaken. This land is currently in the Rural Living Zone and it is estimated that this area could accommodate 20,300 dwellings (based upon 35 dwellings per hectare).

This demonstrates that the flood mitigation works would substantially contribute to the achievement of the GARP.

Extracts from the Greater Adelaide Regional Plan

The GARP is dissected into themes. Relevant themes are addressed below under their respective headings, with respect to the interests of the GRFMA.

People, Housing and Liveability

Greenfield and Township Development

The Plan identifies the following greenfield and township development areas within Gawler River Floodplain.

- Two Wells Growth Investigation Area - Future Greenfield Supply – in EFPA.
- Virginia – Identified Future Growth Area.
- Riverlea Park – Identified Future Growth Area.
- Riverlea Growth Investigation Area – Future Greenfield Supply – in EFPA.
- Kudla Growth Investigation Area – Future Greenfield Supply – outside EFPA.
- Kudla - Future Greenfield Supply – outside EFPA.
- Angle Vale - Identified Future Urban Growth Area.
- Concordia - Identified Future Urban Growth Area.
- Roseworthy Growth Investigation Area - Future Greenfield Supply – in EFPA.
- Roseworthy - Identified Future Urban Growth Area.
- Roseworthy Growth Investigation Area – Future Greenfield Supply – outside EFPA.

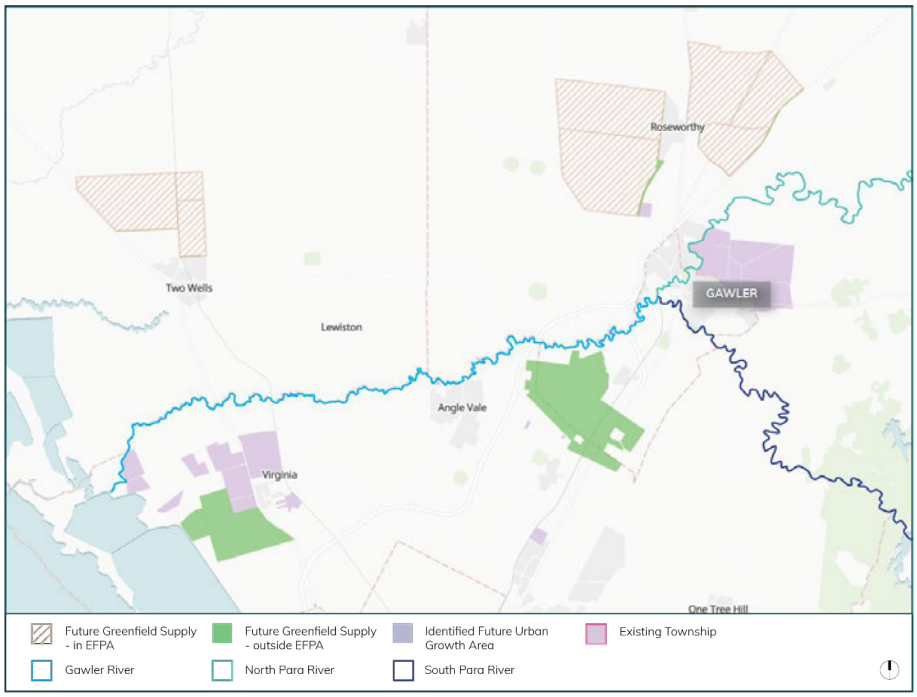


Figure 3: Residential Growth Areas

Many of these growth areas would significantly benefit from the proposed flood mitigation works by reducing the extent of stormwater infrastructure required and enabling the exploration of additional nearby land for further housing development.

More specifically, a 10-metre increase to the height of the Bruce Eastick North Para Flood Mitigation Dam would:

- Substantially increase available land for residential development (at least 2,300 hectares estimated).
- Minimise the need for flood mitigation infrastructure down-stream.

These flood mitigation works will assist the State achieve greenfield and township ambitions of the GARP, particularly in relation to the available supply of land for housing across northern Adelaide.

Productive Economy

Employment Precincts

The GARP identifies the following employment precincts within the Gawler River Floodplain.

- Gawler – Prime Industrial Employment Precinct.
- Roseworthy – Prime Industrial Employment Precinct.
- Two Wells – Growth Investigation Area - Future Employment Lands.
- Riverlea – Growth Investigation Area - Future Employment Lands.
- Angle Vale – Suburban Activity Centre.
- Roseworthy – Growth Investigation Area - Future Employment Lands.

Many of these employment precincts would significantly benefit from the proposed flood mitigation works by enabling the exploration of additional nearby land for further development.

This contributes to the achievement of the GARP by:

- Providing greater protection, noting reduced flood risk.
- Facilitating economic growth across northern Adelaide.
- Providing a stronger economy.

Primary Industry

The GARP continues to identify significant areas within the Gawler River Floodplain as key rural horticulture areas, which are also within the Environment and Food Production Area (EFPA).

In addition to increasing land supply for urban growth, the proposed mitigation works will provide more certainty to horticultural operations. Primary producers are some of the most impacted landowners along the Gawler River and bore a significant amount of the $51 million loss from the 2016 floods.

The flood mitigation works would contribute to the achievement of the GARP by:

- Providing greater protection to horticulture activities, noting reduced flood risk.
- Facilitating economic growth through primary industries.
- Providing a stronger primary production economy.

Natural Resources, Environment and Landscapes

Natural Hazards

The GARP identifies various high-risk flood areas within the Gawler River Floodplain and specifically states:

"Future growth areas and development will need to consider the flood-prone nature of the Gawler River, as well as region-wide and local flood mitigation strategies, to ensure the cumulative impacts of stormwater are considered."

Additionally, certain catchment areas in the Outer North region, including Two Wells and Lewiston, have been identified as priorities for stormwater management planning, particularly in relation to flooding and drainage.

The GRFMA supports the consideration of region-wide mitigation strategies, noting that raising the Bruce Eastick North Para Flood Mitigation Dam is well-positioned to serve as a key strategy in this regard.

The GARP also acknowledges the potential for increased rainfall based upon climate change projections and suggests adaptation through flood protection measures is appropriate. The proposed flood mitigation works would squarely achieve this component of the GARP.

Delivery and Implementation

Outer North

The Gawler River Floodplain is identified in the 'Outer North' region of the GARP, which acknowledges that the area comprises:

- The largest stock of greenfield land.
- Extensive horticultural areas.
- Major retail and commercial centres (Elizabeth, Munno Para, Gawler).
- Health precincts (Lyell McEwin Hospital, Elizabeth).
- Industrial employment zones.
- Defence land.
- Rich agricultural areas (Virginia and Roseworthy).

The GARP also highlights significant planned investment in water and wastewater infrastructure in the Outer North, which will further unlock housing growth in suburbs such as Angle Vale, Roseworthy, Virginia, Riverlea Park, Gawler East, and Blakeview. Key infrastructure projects include:

- Increasing the capacity of the Bolivar Wastewater Treatment Plant.
- Expanding sewer systems, including the Salisbury trunk main, a major backbone for the north.
- Installing water supply tanks at Craigmore, Elizabeth East, and Sandy Creek.
- Enabling booster pump stations, including at Gawler East.
- Delivering water trunk main duplications.
- Supporting wastewater pump station upgrades and pumping main extensions for Angle Vale.
- Developing a new water supply pipeline through the north, with capacity to unlock around 50,000 residential allotments by the 2050s.

The GRFMA believes that raising the Bruce Eastick North Para Flood Mitigation Dam complements the infrastructure ambitions of the GARP by supporting an urban environment capable of accommodating anticipated growth while minimising risks from the natural environment.

Transport and Infrastructure

Strategic Transport Networks

The GARP acknowledges that Greater Adelaide's strategic transport network is central to economic growth, providing fundamental linkages to support development, business activity, employment, and trade.

The networks will become more important as the population grows.

Various strategic transport networks travel through the Gawler River Floodplain including Port Wakefield Road, the Northern Expressway, Heaslip Road and others. Freight and passenger railway lines also travel through the floodplain.

Raising the Bruce Eastick North Para Flood Mitigation Dam will minimise the risk of flood impact upon these important state and national transport networks and therefore assist to achieve the ambitions of the GARP.

Justification

As illustrated in **Attachment A**, raising the Bruce Eastick North Para Flood Mitigation Dam would significantly reduce flood impacts along the Gawler River.

Given the crucial role the Outer North is expected to play in supporting population and economic growth, these flood mitigation works are considered essential and will assist to achieve the ambitions of the GARP.

The dam raise, along with other proposed activities, would protect up to 2,300 hectares of land, reducing damage from major flood events and creating a more stable framework for the housing development and agricultural operations anticipated by the GARP.

It would also expand the potential for rezoning land for residential development, helping to alleviate housing shortages by addressing limited land supply within the floodplain. Reducing flood risk would further enhance confidence in existing horticultural activities, supporting local primary production and strengthening the regional economy.

The GRFMA also prepared a cost-benefit assessment for the mitigation works, which is included in **Attachment B**. This assessment demonstrates that the anticipated investment of approximately $220 million in upgrading the dam could generate a broader value uplift of $881 million. This significant increase is expected to result from factors such as land value appreciation, reduced clean-up costs, enhanced development potential, and improved amenities.

Adelaide Plains Council

In further support of the requested actions, the Adelaide Plains Council has calculated development yields associated with reduced flood hazard through Lewiston and Two Wells consequent on raising the Bruce Eastick dam wall.

This is based upon three possible scenarios as presented in the table below.

Table 1 – Growth Scenarios Yield Growth Scenarios	1 Substantive	2 Moderate	3 2024 Zoning
Total Dwellings	**21.5k**	**12.5k**	**1k**
Total Businesses	**322**	**360**	**317**
Residential (20 dwgs/HA)	20.9k dwellings 55.9k residents	11.6k dwellings 31k residents	0
Rural Living (1 dwg/HA)	610 dwellings 1628 residents	771 dwellings 2073 residents	1046 dwellings 2426 residents
Hort north of Gawler Road (1 hort business/8 HA)	0	38 hort businesses	76 hort businesses
Hort Gawler River (1 hort business/4 HA)	91 hort businesses	91 hort businesses	91 hort businesses
Hort/Employment West of PW Hwy (1 hort business/8 HA, 1 business/4 HA)	77 hort businesses 154 businesses	77 hort businesses 154 businesses	150 hort business 0 businesses

Figure 4: Potential development yields within Adelaide Plains Council

The moderate scenario is considered most realistic, however in any case, the raising of the Bruce Eastick Dam enhances dwelling yields substantially in the Gawler River Flood Plain.

City of Playford

The City of Playford acknowledges the various growth areas with their Council area, including those also within the Gawler River Floodplain.

Key to these growth areas is the need for flood mitigation works, of which the requested actions would substantially contribute to achieving the GARP.

The City of Playford has also identified other areas which could further support greenfield and township development should flood mitigation works occur. For example, the land shown below adjacent Riverlea.



Figure 5: Potential Residential Growth Area adjacent Riverlea

The GRFMA also notes the land below adjacent Riverbanks Road in Angle Vale, which could be explored for other land uses if flood mitigation works progressed. In this area, the flood mitigation works would open approximately 120 hectares of land that were previously flood prone.



Figure 6: Riverbanks Road, Angle Vale



Figure 7: Riverbanks Road, Angle Vale - pink area shows extent of land that would be protected from flood mitigation works.

Town of Gawler

The Town of Gawler's land supply target in the GARP is indicated as an additional 8,200 dwellings by 2051.

The Town of Gawler acknowledges the identified outcomes of the GARP and anticipated growth within Kudla, which comprises 1,276 hectares and could accommodate 13,400 dwelling.

The Town of Gawler seeks to maintain Gawler's separation and distinction from surrounding residential areas and growth, however it is acknowledged that the

proposed flood mitigation works would benefit the achievement of the GARP and some form of residential development in the Kudla area.

Council would like to be involved in future structure planning of the Kudla area, which will be influenced by flood extent from the Gawler River.

Light Regional Council

Buchfelde is situated in the Gawler River Floodplain.

This area is shown below, and the suggested flood mitigation works would enhance the potential for residential development, in line with the GARP objectives.



Figure 8: Buchfelde

Light Regional Council consider that Buchfelde could be reviewed for alternative land uses given its siting and the reduced lot sizes remaining following the Northern Expressway construction.

Conclusion

The 'Outer North' has been identified as an important area to achieve the objectives of the GARP, having the most greenfield land available and receiving substantial infrastructure investment in coming years.

The GARP also acknowledges that priority for stormwater management planning is required in the 'Outer North', particularly relating to flooding and drainage.

The GRFMA has undertaken substantial work in relation to flood mitigation projections and believes the requested actions above will be most beneficial to achieving the state's objectives and the GARP.

The GARP can be more efficiently achieved with the requested flood mitigation works, which will further enhance land availability and housing yield.

The works will also improve confidence for primary producers, allowing them to better contribute to the local economy.

Yours sincerely





Phil Harnett
Associate Director

David Petruzzella
Senior Consultant

Attachment A – Flood Difference Map

URPS

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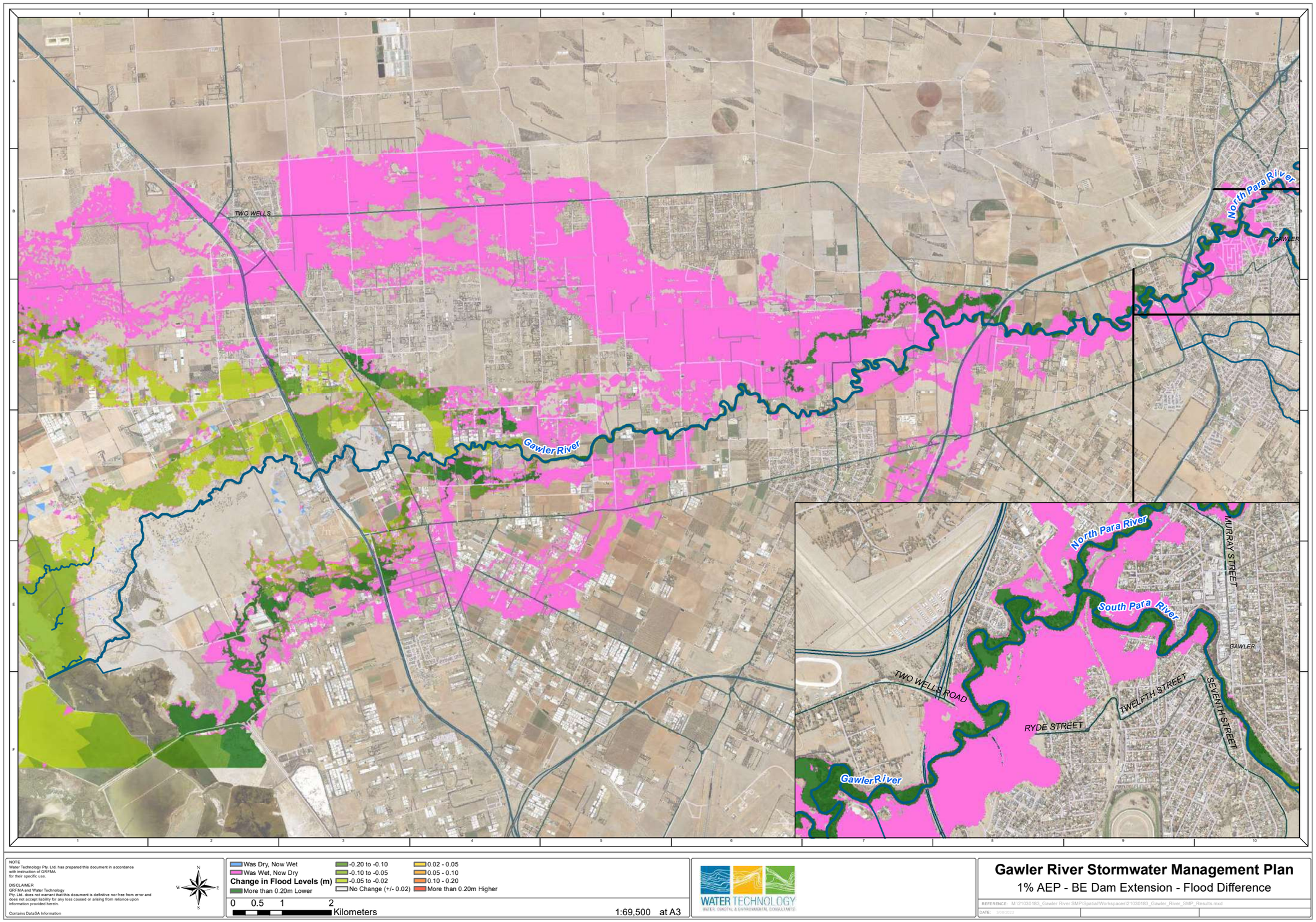
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We acknowledge the Kaurna People as the Traditional Custodians of the land on which we work and pay respect to Elders past, present and emerging.

https://urpsau.sharepoint.com/sites/Synergy/Shared Documents/Projects/24ADL/24ADL-1060 - Gawler River Floodplain Management Authority - GARP Submission/Reports/Gawler River Floodplain Management Authoirty - GARP Submission - V6.docx

SHAPING GREAT COMMUNITIES



NOTE
Water Technology Pty. Ltd. has prepared this document in accordance with instruction of GRFMA for their specific use.

DISCLAIMER
GRFMA and Water Technology Pty. Ltd. does not warrant that this document is definitive nor free from error and does not accept liability for any loss caused or arising from reliance upon information provided herein.

Contains DataSA Information

Was Dry, Now Wet
Was Wet, Now Dry
Change in Flood Levels (m)
More than 0.20m Lower
-0.20 to -0.10
-0.10 to -0.05
-0.05 to -0.02
No Change (+/- 0.02)
0.02 - 0.05
0.05 - 0.10
0.10 - 0.20
More than 0.20m Higher

0 0.5 1 2 Kilometers

1:69,500 at A3

WATER TECHNOLOGY
WATER, COASTAL & ENVIRONMENTAL CONSULTANTS

Gawler River Stormwater Management Plan
1% AEP - BE Dam Extension - Flood Difference

REFERENCE: M:\21030183_Gawler River SMP\Spatial\Workspaces\21030183_Gawler_River_SMP_Results.mxd
DATE: 30/04/2022

Attachment B – Cost Benefit Assessment

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SHAPING GREAT COMMUNITIES

Extended Cost Benefit Assessment of Options for the Gawler River Flood Management Initiative

Prepared for the Gawler River Floodplain Management Authority

By Barry Burgan, Director, Economic Research Consultants Pty Ltd (ERC)[1]

4th May 2024

DRAFT

Project Context

The Gawler River runs through the Barossa Valley and LGA of Gawler to St Vincent Gulf, and as such creates significant flooding risk to heavily populated areas in the LGAs it runs through, with flooding risk also preventing development of possible residential land. The Gawler River system is characterised as an area of high flood risk in South Australia's Flood Hazard Plan. Major flooding occurred in the Gawler River in 2016 and caused significant impacts to primary industries in the area, including Virginia. This flood event impacted approximately 190 land parcels, with losses estimated at $51 million.

The Gawler River Flood Management initiative was included in Infrastructure SA's (ISA) Capital Intentions Statement in 2021 as a priority for business case development. The work culminated in DEW completing the ISA Assurance Framework (ISAAF) Gate 1 review in May 2022 and the Business Case and Gate 2 review process on 4 December 2023.

The Gawler River Flood Management initiative was included in Infrastructure SA's (ISA) Capital Intentions Statement in 2021 as a priority for business case development. Further work was undertaken in conjunction with ISA, project partners and stakeholders throughout 2021 and 2022 to provide additional information and details regarding the initiative. The work culminated in DEW completing the ISA Assurance Framework (ISAAF) Gate 1 review in May 2022 and the Business Case and Gate 2 review process on 4 December 2023 which were provided to the Gawler River Flood Management Business Case and the separate ISA Gate2 review report and recommendations to the Gawler River Floodplain Management Authority (GRFMA).

The GRMA is established as a regional subsidiary pursuant to section 43 and Schedule 2 of the Local Government Act 1999 to co-ordinate the construction, operation and maintenance of flood mitigation

[1] Barry Burgan has undertaken this study on behalf of Economic Research Consultants. This study, while embodying the best efforts of the investigator, is but an expression of the issues considered most relevant, and neither the individual nor associated organisations can be held responsible for any consequences that ensue from the use of the information herein.

infrastructure for the Gawler River. Constituent councils are City of Playford, Adelaide Plains Council, Town of Gawler, the Barossa Council, Light Regional Council, and Adelaide Hills Council.

In considering the suite of documents the GRFMA:

- Supports the merits of Option 8 being:
  - Modifications (10 metre raise) Bruce Eastick North Para Flood Mitigation Dam
  - Enhanced Planning controls and Flood Awareness campaign.
- Endorses further development of a suitable strategy to secure appropriate funding from the Australian Government, South Australian Government, Private sector (land development) and constituent Local Government councils, premised on a local government contribution.

Notwithstanding the value of what the GRFMA thinks its contribution to delivery of option 8 might be (should the GRFMA subsequently and separately determine to proceed) the GRFMA wished to further interrogate the Business Case BCA to better inform understanding of distribution of benefits for all three spheres of Government, Private developers (land management), commercial/industrial /horticultural enterprises.

The Business Case provides:

- The financial and economic analyses of the project options quantified the benefits arising from the reduction in flood impact following their implementation.
- Detailed flood modelling was undertaken to inform the impacts on flooding extent for different frequency events at 2090, in order to incorporate effects of projected climate change.
- The outputs from this flood modelling were used to estimate damages arising from flood events under each project option using the Unified Natural Hazard Risk Mitigation Exploratory Decision Support System (UNHaRMED) that was developed by the University of Adelaide and Research Institute for Knowledges Systems to support natural hazard risk reduction planning.

Project Objective

The GRFMA though engaging this research work wished to:

- Further interrogate the BCA to better understand what benefits might arise from reducing flooding in the floodplain by increasing the height of the Bruce Eastick North Para Flood Mitigation Dam. Examples provided in the project brief include increased Council rates, State Government – increasing population, increased taxes and levies, higher gross state production etc, private developers from land value uplift and further investment from rezoning flood minimisation benefits.
- Consider what each partner within any funding consideration might benefit the investment as well what options might be applicable for raising funding to contribute to the cost of the flood mitigation initiative.

Review of Current CBA Analysis

The existing documentation relating to the current Business Case for the dam development which includes a Benefit Cost Analysis has been reviewed as it pertains to the preferred solution (Option 8).

The core benefits of the dam raise option (along with the other activities proposed in Option 8) are that it would protect up to 2300 ha of land from inundation. This would reduce damages from major flooding events and:

- Create a more reliable framework for agricultural operations in the area.
- Significantly expand the possibility of rezoning and use of land in the area for residential development. This must be set in the context of current housing issues – with land supply being seen as a significant constraint on housing development – leading to housing shortages and social disruption. With population growth expectations for South Australia and the importance of the northern fringe of Adelaide in enabling that growth this is an important aspect of the proposal.

The Gawler River Flood Management Business Case includes estimates of costs (dated 2023) of the dam uplift of $220 million, and annual maintenance costs of $0.98 million.

Table 1 provides the results as presented in business case report. The results have been presented in two paradigms – the benefits in a Cost Benefit context and what the report calls inclusion in an economic assessment, which is primarily a capital value context (i.e. increases in value of property due to the project outcomes). Present Values are calculate using a 7% discount rate over a 30-year period[2].

It should be understood that these paradigms are not additive – and are in some ways a cross check against each other (as expected the estimates for the land value uplift for protected land and reductions in GVA at risk are similar in order of magnitudes to the economic assessment NPV estimates for reductions in Average Annual Damage, and reductions in Average Annual Operating Losses. The major difference between the two perspectives are inclusion in the capital value context of the possibility to rezone areas of land from agriculture to residential due to the reduced flooding risk.

The economic assessment is comprehensive in including value estimates for additional items including clean-up costs and dislocation costs. Additional costs that could be considered include environmental damage of flood waters flowing out to sea, traffic disruption and importantly risk of injury or loss of life in the event of a severe storm. Even with such costs excluded, the overall results from the economic assessment are summarised as the project report as having a:

- Benefit Cost Ratio of 2.1

[2] SA Treasury Guidelines indicate the use of 3.8% as the appropriate real rate for a Low risk project, 5.0% for high and 2.7% for very low (Guidelines for the evaluation of public sector initiatives Part B: Investment Evaluation Process, Table 3, Page 22). While this was written in 2014, it is unlikely there has been a significant shift since then). Using 7% as the base in this study is therefore very conservative – this project carries some construction risk and forecasting risk, but no commercial risk. Note that Infrastructure Australia recommend calculating present values using a real discount rate of 7%. This has been a recommendation applied for a number of decades and is quite blunt. It ignores project context risk.

- Internal Rate of Return of 9.9%

These results indicate a positive project, but again while generally comprehensive in the case of reduction in agricultural value does not include the benefits of possibilities of increased residential development in the area.

Table 1: Summary of CBA results from Gawler River Flood Management Business Case

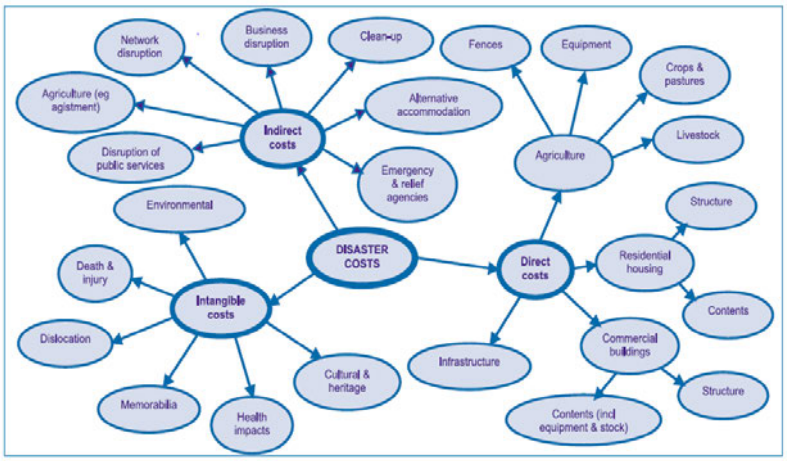
Assessment Approach	Impacts	Value uplift (PV$ m)
Inclusion in CBA	Reductions in AAD	$322.8
	Reductions in AAOL	$117.3
	Reductions in loss of residential contents	$1.8
	Increased water security	$0.0
	Residual asset value	$12.8
	Reductions in clean-up costs	$7.5
	Reductions in dislocation costs	$3.1
	Total	$465.3
Inclusion in economic assessment	Land value uplift for protected land	$305.0
	Reductions in GVA at risk	$129.0
	Land value increases for potential rezoned land	$91.0
	Value of potential development uplift from new developments	$223.0
	Value created from amenity improvements	$139.0
	Ecosystem function and native vegetation coverage impacts	-$6.0
	Total	$881.0

Source: Gawler River Flood Management Business Case

This assessment is consistent with the broader literature that can be used to inform a comprehensive BCA he benefits of flood mitigation are depicted in (Gentle, Kierce, & Nitz, 2001) as follows:

- "There is no simple relationship between indirect and direct costs (defined below) of a disaster. Previous disaster reports indicate that, as a broad estimate, indirect costs are usually in the range of 25 to 40 per cent of direct costs."
- "The intangible cost category attempts to capture all losses not considered as a direct or indirect tangible cost. Intangible costs are typically those for which no market exists. These costs are difficult to estimate, as there is no systematic or agreed method available to measure them. The largest impact is normally found in the residential sector, which includes health effects, household disruption and loss of memorabilia. Although presently available methods are generally poor at reliably estimating many intangible costs and benefits, they should not be ignored in assessing mitigation proposals."

- "The largest gap in the estimation of disaster costs is the inability to adequately estimate intangible costs. Evidence suggests that they are at least comparable with direct costs, and possibly much larger. Research is needed to develop reliable methods to overcome this gap."



Other reports that support the methodology used in the Business Case include:

- 2Designlab. (2020). INFFEWS Benefit Cost Analysis Tool: Booklet of Applied Examples. Cooperative Research Centre for Water Sensitive Cities.
- SA Treasury. (2014). Guidelines for the evaluation of public sector initiatives Part B: Investment Evaluation Process.
- US Environment Protection Agency. (n.d.). Green Infrastructure Cost-Benefit Resources.

Extending the BCA Model

As noted above, the BCA calculations in the business case are relatively comprehensive as a study of the prevention of damage relative to current land use, and while some additional factors could be included the value estimates indicate a very positive project.

However there are a range of other aspects that can be considered as benefits from the project in addition to the above (some of which have been included in what the business case refers to as the economic assessment). These are considered below.

Review of Development Outcomes

The BCA in the Business Case includes an assessment of improved property values from increased protection and from rezoning. As per the brief this has been reviewed in the context of the Flood Plain

analysis undertaken by Playford Council for the four specified areas identified in Table 2. These areas are used for agriculture, and the analysis undertaken by Playford Council identifies the area that could be rezoned as residential with and without the dam construction. The area outside of these four specified regions is assumed to be 1,500 hectares and included 500 houses in residential developments, which would not change with the dam construction. The average area required per residential building is assumed to be 0.24 hectares (including roads, footpaths, recreation and open areas etc). Based on these assumptions it is assumed that the dam construction would enable an additional 404 residential houses to be constructed in the area (while also increasing the value of the housing with the dam construction). The table also identifies the land lost to agricultural use in that context.

Table 2: Analysis of Rezoning Potential based on project

	Total Area	Agriculture /Industry	# of Houses in residential developments	Area	Possible Residential Development without project	Possible Residential Development with project	Remaining agricultural land without project	Remaining agricultural land with project
Angel Vale - Riverbanks Road	186	186	0	0	66	186	120	0
Virginia - North to Gawler River	474	474	0	0	200	360	274	114
South of Riverlea	559	559	0	0	434	559	125	0
Additional impacted area	1,500	1,380	500	120	0	0	1,380	1,380
Total	2,718	2,598	500	120	700	1,104	1,899	1,494

Table 3 provides estimates if the value implications of these changes. It applies the following indicative assumptions in this modelling:

- Land and Property values

Residential Values per property	
Land	$150,000
Capital improvements	$450,000
Agricultural Value per hectare[3]	
Land	$15,000
Capital improvements	$50,000

- The take up rate of rezoned available rate over the 30-year period is 50%.
- Land and property values with the project increase by 10% over the period.
- Residential rates are at 0.4c in the dollar (with a real increase for recent inflation of 5%).
- Agricultural property values increase by 10% over the period due to increased scarcity.
- Agricultural property rates are at 0.312c in the dollar (with a real increase for recent inflation of 5%)
- Agricultural crop value was based on ABS Agric publications which showed for the Northern Adelaide region vegetable and potato production was 6,183 hectares, 81 businesses 228,701

[3] Australian Farm Values Report for 2022 indicates that median land value for the DC of light was $10,901, while for the Barossa $26,218

tonnes and $193.3 gross value added, and $173.1M local value added (VACPDCNAT_STATE202122 - Value of Agricultural Commodities Produced, Australia–2021-22, AGCDCNAT_STATE202122 Agricultural Commodities, Australia–2021-22)

Therefore, the completion of the project would enable increased residential properties in the region valued at $674 million, offset by reduced agricultural land use which would decline by $16 million. There would be a net increase in the rates collected by the impacted councils of $2.8 million.

Table 3: Characteristics of impacted region with and without project after 30 years

	Current	Without Project	With project	Change in value without project	Change in value with Project	Change in value caused by Project
Residential						
Land Area	120	410	612	290	492	202
# of houses	500	1,958	2,801	1,458	2,301	843
Land value	$75	$294	$462	$219	$387	$168
Improved value	$300	$1,175	$1,848	$875	$1,548	$674
Rates	$1.3	$4.9	$7.8	$3.7	$6.5	$2.8
Agricultural						
Area	2,598	1,899	1,494	-700	-1,104	-405
# of properties	200	146	115	-54	-85	-31
Land value	$39.0	$28.5	$24.7	-$10.5	-$14.3	-$3.8
Improved value	$168.9	$123.4	$106.8	-$45.5	-$62.1	-$16.6
Rates	$0.6	$0.4	$0.3	-$0.1	-$0.2	-$0.1
Annual crop value	$162.5	$118.7	$93.4	-$43.7	-$69.0	-$25.3
Combined						
Area	2,718	2,308	2,106	-410	-612	-202
Land value	$114.0	$322.1	$486.7	$208.1	$372.8	$164.6
Improved value	$468.9	$1,297.9	$1,955.2	$829.0	$1,486.3	$657.3
Rates	$1.8	$5.3	$8.1	$3.5	$6.3	$2.8
Annual crop value	$162.5	$118.7	$93.4	-$43.7	-$69.0	-$25.3

Gross Regional Product from construction and operations

Construction of the project will in itself create economic activity in the region. With expectation of a slower economy in the coming years this can be considered a benefit of the project.

The impact of this has been assessed by the development of a regional economic model for the Gawler region[4]. It is assumed that the construction activity can be sourced from within the region and applies

[4] The model developed is an unconstrained input output model of the region including Gawler - Two Wells, Playford, Salisbury and the Barossa. It has been developed based on the 2021/22 ABS national input output tables, using the location quotient method and applying SA labour force and state accounts data to

the spend to the heavy engineering industry sector. It has been assumed that the construction occurs over two years ($101.56 million per year), and then operations involves expenditure of $0.98 million thereafter (30-year operating time frame). Applying these results to the regional economic model indicates that incomes in the region (incomes include compensation of employees, and gross operating surplus from business operations (with gross operating surplus including profits, financing costs and direct taxes)) provides the following estimates of economic activity (in present value terms).

Gross Regional Product ($m)	
Direct	$37.02
Induced	$72.05
Total	$109.07

This Gross Regional Product is associated with employment creation, primarily within the contribution phase of the project – with an estimated 390 jobs (FTEs) created in the region in each of the construction years.

Gross regional product from change in agricultural output

As indicated in Table 3 above, there will be a lost value of agricultural production from the region of $25 million by year 30. It is assumed to build up to that level on a linear basis. However there is also an offset of product gain through reduced crop damages of around $10 million annually which offsets that. The direct value added impact of the reduced crop damages is already included in the GVA estimates in Table 1, but the direct value added reduction and the induced impacts of both are not and so have been modelled through the economic model indicating that in Net Present Value terms the impact over the 30 years is a net increase in economic activity of $9.9 million. The net impact is positive because the benefits of increased production through flood reduction occurs earlier in the period while larger impact of the loss of farmland occurs later.

Gross Regional Product ($m)	
Direct	$5.73
Induced	$4.17
Total	$9.90

Gross Regional Product from increase in population

The northern Adelaide region is a core resource for facilitating population growth. Therefore also needing to be taken into consideration is the impact of the project on the population of the region and what it means in terms of economic activity in servicing that population. After 30 years there will be an extra 874 households in the region than would otherwise be the case. The average household income in the region in the 2021 census was $104,000, but that has been adjusted for inflation and conservatively

develop a state table, and 2021 census data to develop a regional table, adjusting both for inflation to bring the base to 2024. Using an unconstrainted model is consistent with a long run perspective of the region in that it assumes that labour and capital can flow freely in and out of the region.

for lower incomes for first home buyers suggesting regional incomes will be $865 million higher in present value term over the 30 years. The consumption function for the aggregate household spend to income ratio from the regional economic model has been applied (allowing for imports into the region) and the present value increase in induced value added in the region as a consequence of the extra incomes is estimated at $467 million.

Impacts on Local Government Revenues

As indicated in Table 3, it is estimated that the Present Value of council rates in the region would be $15 million higher than otherwise directly because of the project (an average annual value of $1.2 million). However there would also be the shadow effect of improved values in the rest of the region due to increased incomes. This change in regional incomes is assumed to have a 7-fold impact on overall housing values (based on the average property value to household income ratio in Australia) and applying the rates in the dollar as above this will result in a further rate revenue increase from the region with a present value of $24 million ($2.0 million in average annual value).

Relative to the rate revenue increase, the impacts on the areas local governments will include:

- A share of the flood damage estimates reduction including clean-up costs.
- Costs of servicing the increased population.

State Perspective

The above valuations are provided in the context of the impacts on the northern Adelaide region. The impact at the state level is more complex, in that it is possible that some of the economic activity benefits would displace other alternative activity. In that sense, the economic impact assessment would be less relevant. However, given the state's growth prospects the opportunities presented are likely to result in net benefits of more effectively facilitating population growth, or alternative resulting in preferred parcels of land being developed.

Conclusions

Based on the above assessment, Table 4 presents a revised summary of the outcomes of proceeding with the project, including the economic benefits of increased activity at the regional level. For consistency and to reduce confusion the other estimates from the business case are maintained (and as noted the larger measures have been independently assessed with similar orders of magnitude derived). As well as including the economic benefits in the CBA, the rezoning value impacts have been modified based on the above, but they have been conservatively adjusted to half the prospective amounts as some of the outcomes are potentially included in some of the other measures (e.g. amenity uplift).

In summary, the cost benefit ratio of the project with the inclusion of economic benefits increases from the 2.1 estimated in the business case to 5.3 – making an already solid case for proceeding even stronger. It should also be noted that the CBA value and the economic assessment value are more closely aligned which provides some validation.

DRAFT

Table 4: Revised CBA Assessment of Option 8 Gawler Flood Plain Management Plan

Assessment Approach	Impacts	Value uplift (PV$M)
Inclusion in CBA	Reductions in AAD	$322.8
	Reductions in AAOL	$117.3
	Reductions in loss of residential contents	$1.8
	Increased water security	$0.0
	Residual asset value	$12.8
	Reductions in clean-up costs	$7.5
	Reductions in dislocation costs	$3.1
	Total	$465.3
Additional economic benefits	Gross Regional Product from construction and operations	$109.1
	Gross regional product from change in agriculture	$4.2
	Gross Regional Product from increase in population	$466.6
	Total	$1,045.1
Inclusion in economic assessment	Land value uplift for protected land	$305.0
	Reductions in GVA at risk	$129.0
	Land value increases for potential rezoned land	$82.3
	Value of potential development uplift from new developments on protected land	$246.3
	Value created from amenity improvements	$139.0
	Ecosystem function and native vegetation coverage impacts	-$6.0
	Total	$895.6
Impact on council rate revenues		$38.9

Sensitivity analysis

Modelling of this type involves considerable assumptions. Therefore it is important to undertake sensitivity analyses. In the current inflationary environment the costs estimates for construction would be considered to be a major risk issue, and this will need to be reviewed regularly over the next stage. However it is noted that estimated costs could increase significantly and the project would remain positive[5].

Table 5-7 provide sensitivities around the other major uncertain parameters. In all cases the BCR remains strongly positive.

[5] The BCR in the business case seem to be calculated against non-discounted costs, so this might be conservative.

Table 5: Sensitivity – CBA with lower and higher discount rates (10%, 7% and 5% respectively)

Assessment Approach	Impacts	Conservative estimate - Value uplift (PV$M)	Base estimate - Value uplift (PV$M)	Optimistic estimate - Value uplift (PV$M)
Inclusion in CBA	Reductions in AAD	$245.2	$322.8	$399.9
	Reductions in AAOL	$89.1	$117.3	$145.3
	Reductions in loss of residential contents	$1.4	$1.8	$2.2
	Increased water security	$0.0	$0.0	$0.0
	Residual asset value	$9.7	$12.8	$15.9
	Reductions in clean-up costs	$5.7	$7.5	$9.3
	Reductions in dislocation costs	$2.4	$3.1	$3.8
	Total	$353.5	$465.3	$576.4
Additional economic benefits	Gross Regional Product from construction and operations	$103.2	$109.1	$113.8
	Gross regional product from change in agriculture	$5.8	$4.2	$1.2
	Gross Regional Product from increase in population	$310.7	$466.6	$633.3
	Total	$773.3	$1,045.1	$1,324.8
Impact on council rate revenues		$25.9	$38.9	$52.8

Table 6: Sensitivity – CBA with rates of prospective residential rezoning taken up(25%, 50% and 75% respectively)

Assessment Approach	Impacts	Conservative estimate - Value uplift (PV$M)	Base estimate - Value uplift (PV$M)	Optimistic estimate - Value uplift (PV$M)
Inclusion in CBA	Reductions in AAD	$322.8	$322.8	$322.8
	Reductions in AAOL	$117.3	$117.3	$117.3
	Reductions in loss of residential contents	$1.8	$1.8	$1.8
	Increased water security	$0.0	$0.0	$0.0
	Residual asset value	$12.8	$12.8	$12.8
	Reductions in clean-up costs	$7.5	$7.5	$7.5
	Reductions in dislocation costs	$3.1	$3.1	$3.1
	Total	$465.3	$465.3	$465.3
Additional economic benefits	Gross Regional Product from construction and operations	$109.1	$109.1	$109.1
	Gross regional product from change in agriculture	$4.2	$4.2	$4.2
	Gross Regional Product from increase in population	$295.9	$466.6	$637.3
	Total	$874.4	$1,045.1	$1,215.8
Impact on council rate revenues		$22.9	$38.9	$54.9

Table 7: Economic Assessment, no adjustment to land and development uplift from rezoning

Assessment Approach	Impacts	Value uplift (PV$M)
Inclusion in economic assessment	Land value uplift for protected land	$305.0
	Reductions in GVA at risk	$129.0
	Land value increases for potential rezoned land	$164.6
	Value of potential development uplift from new developments on protected land	$492.6
	Value created from amenity improvements	$139.0
	Ecosystem function and native vegetation coverage impacts	-$6.0
	Total	$1,224.3

Policy and Funding Implications

The major findings of this analysis is that the project has a very positive expected outcome, and that there are a range of beneficiaries. The beneficiaries can be discussed as follows:

- The state government benefits directly through reduction in clean-up costs, through increased building activity (carrying state and commonwealth taxes) and indirectly through enhancing housing supply options going forward.
- Local government in the region benefits from reduction in clean up and dislocation costs, from increased rate revenues and though facilitating population and economic growth.
- Current agricultural property owners benefit from property value improvement and reduced damages – with indirect value through potential for reduced insurance costs.
- Property developers benefit from the value impacts of rezoning.

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MATTERS FOR INFORMATION

6.9 ELECTION OF LEGATUS COUNCILS REGIONAL GROUPING REPRESENTATIVE TO SAROC

Author: Executive Business Partner
24/107870

On 3 October 2024, the LGA Board approved the Secretariat's recommendation to notify Members in the Legatus Regional Grouping of Mayor O'Brien's withdrawal from the 2024 SAROC elections and to declare the remaining two candidates as elected to SAROC.

In accordance with clause 4.4.3 of the SAROC Terms of Reference, Mayor Rodney Reid and Mayor Roslyn Talbot are duly elected to the SAROC Committee 2024-26 as Legatus Councils Regional Grouping representatives.

Please see Attachment 1 for correspondence from LGA SA CEO, Clinton Jury.

ATTACHMENTS

Attachment 1 Election of Legatus Councils Regional Grouping Representative to SAROC ⇩

SUPPORTING REFERENCES

Nil

**Helping local government
build stronger communities.**

Our reference: ECM 824016 MW/LM

16 October 2024

Mr Martin McCarthy
Chief Executive Officer
The Barossa Council
Emailed: mmccarthy@barossa.sa.gov.au

Dear Martin

Election of Legatus Councils Regional Grouping Representative to SAROC - Finalised

At the close of nominations for the 2024 LGA Elections (5pm on 16 August 2024), the LGA received nominations for three eligible candidates for the SAROC Legatus Regional Grouping. As a result of receiving more nominations than available positions, an election for the two positions for Legatus Regional Grouping of Members of SAROC commenced.

The three candidates for election are listed below (in the order of the ballot draw):

- Mayor Rodney REID (Wakefield Regional Council)
- Mayor Bill O'BRIEN (Light Regional Council)
- Mayor Roslyn TALBOT (Copper Coast Council)

Ballot papers were posted to councils on 4 September 2024.

On 24 September 2024, the LGA CEO was notified that Mayor Bill O'Brien wished to withdraw his nomination as a SAROC candidate effective immediately.

The LGA Constitution and SAROC Terms of Reference are silent on the approach to take in this circumstance. However, clause 2.3 of the LGA Constitution allows the LGA Board of Directors to determine what action may be taken.

On 3 October 2024, the LGA Board approved the Secretariat's recommendation to notify Members in the Legatus Regional Grouping of Mayor O'Brien's withdrawal from the 2024 SAROC elections and to declare the remaining two candidates as elected to SAROC.

I therefore hereby declare that in accordance with clause 4.4.3 of the SAROC Terms of Reference, Mayor Rodney Reid and Mayor Roslyn Talbot are duly elected to the SAROC Committee 2024-26 as Legatus Councils Regional Grouping representatives.

148 Frome Street, Adelaide SA 5000
GPO Box 2693, Adelaide SA 5001
(08) 8224 2000 | lgasa@lga.sa.gov.au | lga.sa.gov.au

**Helping local government
build stronger communities.**

The successful candidates will take office for a two-year term commencing immediately after the 2024 LGA Annual General Meeting (AGM) at which time a special meeting of the newly appointed SAROC Committee will take place to select their Chairperson, as well as their representatives to the LGA Board of Directors.

I have written to the successful nominees directly advising of the outcome of this election.

The LGA is in the final stages of the LGA Constitution Review. Any changes to term-length or committee structure arising through this project will be managed by transitional provisions and will be communicated to Member Councils and Committee Members accordingly. Please note that while the Northern & Yorke Local Government Association (NYLGA) have recently changed their trading name, the SAROC Terms of Reference specifically refer to the Legatus Councils Regional Grouping. Changes to all SAROC Regional Groupings' names are proposed as part of the LGA Constitution Review.

If you have any queries in relation to this matter please contact Manager Corporate Support, Melanie Williams via email to melanie.williams@lga.sa.gov.au or 08 8224 2097.

Yours sincerely



Clinton Jury

Chief Executive Officer

Telephone: (08) 8224 2039
Email: clinton.jury@lga.sa.gov.au

Cc: barossa@barossa.sa.gov.au

MATTERS FOR INFORMATION

6.10 LOCAL GOVERNMENT ASSOCIATION ANNUAL GENERAL MEETING

Author: Chief Executive Officer
24/108092

The Local Government Association of South Australia has released the Annual 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
6.1-6.7	General accountability reporting, annual reports, allowances, and terms of reference for the two supporting groups feeding into the LGA Board.	Support all
8.1	That the Annual General Meeting requests the LGA to advocate to the Commonwealth Government to reform taxation policies which impact housing, and for investment and incentives which assist in the development of more affordable and accessible housing.	Support – aligns to Community Plan theme of Natural Environment and Built Heritage specifically. Goal 3 We take a proactive approach in responding to key environmental challenges such as climate change, water security and waste management.
8.2	That the Annual General Meeting requests the LGA to formally note that South Australian Councils endorse legislative changes that shift Council elections from 2026 to 2027.	Support – the proposal is supportive of the Community Plan under the theme of our Council and sound governance processes - however will contribute to providing separation from State

		Elections held in March 2026 and supporting greater awareness of Council elections and engagement/voting turnout.
9.1	That the Annual General Meeting requests the LGA to consider the adoption of preferential voting for the LGA President and LGA Board positions (subsequent to the 2024 AGM); the voting methods used in South Australian elections for the House of Assembly and Legislative Council to be followed respectively.	Support – the proposal is supportive of the Community Plan under the theme of our Council and sound governance processes - the current process is sound however when there are multiple candidates first past the post can create less preferential outcomes and outcomes where a President is voted in with a most votes but a minority of votes.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

ECM_824585_v6_LGA-Annual-General-Meeting-Agenda-22-November-2024.pdf

LGA Consolidated_Financial Statements FY24_signed w Audit Report.pdf

DEBATE REPORT

7.1 Office of the Mayor and CEO

7.1.1 REVIEW OF CONFIDENTIAL ORDERS

Author: Executive Business Partner
24/51340

PURPOSE

To review the confidential items due for review and ascertain whether items should be released from confidential status and made available for public access or remain confidential due to the ongoing nature of the project or issue.

Any order made by Council that operates for a period of more than 12 months must be reviewed at least once in every year – thus, these orders pursuant to Section 91(9) *Local Government Act 1999* are due for review.

RECOMMENDATION

That Council in compliance with Section 91(9)(a) of the *Local Government Act 1999* and having reviewed the confidentiality orders of the follow matters:

- 16 July 2013 - Performance Review of the Chief Executive Officer;
- 24 June 2014 - Performance Review of the Chief Executive Officer;
- 17 February 2015 - Mid Year CEO Performance Target Report;
- 21 July 2015 - Performance Review of the Chief Executive Officer;
- 16 August 2016 - Chief Executive Officer's 2015/16 Performance Review and New Contract Negotiation;
- 18 July 2017 - Chief Executive Officer's 2016/17 Performance Review, and,
- 17 July 2018 - Chief Executive Officer's 2017/18 Performance and Conditions of Contract Review;
- 16 July 2019 - Chief Executive Officer's 2018/19 Performance and Conditions of Contract Review;
- 21 July 2020 - Chief Executive Officer's 2019/20 Performance and Remuneration Review;
- 15 June 2021 - CEO Performance Review Outcomes;
- 12 July 2022 - CEO Performance Review Outcomes;
- 19 July 2022 - CEO Performance Review Outcomes;
- 3 May 2023 - Consultant – Scope of Works and Review of Processes;
- 16 May 2023 - CEO Performance Review Process;
- 7 June 2023 - Capability Framework;
- 7 June 2023 - Data Collection - 360-Survey Design;
- 7 June 2023 - Updated Position Description;
- 12 July 2023 - Presentation of Results from the Data Collection Phase of the CEO Performance Review;
- 18 July 2023 - CEO Performance Review Outcomes and Remuneration Review;
- 23 January 2024 - Chief Executive Officer Performance Review 2023 - Close out of Key Performance Indicators;
- 5 June 2024 - CEO Performance Review Outcomes;

- 5 June 2024 - CEO Performance Targets 2023-24 and CEO Accountability Report;
- 5 June 2024 - Employee Exit Data;
- 18 June 2024 - CEO Performance Review Outcomes and Remuneration Review; and

made in accordance with Section 90(3)(a) of the *Local Government Act 1999* resolve that the CEO performance documents, agenda, reports and relevant minutes shall continue to remain Confidential, and that Council review the said orders prior to 21 November 2025.

REPORT

Background

Council utilises the confidential provisions within the *Local Government Act 1999* when it believes the information being discussed is of a confidential nature and meets one of the provisions in Section 90(3) of the Act.

This review considers the nature of confidential orders and its compliance with the Act. Sections 90 and 91 of the *Local Government Act 1999* outline the requirements for Council to consider items in confidence and under what conditions they may be retained in confidence.

Documents held in confidence are reviewed each year to determine whether an item is to remain in confidence or be released to the public as listed in the recommendation.

Discussion

The confidential orders are reviewed annually. This report provides Council the opportunity to review the items due for review and decide to either release items to the public or to maintain ongoing matters in confidence.

The confidential orders were reviewed on 21 November 2023 and determined that the circumstances for which Council considered the original matters in confidence and subsequent reviews continues to meet the personal affairs test under Section 90(3)(a) of the *Local Government Act 1999* and thereby all relevant documents remained in confidence.

Summary

There has been no change to the circumstances held within the Confidential Orders and it is recommended through this review the documents listed within the recommendation, remain in confidence. Again, there has been no change to these personal circumstances, and it is recommended through this review the documents remain in confidence.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

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

Legislative Requirements

Section 91(9)(a) of the Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY ENGAGEMENT

Nil

DEBATE REPORT

7.1 Office of the Mayor and CEO

7.1.2 APPOINTMENT OF DEPUTY MAYOR

Author: Executive Business Partner
24/91512

PURPOSE

Section 51(3) of the L*ocal Government Act 1999* provides that a Council may resolve to elect a Deputy Mayor. Further, that the Deputy Mayor can hold office for a term determined by the Council, but for a period not exceeding 4 years (which is now 2 years remaining for this Council).

RECOMMENDATION 1

That Council:

(1) Appoint a Deputy Mayor for a period of 12 months commencing on 28 November 2024 and concluding on 27 November 2025;

(2) Determine that the method of choosing a Deputy Mayor be by an election process using Option B - preferential voting system;

(3) Undertake an indicative secret ballot should it be required;

(4) Appoint the Chief Executive Officer to be the returning officer for any ballot;

(5) On completion of the ballot (if required), authorise the returning officer (Chief Executive Officer) to declare the successful candidate of the ballot to the position of Deputy Mayor and require the Council to consider Recommendation 3.

The Mayor shall call for nominations to the position of Deputy Mayor. Nominations are not required to be seconded and may include self-nomination.

Subject to receiving more than one nomination to following recommendation is required to be considered, if only one nomination is received the meeting can provided to the third recommendation.

Subject to recommendation 1 being passed and more than one nomination being received:

RECOMMENDATION 2

That Council, having received more than one nomination for the position of Deputy Mayor, adjourn the meeting for the purposes of undertaking the indicative secret ballot and that the meeting shall recommence once the Chief Executive Officer announces the result of the ballot.

At the conclusion of the ballot or having only received one nomination.

In the event that Council determines to appoint the new Deputy Mayor as the Mayor's Proxy to the Local Government Association SA part 2 of the resolution needs to be enacted.

Subject to recommendation 2 being passed or if not more than one nomination the following shall become recommendation 2:

RECOMMENDATION 3

(1) That Council, pursuant to Section 51 (3) of the *Local Government Act 1999*, appoints Cr …… as Deputy Mayor of The Barossa Council for a period outlined in resolution 2022-26/XXX.

(2) That Deputy Mayor, …….. be appointed to represent Council as the Mayoral Proxy on the Local Government Association SA, for the period of appointment and the Chief Executive Officer inform the Local Government Association.

REPORT

Background
Section 51(3) of the *Local Government Act 1999* provides that a Council may resolve to elect a Deputy Mayor. Further, that the Deputy Mayor will hold office for a term determined by the Council, but for a period not exceeding 4 years (now that the Council is two years into its term it can only appoint for a maximum of a further 2 years).

Introduction
The Barossa Council has historically elected a Deputy Mayor for a term of 12 months. The rationale for this has been that shorter terms allows for the role of Deputy Mayor to provided development opportunities to more than one Elected Member though the four-year Council term, should they be interested in gaining the experience in the role. There is no restriction on any of these variables or those who have been Deputy Mayor during the term from re-nominating and continuing. No resolution can be structured so as to exclude any nominee.

The Deputy Mayor is also appointed by virtue of their position in Council committees and external bodies, including the Community Assistance Scheme Committee, established under Section 42 of the *Local Government Act 1999*. It has also been usual practice for the Deputy Mayor to be appointed as the Mayor's Proxy to the Local Government Association SA and assumes the role as presiding member at the Community Assistance Scheme Committee.

Delegates appointed to the Local Government Association SA shall attend the Annual General Meeting, and any meetings Ordinary General Meetings and Special General Meetings that may be called. It is recommended that a Proxy be appointed to represent Council in the event the Mayor is unable to attend a meeting.

Discussion

There are various ways to undertake the election and appointment of a Deputy Mayor.

Option A - Resolution of Council
Option B - An election process determined by the Council

Option A requires Council to test each nomination by resolution, and only if a resolution is lost (or not seconded) can it proceed to the next nomination. How the nominations are tested through this process is undertaken in the order the Mayor accepts the nominations. If there are two nominations and the first nominee receives majority support then they are appointed, the second nominee's nomination in this case does not proceed.

Option B, which is that which has traditionally been adopted by Council, is to undertake a nomination and secret ballot (where there is more than one nomination), conducted by the Chief Executive Officer. In accordance with the Local Government Association SA guidelines, this should be undertaken in adjourned Council so that nominees and the Mayor may cast a ballot. The Mayor will call on nominees if they wish to say anything in support of their nomination prior to the vote. Once the result is determined the adjournment ends and the result is formally tested as a motion of the Council.

It should be noted that whilst a ballot is undertaken, no conflict of interest arises for the nominees. The Mayor is also provided a ballot due to the fact that the presiding member forms part of the members of Council pursuant to Section 51(4) of the Act and it is not a question before Council, it is a ballot. Once formal meeting procedures commence again the nominee determined by the ballot by virtue of the provisions of Section 74 of the Act will have a material conflict of interest due to the increased allowance and status of the position and must declare a conflict of interest and leave the meeting before the final motion is considered and debated by Council.

Option B if selected should stipulate if the voting system shall be first past the post or preferential voting utilising a show of hands or a secret ballot. Traditionally Council has undertaken a secret ballot using preferential voting.

By way of example:

Example 1 - First past the post

Candidate 1 = 5 votes
Candidate 2 = 4
Candidate 3 = 3

Candidate 1 has the most votes and would be elected, but with a minority of the votes cast.

Example 2 - A preferential system with the elimination of the candidate with the lowest vote until a preferred candidate is left.

Candidate 1 = 5
Candidate 2 = 4
Candidate 3 = 3

Candidate 3 is eliminated, and those three votes are distributed to the second preference demonstrated on the ballots. Let's assume candidate 3's second preferences all when to candidate 2, then the result will be:

Candidate 1 = 5
Candidate 2 = 7

Candidate 2 would be elected with a majority of the total votes cast on a preferential basis. Traditionally this has been the method chosen by Council.

Further if there is a tied vote, at any time during the ballot process, it is an established practice under Section 51(8) that lots shall be drawn (by the returning officer) to determine who is excluded from the ballot. This is done by placing the tied nominee's names on identical pieces of paper, placing them in a receptacle so that no one can see the names on the paper and the returning officer drawing names until only one nominee remains (of those on the tied vote). The name of the candidate/s withdrawn will be the one/s excluded from the ballot.

Council must also consider whether or not to appoint the newly appointed Deputy Mayor (or other Elected Member) as the Mayor's Proxy to the Local Government Association SA. Council may choose to appoint the newly appointed Deputy Mayor (or other Elected Member)

Summary
Council is now asked to consider appointing a new Deputy Mayor, and whether or not to appoint the new Deputy Mayor as the Mayor's Proxy on the Local Government Association SA.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references
20220705-Determination-2-of-2022-Members-of-Local-Government.pdf

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

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

Legislative Requirements
Section 51, Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The Deputy Mayor will be remunerated at 1.25 times the amount paid to a Councillor quarterly in arrears and this is fully budgeted.

COMMUNITY ENGAGEMENT

Consultation is not required under policy or legislation.

DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.1 CRITICAL UPDATE TO NON-CURRENT ASSET ACCOUNTING POLICY

Author: Chief Executive Officer
24/105807

PURPOSE

To review and approve a minor but critical update to the Non-Current Asset Accounting Policy.

RECOMMENDATION

That Council, having reviewed the updated Non-Current Asset Accounting Policy as presented at Attachment 1, approve the updated Policy and that it be effective for the 2023-2024 financial year and for the comparison year in the financial statements being 2022-2023.

REPORT

Background and Introduction
The Non-Current Asset Accounting Policy (NCAAP) outlines how to manage the recognition and disclosure of non-current assets traditionally thought of as things like roads, buildings, and equipment.

However, as the maturity of accounting standards and interpretation has grown and as the Policy currently identifies, there are other asset classes like oval surfaces and landscaping that are significant expenditures and meet the Australian Accounting Standards definition of an asset. The Policy recognises this in clause 3.2 - capitalisation:

- Clause 3.2.2 identifies that Parks and Reserves Developments over $5,000 should be capitalised.

Discussion
Noting the above information, the Policy has been applied for some time for facets of precinct developments at many locations recently such as Angaston, Nuriootpa soccer and Tanunda with new and renovated ovals, landscaping and the like recognised as assets as it forms part of the overall development.

Recently further interpretation of the NCAAP Clause 3.2.7, of the currently adopted Policy indicates that trees are exempt from the capitalisation rules. Whilst this is a sound policy position for normal operational tree replacement and plantings of their own accord, it is contrary to the intent of Clause 3.2.2 and the current practices of Council.

By way of definition an asset in Australian Accounting Standards is:

"a resource controlled by the entity as a result of past events and from which future economic benefits are expected to flow to the entity."

Importantly the definition refers to a resource not a building, road or piece of equipment. A resource is not defined in Australian Accounting Standards so that term really provides little direction. An asset is therefore *something* (my emphasis) controlled by an entity from a past event for which future economic benefits are expected to flow. I proffer that a tree, landscaping and plantings are a resource - an important one to achieving economic and community benefit.

The delivery of precinct developments as outlined above and Barossa Park Lyndoch have an extensive set of assets which by definition include all earthworks (for buildings and ovals, mounds, retaining walls etc), ovals, irrigation and the like but if the current exemption is applied, excludes trees. This is considered an incorrect exemption on review of the policy and its application in the 2023-24 financial year financial statements because:

- All trees and plantings are integral to the overall precinct development, its presentation, ability to secure events, present the Barossa as a destination and generate benefits.
- The expenditure meets the capitalisation threshold to become a non-current asset.
- The trees and plantings provide a future economic benefit for the community in both attraction and use of the locations which are providing both an economic and community benefit, amenity, and decarbonisation.
- The trees and plantings provide a level of service that is equivalent to grass on ovals and the substructure of a road (the pavement under the bitumen for instance) which are capitalised.
- If the costs are not capitalised, they are expensed in the year incurred which is not truly matching the actual cost structure of the benefits (incurred in one year) and life of the asset (which in some cases is measured in hundreds of years).
- Expensing these environmental assets would result in massive budget deficits during the years these service levels are being upgraded resulting is significant risk to the financial sustainability of Council's key performance indicators.
- By all measures in an overall precinct development they behave like and are assets of future benefit and arise from a past event (the planning of them).

Perversely the application of the exemption in its current form and capitalisation rules could (at a future time) result in a Council determining not to do plantings, landscaping and the like in new and upgraded precinct development, as the operating budget would be significantly in deficit. This is also not an outcome desired by the Council and the community.

Therefore it is recommended this exemption be urgently amended to recognise the need to capitalise such assets as part of broader development and that it be effectively applied for the financial year ending 2023-2024 and prior comparison year in the financial statements of 2022-2023. The amendment is a simple one to amend 3.2.7 to clarify the exemption does not apply in the above explained circumstances and to create a new 3.2.8 to cater for the need of land under roads separate to 3.2.7.

The change is from:

3.2.7 Assets specifically excluded from capitalisation include directional and informational signage, trees and Land Under Roads.

To:

3.2.7 Assets specifically excluded from capitalisation include directional and informational signage and trees and plantings except where these investments are associated with precinct and other significant developments of facilities and integral to the overall asset service at the location (for the avoidance of doubt this does not include regular asset replacement of trees or new plantings not associated with a broader precinct or site development).

3.2.8 Land Under Roads is excluded from capitalisation.

Summary and Conclusion
There is a small anomaly in the Non-Current Asset Accounting Policy pertaining to a component of significant precinct and integrated asset upgrades which can be interpreted to require the costs not to be capitalised and recognised as an asset. As outlined, this is contrary to the intent of past accounting treatment, Australian Accounting Standards definition, representing a true and accurate set of financial accounts and community outcomes.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Non-Current Asset Accounting Policy - Updated October 2024 ⇩

Supporting references
Non-Current-Asset-Accounting-Policy.pdf

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

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
Section 124 and 127 of the Local Government Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Outlined in the body of the report.

COMMUNITY ENGAGEMENT

As a minor and technical accounting policy there is no requirement or recommendation for community engagement.

THE BAROSSA COUNCIL
NON-CURRENT ASSET ACCOUNTING POLICY

1. Purpose

1.1. The purpose of this Policy is to guide the accounting for Non-Current Asset in the accounts and Asset register of Council.

2. Scope

2.1. This policy applies to all accounting treatments for Council's Non-Current Assets.

2.2. This policy applies to Council and Employees of Council.

3. Policy Statement

3.1. Classification

Council's Non-Current Assets are classified in accordance with the Asset Classification Schedule referenced in this Policy. Where there is no direct or reasonable applicable classification category the Manager Financial Services in consultation with relevant officers will update the schedule with the approval of the Chief Executive Officer or allocate to an appropriate classification of best fit.

3.2. Capitalisation

Expenditure, or other transactions such as transfer of an Asset for no value, on an item which results in the creation of a future economic benefits over a period greater than one year and are solely controlled by Council are to be capitalised in accordance with this Policy where:

3.2.1 It is probable that the future economic benefits embodied in an Asset will eventuate, and

3.2.2 The Asset possesses a cost that can be measured reliably (as a monetary value) and its value at the time Council gains control over the Asset is more than:

Buildings *

- Buildings (including Toilets) $20,000
- Sheds, Pergolas, Cabins, Carports and Other Structures $10,000
- Buildings at Componentisation $50,000

Sealed Roads*

- Reconstruction and Renewal Work $20,000

Sheeted Roads

- Resheeting, Major Patch Repair and Road Shoulders $15,000

- Community Wastewater Management Systems (CWMS) $ 5,000
- Footpaths, Kerbs and Carpark Surfaces $10,000

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- Stormwater and Drainage	$ 5,000
- Bridges, Floodways and Major Culverts	$15,000
- Parks and Reserves Development	$ 5,000
- Plant and Equipment (including all road registered items)	$5,000
- Furniture and Fittings	$ 5,000
- Core Software Programs	$15,000
- Township Entrance Statements	$ 5,000
- All Other Assets	$ 5,000

** These Assets are capitalised when replacing/renewing Assets that are >10% of the Current Replacement Cost.*

A comprehensive list of Asset groups contained within each Asset category is included in the Asset Classification schedule.

3.2.3 Where the value of individual Assets falls below the Asset threshold for capitalisation, but the Assets form part of a network or Asset group such as for park furniture on a reserve, consideration will be given to capitalising the individual Asset based on whether the aggregate value of those Assets exceeds the capitalisation threshold.

3.2.4 All capitalised Assets are to be recorded in Council's asset register and shall be properly identified, recorded, and classified. For each Asset, a determination shall be made of its total life, remaining useful life, cost for accounting purposes and method of Depreciation.

3.2.5 Asset details shall be kept in Council's asset register for all capitalised Assets. Accuracy of details supporting capitalised Assets shall be the responsibility of the relevant Director, Manager, or Officer responsible for the Asset.

3.2.6 The relevant officer shall ensure all necessary documentation and accounting information is provided to the Manager Strategic Assets within eight weeks of the Asset completion and not later than 15 July each year as it relates to the end of financial year.

3.2.7 Assets specifically excluded from capitalisation include directional and informational signage and trees and plantings except where these investments are associated with precinct and other significant developments of facilities and integral to the overall asset service at the location (for the avoidance of doubt this does not include regular asset replacement of trees or new plantings not associated with a broader precinct site development).

3.2.8 Land Under Roads is excluded from capitalisation.

3.2.9 Community buildings, structures and associated Assets (on Council owned land or Crown Land that is under the control of Council) that are managed under executed land only lease agreements will not be valued in Council's asset register and therefore will not be depreciated. Council will only recognise these Assets in the event of expiration/termination of the lease and the abandonment of the building and associated Assets unless the lease agreement specifies otherwise. In the event of a loss, it is recognised that Council may not necessarily replace the building and associated Assets. Council may still conduct insurance

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valuations as per terms of lease agreements currently in Councils' Lease and License Policy.

3.2.10 All Assets recorded in the fixed Asset register will be correctly entered and maintained according to the information management principles applicable such as their specific Asset Class, Asset Category and Asset Group.

3.2.11 The recognition of Assets in the asset registers and financial accounts of Council where applicable:

3.2.11.1 Are to be Componentised in accordance with the Asset Classifications schedule.

3.2.11.2 Shall be allocated via clause 3.3.3 – Table 1 below to reflect reasonably based allocation of costs associated with renewal or replacement of the Asset based on an estimation of the cost to provide the prior service basis and a portion where costs have been allocated to upgrading the Asset.

3.3 Renewal Versus Upgrade

3.3.1 Renewal is the replacement or refurbishment of an existing Asset (or component) with a new Asset (or component) capable of delivering the same service base as the existing Asset including any additional legislation or regulatory requirements.

3.3.2 A substantial amount of upgraded Asset work completed each year is partly renewing components of existing Assets. For normal work cycles, components of these Assets would need to be replaced when the Depreciation or consumption of them had reduced their remaining life to zero, but as they are being upgraded to a better service level, they are effectively replacing Asset components that would normally need to be replaced as/when due.

3.3.3 The following table provides guidance for the allocation of expenditure or other transactions to renewal and upgraded allocation where it bridges both clause 3.3.1 and 3.3.2, in that has an element of both traits. The table is not meant to represent each type of transaction but rather provide relevant guidance for the management of the asset register and financial disclosures.

Table 1

Type of Transaction	**Basis of Allocation to Renewal / Replacement**	**Basis of Allocation to Upgrade / New**
Rural Open Gravel Road to Sealed Road	Base preparation	Seal Cost
Sealed Road – Surface Level Change – 2 coat seal to Asphalt	Estimated Costs of Two Coat Seal, line marking and other ancillaries	Balance of Project Cost
Building and Other Structures – same service basis e.g., clubroom, office, shed, carport but	Portion of costs for original footprint	Portion of costs for expanded footprint

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expanded/upgrades area and amenity		
Bridges, Floodways and Major Culverts - Upgraded	Portion of costs for original area of infrastructure	Balance of Project Cost
Stormwater – Drains, Pipes, Channels	Portion of costs for original flow management or area or size of pipe	Balance of Project Costs
CWMS Assets – Storage	Portion of costs for original footprint	Portion of costs for expanded footprint
CWMS Pipes	Portion of costs for original pipe replacement	Balance of Project Costs
CWMS Treatment Plant	Portion of costs for original plant capacity	Balance of Project Costs
Unmade Road being made to any service level	N/a	All Costs
Donated or Received Free of Charge	N/a	All Costs based or Valuation provided by developer or other organisation gifting the Asset
Where the Definition of Clause 3.3.3 not met and is therefore a new Asset	N/a	All Costs

3.4 Acquisition

3.4.1 Council's Assets may be acquired by purchase, construction, donation or received free of charge (as in the case of infrastructure Assets received from developers in new land divisions).

3.4.2 In all cases of acquisition by purchase or construction, the requirements of Council's relevant policies including the Prudential Management Policy and the Procurement Policy must be followed.

3.4.3 Assets acquired by Council shall be recorded in line with applicable Australian Accounting Standards (AASB) using the cost method of accounting which is the Fair Value given as consideration plus costs incidental to acquisition including architect's fees, engineering fees and all other costs incurred in preparing the Asset ready for use.

3.4.4 An Asset Acquisition Form or relevant documentation is required to be completed in all instances where an Asset is created, and it meets the definition of an Asset (excluding developer donated Assets received free of charge).

3.5 Internally Partially or Fully Constructed Assets

3.5.1 The cost of Assets constructed by the Council will include the cost of all materials used in construction, direct labour employed and, where relevant, an appropriate internal allocation amount to represent labour overheads and the use of Council's internal plant and machinery used on the project. Labour overheads will be based on outdoor labour hours worked and plant and machinery allocation will be based on usage.

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3.5.2 Other directly attributable costs, including not limited to costs of employee benefits (including relevant Salary allocation) arising directly from the construction or acquisition of the item of property, plant and equipment, and professional fees. Refer AASB116 and AASB119.

3.6 Revaluation

3.6.1 After recognition as an Asset, an item of property, plant, and equipment whose Fair Value can be measured reliably shall be carried at a revalued amount, being its Fair Value at the date of the revaluation less any subsequent accumulated Depreciation and subsequent accumulated Impairment Losses. All infrastructure Assets, land and buildings shall be revalued on a regular basis such that the carrying value does not differ materially from that which would be determined using Fair Value at the end of the reporting period. If an item of property, plant and equipment is revalued, the entire class of property, plant, and equipment to which that Asset belongs shall be revalued.

3.6.2 Council considers it appropriate to establish revaluation thresholds that will result in Assets of a value greater than a certain level being revalued. In setting the thresholds Council will consider the number and value of existing Assets and their class and type within the total portfolio. The threshold will be set at a level where even if those Assets below the threshold were not revalued, the overall impact on the total portfolio would be immaterial.

3.6.3 Typically, Fair Value is taken as being the Current Replacement Cost owing to the specialised nature of the Assets and inability to purchase or sell them on the open market. The market approach is used where there is an active market. The income approach is usually used only with for-profit entities where the Asset generates income/profits then the Assets must be measured on either the cost or fair value basis. Market evidence should be used for determining valuations wherever such evidence exists. Where market evidence does not exist, Fair Value may need to be estimated by an income or Current Replacement Cost approach. Current Replacement Cost will be the basis of valuation of structures on Community Land. Structures erected or constructed on non-Community Land that have a market value will however need to be valued using a market-based approach.

3.6.4 The Asset officer responsible for the maintenance and accuracy of the data relevant to the Asset information in the Asset register shall with the Co-ordinator Asset Management be responsible for ensuring revaluations occur regularly in accordance with AASB13.

3.7 Leases

3.7.1 In accordance with AASB16 Leases, all leases (subject to the exceptions described below), will be capitalised by recognising a Right of Use Asset together with a liability for the present value of the lease obligation.

3.7.2 Depreciation will be calculated on the Right of Use Asset and interest will be calculated on the lease liability.

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3.7.3 The value of the Right of Use Asset and the lease liability will include non-cancellable lease payments and payments for option periods which Council is reasonably certain to exercise.

3.7.4 The following leases will be excluded from capitalisation:

- Short Term Leases – leases for a period of 12 months or less
- Low Value Items – items which when new have value below the threshold e.g., laptops, tablets, computers, small items of furniture and equipment. This low value item is applied to an item, not to a group of items, and applies to the 'as new' value, not a second-hand value.

3.8 Assets Registers

Registers of all Assets shall be maintained and shall record individual Assets in sufficient detail as to permit their identification and control. The Assets registers shall be updated at least annually. The Assets registers shall be used for the purpose of revaluing and depreciating Assets and for stocktaking. A stocktake of all plant and equipment, including computer equipment, shall be conducted regularly.

3.9 Impairment

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

3.9.2 All other Assets that are subject to Depreciation not included with section 3.9.1 are reviewed for impairment whenever events or changes in circumstances indicate that the Carrying Amount may not be recoverable. An Impairment Loss is recognised for the amount by which the Asset's Carrying Amount exceeds its recoverable amount (which is the higher of the present value of future cash inflows or value in use). Where an Asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of Assets in Asset Revaluation Reserve, any excess being recognised as an expense.

3.10 Physical Resources

An item of Property, Plant and Equipment may be gifted or contributed to the Council. As per AASB116 the cost of the item is its Fair Value as at the date it is acquired.

3.11 Depreciation

3.11.1 Depreciation is the systematic allocation of the Depreciable Amount of an Asset over its useful life. The Depreciation method used shall reflect the pattern in which the Asset's future economic benefits are expected to be consumed by the entity. Straight line Depreciation is the method that most closely reflects the expected pattern of consumption of the future economic benefits embodied in the Asset.

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3.11.2 Asset officers are responsible for reviewing the useful lives of Assets they have responsibility for annually and advising the Co-ordinator Asset Management of any changes.

3.12 Disposal of Non-Current Asset which has a value attached to it

3.12.1 Assets will be disposed of in accordance with Council's Disposal of Land or Other Assets Policy.

3.12.2 The Carrying Amount of an item of property, infrastructure, plant, and equipment shall be derecognised on disposal or when no future economic benefits are expected from its use or disposal. The gain or loss arising from de-recognition of an item of property, infrastructure, plant and equipment shall be included in profit or loss when the item is de-recognised.

4	Supporting Processes and Documents

4.2 Register of Capital Assets – Conquest
4.3 Lease Register (Section 4.10)
4.4 Asset Disposal Form
4.5 Asset Acquisition Form
4.6 Annual Review of Useful Life and Valuations (AASB116 section 50 and 51)
4.7 Asset Impairment Review Process (Section 4.7)
4.8 Stocktake of Plant and Equipment Process
4.9

5	Related Policies

5.2 Asset Management Policy
5.3 Asset Management Strategy
5.3. Disposal of Land or Other Assets Policy
5.4. Motor Vehicle Policy
5.5. Procurement Policy

6	Legislation and References

6.2 International Financial Reporting Standards (IFRS)
6.3 Accounting Standard AASB116 – Property Plant and Equipment
6.4 Accounting Standard AASB136 – Impairment of Assets
6.5 Accounting Standard AASB13 – Fair Value Measurement
6.6 Accounting Standard AASB108 – Accounting Policies, Changes in Estimates and Errors
6.7 Accounting Standard AASB1051 – Land Under Roads
6.8 Accounting Standard AASB141 – Agriculture
6.9 Accounting Standard AASB16 – Leases
6.10 Accounting Standard AASB 119 employee benefits
6.11 CPA Australia and the Australian Asset Management Collaborative Group - Guide to the valuation and Depreciation of not-for-profit and public sector physical Assets under accrual-based accounting standards
6.12 Australian Infrastructure Financial Management Guidelines – Update 2015
6.13 Framework for the Preparation and Presentation of Financial Statements – Australian Accounting Standards Board – December 2007
6.14 International Accounting Standards (IAS) Property, Plant and Equipment (paragraph 6)

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6.15 South Australian Model Financial Statements – Local Government Association of South Australia
6.16 Councils Asset Class Revaluation and Condition Assessment Program
6.17 Local Government Act 1999

7 Review

This Policy will be reviewed by Council in consultation with the relevant stakeholders, within four (4) years or more frequently if legislation or Council's need changes.

8 Further Information

8.1This 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.

8.2Complaints 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).

8 Document Control

Corporate Plan Link:		6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements. 6.10 Embed a culture of continuous improvement across Council, with tools, processes and systems being used to achieve business efficiencies and customer service improvements. 6.16 Provide contemporary internal administrative and business support services in accordance with mandated legislative standards and good practice principles.			
Document Owner:	Chief Executive Officer			**Document Control Officer:**	Manager Financial Services
Consultation Rating:	A	**Audience:**	External	**Next Review Date:**	20/06/2027

Version history

Version No.	Date	Description of Change
9.0	5/2023	Minor wording improvements, introduction of allocation rules for allocation to renewal/replacement versus upgrade and inclusion of Asset Classification Document as a schedule for easier use.
8.0	2/22	Minor descriptions and detail removed not required at policy level.
7.0	6/19	Full review of the Policy to simplify and improve its readability.
6.0	27/6/18	Revision of the useful lives for transport and bridges classes of Assets (4.16 – page 15) only. Full review to be carried out June 2019.
5.0	21/6/16	Revisions included the current accounting standards as required at the time.

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4.0	16/6/15	Revisions included the current accounting standards as required at the time.
3.0	26/6/14	Revisions included the current accounting standards as required at the time. This revision also incorporates the Accounting for Trees Policy and the Accounting for Land Under Roads Policy which were previously two individual policies.
2.0	27/6/13	Revisions included the current accounting standards as required at the time.
1.0	15/11/11	This was a newly named policy – with revisions reflecting the current accounting standards required at the time. Prior to this version – the policy was called the Asset Management – Recording, Tracking and Disposal of Non-Current Assets.

10. Definitions

Asset	An Asset is a resource controlled by the Council as a result of past events and from which future economic benefits or costs are expected to flow or be incurred by the Council. For the purposes of this policy Assets refers to Infrastructure, Property, Plant and Equipment. This includes physical Assets that meet a pre-determined threshold and that are used during Council business over more than one accounting period.
Carrying Amount	Carrying Amount is the amount at which the Asset, or sum of the class of Assets, is recorded in the accounting records as at a particular date. In application to a Depreciable Asset, Carrying Amount means the net amount after deducting accumulated Depreciation.
Condition Assessment	Condition Assessment is the technical assessment of the operational and physical conditions of an Asset, using a systematic method designed to produce consistent, relevant, and useful information.
Componentisation	Componentisation relates to Assets that are made up of materially significant parts, which in turn have different lifecycles, must be depreciated separately.
Current Replacement Cost (CRC)	Current Replacement Cost is the purchase or construction cost of replacing an Asset with a technologically modern equivalent new Asset with the same economic benefits allowing for any differences in the quantity and quality of output and in operating costs. A valuation technique that reflects the amount that would be required currently to replace the service capacity of an Asset, also known as a cost approach
Depreciable Amount	Depreciable Amount is the cost of an Asset, or other amount substituted for cost, less its Residual Value.
Depreciation	Depreciation is an expense representing the consumption of an Asset overtime in providing services. It is recognised systematically for the purpose of allocating the Depreciable Amount of an Asset over its useful life.
Depreciable Asset	Depreciable Asset is an Asset having a limited useful life.
Fair Value	Fair Value is the price that would be received to sell an Asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date (as per definition set out in AASB13).
Impairment Loss	Impairment Loss is the amount by which the Carrying Amount of an Asset exceeds its recoverable amount.
Land Under Roads	Land Under Roads includes land under roadways and road reserves, including land under footpaths, nature strips and median strips.

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Materiality	Materiality is defined in Australian Accounting Standards and is currently defined as: "Omissions or misstatements of items are material if they could, individually or collectively, influence the economic decisions that users make based on the financial statements. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances. The size or nature of the item, or a combination of both, could be the determining factor."
Non-current Assets	Non-Current Assets are Assets that cannot be easily converted to cash or cash equivalents and are expected to generate economic benefits over multiple accounting periods. And for the purposes of this policy restricted to Assets held in Councils Asset register.
Residual Value (RV)	Residual Value is the estimated amount that an entity would currently obtain from disposal of an Asset after deducting the estimated costs of disposal, if the Asset was already at the age and in the condition expected at the end of its useful life.
Service Basis	Is the fundamental purpose and service provided from the provision of the Asset for instance a road is providing an economic and social service basis, a clubroom is providing a community, health, recreational service basis.

Asset Classification Schedule

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Asset Class	Asset Groups/Types within Class	Type	Sub-Classification/ Component	Useful Life Range (years)	Capital	Operating (including maintenance)	Revaluation and Condition Assessment Cycle	Revaluation Methodology	Renewal versus Upgrade
Land Assets	Land	Land		N/A	No Capitalisation threshold is applied to the acquisition of land, interests in land or Assets acquired (e.g. from land developments)	Land Under Roads per AAS27A	Regular in-house investigation of the fair value. Every 3 years a full assessment is made to check if there needs to be a revaluation. In any event in the fifth year a full revaluation will be conducted	In-house investigation of the fair value if indicators show material change then an independent sample of 10% is applied to all Assets. Independent valuation using Market Fair Value Inputs as provided by the State Valuation Office for Council land	**See clause 3.3.3**
Building and Other Structures	Depots, Offices / Libraries, Aged and Disabled Services, Fire Service, Cemeteries, Halls, Community, Recreation, park/Garden, Sporting Reserve, CWMS, Car parks, Transfer Station, Bushgardens.	Buildings – Market Value		20 - 100	If determined as valued at Market Value according to table 4.5.6.4, no threshold applies. Upgrade and extensions to Asset	Reactive maintenance and repair	In-house investigation of the fair value every year Every 3 years a full assessment for the need of a revaluation is undertaken. In any event in the fifth year a full revaluation will be conducted. Separate components may have independent condition assessments conducted	In-house investigation of the fair value, if indicators (using LGPI Capital Index) show material change then a sample of 10% is applied to all Assets. Independent valuation using Market Fair Value Inputs In-house investigation of the fair value, if indicators (using LGPI Capital Index) show material change then a sample of 10% is applied to all Assets Periodically a review of the Fair Value - Replacement Cost will be undertaken using the Rawlinsons Construction Manual for the current construction costs	
		Buildings - valued over $100,000 recorded at component level	Substructure	40 - 300	Upgrade, extensions, or replacement of component >= 10% of the component DRV or >= $50,000	Programmed maintenance Component replacement < 10% of the component DRV or < $50,000			
			Superstructure	20 - 300					
			Roofing	40 - 60					
			Town Hall solid	150					
			Flooring only						
			Internal Fit-out	20 - 25					
			Services	20 - 100					
		Buildings – not componentised and/or valued under $100,000 recorded as one Asset		20 - 100	New and Upgrade >= $20,000 Replacing Asset >= 10% of the DRV	Reactive maintenance and repair Programmed maintenance			
		Toilets - recorded as one Asset		20 - 100	New and Upgrade >= $20,000 Replacing Asset >=10% of the DRV	All other maintenance of any component of the building based on Decision Tree criteria			

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		Sheds, Garages, Pavilions and Shipping Containers - recorded as one Asset		20 - 100	New and Upgrade >= $10,000 Replacing Asset >= 10% of the DRV	Reactive maintenance and repair Programmed maintenance All other maintenance of any component of the building based on Decision Tree criteria	In the fifth year a full condition assessment will be conducted	A revaluation threshold to exclude low value immaterial Assets for revaluation purposes will be calculated based on the total Asset class	
		Pergola, Cabins, Carports, Gazebo, Shelters, and other Structures - recorded as one Asset		20 - 100	New and Upgrade >= $10,000 Replacing Asset >= 10% of the DRV				
Leasehold Improvements	Depots, Offices / Libraries, Aged and Disabled Services, Fire Service, Cemeteries, Halls, Community, Recreation, Park/Garden, Sporting Reserve, CWMS, Car parks, Transfer Station, Bushgardens.	Buildings		Term of the lease	New and Upgrade >= $20,000	Reactive maintenance and repair, programmed maintenance and repair, all other maintenance of any component of the building based on Decision Tree criteria	As these Assets are less than 5% of the base value of Assets, they do not require mandatory condition assessments and revaluations under the Accounting Standard	Replacement Cost	
Transport	Road – Earth, Pavement, Surface and Seal, Footpath, Kerbing, Car parks	Sealed Roads	Sealed Roads – Earth	Unlimited	If satisfying at least one of the following conditions: • All Resealing (other than patching that constitutes a segment of road) • All other reconstruction and renewal work >= $20,000 • Expenditure >= 10% of the DRV of the component Shoulders - all costs over $10,000	Reactive maintenance and repair to road Assets not meeting capitalisation criteria Programmed maintenance (partial sealed road surfacing <$10,000, pothole repair) not meeting capitalisation criteria Shoulders - maintenance all costs under $10,000 not associated with a reseal	Regular review to indicators (LGPI Capital Index) show a material change then a 10% sample will be selected and compared to the current construction costs. Where there is a material difference, apply the LGPI capital index to all transport Assets.	Independent valuation using Unit Rates to check against local build costs	
			Sealed Roads – Pavement (includes shoulders) - 2 components	1: 40– 200					

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				2: Up to 750	• Any new Assets acquired (e.g., from land developments) Any line marking undertaken in conjunction with these works will be capital	Line Marking, road cleaning and sweeping as part of programmed maintenance Shoulder grading	Periodically an independent consultant will be engaged to provide unit rates for all Asset types within this class to carry out the revaluation.		
			Sealed Roads – Surface - 2 components	1: 10 – 50					
				2: Up to 150					
		Sheeted Roads	Sheeted Roads - Earth	Unlimited	If satisfying at least one of the following conditions: • Resheeting (other than patching that constitutes more than a segment of road) • Any expenditure relating to change in Asset type e.g., upgrade from unsealed to sealed road • Estimated work >= $15,000 • Projects requiring >= 200 tonnes of material	Reactive maintenance and repair to road Assets (pothole repair) not meeting capitalisation criteria Programmed maintenance (unsealed road grading) not meeting capitalisation criteria			
			Sheeted Roads – Pavement or Surface - 2 components	1: 12 - 50					
				2: Up to 500					
		Formed and Unformed Roads	Unformed Roads - Earth	Unlimited	Any new Assets acquired free of charge	Any work carried out will be expensed			
		Footpaths / Kerbs / Car park Structures	Carpark Surfaces - 2 components	1: 30 – 50	All new and upgrade work (regardless of cost) and replacement work >= $10,000 Any new Assets acquired (e.g., from land developments)	All repairs and maintenance, replacement, or upgrades that constitute <$10,000 Reactive maintenance to kerb and gutter Assets (repair, replacement of small lengths)			
				2: 150					
			Footpaths – 2 components	1: Up to 100					
				2: Up to 350					
			Kerb	50 - 100					
Bridges, Floodways and Major Culverts	Bridges, Floodways, Major Culverts and Footbridges		Road Bridge - 2 components	1: Up to 100	Construction work >= $15,000	All repairs and maintenance Replacement or upgrades that	Every year if indicators (LGPI Capital Index) show a material change an independent unit rate is applied to all Assets.	Independent valuation using Unit Rates to check against local build costs	**See clause 2.2.2**
				2: Up to 300					
			Footbridges - 2 components	1: Up to 100					

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				2: Up to 300		constitute <$15,000 All bridge barrier replacement is deemed to be maintenance	Every 5 years a full revaluation is undertaken. In-house and/or engineering consultant to be engaged to undertake a condition assessment		
			Floodways, Major Culverts - 2 components	1: Up to 100					
				2: 250					
Community Wastewater Management Systems (CWMS)	Pipework, Wastewater Treatment Plant, Lagoon, Pumping Stations		CWMS – Pumping Stations	10 - 50	All construction / replacement work on existing Assets >= $5,000 Any new Assets acquired (e.g., from land developments)	Reactive maintenance to drainage Assets (pipe repair, pit repair, pit component replacement, drainage structure repair) Programmed maintenance (cleaning, inspections)	Every year if indicators (LGPI Capital Index) show a material change an independent unit rate is applied to all Assets. Every 5 years a full revaluation is undertaken Rolling condition assessment to be undertaken in-house and independent overview as needed. In any event in the fifth year every Asset type a sample condition assessment will be conducted	Independent valuation using Unit Rates to check against local build costs	
			CWMS – Lagoons - Components	40 - 100					
			CWMS – Wastewater Treatment Plant - Components	5 - 50					
			CWMS –Pipes – Gravity Main	60 - 80					
			CWMS –Pipes – Gravity Property Connection	80 - 100					
			CWMS –Pipes – Rising Main	65					
Stormwater and Drainage	Cross Drains, Stormwater Drains, Drainage Channels, Floodways		Swale Earth	Unlimited	All new and upgrade work (regardless of costs). All replacement work >= $5,000 Any new Assets acquired (e.g., from land developments)	Reactive maintenance (repairs, cleaning) Swales, drainage shaping where no material added Programmed maintenance (cleaning, inspections)	Every year if indicators (LGPI Capital Index) show a material change an independent unit rate is applied to all Assets Every 5 years a full revaluation is undertaken Rolling condition assessment to be undertaken in-house and independent overview as needed. In the fifth year every Asset type a sample condition assessment will be conducted	Independent valuation using Unit Rates to check against local build costs	
			Cross Drains	25 - 150					
			Drainage Channels	25 - 150					
			Stormwater Other Floodways	150					

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Recreation	Recreation Infrastructure, Parks and Gardens Infrastructure, Sporting Reserve Infrastructure		Infrastructure - Various	15 - 200	All infrastructure expenditure including replacement >= $5,000 New Assets acquired (e.g., from land developments)	Reactive maintenance (repairs, cleaning) Programmed maintenance (painting, servicing)	As these Assets are less than 5% of the base value of Assets, they do not require mandatory condition assessments and revaluations under the Accounting Standard. This Asset class is revalued in a cycle program due to the Asset replacement and cost movements that occur for these Assets	Replacement Cost. A revaluation threshold of $10,000 exists that excludes low value Assets for revaluation purposes	
			Oval - earthworks	Unlimited	Initial build, earthworks full replacement	All earthworks maintenance			
			Oval - soil and turf	100-200	Initial build, soil and/or turf full replacement	All soil and turf maintenance			
Other Infrastructure	Fire Service, Cemetery, Community, Waste Management, Fence, Monuments and Statues, Bushgardens, Township Entrance Statements		Fences	40	All (expenditure >= $5,000 New Assets acquired (e.g., from land developments)	Reactive maintenance (fence repair, gate repair, graffiti removal, vandalism repairs) Programmed maintenance (painting, cleaning)	As these Assets are less than 5% of the base value of Assets, they do not require mandatory condition assessments and revaluations under the Accounting Standard	Replacement Cost	
			Monuments / Statues	100					
			Other Assets	10 - 200					
Plant and Equipment	Plant (Includes vehicles and machines), Community, Recreation, Equipment (Includes computers, printers)	Major Plant and Equipment	Plant and Machines*	3 - 20	All items of plant that are required to be registered and Individual Assets >= $5,000	Reactive maintenance Programmed servicing Expenditure < $5,000 for individual Assets	These Assets are held at cost and due to the nature of the Assets and the frequency of replacement it is not considered necessary to carry out revaluations or condition assessments	Replacement Cost	
			Vehicles (i.e. sedans, utes, vans, trucks etc)*	3 - 33					
		Minor Plant and Equipment	Other Equipment	Up to 15	Expenditure >=$5,000 for individual hardware Assets or Assets that can be easily grouped	Expenditure < $5,000 for individual Assets or Assets that can be grouped			
		Hill and Son Historic Pipe Organ	Other Equipment	300	Expenditure >= $20,000 for individual components of the organ	Expenditure < $20,000 for individual components, expenditure to maintain the functioning of the organ			
		ICT and Office Equipment and	Computer Equipment -	5 - 33	Expenditure >=$5,000 for individual	Expenditure <$5,000 for			

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		software (including one off licence fees)	Individual hardware Assets/Assets that can be easily grouped. Software systems - Purchase and/or significant upgrades of Core software systems **		hardware Assets, or Assets that can be easily grouped Expenditure on software systems >=$15,000 One-off software licence fees >=$15,000; Significant development and/or upgrades to existing Core systems >+ $15,000	individual Assets or Assets that can be grouped Expenditure on software systems <$15,000 Annual software licence and maintenance fees			
Furniture and Fittings	Office and Library, Recreation, Parks and Gardens, Sporting Reserve, Community, Street Furniture, Road Traffic Devices, Main Street			10 - 25	Expenditure >=$5,000 for individual or Assets that can be easily grouped	Expenditure <$5,000 for individual Assets or Assets that can be grouped	These Assets are held at cost and due to the nature of the Assets and the frequency of replacement it is not considered necessary to carry out revaluations or condition assessments	Replacement Cost	
Right of Use Assets	AASB16 - Land, buildings, equipment			3-5	Expenditure >=$15,000 for individual items	Expenditure <$15,000 for individual items	These Assets are held at cost and annual review for NPV in line with AASB16	Not applicable	

* Residual Values may be applied to these Assets based on the knowledge of the relevant Asset officer

** Core software systems include: TechOne - Financials; Pathway - CRM, Development, Revenue/Receipting, Content Manager; Magiq - Budget/Review; Website ; Info - Agenda; Conquest - Assets; GIS;

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DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.2 BAROSSA AUSTRALIA - 2024-2025 FUNDING AGREEMENT

Author: Manager, Tourism Services
24/106807

PURPOSE

To seek endorsement of the draft Funding Agreement between Barossa Australia and The Barossa Council and provide authority to enter into the agreement with delegation to deal with any minor variations.

RECOMMENDATION

That Council approve the Funding Agreement between Barossa Australia and The Barossa Council, authorising the Chief Executive Officer to make any minor final amendments and execute the agreement as presented at Attachment 1.

REPORT

Background
Council is a long-term provider of regional Tourism funding support, having historically engaged in a direct funding relationship with Tourism Barossa prior to 2022. Tourism Barossa and Barossa Grape and Wine Association (BGWA) merged in January 2022 and a new agreement and ongoing relationship was formed with Barossa Australia. The funding agreement between Barossa Australia and The Barossa Council is now due for renewal subject to Council approval.

Introduction
Barossa Australia fulfils the role of the Regional Tourism Organisation (RTO) for the State government defined Barossa tourism region; a role that was previously carried out by Tourism Barossa Inc. BGWA and Tourism Barossa have both previously received funding from local government, however it has largely been sector specific (tourism), project specific or in response to a crisis (eg COVID-19) or adhoc opportunity.

A draft Funding Agreement has been developed (see Attachment 1) in consultation between Barossa Australia and Council's Tourism Services team.

Discussion
The grape, wine and tourism sectors account for approximately 2000 jobs across the region and deliver an estimated $500 million of economic benefit to the Barossa region. Barossa Australia has carefully reviewed its resources, capability and governance to meet this vital role for the region and aims to work collaboratively for greater alignment across the wine, grape and tourism industries.

In March 2024, Barossa Australia facilitated a CEO Regional Roundtable to initiate the development of its Annual Operating Plan for 2025, along with its strategic priorities,

goals, and objectives. This collaborative forum allowed regional leaders to contribute insights to shape Barossa Australia's approach to supporting the wine, grape, and tourism sectors in alignment with local government and community needs. The endorsed 2024/2025 Annual Operating Plan is included as Attachment 2.

Barossa Australia is committed to partnering with local government to deliver ongoing value to The Barossa Council. To support the development of the wine, grape, and tourism sectors holistically, Barossa Australia seeks Council's support for organisation-wide core funding. This collaborative approach aligns with the organisation's aim to strengthen the region's key industries, ensuring sustained economic growth and benefit for the Barossa community.

The previous funding agreement has been redrafted to reflect the shift toward organisation-wide core funding and reporting framework aligned with the endorsed Annual Operating Plan 2025.

Additionally, funding for the Barossa Vintage Festival has been incorporated into the funding schedule. Given that Barossa Australia acts as the auspicing entity for the festival, with the Barossa Vintage Festival Management Committee serving as a Sub-Committee of the Barossa Australia Tourism Committee, this consolidated approach is both appropriate and efficient.

Special Projects Funding for 2024/25 to support regional marketing initiatives and drive participation, specifically in the China market has been previously approved as part of Council's Annual Business Plan and Budget process. The Special Projects Funding allowance is set as a maximum funding allocation and will be subject to an annual submission and approval of a project proposal(s) as part of Council's standard annual budget process and subsequent submission of project outcome reports.

The new funding agreement extends over a three-year term, with the addition of Clause 3.4 to account for potential changes in the tourism landscape as a result of the ongoing State Regional Review.

> *The Parties acknowledge that the State Regional Tourism Review may impact the tourism landscape and regional priorities over the next 12 months. Both Parties agree to collaborate and adapt as necessary, reviewing and adjusting this Agreement if required, as a result of the review*.

Summary and Conclusion
A strong partnership between local government and Barossa Australia, as the region's peak wine, food and tourism body, is essential for supporting and enhancing the Barossa's overall success and sustainability.

The draft Agreement has been negotiated, revised and endorsed by Council's Deputy CEO & Director, Corporate Services, Strategy & Innovation; the Manager Tourism Services; and representatives of Barossa Australia. With input from these key stakeholders, the agreement has reached a level of maturity suitable for formal consideration by Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Barossa Australia Funding Agreement - 2024-25 - FINAL DRAFT PDF ⇩

Attachment 2 Barossa Australia Annual Operating Plan 2025 ⇩
Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Legislative Requirements
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Funding of $50,000 has been budgeted in 2024/25 to support the core operations of Barossa Australia to deliver agreed outcomes and activities set out in the Draft Funding Agreement. This figure is proposed to remain stable over the life of the three year draft agreement but will be subject to CPI increases.

Council's standing biennial financial commitment of $25,000 to support the Barossa Vintage Festival was increased to $35,000 for the 2025 Vintage Festival following approval at the 20 August 2024 Council meeting. The draft agreement proposes to bring that figure back to the standard contribution of $25,000 in 2026/27.

Special Project Funding was approved by Council as part of the Annual Budget and Business Planning process and adopted within the 2024/25 budget. It is recommended that step increases are applied across the three year agreement to support increased capacity within Barossa Australia to deliver on agreed projects over and above core business.

The below table sets out the proposed financial model.

YEAR	2024/25	2025/26	2026/27
Core Council Funding	$50,000	$50,000**	$50,000**
Barossa Vintage Festival Funding	$35,000	N/A	$25,000
Special Projects Funding* **	$30,000*	$35,000	$40,000
TOTAL	$115,000	$85,000**	$115,000**

* Special funding approved in 2024/25 to support regional marketing initiatives and drive participation, specifically in the China market.
** Core funding to be increased annually in accordance with section 1.17 of this agreement.
*** Special Projects Funding allowance is set as a maximum funding allocation and subject to the annual submission and approval of a project proposal(s) as part of Council's annual budget process and subsequent submission of project outcome reports.

The proposed funding model has been accounted for within Council's Long Term Financial Plan and is considered both sustainable and appropriate with sound alignment to Council's Community and Corporate Plan goals and objectives.

Oversight of the agreement and ongoing monitoring of performance will continue to be managed by Council's Executive resources and Tourism Economy and Events team.

COMMUNITY ENGAGEMENT

Consultation and engagement with regional stakeholders and council officers have informed the development of this agreement, there is no requirement for public consultation.

FUNDING AGREEMENT

THE BAROSSA COUNCIL

(Council)

AND

BAROSSA AUSTRALIA

(BA)

2024/2025 – 2026/27

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THIS AGREEMENT IS BETWEEN:

THE BAROSSA COUNCIL a local authority established pursuant to the *Local Government Act 1999* (the Act) empowered to support and encourage economic development through various business sectors whose office is situated at 43-51 Tanunda Road, Nuriootpa, SA 5355. **(Council)**

AND

BAROSSA AUSTRALIA, an incorporated association pursuant to the Association Incorporation Act 1985, whose registered office is situated at The Barossa Cellar, 991 Stockwell Road, VINE VALE SA 5352 **(BA)**

RECITALS

A. BA's function as relates to this agreement is to ensure Barossa is a thriving and sustainable wine, food and tourism destination with the goal of sustainably growing the visitor economy within the Barossa region.

B. Council and BA wish to cooperate with respect to Recital A in the Region.

C. Council have agreed to provide funding to BA to assist BA to implement activities as determined by an approved annual operating plan, approved special project proposals and Vintage Festival deliverables on the terms and conditions of this Agreement.

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AGREED TERMS

1. DEFINITIONS

In the Agreement, unless the contrary intention is apparent:

1.1 **Agreement** means this Agreement including the Schedule.

1.2 **Annual Operating Plan** is a plan not being less than one year in duration outlining the vision, strategies and goals of the organisation and supported by financial estimates to achieve the outcomes anticipated in the plan. The Plan will set performance targets and ensure it aligns with State, Federal and Local Government tourism strategies and goals.

1.3 **ANTS GST Act** means the A New Tax System (Goods and Services Tax) Act, 1999.

1.4 **BA** means Barossa Australia

1.5 **CPI** means the Consumer Price Index as published by the Australian Bureau of Statistics, or its successor and shall be applied to this agreement utilising the Adelaide CPI All Groups June quarter index.

1.6 **Commencement Date** means 1 July 2024.

1.7 **Council Representative** shall be the officer nominated by the Chief Executive Officer of The Barossa Council as the officer responsible for the management of this Agreement, as outlined at Schedule 3 of this Agreement.

1.8 **Council** means the The Barossa Council.

1.9 **Funding** means the sum payable by the Council pursuant to Clause 4.

1.10 **Funding Guidelines** means guidelines in relation to the expenditure of the funds to be provided by Council to BA, pursuant to this Agreement which may specify certain marketing activities that BA will be required to undertake during the financial year to which the guidelines relate.

1.11 **Insolvency Administration** means:

1.11.1 BA has proposed a compromise or arrangement with its creditors;

1.11.2 an administrator is appointed to BA;

1.11.3 BA resolves to be wound up voluntarily;

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1.11.4 BA appoints a liquidator to wind up its affairs;

1.11.5 BA is wound up by the Supreme Court, voluntarily or under the Associations Incorporation Act 1985 or the Corporations Law;

1.11.6 BA ceases to carry on business; or

1.11.7 BA is unable to pay its debts.

1.12 **Intellectual Property Rights** means any patent, copyright, trademark, trade name, design, trade secret, know how, semi-conductor, circuit layout or other form of confidential information or any right to registration of such rights and any other form of intellectual property right whether arising before or after the execution of this Agreement and the right to registration and renewal of those rights.

1.13 **Parties** means Council and BA, their respective successors and permitted assignees and **Party** means any one of them.

1.14 **Purpose** means to support a thriving Barossa by embracing challenges and opportunities, building a robust network that serves the grape, wine and tourism industries, and fostering collaboration and connection. the facilitation of the measurable growth in destination development, including cooperative marketing, business investment and employment creation and retention in the Region in a manner consistent with the Barossa Australia's Annual Operating Plan

1.15 **Region** means together Council Local Government areas and the Barossa Region.

1.16 **Special Project** means a project over and above core business that sits outside of standard Annual Operating Plan deliverables and is aligned to the shared objectives of the parties as they relate to the region's visitor economy.

1.17 **Term** means the term of this Agreement as specified in Clause 3.

1.18 **Taxable Suppl** has the meaning attributed to it in the ANTS GST Act.

1.19 **Tax Invoice** has the meaning attributed to it in the ANTS GST Act.

2. INTERPRETATION

In the Agreement, unless the context otherwise requires, the following rules of interpretation of the Agreement apply:

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2.1 Words importing the singular number or plural number include the plural number and single number respectively;

2.2 Words denoting any gender include all genders;

2.3 Headings are for convenience only and do not affect interpretation;

2.4 Words denoting individuals include corporations and vice versa;

2.5 A reference to a Recital, Clause, Sub-clause or Schedule is a reference to a recital, clause, sub-clause or schedule of the Agreement; and

2.6 A reference to any Act, regulation or by-law shall be deemed to include all amendments thereto and all statutory provisions substituted thereafter.

3. TERM

3.1 This Agreement is for a term of three (3) years commencing on the Commencement Date unless terminated earlier pursuant to this Agreement.

3.2 No less than 90 days prior to the expiry of the Term, the Parties agree to meet to negotiate in good faith with respect to a possible further funding agreement on terms and conditions to be agreed.

3.3 Nothing in Sub-clause 3.2 shall be deemed to require the Parties to enter into any further agreement upon the expiry of the Term.

3.4 The Parties acknowledge that the State Regional Tourism Review may impact the tourism landscape and regional priorities over the next 12 months. Both Parties agree to collaborate and adapt as necessary, reviewing and adjusting this Agreement if required, as a result of the review.

4. FUNDING AND FUNDING GUIDELINES

4.1 Subject to this Clause 4, Council shall provide funding to BA in the amounts and in the manner specified in Schedule 1.

4.2 The provision of the funding by Council to BA for each financial year during the Term shall be subject to:

4.2.1 Council participation in the development of an Annual Operating Plan that is clear, practical and reflects agreed strategic areas of action along with special projects for the forward period.

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4.2.2 The receipt by Council of a final approved Annual Operating Plan and Financial Summary for BA in accordance with Clauses 7.1 and 7.2;

4.2.3 Annual submission to Council and approval of a Special Project proposal(s) and subsequent submission of a project outcome report detailing project deliverables, budget expenditure and impact.

4.2.4 The receipt of audited financial statements and an annual report of BA for the preceding financial year which, in the reasonable opinion of the BA Board, demonstrate BA to be in a sound position financially and reporting achievements against the approved Annual Operating Plan;

4.2.5 the compliance of BA with Clause 5.

5. PLANNING AND SERVICE PROVISION

5.1 BA shall prepare an Annual Operating Plan (the Plan) to guide the operations of the organisation and this plan shall be supported by an annual budget for each financial year during the Term.

5.2 The Plan must establish clear priorities and actions for BA, which will help to achieve clear and measurable visitor economy growth within the Region and address the required deliverables at Schedule 2 of this Agreement.

5.3 BA shall provide the Plan to Council no later than 30 days after their adoption.

5.4 BA shall submit, on an annual basis, a project proposal(s) for Special Projects funding for initiatives over and above core business contained within standard Annual Operating Plan deliverables. Such projects must be aligned to the shared objectives of the parties as they relate to the region's visitor economy.

5.5 Nothing in this Agreement limits Council or BA from negotiating additional services in a fee for service basis negotiated in good faith by the Parties for items that are in addition to the Plan and the Purpose.

5.6 The Parties agree any additional services included in this Agreement are included in the funding amount provided and those additional services may differ for Council.

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6. OBLIGATIONS OF BA

In consideration of the Council providing funding to BA, BA agrees to:

6.1 Expend the funding provided by Council pursuant to this Agreement for the Purpose;

6.2 Consult with and obtain the approval of Council if BA proposes to make any significant departure from any approved Annual Operating Plan (the Plan) or Special Projects;

6.3 Comply with the requirements of the Council Funding Guidelines;

6.4 Ensure that any activity carried out by it in connection with its use of the funding provided by Council complies with the laws from time to time in force in South Australia;

6.5 Acknowledge Council in all marketing, communications, documents and other relevant public documents and records as a key funding partner including display of Council's logo.

7. RECORD KEEPING AND REPORTING

7.1 BA must provide to Councils Representative final authorised copies of:

7.1.1 the annual budget after its adoption;

7.1.3 the AGM minutes.

7.2 BA must prepare an annual report including audited financial statements, summary of its activities and general operations.

8. GST

8.1 The Parties acknowledge that compliance with obligations or the grant of rights under this Agreement by BA may give rise to a liability on the part of BA to pay GST.

8.2 If and to the extent that a Taxable Supply is made by BA under this Agreement:

8.2.1 it is the responsibility of BA to pay any GST imposed on that Taxable Supply;

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8.2.2 the funding to be provided by Council, as specified in Schedule 1, will be increased by an amount equivalent to the amount payable to BA for GST.

8.3 If any supply under this Agreement is a Taxable Supply then:

8.3.1 BA must provide a Tax Invoice in respect of that supply;
8.3.2 Council is not obliged to make any payment under this Agreement unless BA has provided a Tax Invoice, in respect of that payment.

9. INDEMNITY AND INSURANCE

9.1 BA shall indemnify and shall keep indemnified Council from and against any cost, loss, expense or liability or any kind howsoever suffered or incurred by Council (as the case may be) in respect of any loss of life, personal injury or disability, loss or damage to property or any other loss whatsoever arising out of:

9.1.1 any negligence or wrongful act or omission by BA, it's employees, agents or sub-contractors in connection with or incidental to this Agreement; or
9.1.2 arising out of any breach by BA of this Agreement, except to the extent that such loss of life, personal injury and/or loss or damage to property is occasioned by any neglect, default or omission by BA and Council (as the case may be), their officers, employees, contractors or agents.

9.2 The terms of this Clause 10 will survive any expiry or termination of this Agreement.

9.3 BA will maintain in force at its own expense during the Term:

9.3.1 public liability insurance in the name of BA for not less than $20,000,000 for any one occurrence or such other amount as Council may require for any one event;
9.3.2 professional indemnity insurance in the name of BA for not less than $5,000,000 for any one event and in the aggregate in any one policy period;
9.3.3 insurance for assets and operations at a level determined adequate by BA; and
9.3.4 worker's compensation insurance in accordance with the applicable worker's compensation legislation.

9.4 BA will, without limiting the operation of clause 10.5, ensure that the insurance policy referred to in Clause 10.3.1:

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9.4.1 includes and names of the Council and as third-party interests.

9.4.2 provides that any misrepresentation, non-disclosure, breach or other vitiating conduct by any person or a party named in the insurance policy, will not affect or diminish the cover afforded by the insurance policy in respect of the other party;

9.4.3 provides that a party may, separately and individually make a claim under, use, enforce of have the benefit of the insurance policy as if it had been solely issued in its name;

9.4.4 provides that if the insurance policy covers more than one insured, all insuring agreements and endorsements with the exception of limits of liability will operate as if there were a separate policy of insurance covering each insured; and

9.4.5 provides that the insurer waives all rights, remedies or relief to which it might become entitled by way of subrogation against any of the persons comprising the insured and that failure by any of the insured to observe and fulfil the terms of the insurance policy shall not prejudice the insurance or availability to claim under the insurance policy by the other insured.

9.5 The insurances to be maintained by BA pursuant to this Clause 10 shall be with insurers satisfactory to Council's Representative.

9.6 Before the Commencement Date, BA shall provide the Council with the insurance certificates as provided by this agreement fully completed by BA's insurers or insurance brokers in respect of the insurance policies described in this Clause 10, or such other evidence of those insurances as Council reasonably requires and BA shall provide such certificates on an annual basis to Council.

9.7 Council in specifying the levels of insurance in this Agreement accept no liability for the completeness of their listing, the adequacy of the sum insured, limit of liability, scope of coverage, conditions or exclusions of those insurances in respect to how they may or may not respond to any loss, damage or liability.

9.8 BA acknowledges and agrees that it is BA's responsibility to assess and consider the risks and scope of insurances required under this Agreement.

10. TERMINATION

10.1 Any of the Parties may terminate this Agreement by notice in writing, not giving less than 30 days' notice, to the other Parties if a Party breaches any of its obligations under this Agreement and has not rectified such breach within the time frame specified, which notice shall not provide less than 30 days' notice to rectify said breach, in a notice given in writing to that Party by either or both of the other Parties requiring rectification of the breach.

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10.2 Council may terminate this Agreement by notice in writing to the other Parties if BA commits an act or enters into any form of Insolvency Administration or in the opinion of Council Representative BA can no longer trade due to impending bankruptcy.

10.3 Council may terminate this Agreement by notice in writing to the other Parties in the event that as a result of a review of BA's performance undertaken in accordance with Clause 8, Council is of the reasonable opinion that BA's performance has been unsatisfactory.

10.4 Council reserve the right to terminate this Agreement without notice should BA be found in breach of any law applicable.

10.5 Council reserve the right to terminate this Agreement, not giving less than 30 days' notice, if there is a loss of confidence with the ability of the Board to deliver upon the approved Strategic Plan, Purpose or achievement of the performance targets outlined in Schedule 2 including but not limited to structural changes within the organisation or other changes within the industry and or State Government that render the delivery of services unachievable.

11. CONSEQUENCES OF TERMINATION

In the event that this Agreement is terminated pursuant to Clause 11:

11.1 Council's obligation to pay BA any part of the funding unpaid at the date of termination will cease; and

11.2 BA shall pay to Council a pro-rata reimbursement of funds contributed in the financial year, on the basis of the percentage of the financial year completed, and shall collect them as a debt owed to Council. BA may make representations as to initiatives undertaken at the commencement of the year that dis-proportionately have applied Council funds upfront and thus the pro-rata reimbursement be reduced, but Council reserves the right to accept or reject BA's representations. Allowances are to be made for BA complying with any residual contractual commitments approved by the Board.

12. INTELLECTUAL PROPERTY RIGHTS

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12.1 BA warrants that in performing its obligations under this Agreement and in undertaking the activities associated with the Purpose it shall not infringe the Intellectual Property Rights of any person.

12.2 BA shall indemnify and shall keep Council indemnified from and against all costs, expenses and liabilities whatsoever arising out of or in connection with any claim that in undertaking the activities associated with the Purpose BA infringes the Intellectual Property Rights of any person.

12.3 If in the implementation of the Purpose and Annual Operating Plan BA develops intellectual property (including visual, branding or other products) it retains all rights to the property, however shall allow Council to utilise any intellectual property at no cost.

13. LEGAL RELATIONSHIP

13.1 The Parties mutually acknowledge and declare that nothing may be deemed or construed to constitute any of the Parties a partner, principal, agent, joint venturer, trustee (whether expressed or implied) of the others or create any relationship of employer or employee between them or renders them liable for the debts or liabilities incurred by each other.

13.2 No Party has the authority to bind the other Parties in any manner whatsoever except with the express approval by notice in writing of the other Party or Parties.

14. WAIVER

14.1 A waiver of any provision of the Agreement must both be in writing and be signed by the Parties or by persons duly authorised to execute such a document on a Party's behalf.

14.2 No waiver by a Party of a breach of a term or condition of the Agreement operates as a waiver of another breach of the same or of any other term or condition of the Agreement.

14.3 No forbearance, delay or indulgence by a Party in enforcing the provisions of the agreement may prejudice or restrict the rights of that Party in any way.

15. MODIFICATION

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No amendment or variation of the Agreement binds the Parties unless made in writing and unless any such writing is signed by each Party or by a Party's duly authorised agent (being Council's Representative for Council) and is expressed to be supplemental to or in substitution for the whole or a part of the Agreement.

16. FURTHER ASSURANCES

The Parties must do all such acts, matters and things and sign, execute and deliver all such documents as may be reasonably necessary to expedite or effect efficaciously the provisions of the Agreement.

17. SEVERABILITY

If any provision of the Agreement is for any reason unlawful, void, invalid or unenforceable then the offending provision must be severed from the Agreement without affecting the validity or enforceability of the remainder of the Agreement.

18. NOTICE

18.1 Notice must be in writing and signed either by the Party or by the agent of that Party.

18.2 Notice can be given to a Party as outlined in Schedule 1:

18.2.1 personally;

18.2.2 by email;

18.2.3 by registered mail in which case the notice is deemed to be received at the time at which it would be delivered in the ordinary course of the post.

18.3 The addresses and numbers for service are those specified in the Schedule 1.

18.4 A Party may from time to time change its address or number for service by notice to the other Parties.

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19. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws at the time being in force in the state in South Australia.

20. COSTS AND STAMP DUTY

20.1 Each party must bear its own legal costs of and incidental to the negotiation, preparation and execution of the Agreement and any other document to be executed pursuant to the Agreement or to give effect to the provisions of the Agreement except as is otherwise provided for herein.

20.2 The Parties will equally bear and pay all stamp duty and other Government fees, charges and levies in respect of the Agreement and any other document to be executed pursuant to the Agreement.

21. ENTIRE AGREEMENT

21.1 This Agreement contains the entire agreement between the parties with respect to its subject matter.

21.2 This Agreement supersedes any prior agreement, understanding or representation of the Parties on the subject matter.

EXECUTED AS AN AGREEMENT on …….... (date)

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EXECUTED by an authorised representative of **THE BAROSSA COUNCIL** under delegation pursuant to section 44 of the *Local Government Act 1999*:

.....	.....
Signature of Authorised Representative	Signature of Witness
.....	.....
Name of Authorised Representative (print)	Name of Witness (print)
.....	
Position of Authorised Representative (print)	

SIGNED on behalf of **BAROSSA AUSTRALIA** in accordance with its constitution or articles of association:

.....	.....
Signature of CEO	Signature of Chair of Board
.....	.....
Name	Name

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SCHEDULE 1 – FUNDING AND SERVICING OF NOTICES

FUNDING AMOUNTS

NB: The nominated contributions exclude GST

YEAR	2024/25	2025/26	2026/27
Core Council Funding	$50,000	$50,000**	$50,000**
Barossa Vintage Festival Funding	$35,000	N/A	$25,000
Special Projects Funding* **	$30,000*	$35,000	$40,000
TOTAL	$115,000	$85,000**	$115,000**

* Special funding approved in 2024/25 to support regional marketing initiatives and drive participation, specifically in the China market.

** Core funding to be increased annually in accordance with section 1.17 of this agreement.

*** Special Projects Funding allowance is set as a maximum funding allocation and subject to the annual submission and approval of a project proposal(s) and subsequent submission of project outcome reports.

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MANNER OF PAYMENT

Subject to this Agreement, the First Instalment of the funding payable by Council to BA in each year of the Term shall be paid within 60 days of the Commencement Date or date of entering into the agreement which ever shall occur first, in the first year of the Term.

CONTACT DETAILS FOR THE SERVICE OF NOTICES

Council

Ms Joanne Moen

Deputy Chief Executive Officer &
Director Corporate Services, Strategy and Innovation

The Barossa Council

PO Box 867

NURIOOTPA SA 5355

Phone: (08) 8563 8444

Fax: (08) 8563 8461

Barossa Australia

Mr Scott Hazeldine

Chief Executive Officer

Barossa Australia

PO Box420

TANUNDA SA 5352

Phone: (08) 8563 0650

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SCHEDULE 2 – KEY DELIVERABLES

In addition to the delivery of Strategic Priorities, Goals and Objectives, and Programs and Activities set out in BA's Annual Operating Plan in accordance with identified milestone and measures and negotiated special projects, the following general requirements are also to be met by BA under the terms of the funding agreement.

BA Strategic Priorities	Deliverables
Brand • Enhance existing brand value and perception • Barossa Australia continues to expand its sphere of influence.	Communication and collaboration with council on brand updates, messaging and sharing of updated or new brand assets for council use.
Demand • Customers and consumers are engaged and inspired in compelling and interesting ways. • Sustained and continued growth in both offerings and market share is achieved.	Collaborate with relevant council staff on key significant events including TDU, Barossa Vintage Festival, Gather Round and connect new and existing event organisers to council. Council representation on the Barossa Vintage Festival committee. Amplify and promote councils' tourism assets and events through BA marketing channels and resources. Sharing of BA marketing and communication strategy. Continued collaboration with council over shared digital platforms and channels including My Barossa Facebook and Barossa.com. Sharing quarterly data and analytics for Barossa.com Delivery of annual updates to Barossa Visitor Guide and Barossa Touring Map and regular updates to Barossa.com in consultation with relevant council staff. Include and promote the Barossa Visitor Centre as a call to action for marketing activities and digital assets.
Intelligence & Capability • BA is a progressive & expert organisation BA has access to	Share business intelligence, data and insights with council and industry.

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high quality information & Insight. • BA is a conductor and curator of information for the region and its members.	Prioritize and value insights from council's tourism, events, and economic development staff. Work collaboratively with council and RDA Barossa to identify industry skills and product gaps and assist in facilitating training and development opportunities. Contribute to and support visitor servicing in the region working towards a best practice model. Engage with council's review and development of tourism services. Refer new tourism related businesses to partner with Council's Tourism services team. Partner with Council to maintain consumer engagement on Barossa.com including live chat, concierge forms, information hub and integrated booking functionality. Partner with Barossa Council to undertake a review of booking functionality on Barossa.com and other relevant sections of the website.
Regional Leadership • BA is a trusted & respected organisation with a mandate to lead and advocate on behalf of region. • BA has a clear understanding of regional needs and issues of importance. • BA has a collaborative & strategically aligned working relationship with key stakeholder partners for the benefit of region.	Council participation and engagement in the development of BA's Annual Operating Plan to reflect agreed strategic areas of action along with special projects for the forward period. Support council in leveraging and advocating for grant funding for specific projects. Development of a region wide Barossa Destination Management Plan in accordance with SATC requirements. Regular engagement and meetings with relevant council staff. Maintain quarterly Visitor services meetings with all 3 local government regions.

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SCHEDULE 3 – COUNCIL REPRESENTATIVE

In accordance with Clause 1.17 the Council hereby nominates the following Representative:

Ms Joanne Moen

Deputy CEO & Director Corporate Services, Strategy & Innovation

jmoen@barossa.sa.gov.au

Ph: 0418 483 722

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ANNUAL OPERATING PLAN

2024/2025

Strategic Priorities & Topline Activities

BAROSSA AUSTRALIA

The Barossa is located on the traditional lands of the Ngadjuri, Peramangk and Kaurna people.

The Barossa community acknowledges and pays respect to the Ngadjuri, Peramangk and Kaurna people as the traditional custodians of the Barossa and Adelaide Hills region. We also acknowledge the deep feelings of attachment and the relationship of the Ngadjuri, Peramangk and Kaurna people to their country.

We pay our respects to the Ngadjuri, Peramangk and Kaurna peoples ancestors and the living Ngadjuri, Peramangk and Kaurna people today.

A MESSAGE FROM OUR CEO



Driving Barossa's success together.

As we look ahead to 2025, I am excited to share the vision and strategic direction for Barossa Australia, the peak body representing 550 grape growers, 170 wineries, and 220 tourism operators in our vibrant region. Established in 2022 following the merger of Barossa Grape & Wine Association (BGWA) and Tourism Barossa (TBI), Barossa Australia has been steadfast in our commitment to enhancing our regional brand, driving demand, and building a prosperous future for all our members.

Our focus on brand and demand driving remains paramount. We will continue to position the Barossa as a premier wine and tourism destination, known for its exceptional products and experiences. Through innovative marketing campaigns and strategic partnerships, we aim to amplify our reach and impact, ensuring the Barossa brand is synonymous with quality and excellence.

We are dedicated to providing strong and effective regional leadership that supports and inspires our community. By fostering collaboration and engagement among our members and stakeholders, we will navigate the challenges and opportunities ahead with a unified vision and purpose.

Accessing high-quality business intelligence and insights is crucial for informed decision-making and strategic planning. We will leverage advanced data analytics and industry research to provide our members with valuable information to drive growth and innovation. Additionally, building regional capability through training and development programs will empower our region to excel.

The following Annual Operating Plan articulates our focus and desired outcomes for 2025. We are committed to delivering outcomes that benefit all our members and strengthens the Barossa's position as a leading wine and tourism region.

As we move forward, I am confident that with your continued support and collaboration, we will achieve remarkable success and make 2025 a milestone year for Barossa Australia.

Scott Hazeldine
CEO, Barossa Australia

WHAT WE STAND FOR



Our Vision, Mission & Values

VISION

Barossa is a thriving and sustainable icon of wine, food and tourism.

MISSION

To help Barossa and our members prosper by:

- Creating a strong network which serves industry and fosters collaboration.
- Building the knowledge and skills of our members.
- Building and sharing a strong Barossa brand that positions the region as a dynamic and trusted choice nationally and internationally.
- Positioning the region as a leader within political and industry-based arenas.

OUR VALUES



INNOVATIVE & INFORMED
We seek to learn and grow, basing our work on knowledge and experience and sharing this with others.

COLLABORATIVE
We seek to work productively with the industry, community and government and form genuine and mutually beneficial partnerships.

FOCUSED
We stay on task and avoid distractions that limit our capacity to achieve clearly defined strategic goals.

TRUSTED
We are open, honest and transparent and can be trusted to live up to the commitments we make to our members, partners, consumers and the industry at large.

PLACE-ORIENTED
We position the strengths and the potential of the Barossa at the centre of our work, developing thriving industries, strong communities and sustainable landscapes.

THE OPERATING LANDSCAPE

Barossa Australia's Annual Operating Plan 2025 acknowledges that the current operating environment for many regional businesses remains incredibly challenging and dynamic, and looks likely to remain so for at least the next 12 months.

Several large-scale global forces continue to impact trade and increase costs whilst economic factors such as elevated interest rates continue to drive downward pressure on consumer spending, both domestically and abroad.

The continued diversification of the global beverage market and the rapid evolvement of consumer trends such as an increased interest in sustainability and the rise of health and moderation as a concept, are all impacting and in some cases, changing the way businesses operate.

The result of these forces at play is a decrease in global wine consumption and global oversupply resulting in low demand and pricing challenges for many wine regions around the world, exacerbated in Australia, through the lack of access to the China market until recently.

Some of these same forces are at play in destination and tourism, where cost of living pressures and the slow return of international travel links have all contributed to a contraction of the local visitor economy in the last 12 months.

In this environment it's crucial Barossa Australia:

01 Is well informed and able to work proactively to respond to challenges and opportunities in a timely and effective manner.

02 Clearly communicates to members + stakeholders to ensure they remain informed and connected to the work of the organisation

03 Focuses on the desired outcomes and results from the programs and projects.

04 Prioritises the most important and relevant issues for the region and our membership.

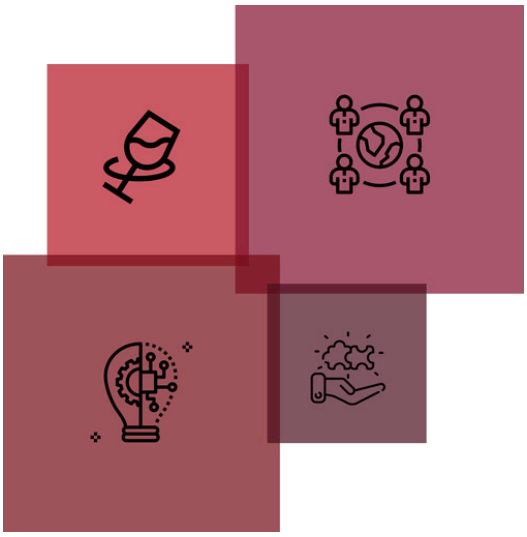
BAROSSA AUSTRALIA 2025 STRATEGIC PRIORITIES

Goals & Objectives

Brand

Barossa sits alongside the world's best regional brands

- Enhance existing brand value and perception.
- Barossa Australia continues to expand its sphere of influence



Demand

The Barossa and its products are sought after

- Customers and consumers are engaged and inspired in compelling and interesting ways
- Sustained and continued growth in both offerings and market share is achieved

Intelligence and Capability

Barossa is well informed, capable and resilient.

- BA is a progressive & expert organisation
- BA has access to high quality information & Insight
- BA is a conductor and curator pf information for the region and its members

Regional Leadership

Barossa has a strong voice and can impact on important issues

- BA is a trusted & respected organisation with a mandate to lead and advocate on behalf of region
- BA has a clear understanding of regional needs and issues of importance
- BA has a collaborative & strategically aligned working relationship with key stakeholder partners for the benefit of region.

Brand & Demand Driving



Actions & Outcomes

Barossa sits alongside the world's best regional brands. Barossa and its products are sought after.

Program/Activity	Measurement
Develop our understanding of Barossa brand, its key drivers, trends and influences by undertaking a brand & assets review	Brand review completed by Jan 2025 Digital assets review completed by Jan 2025
Develop and deliver a whole of organisation marketing and communications strategy	Plan completed and delivered by Jan. 2025
Expand networks and influence - through engagement with trade, media, and consumers. Key areas: program of wine media tastings; in region trade familiarisations; key industry conferences; and development of Barossa Wine School student and educator networks	4 x in region Wine-media tastings 2 x in region Wine/tourism trade familiarisations 50+ appointments at Tourism Exchange (ATE) 100 students through BWS 2 new educators to BWS 2 x BWS Level 3 visits to Barossa
Grow Barossa offerings and market share - through investment in domestic and international market development. Key areas: domestic market reengagement; Asian market diversity ; China re-engagement; and USA market growth.	6 Barossa wine brands at Grapefest, Texas Barossa. Be Curious data and analytics report Asian Market activation and events reporting Wine export and consumption analysis
Amplify key regional events: Barossa Wine Auction & Barossa Vintage Festival to enhance the brand and drive spend & dispersal.	>50,000 visitors to Barossa over BVF
Employ best practice data & analytics to measure effectiveness of marketing activities and growth across global audiences	Quarterly review and reporting of key data and analyses across multiple touchpoints and platforms

Intelligence and Capability



Actions & Outcomes

Barossa is well informed, capable and resilient.

Program/Activity	Measurement
Invest in access to high quality industry information and data such as Localis	Implementation of Localis Regional Spend data by Jan 2025
Collaborate with experts to develop industry and government links for trade data	Quarterly assessment and communication of market development data from Wine Australia, SATC and other key sources to members and stakeholders.
Build internal analytical skills through implementation of Hubspot CRM & staff training.	Full implementation of Hubspot CRM by June 2025
Deliver a compelling program of face-to-face and digital seminars, workshops and training sessions on a diverse range of topics. Including: SWA Training & Support, Demonstration Vineyards, Vitiwatch updates and the Barossa Wine Show.	Run a Succession Planning workshop with >30 attendees Assist > 30 members with SWA training. 4 x Vitiwatch Bulletins >700 entries for Barossa Wine Show
Engage regularly and effectively with members & stakeholders via: Member Open Houses, CEO listening posts, Fortnightly newsletter, Quarterly impact statement and annual member survey	2 x Member Open Houses with >50 attendees at each 4 x CEO Listening Posts with >20 attendees per >40% open-rate of newsletter and impact statement
Focus on next generation industry retention and skills development through initiatives: Operational Viticulture Week and the Barossa Pruning Competition	>15 attendees at Operational Viticulture Week >40 attendees at Pruning Competition

Regional Leadership



Actions & Outcomes

Barossa has a strong voice and can impact on important issues.

Program/Activity	Measurement
Work with key regional partners to develop meaningful co-operative and complimentary methods of working. Prioritising an annual regional stakeholder "roundtable" and monthly local government CEO meetings.	Annual regional roundtable. 6 x CEO Meetings/year
Develop & maintain strong industry and government links to ensure availability of effective pathways for important issues.	>100 attendees at Barossa Generations lunch. Attendance and collaboration at AGW States & Regions Forum, SAWIA Regional Forum, Great Wine Capitals, Wines of Origin Alliance, and Barossa Generations Event.
Develop aligned and coherent advocacy strategy by undertaking "influence mapping" & consultation with members, key stakeholder partners such as SAWIA and AGW.	Stakeholder analysis and influence mapping assessment by Jan 2025 Revised advocacy strategy in place by Jun 2025
Demonstrate innovation & thought leadership via ESG policy development; Adelaide Uni MoU; Nett Zero Carbon Wine Bottle Project; and Foundation Barossa Mental Health Training	Development of ESG Policy Completion of Nett Zero Carbon Glass Wine Bottle Project on time & budget 2 x Mental Health First Aid Courses with > 30 attendees

BUDGET SUMMARY

BA Income Summary	BA Forecast 2023-2024	BA Budget 2024-2025
Membership Levies	$ 1,223,000	$1,084,698
Government Funding	$ 265,831	$ 304,500
Projects Income**	$ 331,272	$ 813,140
Other Operational Income	$ 173,403	$ 194,670
Total Income	**$1,993,506**	**$2,397,008**

BA Expenditure Summary	BA Forecast 2023-2024	BA Budget 2024-2025
Operational & Administration	$1,416,493	$1,408,400
Projects Expenditure**	$704,078	$985,215
Total Expenditure	**$2,120,571**	**$2,393,615**

BUDGET SUMMARY CONT.

Projects Income Breakdown	BA Forecast 2023-2024	BA Budget 2024-2025
Barossa Vintage Festival	$0	$184,015
Barossa Wine Auction	$0	$300,000
Barossa Wine Show	$134,413	$130,000
Barossa Wine School	$76,550	$80,000
Viticulture	$71,079	$50,000
Zero Carbon Project	$30,000	$45,000
Other Projects	$19,230	$24,125
Total Income	**$331,272**	**$813,140**

Projects Expenditure Breakdown	BA Forecast 2023-2024	BA Budget 2024-2025
Advertising & Promotion	$7,535	$50,000
Asia Market Manager	$44,027	$43,000
Barossa Vintage Festival	$11,082	$214,015
Barossa Wine Auction	$2,600	$250,000
Barossa Wine Show	$72,457	$90,000
Barossa Wine School	$62,301	$65,000
Destination Project BBC	$150,000	-
International Activation	$90,000	$74,000
Trade Marketing	$22,138	$22,000
University Projects – PHDs	-	$15,000
Viticulture	$84,451	$55,700
Zero Carbon Project	$27,000	$40,500
Other Projects	$130,487	$66,000
Total Expenditure	**$704,078**	**$985,215**

APPENDIX

MONTH	ACTIVITY - EVENTS, ACTIVATIONS, PROMOTIONS
JULY	Operational Viticulture Week Asia Market Update "Barossa be Curious" Media and Influencer Visits
AUGUST	Member Open House Wine Australia China Road Show Austrade Shenzhen Tasting
SEPTEMBER	Barossa Wine Show Grapefest, Texas Member "Listening Post"
OCTOBER	Under vine Management Workshop
NOVEMBER	Annual General Meeting (AGM) Barossa Generations Lunch Barossa Activation, Shanghai
DECEMBER	Member "Listening Post"
JANUARY	Member Open House
FEBRUARY	Member "Listening Post"
MARCH	Chengdu Wine Fair
APRIL	Barossa Wine School Level 3 Visits Barossa Wine Auction Barossa Vintage Festival Taipei International Wine & Spirits Festival Australia Premium Product Showcase, Taiwan Barossa Master classes, Macao, Tokyo & Seoul
MAY	Australian Tourism Exchange (ATE) South Australian Wine Ambassadors Club Visits (SAWAC) Member "Listening Post"
JUNE	Barossa Pruning Competition & Exposition BWS Level 3 Graduation & Alumni Dinner, Hong Kong



BAROSSA AUSTRALIA TEAM



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DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.3 ANNUAL REPORT 2023-24 FINANCIAL YEAR

Author: Team Leader, Communications and Engagement
24/106924

PURPOSE

The Annual Report for the financial year ending 30 June 2024 is presented for adoption by Council.

RECOMMENDATION

That Council adopt the 2023-24 Annual Report for The Barossa Council as presented in Attachment 1, with any necessary non-material amendments and typography corrections to be made by the Chief Executive Officer.

REPORT

Background
Council is required under legislation to prepare and adopt an Annual Report relating to the operations of Council. The Annual Report is produced by Council to be accountable to our community and foster strong community connection and engagement with Council programs, services, decisions and performance.

Introduction
The Annual Report highlights key activities, financial and business plan performance and other disclosures as required by legislation.

Discussion
Section 131(1) of the Local Government Act 1999 (the Act) states that:

"A Council must, on or before the 30 November in each year, prepare and adopt an annual report relating to the operations of the Council for the financial year ending on the preceding June."

If members have drafting changes that are non-material they will be amended by the Chief Executive Officer under the authorisation provided, should Council agree to the recommendation.

Financial statements for The Barossa Council and Nuriootpa Centennial Park Authority are the subject of a separate report to Council. Financial details will be included in the body of the Report and in Appendix 2 following adoption by Council.

Summary and Conclusion
The adopted Annual Report provides a snapshot of highlights in the 2023-24 year and will be distributed in accordance with the Act.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Annual Report - Draft for Council Report
Attachment 2 Freedom of Information Statement 2023-24
Attachment 3 Financial Statements and Subsidiary Reports

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

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

Legislative Requirements
Local Government Act 1999 Section 131
Local Government (General) Regulations 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The cost of preparing and producing the report is factored into the existing budget.

COMMUNITY ENGAGEMENT

Not required

The Barossa Council



2023-24 ANNUAL REPORT

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Appendix One - Freedom of Information and Legal Disclosures
Appendix Two - Financial Statements and Subsidiary Annual Reports

The Barossa Council
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The Barossa Council acknowledges the traditional lands of the Ngadjuri, Peramangk and Kaurna people and we respect their spiritual relations with Country.



MESSAGE FROM THE MAYOR

On behalf of Council, I'm proud to reflect on the performance and achievements of both our Council and community over the past year.

We had so much to celebrate, with the official opening of major capital projects including the redeveloped $2.378 million Mount Pleasant Caravan Park, $5.1 million Barossa Rugby precinct in Tanunda and the new $6.496 million clubroom and changerooms at Tanunda Recreation Park. As another jewel in our sporting crown, Tanunda Recreation Park was named SACA's Community Facility of the Year for 2024, recognising the facility as an sports events tourism destination. We also kicked off work on new soccer clubrooms and changerooms as part of our $6 million soccer development at Nuriootpa Centennial Park.

On the arts and cultural front, the Commonwealth Government announced $6,961,000 funding towards our Barossa Creative Industries Centre in Tanunda, complemented by $500,000 to develop the surrounding open space. Set to open in early 2026, this will deliver an exciting and transformational precinct to support creative enterprise, education and community activation and participation.

In another showcase of arts and culture, we also celebrated the successful 2024 Barossa Arts Festival, supported by $30,000 Council sponsorship.

We continued our conversation with the community about future growth in the Barossa with the draft Growth and Infrastructure Investment Strategy consultation. We look forward to analysing the feedback to help shape future policy and sustainable population growth.

We also embarked on initial investigations and planning as a first step in the State Government's land rezoning at Concordia to support an additional 10,000 homes over the next 25 years. This is a journey we will take in partnership with the State Government and key stakeholders.

One of the most exciting developments in recent years was the announcement of the Barossa Park Project, a joint partnership between Council and the State Government to create a new sports, events and tourism destination at Lyndoch Recreation Park.

A sod turning in April signalled the start of construction, supported by a $20 million investment by the State Government in this destination precinct.

We cemented our international friendship with the US City of Grapevine during a visit to our new Texas Sister City. Closer to home, we appointed our Sister City Committee to explore trade, education and civic opportunities between the Barossa and our Texas counterparts. It was a great reminder of the special characteristics that make the Barossa unique.

In closing, I am constantly amazed by the achievements of so many in our community and social inclusion programs, which are a combination of staff, community groups and volunteers working together to support and benefit the community.

We have so much to be proud of, and so much more to look forward to, as we work to create a community where we love to live.


ELECTED MEMBERS

Attachment 1



ELECTED MEMBERS



Mayor
Bim Lange



Councillor
Dave de Vries



Councillor
Cathy Troup



Councillor
Jane Evans



Councillor
Jess Greatwich



Councillor
Don Barrett



Councillor
John Angas



Councillor
Heidi Thompson



Councillor
Kathryn Schilling



Councillor
Tony Hurn



Councillor
Rick Lane



Councillor
Bruce Preece

OUR COUNCIL

The Barossa Council is one of the largest regional local government authorities in South Australia, which covers the internationally renowned Barossa wine region.

The Barossa Council was originally formed in 1996 after 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 Barossa region was and continues to be inhabited by the Peramangk, Kaurna and Ngadjuri people. Colonel William Light first visited the area in 1837, naming the Barossa Range from which the region derives its name. The settlement of the Barossa region began in 1840.

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.

The cultural landscape of the present day Barossa is reflective of the substantial influence of the early British and German settlers. Vineyards and paddocks dominate the landscape but historical towns, churches, wineries and stone artefacts contribute substantially to its charm and character.

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

26,268
POPULATION

13,989
ASSESSMENTS

893.2 SQ KMS

Altona, Angaston, Barossa Goldfields, Bethany, Cockatoo Valley, Concordia, Craneford, Cromer, Dorrien, Eden Valley, Flaxman Valley, Kalbeeba, Krondorf, Light Pass, Lyndoch, Moculta, Mount Crawford, Mount McKenzie, Mount Pleasant, Nuriootpa, Penrice, Pewsey Vale, Rosedale, Rowland Flat, Sandy Creek, Springton, Stockwell, Tanunda, Taunton, Vine Vale and Williamstown.

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

CELEBRATIONS

AUSTRALIA DAY

Australia Day held on 26 January is an opportunity for all Australians to come together as a nation to reflect, respect and celebrate.

We acknowledged the contribution every Australian makes to our contemporary and dynamic nation. From our Aboriginal and Torres Strait Islander people who have been here for more than 65,000 years, to those who have lived here for generations, to those who have come from all corners of the globe to call our country home.

Australia Day 2024 was held in the Tanunda Show Hall and saw a pause to reflect on the past year and recognise the resilience of our community.

The Tanunda Primary School Choir via video performed the Australian National Anthem and the Nuriootpa Kindergarten performed a heartfelt Acknowledgment of Country.

Mayor Bim Lange together with Ngadjuri Elder Quenten Agius and his grandchildren (pictured below) helped our community to reflect, respect and celebrate together.

Highlights included performance by Lauren Langford (pictured below), face painting, kids games and craft, with activities in the hall by Seeds of Hope, Barossa Bushgardens, Barossa Library Service and Barossa Wildlife Rescue. The breakfast was prepared and served by the Barossa Rotary Club and enjoyed by all.

An important part of the day was an Australian citizenship ceremony; an important part of our nation's celebrations and holds special significance for those becoming citizens and the broader Australian community. We welcomed 5 new citizens to our beautiful community and country we live in.



Below: John Nietschke with his grandchild Daniella.





CELEBRATIONS

CITIZEN OF THE YEAR AWARDS

Council is proud to recognise our Australia Day Citizen of the Year Award winners, who have gone above and beyond in their service to our community.

Our 2024 Australia Day Award recipients included *Citizen of the Year,* Debbie Miles, *Young Citizen of the Year,* Casey Miles, *Award for Active Citizenship*, Matt Hale and *Community Event of the Year*, Barossa Medieval Fair.

The awards were presented at the annual Australia Day event by Mayor Lange and Ashton Hurn MP, Member for Schubert.



Young Citizen of the Year, Casey Miles



Award for Active Citizenship, Matt Hale



Citizen of the Year, Debbie Miles



Community Event of the Year, Barossa Medieval Fair

CITIZENSHIP CEREMONIES

In line with our commitment to building a strong sense of community pride and participation in community-building activities, we hold citizenship ceremonies at various times throughout the year.

Throughout 2023-24 Council held five citizenship ceremonies, including one on Australia Day and the largest ceremony being held in June with 19 conferees. A total of 43 people were conferred as new citizens.

As the authorised person to receive the pledge, Mayor Michael 'Bim' Lange conducted the public ceremonies and formally welcomed new citizens as members of the Australian community.

Some of the country they originated from are Brazil, Chile, China, Croatia, England, India, Italy, Moldova, New Zealand, Nigeria, Papua New Guinea, Scotland, Singapore, Solomon Islands, South Africa, Taiwan, United Kingdom, United Arab Emirates, United States, Vietnam and Wales.



New Australian citizens Daiane Vargas and Carlos Marcellino with Daniela and Alice.

ENGAGEMENT

COMMUNITY CONSULTATION

Each year members of the community are provided with opportunities to put forward their views and have their say on particular issues and projects before Council.

During the reporting period, Council has consulted with the community and sought feedback on the following matters and projects:

- 2024-25 Annual Budget and Business Plan
- Draft Elected Member Behavioural Management Policy and Process
- Draft Growth and Infrastructure Investment Strategy
- Community Land Revocation - Allotment 801 Atze Parade Nuriootpa
- Electric Vehicle charging station
- Barossa Wellbeing Project
- Draft Signage Policy
- Williamstown Hotel Car Park Licence
- Draft Tanunda Callitris Woodland Management Plan
- Code of Practice for Access to Meetings and Meeting Documents

ENGAGEMENT METHODS

WRITTEN REQUEST

Community members can write to Council on any Council policy, activity or service.

STAFF MEMBERS

Community members can contact Council staff to discuss any issue relevant to Council.

SOCIAL MEDIA

Community members can engage on The Barossa Council's Facebook page.

ELECTED MEMBERS

Community members can contact their Elected Members of Council to discuss any issue relevant to Council.

YOUR SAY BAROSSA

Community members can provide feedback on specific Council engagements and consultations via our online engagement platform, Your Say Barossa at yoursay.barossa.sa.gov.au

THE BIG PROJECT

We continued delivering on our vision to future-proof sports, recreation and cultural facilities in the Barossa. Our $60 million investment in projects completed, underway or planned has been complemented by around $40 million in grant funding and contributions, bringing total investment to almost $100 million.

COMPLETED PROJECTS

BAROSSA RUGBY PRECINCT

A new home for rugby in the Barossa was officially opened at Tanunda in June 2024.

The $5.1 million project has delivered a fit-for-purpose, multi-use facility with LED sports lighting, clubroom, changerooms, function space and playing surface that will also build rugby participation in our region.

The precinct boasts a commercial kitchen, bar, space inside for 150 people, plus a sheltered viewing deck overlooking the field which accommodates three touch football pitches.

The project is supported by $995,000 State Government funding through the Office for Recreation, Sport and Racing.

TANUNDA RECREATION PARK CLUBROOMS AND CHANGEROOMS

A $6.496 million investment in community clubroom and change room facilities and oval upgrade was officially opened at Tanunda Recreation Park in March 2024.

The facility has delivered multi-use infrastructure to support football, cricket, netball, tennis and community sports more broadly.

The new facilities include new shared clubrooms with a public lounge, gender-neutral changerooms, toilets, umpire rooms and spectator viewing to both the main oval and courts.

the Big project

Top: Katrine Hildyard MP, Minister for Recreation, Sport and Racing; Dr Fraser Vivian, Rams Club President and Ashton Hurn, Member for Schubert cut the ribbon to officially open the Barossa Rugby Precinct.

Pictured right: At the official opening of the Tanunda Recreation Park clubroom, changerooms and main oval were Justin Menzel, Tanunda Tennis Club; Kym Underwood, Tanunda Football Club; Ashton Hurn, Member for Schubert; Katrine Hildyard, Minister for Recreation, Sport and Racing; Mayor Bim Lange, Stuart Swan, Tanunda Cricket Club and Sharon Seedsman,Tanunda Netball Club.

Attachment 1





THE BIG PROJECT

MOUNT PLEASANT CARAVAN PARK

There's a new destination for holiday makers in the Barossa following a $2.4 million redevelopment of Mount Pleasant Caravan Park.

The upgrade of accommodation and facilities at Talunga Park includes six cabins, a new camp kitchen, 24 new powered caravan sites and visitor amenities.

The project was co-funded by the Government of South Australia's Local Government Infrastructure Partnership Program, and officially opened 12 August 2023.

PROJECTS UNDERWAY

BAROSSA PARK PROJECT

The Barossa was announced as a venue for the 2025 AFL Gather Round, with the State Government partnering with Council to deliver a jointly-funded $40 million upgrade to facilities at Lyndoch Recreation Park.

The funding will deliver a full-scale redevelopment of Lyndoch Recreation Park exposing this prized tourist region to a huge national audience and supporting the local economy.

The State Government and Council will each contribute $20 million, with support from Barossa District Football and Netball Club.

The Barossa Park Project will see the existing oval upgraded to meet AFL standards, and deliver a precinct fit for multiple sports at community and professional levels as well as opening up new opportunities for festivals, the arts and conferences to come to the region.

This work will include a new multi-purpose building comprising a 300-seat event space and clubrooms with commercial kitchen, multi-sport change facilities and gym.

The venue will be officially opened for Gather Round from 10-13 April 2025.

the Big project

BAROSSA SOCCER PRECINCT

Work continued on new clubroom and changeroom facilities as part of a $6 million redevelopment of the soccer precinct at Nuriootpa Centennial Park.

The new facility boasts four changerooms, kitchen, canteen, storage, medical and referee facilities, overlooking a full size equivalent synthetic football pitch under lights.





Above: Mayor Bim Lange with Guy Martin, Chairman of Nuriootpa Centennial Park Authority and George Triandafyllidis, President Barossa United FC.

Left: Cutting the ribbon to officially open the Mount Pleasant Caravan Park are Member for Light Tony Piccolo (representing the Treasurer), Wendy Harvey (Mount Pleasant Progress Association), Mayor Bim Lange (The Barossa Council), Courtney Hunter-Hebberman (Peramangk and Ngarrindjeri Mamalu) and Genevieve Hebart (Mount Pleasant Progress Association).

Below: Darren Chandler, SANFL CEO; Andrew Dillon, AFL CEO; Premier Peter Malinauskas and Mayor Bim Lange at the site of Barossa Park.



STEPS TOWARDS A SUSTAINABLE FUTURE

Thanks to a partnership with APR Composites, table settings and benches crafted from 50% recycled HDPE plastic have been installed in Council's open spaces, contributing to a circular economy and extending the use of resources.

The Barossa Council Mayor Bim Lange says because material used in the furniture is sourced directly from yellow bins collected each week around the region, it's crucial everyone plays their part by "ensuring the right things go in the right bin".

"When residents separate recyclables correctly, it allows facilities like NAWMA to recover valuable materials for reuse, like the HDPE plastics which are repurposed into the furniture we're now enjoying in our parks and playgrounds," Mayor Lange said.

"Our individual actions directly contribute to reducing waste going to landfill which is not only transforming our community spaces but also making a positive impact on our environment."

Over the past 12 months, seven picnic table settings, 29 park benches and 155 bollards have been installed across the Barossa. That equates to 74,025 two-litre milk bottles, or 200 cubic metres of recovered plastic, being repurposed to help create a brighter, greener future.

Glen Carter, Council's Manger of Infrastructure and Environmental Services, said the new furniture is durable and lasts longer than its wooden equivalent.

"The use of recycled plastic products in our open spaces aligns with our goal of creating and preserving sustainable parks for the community."

- Glen Carter

"Just like our commitment to selecting legacy trees and making conscious planting decisions to enhance aesthetics without requiring excessive maintenance, we choose recyclable products with confidence in their durability and longevity."

Pictured right: Glen Carter, Manager Infrastructure and Environmental Services at one of the recycled picnic table settings.

Attachment 1



NATURAL ENVIRONMENT AND BUILT HERITAGE

BAROSSA BUSHGARDENS

41 TOTAL VOLUNTEERS

9709 VOLUNTEER HOURS

9,800 ANNUAL VISITORS

127 VOLUNTEER EVENTS

2,858 EVENT ATTENDANCE

676 DEVELOPMENT APPLICATIONS

$138M DEVELOPMENT APPLICATIONS

41 LAND DIVISION CONSENTS

109 COMPLIANCE INSPECTIONS

64 POOL INSPECTIONS

1 CROWN LAND ASSESSMENT

265 BUILDING INSPECTIONS

INSPECTIONS



20 FOOD COMPLAINTS

142 ROUTINE FOOD INSPECTIONS

273 WASTEWATER INSPECTIONS

34 SMOKE COMPLAINTS

5 BIRD SCARERS

8 FIXED MACHINE NOISE

28 UNSIGHTLY CONDITIONS

51 GRAFFITI AND VANDALISM

15 NON-FIXED MACHINE NOISE

17 ANIMAL AND INSECTS

29 ODOUR, FUMES SPRAY DRIFT, DUST

174 LITTER CONTROL

- 2 Offences under the Act were expiated*
- 0 Nuisance Abatement Notices or Litter Abatement Notices issued
- 0 Offences under the Act were prosecuted
- 0 Applications by council to the court for orders for civil penalties under Section 34 of the Act
- 1 Civil penalty negotiated under Section 34 of the Act

*under the Local Nuisance and Litter Control Act 2016 there were 2 expiation notices issued for disposal of up to 50L of General Litter.

HERITAGE GRANTS

14 HERITAGE GRANTS

$4,100 HERITAGE GRANTS

Attachment 1



COMMUNITY AND CULTURE

SPECIAL DELIVERY

Carol Dearlove's thoughts on the service she receives from Barossa Library are clearly summed up in her surname.

The Nuriootpa resident is one of a number of local community members unable to attend their local library, so she looks forward to Barossa Council Library volunteer Kathy Evans knocking on her door as part of the library's home delivery service.

"I can't get to the library now and it's lovely to see Kathy, we have a social chat – we talk about our pets, our children, it's just a lovely visit," says Carol.

"She's a person who has become dear to me."

Carol enjoys the selection of books, DVDs and magazines she receives monthly.

"It means so much and it gives us the option to be able to relax in our own home."

- Carol Dearlove

Kathy has been a volunteer for the past five years and treasures the connections she makes through her role.

"I put myself in the position of someone like Carol. I love reading and couldn't imagine not being able to get to the library to access books! I thought this is something I can do to hopefully give a little bit of something back to the community," Kathy says.

She admits to gaining "far more" from her volunteer role than she gives.

"I know a couple of people have said they were beginning to feel frustrated and felt a real loss of purpose because their vision was going. They were isolated and started feeling like they couldn't be independent," Kathy says.

"It's the tiniest thing that can make a big difference to other people, and it gives them that sense of still being connected with the community."



Kathy Evans delivers books to Carol Dearlove at her home in Nuriootpa, with Honey looking on.

COMMUNITY AND CULTURE

BAROSSA REGIONAL GALLERY

14,406
GALLERY VISITORS

134
EVENTS AND WORKSHOPS

6,943
EVENTS AND WORKSHOPS ATTENDEES

1,313
ITEMS SOLD

GRANTS

26
YOUTH GRANTS

$5,350
YOUTH GRANTS

10
COMMUNITY GRANTS

$23,146
COMMUNITY GRANTS

LIBRARY

92,315
VISITORS

6,581
MEMBERS

191,799
LOANS

6,103
WORKSHOP/ PROGRAM ATTENDEES

5,631
HOURS OF ACCESS ON PUBLIC PCs

VOLUNTEERS

505
VOLUNTEER RESOURCE CENTRE VISITS

262
REGISTERED COUNCIL VOLUNTEERS

24,484
VOLUNTEER HOURS

$1M
VALUE OF VOLUNTEERING

INFRASTRUCTURE

KICKING SPORT GOALS

A major renewal of the main oval at Tanunda has completed the redevelopment of Tanunda Recreation Park.

Reconstruction of the oval surface, including drainage and irrigation, ensures the oval continues to act as a regional-level facility to attract national and state events and support Association football and cricket.

Tanunda Football Club president Kym Underwood says it has created a safer, high quality environment for playing and training.

"Naturally our footy club is really excited but really, this is about more than just sport," Kym said.

"It's so important to provide avenues for people, especially youth, to be active and participate in healthy activities."

- Kym Underwood

Tanunda Cricket Club president Stuart Swan agreed, saying it has provided certainty for the club in the seasons ahead.

"After many years of interrupted cricket because of the playing surface and drainage, this future-proofs our oval and really makes it a showpiece," Stuart said.

Mayor Bim Lange says the Park rivals any other regional facility in the State.

"This is a premier facility in regional South Australia, supporting our joint aspiration with the SANFL and SACA to develop the Barossa as a sports events tourism destination," Mayor Lange said.



Tanunda Football Club president Kym Underwood and Mayor Bim Lange.

ROAD UPGRADES AND IMPROVEMENTS

$1.5M
ROAD RESEALING

$297K
FOOTPATH RENEWAL

$1.26M
ROAD RESHEETING

$460,500
JULIUS STREET TANUNDA UPGRADE

$69K
LYNDOCH VALLEY ROAD FOOTBRIDGE

$80K
MURRAY STREET ANGASTON STREETSCAPING

PLAYGROUNDS AND PARKS

$1.6M
TANUNDA OVAL RENEWAL

$1.77M
TANUNDA CLUBROOM AND CHANGEROOMS

CUSTOMER REQUESTS

285
STREET MAINTENANCE

651
ROAD AND FOOTPATH



692
PARKS AND GARDENS

207
DRAINAGE

201
OPEN SPACES MAINTENANCE

STEPS TO EMPLOYMENT

Our Diverse Workplaces Project is creating workplace diversity and meaningful employment opportunities for people with disability.

The project was named a finalist in the 2023 Local Government Professionals Leadership Excellence Awards for 'Excellence in Diversity and Inclusion'.

The first event was focused on Council's internal managers, demonstrating how diversifying the workforce helps break down barriers and support individuals with disabilities to thrive in employment and volunteering.

The second event created relationship-building opportunities between individuals with disabilities and employment, micro-enterprise, and volunteering services.

Council's Community Development Officer Natalie Mudge said it was great to see stakeholders come together in support of inclusive employment practices, which may include workplace adjustments, mentoring and coaching.

"Diverse workplaces allow for a broader range of skills along with valuable perspectives and experiences," said Natalie.

> "In hiring people with disability, employers gain a more diverse, creative workforce, while employees with disabilities find empowerment and independence."
>
> - Natalie Mudge

The success of the project has seen Council partner with JFA Purple Orange to launch a business mentoring program aimed at enhancing the onboarding and progression of Council employees.



Nathan Nies is excited about the possibility of paid employment in the hospitality industry.

HEALTH AND WELLBEING

ANIMAL MANAGEMENT

6,077
DOGS REGISTERED

169
DOGS FOUND AND RETURNED

687
DOG CUSTOMER REQUESTS

1,065
CATS REGISTERED

INSPECTIONS



273
WASTEWATER INSPECTIONS

142
ROUTINE FOOD INSPECTIONS

20
FOOD COMPLAINTS

COMMUNITY TRANSPORT & HOME ASSIST

5,723
COMMUNITY CAR TRIPS

1,584
SHOPPING BUS TRIPS

85
DISABILITY ACCESS TRIPS

440
HOME ASSIST CLIENTS

5,589
HOME ASSISTANCE HOURS

280,283
VOLUNTEER DRIVER KILOMETRES

7,845
COMMUNITY TRANSPORT VOLUNTEER HOURS

2,607
MEN'S SHED HOURS

WASTE MANAGEMENT

540,559
TOTAL GENERAL WASTE BINS SERVICED (TONNES)

5,050
GENERAL WASTE (TONNES)

2,078
RECYCLING (TONNES)

2,989
GREEN WASTE (TONNES)

255,517
TOTAL RECYCLING BINS SERVICED (TONNES)

161,381
TOTAL ORGANIC BINS SERVICED (TONNES)

FIRE PREVENTION

21
FIRE PERMIT APPLICATIONS

FIRE HAZARDS^

14,000*
^PROPERTY INSPECTIONS
*APPROX

550
^COMPLIANCE NOTICES

112
^CUSTOMER REQUESTS

131
^CAUTION LETTERS

IMMUNISATIONS

1632
STUDENT VACCINES ADMINISTERED
*2023 CALENDER YEAR

NATURE AT ITS BEST

We've unveiled a new destination for holiday makers in the Barossa following a $2.4 million redevelopment of Mount Pleasant Caravan Park.

The upgrade of accommodation and facilities at Talunga Park includes six cabins, a new camp kitchen, 24 new powered caravan sites and visitor amenities, making it the perfect base to explore eco-tourism attractions in the Barossa.

Mayor Bim Lange said the expansion of Park facilities has come at the right time.

"Along with wine tourism, we know there's a growing interest in recreation and outdoor adventure experiences, and Mount Pleasant is perfectly situated to explore the region's walking and cycling trails and on-water activities at our reservoirs," he said.

"The Park provides affordable options for visitors seeking nature-based experiences, offering contemporary, high-quality facilities in a tranquil, open space setting."

The Park redevelopment was co-funded by the Government of South Australia's Local Government Infrastructure Partnership Program.

It comes on the back of positive figures for regional tourism.

"Visitors are looking to experience the region in lots of different ways, and the Barossa offers great diversity."

- Jo Seabrook,Manager Tourism Services

"Nature and natural beauty is high on the agenda, together with quality food and wine."



Ceda and Clova Irwin enjoying the new facilities with parents Jon and Zana Irwin.

TOURISM SERVICES

52,185
FACE-TO-FACE ENQUIRIES

5,011
PHONE / EMAIL / LIVE CHAT ENQUIRIES

$276,785
ACCOMMODATION/ EXPERIENCE/EVENT BOOKINGS

6,784
BAROSSA MADE WARES & FOOD PANTRY SALES

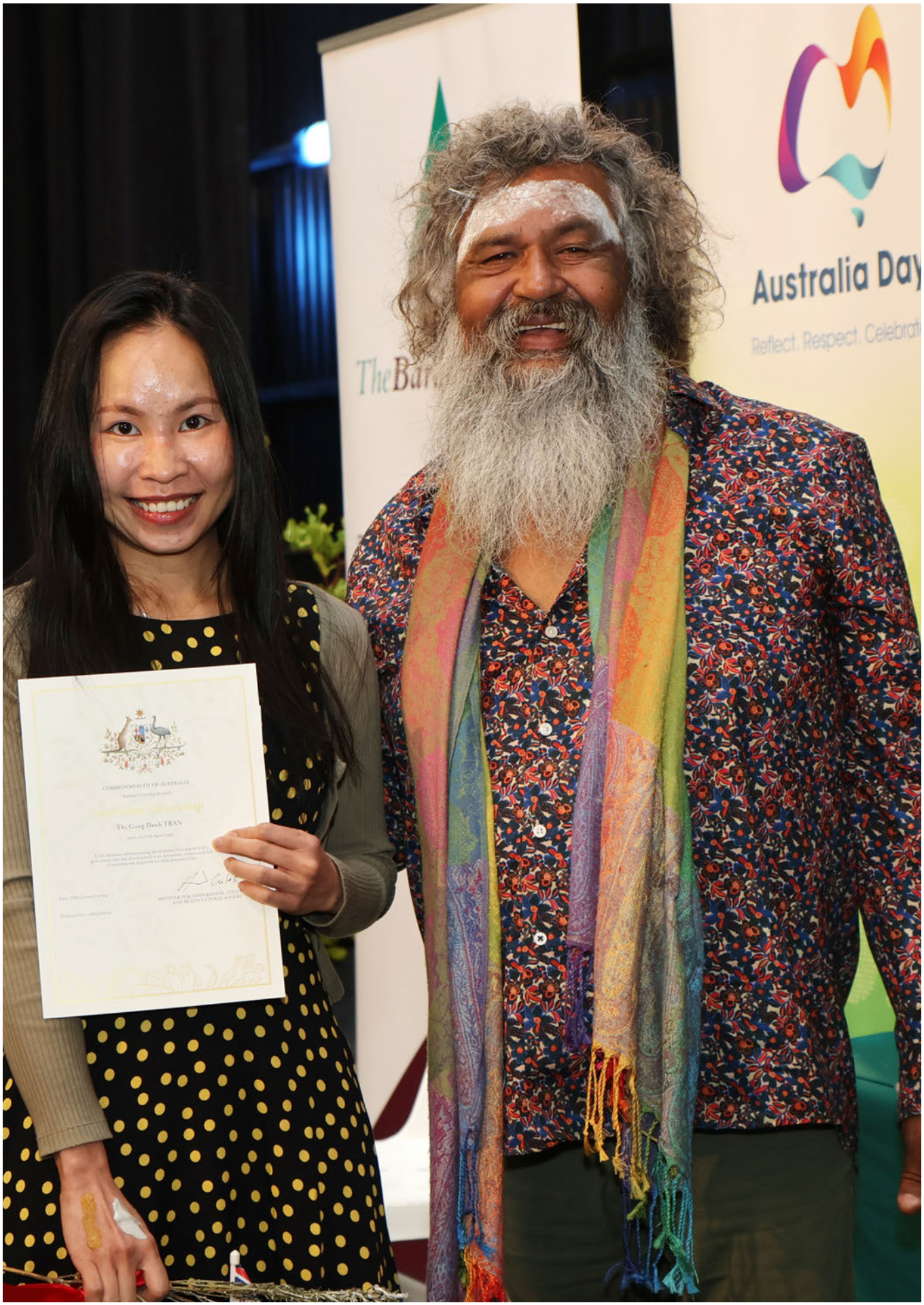
65
BAROSSA MAKERS SUPPORTED

7
MARKETS HELD

396
BUSINESSES SUPPORTED THROUGH MEMBERSHIP AGREEMENTS

2,373
BVC VOLUNTEER HOURS

Attachment 1



TEXAS TOUCHDOWN

A Barossa delegation touched down in Texas in September 2023 to cement a new Sister-City relationship with the City of Grapevine.

Mayor Bim Lange was joined on the tour by Acting CEO Jo Moen (pictured below), Barossa Australia representatives and Barossa wine ambassadors.

Mayor Lange said the Barossa delegation was overwhelmed by the generosity and hospitality of the Grapevine community, describing the Texans as "remarkably friendly and down to earth".

"We've not only cemented diplomatic ties to benefit current and future generations, but made new friends from across the globe."

- Mayor Bim Lange

The Mayor and Ms Moen participated in a wide variety of formal and informal civic engagements, including visits to district schools, sporting stadiums, community centres and cultural attractions, along with networking meetings to learn more about hospitality, tourism, trade and economic development opportunities.

Grapefest, the largest wine festival in the Southwest, was a highlight of the tour.

The new diplomatic relationship between Barossa and Grapevine was officially sealed with a signing of the Sister-City Accord at Liberty Park, amid great ceremony and fanfare.

"It marks the beginning of new friendships and understanding," said Mayor Lange.

"By exchanging new ideas and experiences, we can grow Council's capacity to create a region that's vibrant, sustainable and owns its place on a global stage."

In February 2024, we appointed a Sister Cities Advisory Committee to support the development of programs and activities with our Sister Cities.



HOW WE WORK AND GOOD GOVERNANCE

CUSTOMER SUPPORT

22,777
CUSTOMER REQUESTS RECEIVED

78%
CUSTOMER REQUESTS COMPLETED WITHIN NOMINATED TIMEFRAME

23,982*
NUMBER OF REQUESTS COMPLETED
* includes requests carried over from 2022/23

RISK

18
MOTOR CLAIMS

18
LIABILITY CLAIMS

3
PROPERTY CLAIMS

$55,095
MOTOR CLAIM INCURRED COSTS

$925
LIABILITY CLAIM INCURRED COSTS

$15,292
PROPERTY CLAIM INCURRED COSTS

COMMUNICATIONS AND ENGAGEMENT

5,218
FACEBOOK FOLLOWERS

3,104
E-NEWS SUBSCRIBERS

28
MEDIA RELEASES PUBLISHED

406
FACEBOOK POSTS

165,000
WEBSITE USERS

266,000
WEBSITE SESSIONS

36,000
WEBSITE DOCUMENTS DOWNLOADED

593
WEBSITE FORMS SUBMITTED

COMMUNITY SUPPORT

606
COUNCIL FACILITY BOOKINGS

$25,095
BOOKING DISCOUNTS

ELECTED MEMBERS

ELECTED MEMBER ALLOWANCES

The Council has processes in place to ensure that expenses are reimbursed and allowances, facilities and support are provided to Elected Members in an accountable and transparent manner and in accordance with relevant legislation.

Section 76 of the Local Government Act 1999 and Regulation 4 of the Local Government (Members Allowances and Benefits) Regulations 2010 provide that Elected Members are entitled to receive an annual allowance to help cover the cost of performing and discharging their official functions and duties. This allowance is determined by the Remuneration Tribunal of South Australia and is adjusted annually to reflect changes in the Consumer Price Index on the first, second and third anniversary of the 2022 Local Government Election.

The allowance, as set by the Remuneration Tribunal of South Australia on 5 July 2022, and applicable from 12 November 2022, was as follows:

Elected Members	$19,110 p/annum
Deputy Mayor	$23,887.50 p/annum
Mayor	$76,440 p/annum

From 12 November 2023, the allowance was adjusted by the Consumer Price Index and was as follows:

Elected Members	$20,237 p/annum
Deputy Mayor	$25,296.25 p/annum
Mayor	$80,948 p/annum

ELECTED MEMBER TRAVEL

Mayor Bim Lange accompanied the Sister City Official Delegation to sign the Accord in Grapevine, Texas from 12-18 September 2023 at a cost of $8593. *Flights for the Mayor were funded from existing budget allocations in accordance with the Elected Members Allowances and Benefits Policy.

ELECTOR REPRESENTATION

The Barossa Council is represented by the Mayor and 11 Councillors. Council's total representation quota (the number of electors for each Councillor) is 1:1,616 (19,397 Elected Members). The comparative table below compares local and similar sized councils to The Barossa Council.

Council	Electors	Councillors	Ratio
The Barossa Council	**19,397**	**12**	**1616**
Town of Gawler	20,344	11	1849
Light Regional Council	11796	10	1179
Adelaide Hills Council	30,881	13	2375
Mid Murray Council	7127	9	791
Adelaide Plains Council	7512	10	751

Source: Electoral Commission of SA made available via LGA SA

The Representation Review for The Barossa Council commenced in April 2024 with an anticipated completion in April 2025.

ELECTED MEMBER ACCOUNTABILITY

Ordinary meetings of the full Council were held in the Council Chambers, 43-51 Tanunda Road, Nuriootpa on the third Tuesday of every month at 9am, except for the January meeting which is held on the fourth Tuesday.

Between 1 July 2023 and 30 June 2024, a total of 12 Ordinary and 9 Special Council meetings were held.

ATTENDANCE AT COUNCIL MEETINGS 1 JULY 2023 - 30 JUNE 2024

Elected Member	No. Ordinary Council meetings attended (12)	No. Special Council meetings attended (9)	No. Total Council meetings attended (9)	Leave of absence	Apology	Absent
Mayor Lange	11	8	19	1	1	
Cr Angas	11	8	19		2	
Cr Barrett	12	8	20	1		
Cr de Vries	10	7	17		4	
Cr Hurn	10	9	19		2	
Cr Schilling	10	9	19		2	
Cr Troup	10	7	17		4	
Cr Greatwich	12	6	18		2	1
Cr Lane	10	9	19		2	
Cr Evans	11	9	20		1	
Cr Thompson	12	6	18		3	
Cr Preece	11	8	19	2		

ELECTED MEMBER TRAINING AND DEVELOPMENT

Elected Members are provided with training and development opportunities through the Local Government Association and other bodies which they undertake on an as needs basis.

The total cost of training and development for Elected Members in 2023-24 was $270.64 for Mayor Lange to attend the Local Government Association Roads and Works Conference.

Council keeps a register of training and development activities attended by Elected Members which can be viewed on the website.

ELECTED MEMBER BEHAVIOUR

There were 0 contraventions of Chapter 5 (Members of council) Part 4 (Member integrity and behaviour) Division 2 (Member behaviour) during the relevant financial year.

Council incurred $12,969.50 (mediation) in costs in relation to dealing with complaints alleging contravention of Chapter 5 Part 4 Division 2 and any referrals of such complains to the Behavioural Standards Panel during the relevant financial year.

There were 0 contraventions of section 75G (Health and safety duties) during the relevant financial year.

Council incurred $0 costs in relation to dealing with complaints alleging contravention or failure to comply with section 75G and any referrals of such complains to the Behavioural Standards Panel during the relevant financial year.

ELECTED MEMBER GIFTS AND BENEFITS

For the purposes under Section 72A(4) - Register of gifts and benefits of the Local Government Act 1999 and published in the Gazette on 29 August 2013, any Gift or Benefit received must also be registered if its value is higher than $50.

Date gift offered/ received	Date of Registration	Name	Description of Gift	Value (approx)	Received from/ reason for	Accepted
16/09/2023	12/10/2023	Mayor Lange	Bottle stopper – Sister City gift	$50	Senator Jane Nelson as gift for Grapevine, Texas – Sister City	Yes
16/09/2023	12/10/2023	Mayor Lange	Hereford Cowboy hat	$75-US	City of Grapevine - gift for delegation visit to Sister City Agreement.	Yes
16/09/2023	12/10/2023	Mayor Lange	Personally engraved rosewood pen used to sign the official Sister City agreement	Approx. $50-$100	City of Grapevine - gift for delegation visit to sign Sister City Agreement.	Yes
16/09/2023	28/12/2023	Mayor Lange	Estimate of the 6 nights' accommodation, breakfast and hospitality at events/ functions.	Approx. $3,000	City of Grapevine - gift for delegation visit to sign Sister City Agreement.	Yes
16/09/2023	2/1/2024	Mayor Lange	Qantas Business Class Upgrade – Texas to Sydney (Estimate is based on upgrade for the flight leg from Dallas to Sydney via Los Angles from Qantas website for travel in September. $5904 for the premium economy equivalent purchased for the trip and business sale being $8496.)	Approx. $2592	Attendance at Grapefest as part of Sister City establishment with Grapevine Texas	Yes

DECISION MAKING

Council is responsible for the administration of many Acts of Parliament (or parts of Acts), that impact on local residents and their properties. Council also has in force by-laws that regulate various matters, and impact local residents and their properties. In addition to legislation, Council's Development Plan has legal force in determining types of development and how land is used.

The Council decision making structure consists of:

- The Elected body, which consists of the Mayor and 11 Elected Members
- Council Committees established under the *Planning, Development Infrastructure Act 2016*, including the Barossa Assessment Panel and the Building Fire Safety Committee
- Committees and Subsidiaries as established under Sections 41, 42 and 43 of the *Local Government Act 1999*
- Council staff and authorised persons

The Chief Executive Officer has been given delegated authority from Council to make decisions in relation to those matters that fall within the scope of the delegations.

The Chief Executive Officer has, in turn, sub-delegated certain powers and functions to qualified Council staff to make decisions. Council has made direct delegations to the Barossa Assessment Panel under the *Development Act 1993 and Planning, Development and Infrastructure Act 2016*. The delegations and sub-delegations are listed in Council's Delegation Register and are reviewed by Council, as required under Section 44 of the *Local Government Act 1999*.

ICAC ACT

Matters of corruption, serious and systemic misconduct and maladministration must be reported by Public Officers, which includes all Elected Members, Council employees and contractors, to the Office for Public Integrity for investigation. All new staff receive instruction in ICAC reporting.

PUBLIC INTEREST DISCLOSURE

Council is committed to upholding principles of transparency and accountability in its administrative and management practices and, therefore, encourages the making of Disclosures that reveal Public Interest Information, in accordance with the *Public Interest Disclosure Act 2018*.

Disclosures of Public Interest Information, which consists of Environmental and Health Information or Public Administration Information, can be made to a relevant authority, including Council's responsible officers. Protections are provided to those who make a disclosure, including:

- immunity from liability;
- protection of the person's identity;
- protection against victimisation; and
- protection against hindering, obstructing or preventing persons from making a disclosure.

Details of Council's responsible officers and Public Interest Disclosure policy and process is publicly available at barossa.sa.gov.au

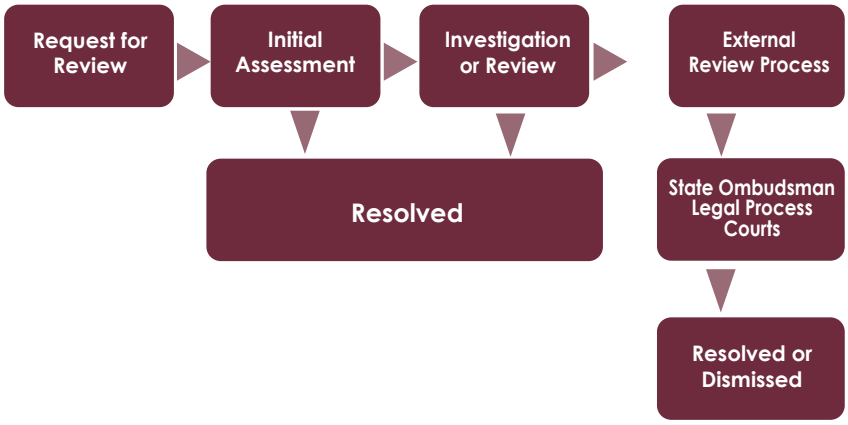
INTERNAL REVIEW OF COUNCIL DECISIONS

Council is committed to transparent decision making processes and to providing access to a fair and objective process for the internal review of its decisions.

Complaints may arise as a result of dissatisfaction with a decision about a policy, process, service or fee. All attempts will be made to resolve complaints quickly and efficiently without the need for formal applications for review to be lodged.

The processes are established under Section 270 of the *Local Government Act 1999* and provide guidance for dealing with formal requests for internal review of decisions of Council, its employees and other people acting on behalf of Council.

During this reporting period, Council received no formal requests for internal review of a decision. The following diagram demonstrates the processes available for the review of Council decisions:



BAROSSA ASSESSMENT PANEL

Pursuant to Section 83 of the Planning, Development and Infrastructure Act 2016, The Barossa Council has established a Council Assessment Panel to be known as the Barossa Assessment Panel (BAP), for the purpose of acting as delegate of the Council in its role as a "relevant authority" pursuant to the *Planning Development and Infrastructure Act 2016.*

The BAP has its own Terms of Reference, procedures and protocols. The BAP makes decisions independently from Council. Members of the BAP are appointed by Council as follows:

Members
- Michael Wohlstadt (Presiding Member)
- Grant Hewitt (Member)
- Susan Giles (Member)
- Graham Burns (Member)
- Cr Jane Evans (Elected Member Representative)

Deputy Member
- Cr Tony Hurn (Elected Member Representative)

Assessment Manager
- Aaron Curtis

The Independent Members term ends on 31 December 2024. Assessment Panel Members can be appointed for up to two years and reappointed thereafter.

AUDIT AND RISK COMMITTEE

Council maintains an Audit and Risk Committee to monitor the participation of management and the external auditors in the financial reporting process; oversee and make recommendations on the approach used by management to address business risks; and review and make recommendations on how Council's corporate, financial governance and legal responsibilities are addressed.

The Audit and Risk Committee has the following structure:

Independent Members:	Mr Peter Brass (Chair) Mr Ian Swan Ms Ellen Ewing
Elected Members:	Cr John Angas (19 December 2023 - 30 June 2024) Cr Bruce Preece (1 July - 19 December 2023) Cr Heidi Thompson (1 July 2023 - 30 June 2024)

At the Council meeting held 19 December 2023, Council received the resignation of Cr Bruce Preece and appointed Cr John Angas.

At the Council meeting held 15 August 2023, Council approved the extension of appointment of Mr Ian Swan as an Independent Member of the Audit and Risk Committee for a further two year term concluding on 27 January 2026.

Meetings are held at least four times a year – timing dependent on work in progress - and have also been attended by the Chief Executive Officer, Manager Financial Services, Senior Accountant, Director Corporate Services and Business Innovation, Manager Corporate Services and representatives from Galpins Accountants, Auditors and Business Consultants

Refer Appendix for the Annual Report of the Audit and Risk Committee.

AUDITOR INDEPENDENCE

Audit fees paid/payable to the Council's external auditor Galpins totalled $39,000 in 2023-24, including $3,000 for the audit of the Nuriootpa Centennial Park Authority. No other services were provided by Galpins throughout the year.

NATIONAL COMPETITION POLICY

Council is required to report on the extent to which activities of the Council have been subject to the National Competition Policy.

Council established a subsidiary under Section 42 of the *Local Government Act 1999* to undertake the management, care and control of the Nuriootpa Centennial Park Authority.

This is the only subsidiary of Council undertaking significant business activities. No new by-laws restricting competition were proposed during the reporting period, nor was any structural reform of public monopolies necessary. No complaints were received for the reporting period. The Subsidiary Board reviews competitive neutrality matters to the Authority.

COMPETITIVE TENDERING ARRANGEMENTS

Council is required to report on Competitive Tendering Arrangements and other means to ensure services are delivered cost effectively.

Council's procurement framework establishes a holistic approach for end to end management of the procurement lifecycle. At the head of the framework, Council's Procurement Policy provides overarching principle based guidance on Council's procurement activity in accordance with Section 49 of the *Local Government Act 1999* and best practice principles in procurement.

The policy sets out principles aimed at ensuring probity, accountability, responsibility, fairness, equity, consistency of approach and effective outcomes for Council. The policy is available for inspection at Council's Principal Office or on its website at barossa.sa.gov.au

A range of administrative processes provide operational guidance for the practical implementation of the Procurement Policy including:

1. Procurement Planning, Sourcing and Selection Process
2. Purchasing Process
3. Contractor and Contract Management Process

PROCUREMENT METHODOLOGY THRESHOLDS

All purchases up to the value of $250,000 can be procured via Council's Panel Contracts in the first instance. In the event that Goods, Works or Services are not serviced by Council's Panel Contracts, or it is deemed prudent to go out to the broader market, or the value of the purchase exceeds $250,000, the following thresholds apply:

TABLE 1
Except where Table 2 applies

Value of Purchase	Method of Procurement	Approver
Up to $20,000	Direct purchase based on advertised price or written quotation	As per Council Delegation Register
$20,001 - $100,000	Three written quotations or one written quotation from Panel	As per Council Delegation Register
$100,001 - $250,000	Open tender or select tender (minimum three tenderers) where justification exists or three written quotations from panel	Relevant Director, unless determined by the CEO that the tender is of commercial or community sensitivity whereby approval must be via the CEO
$250,001 - $1,000,000	Open tender or select tender (minimum three tenderers) where justification exists	CEO, unless determined by CEO that the tender is of commercial or community sensitivity whereby approval must be via Council
$1,000,001 and above	Open tender	Council

TABLE 2
Procurement thresholds under The Big Project or other capital projects approved in the budget applies

Value of Purchase	Method of Procurement	Approver
$1,000,001 - $4,000,000	Open tender	CEO
$4,000,001 and above	Open tender	Council

DECISION MAKING

COMMUNITY LAND MANAGEMENT PLANS

Under Section 193 of the *Local Government Act 1999* (the *Act*), all local government land that is owned by Council or under Council's care and control (excluding roads) is classified as Community Land. Section 207 of the Act requires Council to develop and maintain a Community Land Register, which is available for inspection on Council's website barossa.sa.gov.au.

Section 196 of the Act requires Council to develop management plans for all Community Land. Categories of Community Land area are not specifically defined in the Act, but for the purposes of management plans, include areas that are set aside for community use or conservation purposes.

All queries about Council's Community Land can be referred to Council's Manager Corporate Services at barossa@barossa.sa.gov.au.

Current Community Land Management Plans are:

1. Council Reserves and Gardens (Developed)
2. Council Reserves and Gardens (Undeveloped or with Minor Improvements)
3. Recreation Reserves
4. Institutes and Community Halls
5. Car Park Land
6. Cemetery Land
7. Established Trails, Walkways and Bikeways



STRATEGIC AND BUSINESS PLANNING

Section 122 of the Local Government Act 1999 requires councils to 'develop and adopt plans for the management of its area, to be called collectively the Strategic Management Plans. These Strategic Management Plans identify Council's objectives for the area over a period of at least four years and identify principal activities that Council intends to undertake to achieve its objectives.

COMMUNITY PLAN

Council's Community Plan 2020-2040 is our twenty-year aspirational Strategic Management Plan. The Community Plan sets the long-term vision and values of Council, and they are support by goals and strategies.

The Community Plan also articulates the type of activity Council will be involved in which is to leader, provide/regulate, advocate or facilitate/partner to achieve strategies and goals of the plan.

The plan has five theme areas Natural Environment and Built Heritage; Community and Culture; Infrastructure; Health and Wellbeing; Business and Employment. These are supported by a governance framework.

The plan is fully reviewed within 2 years of a Council general election. A new Community Plan 2024-2044 was adopted by Council on 20 August 2024.

ASSET MANAGEMENT PLANS

Asset Management Plans of Council align the expected service levels for the maintenance and replacement of our assets, which since the community to long term financing and annual program requirements.

The Asset Management Plans are critical to understanding the sustainability of Council's asset and financial base and that the levels of service are appropriately funded.

The plans are reviewed and updated as data and information is collected for asset classes on a rolling basis. The plan is fully reviewed within 2 years of a Council general election.

LONG TERM FINANCIAL PLAN

Our Long-Term Financial Plan aligns the expected costs associated the our service levels on all components of the organisation with revenue expectations and determines if current policy settings are financially sustainable as measured by the prescribed financial indicators. These indicators reflect the operating position of Council, how it is performance against tits asset management needs and plans and its debt levels for a 10 year period.

The plans are reviewed and updated as data and information is collected every year.

CORPORATE PLAN

Council's Corporate Plan supports the Community Plan. It is not a strategic management plan under the Local Government Act but rather is the critical plan outlining how Council and its administration will deliver the Barossa Community Plan 2020-2040. The plan connects our strategic directions to on-the-ground operations and service delivery in support of the achievement of Council's vision.

The plan is reviewed annually. A revised Corporate Plan 2024-2028 aligned with the new Community Plan 2024-2044 was adopted by Council on 20 August 2024.

LOCAL ECONOMIC DEVELOPMENT PLAN

The Local Economic Development Plan developed in 2022 is a key document that supports the Community Plan. It is not a strategic management plan under the Local Government Act but is critical to supporting our role in economic outcomes. A five-year Action Plan with a sharper focus on Council's investment, planning, facilitation, and marketing activities has been produced. The Strategies and actions complement the strategies in the Barossa Community Plan 2020-2040.

REGIONAL PUBLIC HEALTH PLAN

The Regional Public Health and Wellbeing Plan for the Councils of Adelaide Plains, Barossa, Gawler, and Light was reviewed and adopted in 2022.

As a Strategic Management Plan, it align with Councils Community Plan through the guiding investment and activities in safe, health, resilient and preventative health services. Activities of the plan are incorporated into the Corporate Plan and business as usual activities or where applicable strategic actions.

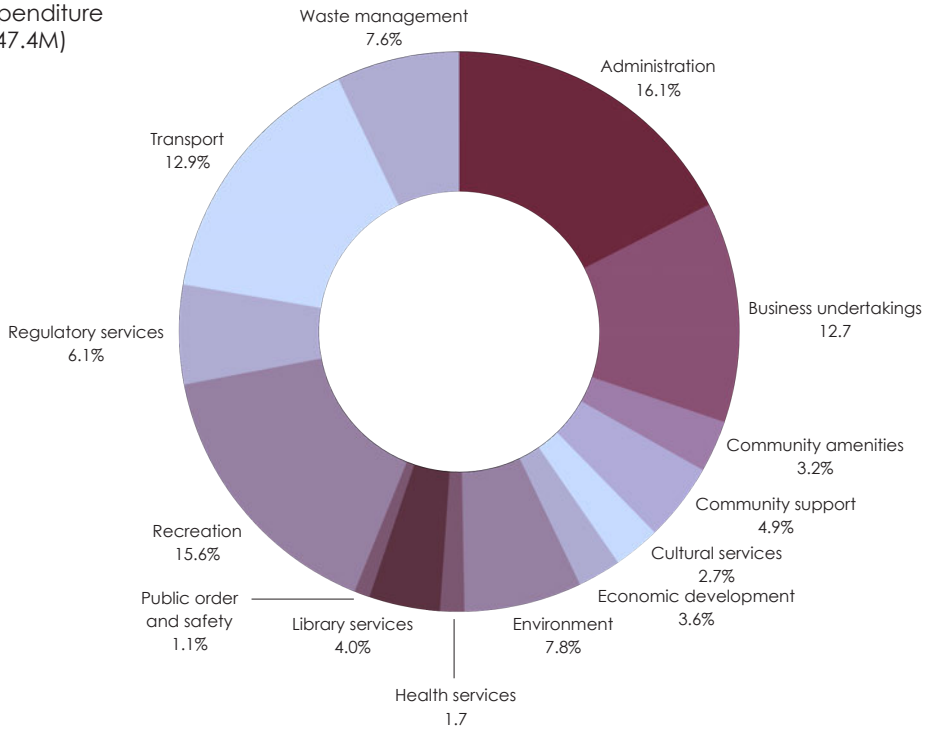
The plan is fully reviewed within 2 years of a Council general election.

2023-24 ANNUAL BUSINESS PLAN PERFORMANCE

INITIATIVES PERFORMANCE

2023-24 TARGET

Operating Expenditure ($47.4M)



2023-24 RESULT PLACEHOLDER

2023-24 KEY ACTIVITIES PERFORMANCE

Service Area	Status
Arts and Culture	
Develop a Creative Industries Strategy and Action Plan and implement the Barossa Creative Industries Centre planning and grant funding strategy	Commenced
Undertake a review of Arts, Cultural and Creative Industry services in the organisation including function, structure and service levels to inform the future direction	Commenced
Assets	
Review and reform processes for assessing Section 221 permits	Complete
Develop a township entrance street scape upgrade program	Deferred
Develop a Freight Routes Strategy to maximise freight efficiencies for the region	Deferred - awaiting outcomes of current State Review
Implement Asset Management automation via Assetic System for planned and reactive maintenance	Practically complete
Undertake statutory review of asset management plans	Practically complete
Caravan Parks	
Undertake a review of Caravan Park service levels, policy settings and service delivery model	Commenced
Partner with Williamstown Historical Group to pilot new information provision proposal	Deferred
Community	
Develop a new Community Governance framework (following up on the redefining community committees project)	Commenced
Customers	
Develop a Customer Surveying Strategy	Deferred
Implement electronic customer notifications for Pathway Customer Requests Service Area	Commenced
Economic Development	
Undertake review of Economic Development services in the organisation and how alignment to industry and other stakeholders will strategically deliver priorities of the Local Economic Development Plan	Practically complete
Implement Sister City relationship and governance arrangements with Grapevine Texas	Complete
Events	
Develop a whole of Council Event Management Framework / policy setting	Practically complete
Facility and Community Land	
Complete full review of Lease and License Framework	Complete
Review the requirements for an electronic bookings management system and provide recommendation for future improvements	Deferred
Land Use and Development	
Finalise Growth and Infrastructure Investment Strategy	Ongoing
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	Ongoing
Develop Policy Framework for inclusion in the Barossa Character District Overlay Code Amendment	Ongoing

Service Area	Status
Libraries	
Implementation for stage 1 of the Library Review, including a review of the home library service	Complete
Natural Resources	
Develop a Carbon Management Plan	Commenced
Partner with industry to achieve a long term sustainable water supply and security to the Barossa	Ongoing
Social Inclusion	
Provide Social Inclusion training for all staff across the Organisation and coordinate a 'Whole of Organisation' approach to social inclusion	Ongoing
Develop a Social Inclusion planning and evaluation tool	Deferred
Deliver a Social Inclusion Campaign to increase community awareness	Deferred
Develop ongoing relationships with Ngadjuri, Peramangk and Kaurna Nations and potential pathways for reconciliation and recognition	Ongoing
Tourism	
Complete a review of the Tourism Services function, structure, service delivery model and responsibilities	Practically complete
Business Technology	
Facilitate and support delivery of Pathway Modernisation (UX – user experience / SaaS – Software as a service)	Commenced
Review network connectivity across the organisation, including design, utility, capacity and security through the Network Review & Hardware Refresh project	Commenced
Complete an Endpoint Management Review - reviewing how we manage and deploy our end points and devices across the organisation	Complete
Undertake a whole of business review of telephony requirements and an update of our aging phone system.	Commenced
Develop and implement a Cyber Security Awareness Program, including: - Launch Mimecast Training Videos (monthly) - Launch Mimecast Phishing Campaigns (4 per year) - Create & Deliver Workshops (4 per year)	Commenced
Establish measurable Service Level Agreement (SLAs) for Operational and Service delivery	Cancelled
Review and update IT Governance Framework, and to have the following elements at least in draft: - Acceptable Use of IT Policy - IT Change Management Policy - IT Incident Management Policy - User Access Management Policy - IT Asset & Patch management Policy - Anti-Malware Policy - Physical Security Policy	Commenced
Develop a future "Application/Data Integration Strategy & Framework" at least in draft which informs the way data and applications within council will be integrated	Deferred

Service Area	Status
Business and Technology	
Develop a draft ET&I Project Management Framework which informs the way technology projects are managed within council.	Commenced
Monitor and research the emerging Technology of AI language models with the goal of developing a framework for the use of AI to augment work for the organisation	Deferred
Evaluate Current & New Document Management Systems by mapping Requirements through a RFQ Document summarising "Must Have" Functionalities, while assessing KPIs such as Cost, Time, Resources, Compliance & security in a cloud environment	Deferred
Business Improvement	
Implement electronic vehicle safety inspections for all classes of Council vehicle	Cancelled
Implement payroll and HR automation including timesheet, leave form and HR self-service and electronic processing	Complete
Modernise TechnologyOne through migrating to the CiAnywhere interface in our financial system	Complete
Communications and Engagement	
Implement site signage across capital works sites	Complete
Create and implement an SEO (Search Engine Optimisation) strategy to be visually accessible through search and to deliver informative and keyword rich content, providing best user experience	Complete
Develop and implement agreed digital platform/s for staff communications via intranet refresh project	Practically complete
Develop and implement agreed corporate standards and business rules for internal communications via internal communications strategy	Commenced
Apply consistent brand identity in public facing venues and spaces	Commenced
Develop framework to facilitate Council and community use of town banners for promotional purposes	Commenced
Review Council's Public Consultation Policy to align, where practicable, with the IAP2 framework	Cancelled
Council and Committees	
Undertake Elector Representation Review	Commenced
Risk and Safety	
Identify and prepare Operational Risk Profile for all business units	Commenced
Develop a set of safety performance objectives and targets that can be measured and monitored	Commenced
Develop and implement Risk Register tool/repository	Commenced
Finance	
Implement revised chart of accounts	Complete
Implement Enterprise Budgeting module in TechnologyOne	Complete
Governance	
Complete a review of the Office of the Mayor and CEO function, structure, service delivery model and governance responsibilities	Part completed as partof Economic Development, Tourism and Events Review
Create a Governance Framework to provide information about the Council, Councillors and administration, the relationships that exist and how they work together to achieve good governance	Deferred

Service Area	Status
Grants	
Develop grants framework	Deferred
People and Culture	
Define and embed corporate organisational values and behaviours	Complete
Design, develop and implement programs and initiatives that position Council as an employer of choice and improve the employee experience	Ongoing
Align the People and Culture Framework to Council's legislative responsibility and strategic people objectives	Ongoing
Create an organisational Competency Framework	Commenced
Procurement	
Undertake review of Contractor and Contract Register requirements and identify new software solution for electronic contract and contractor management	Deferred
Develop Strategic Forward procurement plan for key areas of spend	Deferred
Implement Contractor Safety System Verification and Induction	Deferred
Property and Rates	
Implement direct debit service capability for rates payments	Deferred
Strategic/Legislative Planning and Reporting	
Undertake a review of the Community Plan	Complete
Undertake review of the Disability Access and Inclusion Plan to align with the new State level plan	Complete

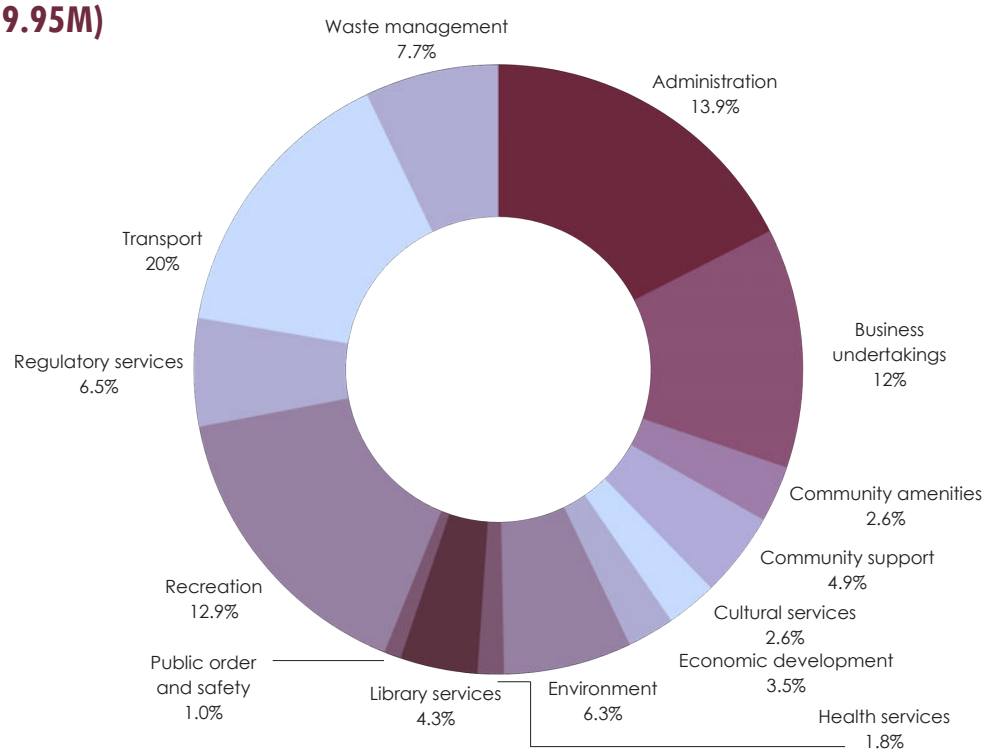
2023-24 NON-FINANCIAL MEASURES

Indicator	Description	Target	Result
Theme 1 - Natural and Built Heritage			
Development Performance	% of development applications decided within timeframe	80%	90.53%
Theme 2 - Community and Culture			
Library Visits	The number of library visits and participation within the Barossa Council Area	5 visits per capita	3.6 visits per capita
Theme 3 - Infrastructure			
Asset Spending Ratio	Ratio of asset expenditure on renewal, replacement and upgraded assets and maintenance on assets	Between 100% and 150% of Depreciation	134.2%
Theme 4 - Health and Wellbeing			
Nuisance and Environmental Complaint Resolution Rate	Percentage resolved within due date	75%	96%* *resolved of reports received
Waste Disposal Rate	Percentage of waste disposed to landfill	Less than 65%	49.92%
Recycling Rate	Percentage of waste recycled	More than 35%	50.08%
Theme 5 - Business and Employment			
Tourism Customer Satisfaction with Visitor Information Services	Average Customer Satisfaction Rating	4 or above	4.6
Visitor Information Centre Bookings	Annual Booking Revenue (Accommodation/Tours/Tickets)	100% of Budget	82%
How We Work - Good Governance			
LGA KPI Audit Action Plan	Percentage of KPI Audit Actions Complete	90%	100%
LGA Risk Review	Percentage risk review conformance	90%	90%
Customer Request Completion Rate	Percentage of Customer Requests Completed (On Time and Overdue)	85%	82%
Customer Request Resolution Rate	Percentage of Customer Requests Resolved on Time	85%	78%
Operational Expenditure Against Budget	Actual Operating Expenditure as a % of Budgeted Operating Expenditure	95%-100%	98.05%
Capital Expenditure Against Budget	Actual Capital Expenditure as a percentage of Budgeted Capital Expenditure as adjusted	90%	66.31%
Staff Development - Training	Percentage of staff with an approved training needs analysis (TNA)	85%	100%
Staff Development – Performance Partnering	Percentage of staff who have completed performance partnering	85%	59%
Staff Retention	Percentage of employees retained	90%	76.5%

2024-25 ANNUAL BUSINESS PLAN INITIATIVES

2024-25 EXPENDITURE BY FUNCTION

($49.95M)



2024-25 KEY ACTIVITIES

Key Strategic Action	Service Area
Commence implementation of agreed structure and service review outcomes from 2023-24	CS2 - Art and Culture
Complete the review of the statutory review of asset management plans	CS3 - Assets
Undertake a review of Caravan Park service levels, policy settings and service delivery model - carried over from 2023-2024 financial year	CS4 – Caravan Parks
Undertake a review of land availability and determine future land needs	CS5 – Cemeteries
Commence agreed implementation of outcomes of an adopted Community Wellbeing Plan	CS6 – Community
Implement and adopt the Customer Surveying Strategy actions	CS9 – Customers
Commence implementation of agreed outcomes from review of Economic Development services including tourism and event services undertaken in 2023-24 - Phase 1	CS10 – Economic Development CS21 – Tourism
Commence implementation of adopted Council Event Management Framework	CS11 – Events
Review the requirements for an electronic bookings management system and provide recommendation for future improvements – carried forward from 2023-24	CS12 – Facilities and Community Land
Commence 18-month review of community land management plans, registers and undertaken engagement needs	CS12 – Facilities and Community Land
Commence implementation of agreed Growth and Infrastructure Investment Strategy actions	CS15 – Land Use and Development
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	CS15 – Land Use and Development
Commence implementation of the outcomes of the Strategic Directions Review of the Barossa Character District Overlay Code Amendment	CS15 – Land Use and Development
Undertake review of stage 2 of the Library Review outcomes for consideration by the Executive Leadership Team and Council	CS16 – Libraries
Commence implementation of high yield actions arising from the agreed Carbon Management Plan	CS17 – Natural Resources
Continue to partner with industry to achieve a long term sustainable water supply and security to the Barossa	CS17 – Natural Resources
Continue to provide Social Inclusion training for all staff across the Organisation and coordinate a 'Whole of Organisation' approach to social inclusion	CS19 – Social Inclusion
Continue to develop ongoing relationships with Ngadjuri, Peramangk and Kaurna Nations and potential pathways for reconciliation and recognition	CS19 – Social Inclusion
Undertake review of the Disability Access and Inclusion Plan to align with the new State level plan	CS19 – Social Inclusion
Undertake structural review of Volunteer Service model and delivery service	CS22 – Volunteers
Analyse, negotiate and execute a new waste management contract renew or commence market approach	CS23 – Waste Management
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	BS1 – Business Technology
Modernise TechnologyOne through implementation of HR and Budgeting Systems	BS2 – Continuous Improvement
Complete Elector Representation Review	BS4 – Council and Committees

Key Strategic Action	Service Area
Implement Enterprise Budgeting module in TechnologyOne	BS6 – Finance
Complete a review of the Office of the Mayor and CEO function, structure, service delivery model (carried forward from 2023-24)	BS7 – Governance
Complete automation of policy and process review systems and processes	BS9 – Information
Implement outcomes of 2023-24 review of Contractor and Contract Register requirements and identify new software solution for electronic contract and contractor management	BS11 - Procurement
Develop rolling Strategic Forward procurement plan for key areas of spend	BS11 - Procurement
Implement and embed amendments approved by Council from the review of the Community Plan from 2023-24	BS13 – Strategic / Legislative Planning and Reporting
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.	BS13 – Strategic / Legislative Planning and Reporting

2024-25 NON-FINANCIAL MEASURES

Indicator	Description	Target
Theme 1 - Natural and Built Heritage		
Development Performance	% of development applications decided within timeframe	90%
Theme 2 - Community and Culture		
Library Visits	The number of library visits and participation within the Barossa Council Area	5 visits per capita
Mutual Liability Claims	Number of successful Mutual Liability Claims against Council	3 or less per annum
Theme 3 - Infrastructure		
Asset Spending Ratio	Ratio of asset expenditure on renewal, replacement and upgraded assets and maintenance on assets	Between 100% and 150% of Depreciation
Theme 4 - Health and Wellbeing		
Waste Disposal Rate	Percentage of waste disposed to landfill	Less than 65%
Recycling Rate	Percentage of waste recycled	More than 35%
Theme 5 - Business and Employment		
Tourism Customer Satisfaction with Visitor Information Services	Average Customer Satisfaction Rating	4 or above
Visitor Information Centre Bookings	Annual Booking Revenue (Accommodation/Tours/Tickets)	100% of Budget
How We Work - Good Governance		
LGA KPI Audit Action Plan	Percentage of KPI Audit Actions Complete	90%
LGA Risk Review	Percentage risk review conformance	90%
Operational Expenditure Against Budget	Actual Operating Expenditure as a % of Budgeted Operating Expenditure	100%
Capital Expenditure Against Budget	Actual Capital Expenditure as a percentage of Budgeted Capital Expenditure	90%

KEY FINANCIAL PERFORMANCE INDICATORS

Council has a number of Key Financial Performance Indicators (KPIs) which measure the impact of the annual budget on Council's financial position.

OPEN GOVERNMENT AND TRANSPARENCY

COUNCIL MEETINGS

During the 2023/24 reporting period ordinary meetings of the full Council were held in the Council Chambers, 43-51 Tanunda Road, Nuriootpa on the third Tuesday of every month at 5.30pm, except for the January meeting which was held on the fourth Tuesday.

Council meetings are held to discuss and debate an agenda of items that require a decision and direction of the Elected Members.

The Barossa Council is a corporate body; therefore, decisions can only be made by resolution of the Council. When a Motion is put forward at a Council meeting, all Elected Members present must vote on that Motion. A Motion can only become an instruction, (a recommendation), passed by a majority vote.

The Mayor is responsible for chairing Council meetings, ensuring orderly discussions and decision making.

All meetings are open to the public and Council agendas and minutes are on display for public inspection and available online at barossa.sa.gov.au

CONFIDENTIAL ITEMS

Section 90(1) of the Local Government Act 1999 specifies that Council meetings are held in a public place, however on occasion this principle is outweighed by the need to keep information and/or discussion confidential.

Each application of confidentiality clause was in accordance with Council's Code of Practice.

The occasions when Council or Committees used Sections 90(2) and (3) of the Act to consider confidential matters are listed below.

CATEGORY	REASON TO EXCLUDE PUBLIC FROM COUNCIL MEETING PURSUANT TO SECTION 90(3)	NO. ITEMS
90(3)(a)	information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);	4
90(3)(b)	information the disclosure of which— 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 would, on balance, be contrary to the public interest;	6
90(3)(c)	information the disclosure of which would reveal a trade secret	-
90(3)(d)	commercial information of a confidential nature (not being a trade secret) the disclosure of which— could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest;	1
90(3)(e)	matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person;	-
90(3)(f)	information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial;	-
90(3)(g)	matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;	-
90(3)(h)	legal advice;	1
90(3)(i)	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;	5
90(3)(j)	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
90(3)(k)	tenders for the supply of goods, the provision of services or the carrying out of works	4
90(3)(m)	information relating to a proposed amendment to a Development Plan under the *Development Act 1993* before a Development Plan Amendment proposal relating to the amendment is released for public consultation under that Act;	-
90(3)(n)	information relevant to the review of a determination of a council under the *Freedom of Information Act 1991*.	-
90(3)(o)	information relating to a proposed award recipient before the presentation of the award	4

CONFIDENTIAL COUNCIL MEETINGS - DATE AND SUBJECT OF MATTERS

Meeting Date	Title of Report	REASON / SECTION NO.
12/07/2023	Presentation of results from the Data Collection Phase of the CEO Performance Review	Section 90(3)(a)
18/07/2023	CEO Performance Review Outcomes and Remuneration Review	Section 90(3)(a)
18/07/2023	Tanunda Recreation Park - Oval - Project Scope	Section 90(3)(j)
18/07/2023	Tanunda Recreation Park - Oval - Reconstruction Tender	Section 90(3)(k)
15/08/2023	Tanunda Recreation Park - Oval - Project Scope	Section 90(3)(j)
15/08/2023	Tanunda Recreation Park - Oval - Reconstruction Tender	Section 90(3)(k)
17/10/2023	Supreme Court Legal Action Update	Section 90(3)(i)
21/11/2023	Elizabeth Street Tanunda - Discharge To Easement - Court Case Strategy	Section 90(3)(i)
21/11/2023	Elizabeth Street Tanunda - Discharge To Easement - Court Case Strategy	Section 90(3)(i)
21/11/2023	Mt Pleasant Farmers Market	Section 90(3)(a) and 90(3)(b)
19/12/2023	Barossa Growth and Infrastructure Investment Strategy- Draft Report for Consultation	Section 90(3)(b)
23/01/2024	Chief Executive Officer Performance Review 2023 - Close out of Key Performance Indicators	Section 90(3)(a)
20/02/2024	Angas Recreation Park - Canopy Collapse - Legal and Insurance Matters	Section 90(3)(b)
21/02/2024	Lyndoch Recreation Park Redevelopment	Section 90(3)(b)
21/02/2024	Santos Tour Down Under 2025	Section 90(3)(d)
19/03/2024	Legal Advice - 18a Elizabeth Street Tanunda Drainage Matters	Section 90(3)(h) and 90(3)(i)
19/03/2024	Elector Representation Review 2024-25	Section 90(3)(k)
19/03/2024	Nuriootpa CWMS Treatment Plant Upgrade - Tender	Section 90(3)(k)
19/03/2024	Gawler River Floodplain Management Authority (GRFMA) Draft Annual Business Plan And 2024/2025 Budget And Tabling of Confidential Minutes	Section 90(3)(j)
21/05/2024	Supreme Court Case Update	Section 90(3)(i)
21/05/2024	Lyndoch Recreation Park - Agreement Negotiations With State of South Australia	Section 90(3)(b) and 90(3)(i)
21/05/2024	Barossa Assessment Panel - Correspondence From State Planning Commission	Section 90(3)(a) and 90(3)(h)
5/06/2024	CEO Performance Review Outcomes	Section 90(3)(a)
5/06/2024	CEO Performance Targets 2023-24 and CEO Accountability Report	Section 90(3)(a)
5/06/2024	Employee Exit Data	Section 90(3)(a)
18/06/2024	CEO Performance Review Outcomes and Remuneration Review	Section 90(3)(a)
18/06/2024	Creative Industries Centre Tender for Architectural Engineering and other Technical Services and Construction Governance Model	Section 90(3)(k)

BAROSSA ASSESSMENT PANEL - DATE AND SUBJECT OF MATTERS

20/09/2023	Development Application 22034751 – 261 Rifle Range Road Bethany	Pursuant to Regulation 13(2) of the Planning, Development and Infrastructure (General) Regulations 2017

OTHER CONFIDENTIAL ORDER INFORMATION FOR COUNCIL UNDER SECTION 91(7)

Other confidential order information for Council

Number of orders that remained operative at the end of the financial year	145
Number of orders that expired, ceased to apply, or were revoked during the financial year	9
Number of matters where the documents were also kept confidential	145

Other confidential order information for Audit Committee

Number of orders that remained operative at the end of the financial year	3
Number of matters that are to remain confidential for a certain period of time	3
Number of orders that expired, ceased to apply, or were revoked during the financial year	0
Number of matters where the documents were also kept confidential	3

CONFIDENTIAL ITEMS PERCENTAGE

Council/Committee	# agenda items	# confidential items	% confidential
Council	278	25	9%
Barossa Assessment Panel	30	1	3%
Audit and Risk Committee	18	2	11%
CEO Performance Review Committee	7	4	57%
Building and Fire Safety	19	0	0%
Community Assistance Scheme Committee	38	0	0%
Barossa Bushgardens Committee	55	0	0%
Sister Cities Advisory Committee	15	0	0%

REVIEW OF CONFIDENTIALITY ORDERS

Council, or the Chief Executive Officer if delegated, reviews orders on an as-required basis as items are due for review. The confidential register is assessed on a monthly basis for orders that require assessment for review. Items that require review by Council are presented in the Council agenda. Items that expire or cease to apply and do not require further review are released on the publicly available confidentiality register.

FREEDOM OF INFORMATION REQUESTS

Council is pleased to comply with the *Freedom of Information Act 1991* and process applications for public access to official documents and records under its control and provide for the correction of public documents and records in appropriate cases. Council's Freedom of Information Statement is updated annually – refer Appendix 1.

The total number of applications received during the reporting period in accordance with Section 13 of the *Freedom of Information Act 1991* was two (2).

General information applications	2
Personal information related applications	0
Total number of FOI Applications	**2**

EXECUTIVE LEADERSHIP TEAM

EXECUTIVE LEADERSHIP TEAM



Martin McCarthy
Chief Executive Officer



Joanne Moen
Director Corporate Services and Business Innovation



Jake McVicar
Director Development and Community Services



Ben Clark
Director Works and Engineering Services

SALARY BAND RANGE

Pursuant to Section 105 of the Local Government Act 1999, Council maintains a Register of Salaries which is available for inspection at the Principal Office and barossa.sa.gov.au, with extracts available for a fixed fee.

The Chief Executive Officer and Directors receive a package of base salary in the range of $170,000 and $247,940 plus superannuation and leave entitlements in accordance with their contracts of employment, access to appropriate portable computer technology, provision of a mobile phone and a motor vehicle for private use (in lieu of overtime).

HUMAN RESOURCES

Staff profile by gender	Male	Female	TOTAL	FTE
CEO	1	0	**1**	
Executive Directors	2	1	**3**	
Managers	7	6	**13**	163.64
Employees	74	87	**161**	
Total headcount	**84**	**94**	**178**	

HUMAN RESOURCE FRAMEWORK

Pursuant to Section 107 of the *Local Government Act 1999*, the Chief Executive Officer has implemented, maintained and reviewed the human resource framework of the organisation on an ongoing basis including the management, training and induction of employees.

Policy and processes of the organisation promote sound practice including recruitment, performance appraisal, equal opportunity, grievance and disciplinary matters.

REGISTER OF REMUNERATION, SALARIES & BENEFITS

Pursuant to Section 105 of the *Local Government Act 1999,* Council maintains a Register of Salaries which is available for inspection at the Principal Office and barossa.sa.gov.au, with extracts available for a fixed fee.

EMPLOYEE TRAVEL

Council's Director Corporate Services and Business Innovation (Acting CEO) accompanied the Sister City Official Delegation to sign the Accord in Grapevine, Texas from 12-18 September 2023 at a cost of $8410.92.*

*Council's delegation received a free upgrade to business class on the return trip between Dallas Fort Worth and Sydney courtesy of Qantas who was a major sponsor of the 2023 GrapeFest event.

Council's Senior Strategy Advisor attended the National Growth Areas Alliance Conference in Sydney from 29-31 May 2024 at a total cost of $2640.79.

CREDIT CARD EXPENDITURE

Total expenditure incurred using credit cards provided by Council for use by members or employees of Council during 2023-24 was $274,409 including GST. This excludes bank fees.



Appendix One

APPENDIX 1

Freedom of Information Statement and Legal Disclosures

This Freedom of Information Statement is published by The Barossa Council in accordance with the *Freedom of Information Act 1991.*

Introduction

The Barossa Council (Council) is committed to the principles of openness, accountability, and transparency in its operations. The Freedom of Information Act ("the FOI Act"), provides members of the public with the legally enforceable right to access documents held by Council, subject to certain exemptions.

The purpose of this Freedom of Information Statement is to assist members of the public to identify the functions and decision-making processes of Council, detail the type of information held by Council and how it can be accessed by the public.

An updated Information Statement will be published on Council's website each financial year. This Information Statement is reflective of Council's Administration as at 30 June 2024.

1. STRUCTURE AND FUNCTIONS OF THE COUNCIL

1.1 FULL COUNCIL AND PROVISIONS FOR MEETING PROCEDURES

Full Council is the decision-making body on all Council policy matters. Full Council currently consists of the Mayor and 11 Councillors also known as Elected Members. Council is not divided into Wards.

The following table compares The Barossa Council's representation quota with neighbouring and other comparable councils. The representation quota is obtained by dividing the total number of electors for each council by the number of Elected Members.

Council	Number of Councillors (including Mayor)	Eligible Electors	Electors per representative
Alexandrina	10	23134	2313
Barossa Council	**12**	**19397**	**1616**
Berri Barmera	9	7617	846
Copper Coast	10	12521	1252
Light Regional	10	11796	1179
Loxton Waikerie	11	8344	758
Murray Bridge	10	16015	1601
Port Pirie	10	13092	1309
Victor Harbour	10	13639	1363
Wattle Range	12	8944	745
Yorke Peninsula	12	9288	774

In accordance with the *Local Government Act 1999* ("the LG Act"), Council is required to hold representation reviews at prescribed intervals, to determine whether the community would benefit from altering Council's composition or ward structure.

During the review, community members are invited to make written submissions on a report prepared by a qualified person, that assesses the representation options available, and also on Council's proposal for future composition and structure (which is based on the initial options report and public feedback). Council's next representation review is in progress and will conclude in April 2025.

The operations of Council are primarily determined by requirements of the *Local Government Act 1999* (LG Act).

Council is established to provide for the government and management of its area at the local level and, in particular:

(a) To act as a representative, informed and responsible decision-maker in the interests of its community;
(b) To provide and co-ordinate various public services and facilities and to develop its community and resources in a socially just and ecologically sustainable manner;
(c) To encourage and develop initiatives within its community for improving the quality of life of the community;
(d) To represent the interests of its community to the wider community; and
(e) To exercise, perform and discharge the powers, functions and duties of local government under the Local Government Act and other Acts in relation to the area for which it is constituted (section 6 LG Act).

The provisions of the LG Act are supported by the Local Government (Procedures at Meetings) Regulations (Regulations) 2013. Council also has a Code of Practice for Meeting Procedures (Code of Practice), which provides guidance and rules around meeting procedures. The Regulations apply to all Council Meetings and Committees. The Code of Practice applies to all Council meetings and some Committee meetings.

The Regulations and Code of Practice do not apply to meetings of the Barossa Assessment Panel (BAP) which is established in accordance with the provisions of the Planning, Development and Infrastructure Act 2016 (PDI Act). The BAP Terms of Reference are endorsed by Council and the BAP has established its own Operating and Meeting Procedures.

Ordinary meetings of Council from July 2023 to June 2024 were held in the Council Chambers, 43-51 Tanunda Road, Nuriootpa, on the third Tuesday of every month at 5.30pm All meetings are open to the public, with the exception of any matters subject to an order of confidentiality under section 90 of the LG Act. Notices of all meetings of Council and its Committees are available on Council's website at www.barossa.sa.gov.au.

The community can access information about the business of Council through the agendas and associated reports prepared for Council and Committee meetings. Agendas, including Minutes of the previous meetings and supporting documents, are placed on public display no less than three days prior to Council meetings and are available on Council's website and at the Principal Office and branches of Council. Minutes of meetings are available on the website within five days of the Council meeting.

1.2 COUNCIL COMMITTEES AND SUBSIDIARIES

Schedule 1 of this Statement lists the various committees of Council and identifies under which section of the LG Act or PDI Act they have been formed. It also lists Council's advisory groups and working parties which advise Council of important issues within the community.

Committees streamline Council business and assist in the performance of its functions. Committees meet at intervals determined in their Terms of Reference and make recommendations to Council. Meetings are open to the public with the exception of any matters subject to an order of confidentiality under section 90 of the LG Act.

Chapter 6 of the LG Act and the Regulations prescribe the way meetings of a Council and its Committees are to be conducted.

1.3 EXTERNAL COMMITTEES/BOARDS/ASSOCIATIONS

Council participates in a number of Committees, Boards and Associations, which have been established outside of the LG Act or are hosted beyond Barossa borders, comprising Elected Members, staff, and the public, and these are listed in Schedule 1.

1.4 DELEGATIONS

In accordance with sections 44 and 101 of the LG Act, the Council has delegated relevant powers and/or functions to the Chief Executive Officer who then sub-delegates to an employee, a Committee, or an authorised person.

Council's Delegations Register reflects the delegated authority from the Council to the Chief Executive Officer (and subsequently any further sub-delegations), and any delegated authority directly from Council to Committees and officers.

The Delegations Register also captures any delegations made under the PDI Act by the Barossa Assessment Panel to the Assessment Officer, and subsequently sub-delegated to officers; and any delegations from the Assessment Officer to officers.

The Delegations Register is required to be reviewed within 12 months after the conclusion of a periodic election. During the reporting period, the Delegations Register was updated as legislation changes and is available to be viewed by the public on request at the Principal Office during ordinary working hours or anytime on Council's website at www.barossa.sa.gov.au.

1.5 FUNCTIONS OF COUNCIL

The functions of Council are set out in section 7 of the LG Act and are listed below:

- To plan at the local and regional level for the development and future requirements of its area;
- To provide services and facilities that benefit its area, its ratepayers and residents, and visitors to its area;
- To determine the appropriate financial contribution to be made by ratepayers to the resources of the council;
- To provide for the welfare, well-being and interests of individuals and groups within its community;
- To take measures to protect its area from natural and other hazards and to mitigate the effects of such hazards;
- To manage, develop, protect, restore, enhance and conserve the environment in an ecologically sustainable manner, and to improve amenity;
- To provide infrastructure for its community and for development within its area (including infrastructure that helps to protect any part of the local or broader community from any hazard or other event, or that assists in the management of any area);
- To promote its area and to provide an attractive climate and locations for the development of business, commerce, industry and tourism;
- To establish or support organisations or programs that benefit people in its area or local government generally;
- To manage and, if appropriate, develop, public areas vested in, or occupied by, the council;
- To manage, improve and develop resources available to the council;
- To undertake other functions and activities conferred by or under an Act.

Note: the above list includes any amendments made to the LG Act that commenced 21 September 2021.
Section 41 of the LG Act empowers Council to establish Committees:

- To assist Council in performance of its functions.
- To inquire into and report to Council on matters within the ambit of Council's responsibilities.
- To provide advice to Council.
- To exercise, perform or discharge delegated powers, functions or duties.

1.6 SERVICES FOR THE COMMUNITY

Council is required by legislation to:

- determine policies to be applied by Council
- develop and adopt Strategic Management Plans
- prepare and adopt annual business plans and budgets
- establish an Audit and Risk Committee
- develop appropriate policies, practices and processes of internal control
- set performance objectives
- establish processes for the internal review of Council decisions
- determine the type, range and scope of projects to be undertaken by the Council
- deliver planning and development services
- deliver dog and cat management services
- deliver fire prevention services and
- provide any necessary administrative services to support Council's functions.

Other services and activities are provided through the decision making processes of Council in response to the local needs, interests and aspirations of individuals and groups within its community to ensure that Council resources are used equitably.

Other services provided by Council:

Arts Programs
Car Parks
Civic Affairs – Citizenship Ceremonies
Community Halls
Community Home Assistance Services
Cycle Tracks
Customer Service Information
Development Controls
Dry Zones
Economic Development Services
Events and Event Support
Emergency Services
Environmental Health
Flood Prevention
Food Inspections
Gallery Exhibitions
Garbage Collection
Heritage Preservation
Litter Bins
Immunisation Programs
Parking Bays
Parking Controls
Parks and Reserves
Playground Equipment
Public Cemeteries
Public Libraries
Public Seating
Public Swimming Pools
Public Toilets
Rate Collection
Recreational / Sporting Facilities / Reserves
Recycling
Road / Footpath / Kerbing
School Crossings / Traffic Lights
Septic Tank Effluent Disposal Schemes
Street Beautification
Street Closures
Street Lighting
Street Sweeping
Stormwater Drainage
Traffic Control Devices
Transport Assistance
Visitor / Tourist Information
Volunteer Coordination
Youth Development
War Memorials

2. PUBLIC PARTICIPATION

Members of the public have a number of opportunities to put forward their views on particular issues before Council.

- **Deputations at Meetings** - With the permission of the Mayor or Committee Chair, a member of the public can address the Council or a Committee on any issue within the Council's jurisdiction.

- **Petitions** - Written petitions can be addressed to the Council on any issue within the Council's jurisdiction.
- **Written requests** - A member of the public can write to the Council on any Council policy, activity or service.
- **Elected Members** - Members of the public can contact any Elected Member of Council to discuss any issue relevant to Council.
- **Staff Members** - Members of the public can contact Council staff to discuss any issue relevant to Council.
- **Participation** - Any member of the public can provide feedback to Council during a community consultation process.
- **Council's website** – Members of the public can leave a customer request on Council's website at www.barossa.sa.gov.au and provide feedback via Council's online engagement portal https://yoursay.barossa.sa.gov.au/
- **Social Media** – Members of the public can discuss issues of concern via Council's Facebook page at https://www.facebook.com/thebarossacouncil/

2.1 PUBLIC CONSULTATION POLICY

Public consultation is undertaken and promoted in accordance with Council's Public Consultation Policy and section 50 of the LG Act. Section 50 requires the Policy to identify steps Council intends to take where the Act requires consultation and provides for the steps to vary according to the class of decisions to be made by Council. A copy of Council's Public Consultation Policy is available on Council's website. To fulfil the requirements of this Policy, Council has identified a range of options available to it to communicate information to interested persons and invite submissions. Council can add to these options for specific purposes.

As a minimum, Council will publish a Notice in a newspaper circulating in the area, as well as on its website, describing the matter for which public consultation is required, and invite interested persons to make submissions to Council within a period, being at least twenty one days stated in the Notice. Council will consider any submission received as part of its decision making process and will also have regard to any relevant legislation.

3. ACCESS TO COUNCIL DOCUMENTS

3.1 DOCUMENTS AVAILABLE FOR INSPECTION

Most information and documentation held by Council is available for public viewing and is readily available without recourse to the Freedom of Information Act and Council invites members of the public to discuss their information needs with staff members.

The documents listed in Schedule 2 of this Statement are available for public inspection at Council's Principal Office, 43-51 Tanunda Road, Nuriootpa, during ordinary office hours (9.00am to 5.00pm, Monday to Friday) free of charge. Members of the public may also purchase copies of these documents at the cost indicated by Council (postage and packing additional if mailed) as detailed on Council's website. Many of these documents are also available on Council's website where the public may view them www.barossa.sa.gov.au.

3.2 OTHER INFORMATION REQUESTS UNDER THE FREEDOM OF INFORMATION ("FOI") ACT

3.2.1 Access to Council Records

Requests for other information not included in paragraph 3.1 above will be considered in accordance with the FOI Act.

An application for access to Council information which is not publicly available must meet all of the following criteria before Council's Accredited FOI Officer can process it. The application should:

- Be in writing (Council has a Freedom of Information Application available on the website and at all Council offices);
- Specify that it is made under section 13 of the FOI Act;
- Be accompanied by an application fee (unless the individual is entitled to have the fee waived and can supply relevant concession card proof);
- Contain such information concerning the requested document(s) as is reasonably necessary to enable the Council to identify it;
- Specify an address (which must be in Australia) to which notices regarding the application should be sent; and
- Be lodged at the Principal Office (43-51 Tanunda Road, PO Box 867, Nuriootpa, SA 5355) or Council branch office during normal opening hours – applications to be marked for the attention of the Accredited Freedom of Information Officer.

If the documents relate to the applicant's personal affairs, proof of identity may be requested.

If the documents are being sought on behalf of another person relating to their personal affairs, Council may ask for a consent form signed by that person.

Forms of access may include:
- inspection or copies (subject to copyright laws) of documents
- transcripts of recorded documents
- a photograph, x-ray, DVD or other medium in or which information is recorded or stored

An application will be dealt with on behalf of Council by the Accredited FOI Officer as soon as practicable and within 30 days after it is received in the required format, unless an extension of time is sought in accordance with the FOI Act. The Accredited FOI Officer may assist the applicant to direct the application to another agency or transfer the application to another agency if appropriate.

If the FOI Officer refuses access to a document, s/he will confirm in writing why the document is restricted.

In accordance with the Freedom of Information (Fees and Charges) Regulations 2018 and the Freedom of Information (Fees) Notice 2023, the following inclusive fees apply. (No fee required for current concession card holders or if payment of the fee would cause financial hardship). Council retains at all times a discretion to waive, reduce or remit a fee for any reason it thinks fit (section 53(2a) FOI Act).

Application Fee	$40.75
Administration costs for processing personal affairs application	2 hours free, then $15.40 per 15 mins
Administration costs for processing all other applications	$15.40 per 15 mins
Photocopy charge	$0.25 per A4 page
Written transcript of words recorded or contained in document	$9.10 per A4 page
Photograph, x-ray. DVD or other medium in or on which information is recorded or stored	The actual charge in producing copy
Postage or delivery charges	Cost as incurred
Application Fee for Internal Review of FOI determination by Council	$40.75

Fees are accurate at the time of printing but are subject to review of the FOI Regulations and Fee Notices.

If, in the FOI Officer's opinion, the cost of dealing with an application is likely to exceed the application fee, an advance deposit may be requested. The request will be accompanied by a notice that sets out the basis on which the amount of the deposit has been calculated. The

FOI Officer will endeavour to work with the applicant to define the scope of the request and the costs involved.

3.2.2 Amendment to Council Records

The FOI Act also provides for the amendment of documents held by Council which contain personal information which is incomplete, incorrect, and out of date or misleading. To gain access to these Council records, a person must complete and lodge with Council an application form as outlined in paragraph 3.2.1 above outlining the records that s/he wishes to inspect.

If it is found that the records require amendment, details of the necessary changes are to be lodged with Council's Accredited FOI Officer. There are no fees or charges for the lodgement or the first two hours of processing this type of application and where there is a significant correction of personal records and the mistakes were not the applicant's, any fees and charges paid for the original application will be fully refunded.

Further information regarding the FOI Act can be located at the State Records website.

Martin McCarthy
Chief Executive Officer
30 August 2024 *(all information accurate at the time of publishing)*

Schedule 1: Council Committees

COUNCIL COMMITTEES ESTABLISHED UNDER SECTION 41 OF THE LOCAL GOVERNMENT ACT

- Audit and Risk – to monitor the participation of management and the external auditors in the financial reporting process; oversee and make recommendations on the approach used by management to address business risks; review and make recommendations on how Council's corporate, financial governance and legal responsibilities are addressed.

  Allowances for external members of the Audit Committee are set by Council, and were as follows for the 2023-2024 financial year:

Chairperson	$600 (GST exclusive) per meeting
Independent Members	$390 (GST exclusive) per meeting
Elected Members	NIL

- CEO Performance Review - to consider matters relating to the Chief Executive Officer's recruitment, remuneration, employment and performance.

- Community Assistance Scheme - to manage Heritage Grants, Community Grants and Youth Grants, to non-profit groups, clubs and organisations within the Council district, towards projects and activities that contribute community development.

Facilities Management and Township Committees

- Barossa Bushgardens
- Barossa Regional Gallery

COUNCIL ADVISORY GROUPS ESTABLISHED BY COUNCIL RESOLUTION

- Angaston Recreation Park and Hall Volunteer Group
- Angaston Town Hall Advisory Group
- Community Transport and Home Assist Advisory Group
- Curdnatta Recreation Park Volunteer Group
- Disability Action and Inclusion Advisory Group
- Lyndoch & Districts Community Volunteer Group
- Lyndoch Hall Volunteer Group
- Moculta Recreation Park and Soldiers' Memorial Hall Volunteer Group
- Murray Recreation Park Volunteer Group
- Old Union Chapel Volunteer Group
- Rowland Flat Memorial Community Centre Volunteer Group
- Sister City Advisory Committee
- Stockwell Recreation Park and Stockwell Hall Volunteer Group
- Tanunda Recreation Park Volunteer Group
- Volunteering Barossa and Light Advisory Group
- Williamstown Community Council Volunteer Group
- Williamstown Soldiers' Memorial Hall Volunteer Group
- Williamstown Queen Victoria Jubilee Park Volunteer Group

Working Parties/Groups

- Boundary Reform Working Group
- Business Continuity Working Group
- Concordia Development Working Group
- Creative Industries Working Group
- Lyndoch Recreation Park Working Group
- Tanunda Recreation Park – Landscape Working Group

COUNCIL COMMITTEES ESTABLISHED UNDER SECTION 42 OF LOCAL GOVERNMENT ACT (SINGLE COUNCIL SUBSIDIARY)

- Nuriootpa Centennial Park Authority (trading as the Barossa Valley Tourist Park) - manages the Caravan Park, and sporting facilities within the Park, on behalf of Council.

COUNCIL COMMITTEES ESTABLISHED UNDER SECTION 43 OF LOCAL GOVERNMENT ACT

- Gawler River Floodplain Management Authority includes the Councils of Adelaide Plains, Adelaide Hills, Gawler, Barossa, Light and Playford and co-ordinates the construction, operation and maintenance of flood mitigation in the Gawler River area.

- Northern and Yorke Local Government Association consists of Barossa, Barunga West, Clare and Gilbert Valleys, Copper Coast, Flinders Ranges, Light, Adelaide Plains (formerly Mallala), Mount Remarkable, Northern Areas, Orroroo/Carrieton, Peterborough, Port Pirie, Wakefield and Yorke Peninsula and is established to undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level.

COUNCIL COMMITTEES ESTABLISHED UNDER THE PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016

- Building Fire Safety Committee - responsible for all matters arising under section 157 of the Planning, Development and Infrastructure Act 2016, including those matters commenced under section 71 of the Development Act 1993, which are of a building fire safety nature.

- Barossa Assessment Panel - responsible as a relevant authority under the Planning, Development and Infrastructure Act 2016, which are of a development control nature (subject to prescribed limitations). Allowances for external Barossa Assessment Panel members are set by Council, and are as follows:

Chairperson	$550 (GST exclusive) per meeting
Independent Members	$350 (GST exclusive) per meeting
Elected Members	NIL

COUNCIL COMMITTEES ESTABLISHED UNDER THE WORK HEALTH AND SAFETY ACT 2012

- Work Health and Safety Committee - responsible for all matters arising under Part 5, Division 4 of the Work Health and Safety Act 2012.

EXTERNAL COMMITTEES / BOARDS / ASSOCIATIONS

Council participates in a number of External Committees, Boards and Associations, comprising Elected Members, staff and members of the public. They are:

- Association of Tanunda STEDS Irrigators Inc.
- Barossa and District Health Advisory Council Inc.
- Barossa Partnerships
- Barossa Zone Emergency Management Committee
- Eastern Hills and Murray Plains Catchment – Local Action Planning Committee
- Local Government Association
- Local Government Finance Association of South Australia
- Penrice Consultative Committee
- Ranges to River Local Government Advisory Committee
- Seniors' Collaborative Action Project (SCAP)
- SA Housing Trust/Adelaide Brighton Cement Cottages Committee
- South Australian Cricket Infrastructure Strategy Reference Group
- South Para Natural Resource Management Committee
- St John Ambulance – Mount Pleasant Division Board
- The Barossa, Light and Gawler Regional Heritage Network
- Tourism Barossa Inc.
- Mount Lofty Ranges World Heritage Bid Project Steering Group

Schedule 2: Documents Available for Inspection

GENERAL

- Council Agendas
- Council Minutes
- Documents and reports to the Council or Council committee that are not of a confidential nature under section 90 of the LG Act
- Recommendations adopted by resolution of the Council
- Section 41 Committee Agendas not of a confidential nature under section 90 of the LG Act
- Section 41 Committee Minutes not of a confidential nature under section 90 of the LG Act
- Record made by Council or Chief Executive Officer relating to an order under section 90(2) (in accordance with section 90A(4)) of the Local Government Act made at or in relation to an information or briefing session
- Record made by Council or the Chief Executive Officer of the information that is required to be published as soon as practicable after the holding of an information or briefing session in accordance with section 90A(7)(B) of the Local Government Act
- Annual Budget
- Annual Report
- Annual Financial Statements
- Council By-Laws
- Current Plan Amendment Reports
- Voters' Roll
- Freedom of Information Statement

CODES OF CONDUCT OR PRACTICE KEPT AS REQUIRED BY THE LOCAL GOVERNMENT ACT 1999

- Code of Conduct for Council Members
- Code of Conduct for Employees
- Code of Practice for Access to Council and Committee Meetings and Associated Documents
- Code of Practice for Meeting Procedures
- Volunteer Code of Conduct (not a statutory requirement under the Local Government Act)

REGISTERS KEPT AS REQUIRED BY THE LOCAL GOVERNMENT ACT 1999

- Authorised Officers and Persons
- Assessment Book
- Campaign Donation Returns (for Local Government Elections)
- Community Land
- Development Applications
- Barossa Assessment Panel Members' Interests
- Delegations
- Elected Members Allowances and Benefits
- Elected Members' Gifts and Benefits
- Elected Members' Interests and online extract of the Register of Interests
- Dogs
- Employees' Gifts and Benefits
- Employees' Interests
- Employees' Salaries, Wages and Benefits
- Fees and Charges
- Public Streets and Roads
- Parking Controls
- Released Confidential Items (Council)
- Released Confidential Items (Audit Committee)

REGISTERS KEPT AS REQUIRED BY THE LOCAL GOVERNMENT (ELECTIONS) ACT 1999

There are no registers required to be kept under this Act. However, campaign donation returns are prepared by candidates and saved in this Register.

KEY PLANS

- Advocacy Strategy
- Annual Budget
- Annual Business Plan
- Annual Report
- Audited Financial Statement
- Community Plan
- Community Land Management Plans
- Corporate Plan
- Disability Access and Inclusion Action Plan
- Infrastructure and Asset Management Plans
- Long Term Financial Plan
- Regional Public Health Plan

POLICIES AND PROCESSES

- Accredited Professionals Notification
- Annual Business Plan and Budget
- Asset Management
- Australian Citizenship Ceremonies
- Behavioural Management
- Behavioural Standards For Council Members
- Building Fire Safety
- Building Inspection
- Caretaker
- Cemetery Management
- Child and Vulnerable Persons Safe Environments
- Code of Conduct For Council Employees
- Code of Practice Access to Council and Committee Meetings and Associated Documents
- Code of Practice For Meeting Procedures
- Community Assistance Scheme
- Community Emergency Management
- Complaint Handling
- Copyright Management
- Customer Service
- Debt Recovery
- Development Application Fees
- Development Plan Consent Delegation
- Disposal of Land and Other Assets
- Elected Members' Allowances and Benefits
- Elected Members' Training and Development
- Enforcement
- Enterprise Risk Management
- Event Management
- Executive Leadership Team Performance Review Framework
- Food Inspection
- Fraud, Corruption, Misconduct and Maladministration Prevention
- Funding
- Hospitality
- Internal Review of Council Decisions
- Knowledge Management
- Lease and License and Hire Permit

- Legacy Policy Statements
- Library Collection Development
- Media and Communications
- Memorials on Community Land
- Mobile Food Vendor
- Motor Vehicle
- Non-current Asset Accounting
- Order Making
- Performance Appraisal
- Privacy
- Procurement
- Property Identification
- Prudential Management
- Public Consultation
- Public Interest Disclosure
- Rates Hardship
- Rates Rebate
- Rating
- Register of Interests
- Reporting Fraud, Corruption, Misconduct and Maladministration
- Request for Service
- Selection of Road and Public Names
- Signage
- Sister City Relationships and Engagement
- Social Media
- Strategic Policy Platform and Expected Behavioural Norms of Council and its Elected Members
- Supplementary Elections
- Supplementary Hardship for Residential Water Service Customers
- Treasury Management
- Volunteer Code of Conduct
- Volunteer Management
- Waste Management Services

A number of other Council documents are made available for public inspection at the Principal Office at 43-51 Tanunda Road, Nuriootpa SA 5355 in accordance with Section 132 and Schedule 5 of the Local Government Act 1999. Members of the public may purchase copies of these documents by payment of the fees set out in the Fees and Charges Register. Many of these documents are also available for viewing on Council's website at www.barossa.sa.gov.au.

Appendix Two

Financial Statements and Subsidiary Annual Reports

The Barossa Council
Consolidated Financial Statements

Placeholder

Nuriootpa Centennial Park Authority Annual Report and Financial Statements

Placeholder

Gawler River Floodplain Management Authority Annual Report and Financial Statements

ANNUAL REPORT 2023-24

Gawler River Floodplain Management Authority

Constituent Councils:

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

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Chairman's Report

The 2023-24 financial year has seen the GRFMA take significant steps in defining a strategy to deliver key infrastructure, policies and programs that are fundamental to achieving the goals set out in its Charter; the Gawler River flood mitigation.

This has been mainly achieved by progressing two key reports: the GRFMA Business Case; and the GRFMA Stormwater Management Plan (SMP).

With a foundation developed over recent years the expectation for the GRFMA now is to finalise ongoing investigations and develop a suitable funding package that can deliver the required infrastructure and programs.

Consequently, completion of the Business Case and SMP are the immediate priorities for the GRFMA.

GRFMA Business Case

During the past year the GRFMA continued to work closely with the Department of Environment and Water (DEW), the Stormwater Management Authority (SMA) and other State Government agencies such as SA Water, to deliver a Business Case that focussed on improving flood protection in the Gawler River.

The Business Case concluded that flood management of the Gawler River could be a transformative project for the Northern Adelaide Plains that will increase the resilience of the community and deliver a suite of measures to mitigate the frequency and impact of flood events in the river. The cost-benefit analysis undertaken in the Business Case shows a very strong case for investment.

The initiatives recommended in the Business Case provide complementary benefits for the management of flood and comprise the following:

- Increasing the height of the Bruce Eastick Dam on the North Para River (nominally a 10-metre increase in the height of the dam wall);
- Improving planning controls for developments near the Gawler River that will reduce the likelihood of flood and the impacts of flood inundation on new developments;
- Implementing a Community Flood Awareness Campaign; and
- Undertaking the repair and maintenance of existing riverside levee banks in the lower Gawler River, which play a critical role in constraining floodwaters to the river channel during high flow events and reducing potential damage of flood.

A review of the Business Case, undertaken by a State agency, Infrastructure South Australia (ISA), recommended additional work be undertaken to facilitate a fully informed investment decision. This work is aimed at refining the dam design and involves an update of hydrology studies and more detailed investigations on the condition of the existing dam structure, to ensure that it is capable of accommodating the proposed upgrades. Both may result in a reconfiguration of the dam raising and should therefore be undertaken as a priority in the next stage of design.

The GRFMA endorses both the recommendations in the Business Case and of the ISA review and is progressing the further investigative work as a matter of urgency. Once the inputs are refined and assessed, the GRFMA will further engage with the State and Federal governments and the Constituent Councils to develop and agree a suitable funding strategy.

Through DEW, the GRFMA is seeking funding from the Federal Government's Disaster Ready Fund to start developing a comprehensive Community Awareness Program, recognising that such a program must be ongoing to be effective.

Stormwater Management Plan

Since 2020, the GRFMA has worked with DEW, the SMA, Green Adelaide and Northern and Yorke Landscape Boards, to develop a comprehensive Stormwater Management Plan (SMP) for the Gawler River environs.

A draft SMP was presented to the SMA during this year with the feedback that further investigations were required to ensure the report met the scope outlined by the SMA which is responsible for its approval. These investigations have commenced, and the expectation now is for the final draft of the SMP to be finalised in the first quarter of 2024-25.

The Board

The GRFMA acknowledges and thanks the following retiring Board members for their significant contributions to the Authority:

- Ms Sheree Schenk
- Mr Martin McCarthy
- Mr John Lush

A special thanks to Mr Ian Baldwin for the significant contributions of outgoing Independent Member Chairman, to the activities of the Board over a 17-year period, noting several key initiatives Ian has led namely: Gawler River Flood Mitigation Business Case; Stormwater Management Plan; GRFMA Charter Review; and the Cost Contributions Model.

The Board welcomes Mr Lino Di Lernia as the new Independent Member, Chairman from 1 May 2024 and new Board Members: Mr Jake McVicar, Mr Dante Mazzeo and Mr Thomas Jones.

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Gawler River Floodplain Management Authority (GRFMA)

The Gawler River

The Gawler River is formed by the confluence of the North Para and South Para in the town of Gawler and is in the Adelaide Plains district of South Australia. The district surrounding the river produces cereal crops and sheep for both meat and wool, as well as market gardens, almond orchards and vineyards. The farm gate output of the Gawler River Floodplain horticultural areas is estimated to be at least $225 million.

Purpose of the GRFMA

The GRFMA was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 on 22 August 2002. The Constituent Councils are the Adelaide Hills Council, The Adelaide Plains Council, The Barossa Council, The Town of Gawler, Light Regional Council, and the City of Playford.



The Charter sets down the powers, functions, safeguards, accountabilities, and an operational framework.



The Authority has been established for the purpose of coordinating the planning, construction, operation, and maintenance of flood mitigation infrastructure for the Gawler River, and for the following functions:

- To raise finance for the purpose of developing, managing, and operating and maintaining works approved by the Board;
- To provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flooding of the Gawler River;

- To advocate on behalf of the Constituent Councils and their communities where required to State and Federal Governments for legislative policy changes on matters related to flood mitigation and management and associated land use planning with Gawler River flood mitigation;
- To facilitate sustainable outcomes to ensure a proper balance between economic, social, environmental, and cultural consideration; and
- To provide advice as appropriate to the Constituent Councils in relation to development applications relevant to the Authority's roles and functions.

Governance

The Board

The Authority is governed by the Board of Management. The Board comprises:

- One independent person, who is not an officer, employee, or elected member of a constituent council, to be appointed as the Chairman of the Board of Management of the GRFMA for a term of three years.
- Two persons appointed from each of the six constituent councils (12 members in total). Council appointees comprise of the Council CEO, or delegate and one Elected Member.
- Deputy Board members as appointed by each Constituent Council.

The Members of the Board are:

Council	Board Members	Deputy Board Members
Chairman & Independent Member	Mr Lino Di Lernia (commenced 1 May 2024)	
Adelaide Hills Council	Cr Malcolm Herrmann Mr Ashley Curtis	Ms Natalie Armstrong (resigned 24 May 2024)
Adelaide Plains Council	Cr Terry-Anne Keen Mr James Miller	Cr Dante Mazzeo Mr Tom Jones
The Barossa Council	Cr Bruce Preece Mr Jake Mc Vicar	Ben Clark
Town of Gawler	Cr Paul Koch Ms Whendee Young	Cr Brian Sambell
Light Regional Council	Cr Michael Phillips-Ryder Mr Richard Dodson	
City of Playford	Cr Clinton Marsh Mr Greg Pattinson	Cr Peter Rentoulis Mr Dale Welsh

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Meetings of the Board are held at such time and such place as the Board decides subject only to the requirement that there will be at least one meeting in every two calendar months.

Any Constituent Council, the Chairman or three Board Members may by delivering a written request to the Executive Officer require a special meeting of the Board to be held and any such special meeting shall constitute a special meeting of the Authority.

Ordinary meetings of the Board are generally held bi-monthly on the third Thursday of the even months commencing at 9.45am; excepting December which is held on the second Thursday.

Meetings are hosted by the Constituent Councils on a rotational roster with six Board meetings and one Special Board meetings held during the year as follows:

Ordinary Board Meetings:

- Thursday 17 August 2023 – Town of Gawler
- Thursday 19 October 2023 – Adelaide Plains Council
- Thursday 14 December 2023 – City of Playford
- Thursday 15 February 2024 – Light Regional Council
- Thursday 18 April 2024 – Adelaide Hills Council
- Thursday 20 June 2024 – The Barossa Council

One Special Board Meeting:

- Thursday 27 July 2023 – City of Playford

Technical Assessment Panel

A Technical Assessment Panel has been appointed to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment, and construction of the various parts of the plan.

The Members of the Panel are:

- Mr Lino Di Lernia, Independent Member, Chairman
- Ms Katharine Ward Flood Management, DEW
- Vacant, Principal Engineer Dams, SA Water
- Mr Ben Clark, The Barossa Council, Council representative,
- Mr Shaun Fielding, City of Playford. Council representative,
- Mr David Hitchcock Executive Officer

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No formal meetings of the Panel were held; however, Panel members provided out of session assistance and advice to DEW to facilitate delivery of the Gawler River Flood Management Business Plan.

Audit and Risk Committee

An Audit and Risk Committee has been appointed to review:

- The annual financial statements to ensure that they present fairly the situation to the Board; and
- The adequacy of the accounting, internal control, reporting and other financial management systems and practices to the Board on a regular basis.

The Committee held five (5) meetings during the year:

- 7 August 2023
- 7 December 2023
- 5 February 2024
- 5 April 2024
- 4 June 2024

The members of the Committee are:

- Mr Peter Brass, Independent Member and Chairman
- Mr Greg Pattinson, City of Playford
- Cr Malcolm Herrmann, Adelaide Hills Council

Membership of the GRFMA Audit Committee is for two years, until 30 June 2026.

Executive Officer

On 28/06/2023 the GRFMA engaged LUVROK Pty Ltd to undertake Executive Officer Services, in accordance with the agreed contract for service, for the term 1 July 2023 to 31 December 2025. Mr David Hitchcock is identified as the key person providing the services pursuant to agreed terms.

External Auditor

Dean Newbery and Partners are the appointed external auditor for 2023-24.

On 14 December 2023 the GRFMA Board reappointed Dean & Newbery Pty Ltd as GRFMA External Auditor for a term of three plus two years, effective 1 July 2024.

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GRFMA Policies

The following Policies have been adopted to provide management guidelines for the day-to-day business of the GRFMA.

- Procurement Policy
- Grant Policy
- Fraud, Corruption and Maladministration Prevention Policy
- Internal Review of Decisions Policy
- Code of Practice Meeting Procedures
- Anti – Discrimination Fair Treatment Policy
- Consultation Policy
- Work Health and Safety Policy
- Access to Meetings and Documents Policy
- Dam Valuation Policy
- Treasury Management Policy
- Freedom of Information Statement
- Information Asset Management Policy

The purpose of these policies is to provide prudent management guidelines for the day-to-day management of the affairs of the Authority.

Meetings

All meetings of the GRFMA and its committees are open to the public, except for those matters considered under Section 90 of the Local Government Act 1999.

Forum	Total Resolutions for the year	Resolutions to exclude the Public – S90(3)	Purpose	Order for docs to remain confidential - S91(7)	%
Board	89	3 1 1	S 90(3)(a) S90(3)(k) AS90 (3) (b)(i)(ii)	3 1 1	5
Technical Assessment Panel	0	0		0	0
Audit Committee	31				0

Freedom of Information

No Freedom of Information requests were received during the year.

Strategic Plan

The GRFMA Strategic Plan 2021-26 is arranged under three themes, each with its own objective, related to the outcomes to be pursued.

Theme 1: Design, build, and maintain physical flood mitigation infrastructure.
Objective: To have in place an agreed extent of physical flood mitigation infrastructure that is fit for purpose and achieves the targeted levels of performance.

Theme 2: Develop and evolve key relationships.
Objective: To maintain key relationships that are most important to the Authority achieving its purpose.

Theme 3: Ensure good governance and ongoing financial sustainability.
Objective: To ensure that the Authority meets legislative requirements and contemporary standards of governance and is financially sustainable for the long term.

Priority Actions 2023-24

Work to facilitate delivery of the objectives of the Gawler River Stormwater Management Plan.
The Gawler River Stormwater Management Plan (SMP) is the key GRFMA document to assist in determining physical and other works required to reduce the risks and impacts of flooding.

Work is ongoing to finalise the SMP. Delays have occurred due to the need for more information to be included in the document. It is anticipated the document will be at final draft during the first quarter on 2024-25.

Review, with Constituent Councils and stakeholders, design standards for infrastructure works including costs and benefits.
The default policy position of the Authority has been for a 1 in 100-year design standard. Reviewing that policy position through consideration of the costs and benefits of various design standard scenarios will assist in identifying appropriate standards.

This is being undertaken as part of the process for completion of the Gawler River Flood Management Business Case.

In conjunction with the Constituent Councils, develop and implement a schedule of flood mitigation infrastructure works for the Gawler River referencing the Gawler River Stormwater Management Plan.
A schedule of works is to be consolidated from the recommendations from the completed GRFMA Gawler River Stormwater Management Plan and the Department for Environment and Water (DEW), Gawler River Flood Management Business Case. Funding will be sought from the State and Federal Governments and where appropriate commercial investment.

The GRFMA has a copy of the Business Case and the ISA Gawler River Flood Management Gate 2 Recommendation Action Plan which identifies recommendations for consideration and designation of responsible partners, DEW and GRFMA.

The GRFMA has sought constituent council support for funding to complete the Business Case.

Working with the Constituent Councils, develop a framework to clearly articulate the respective roles and responsibilities of the Authority and the Councils and suitable partnering arrangements to maintain a low-cost base for the Authority.
Identification of partnering opportunities within the capacities of the councils (e.g., in relation to monitoring information about climate change and climate change policy, and water policy) in delivering the functions, operations and project management required of the Authority would help to keep the Authority's administrative costs low.

Constituent councils are providing partnering opportunities and support to the GRFMA, where relevant.

Continue to advocate for improved governance and funding arrangements for flood avoidance, resilience, and mitigation in South Australia.
With frontline experience the Authority is well positioned to develop a narrative about changes that are required to improve governance and funding arrangements for flood avoidance and mitigation. The Authority will continue to work with the Department for Environment and Water, in consultation with constituent councils, on implementation and funding arrangements for the State Government funded Gawler River Flood Mitigation Business Case.

The GRFMA has sought constituent council support for funding to complete the Business Case. The GRFMA is undertaking work to develop a suitable funding strategy (which is to be finalised in consultation and in agreement with constituent councils)

Assist the Constituent Councils in communicating with general communities and specific interest groups in relation to flood mitigation for the Gawler River.
Communication with communities is likely to be a joint activity between the constituent councils and the Authority.

DEW has facilitated a Disaster Ready Grant application for funds to plan/prepare a community flood awareness campaign for Gawler River. The application has been prepared with DEW as the applicant with SES and GRFMA as project partners.

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Operation of the Regional Subsidiary

Performance Targets:	Timings:	To be measured by:	Actual Achievements
Reports to Stakeholders	Bi-Monthly	Key Outcomes Summary to be published following each Board Meeting	☑ **Key Outcomes Summary prepared and sent to Councils following GRFMA meetings.**
Maintain effective Regional Subsidiary	December	On 28/06/2023 the GRFMA engaged LUVROK Pty Ltd to undertake Executive Officer Services, in accordance with the agreed contract for service, for the term 1 July 2023 to 31 December 2025.	☑ **Mr David Hitchcock is identified as the key person providing the services pursuant to agreed terms.** ☑ **Effective 1/05/2024.** ☑ **Mr Lino Di Lernia has been appointed to the position of GRFMA Chairman, Independent Member, for 3 years, concluding 30/4/2027.**
	August	The appointment of Auditor, Bank Operators, levels of insurance, appropriate registrations, delegations, and policies be reviewed annually.	☑ **Dean Newbery has been reappointed as GRFMA's external auditor for a term of three years with a two-year option, effective 1 July 2024.** ☑ **Appropriate levels of insurance reviewed in July 2023.**
Review of the Business Plan	By 31st March	Review the Business Plan prior to preparing the Budget. Forward to the Councils	☑ **June 2023 - Business Plan 2023- 2024 adopted.** ☑ **June 2024- Achievements against the Business Plan 2023-2024 presented.**
Annual Budget	By 31st March, June, October, December	Adopt for consultation forward to Councils- Adopt Budget – copy to Councils in 5 days- Conduct Budget Reviews	☑ **2024 - 2025 Draft Budget forwarded in March 2024 to consistent councils for consultation.** ☑ **Budget Reviews 1, 2 and 3 reviewed by GRFMA Audit Committee.**
Subscriptions	June December	Send half year subscriptions to Council.	☑ **All first half subscriptions paid.** **X** **5 Second half subscriptions paid (Remaining subscription paid July 2024).**
Report to Constituent Councils	Following each Board meeting By 30th September	The receipt of the following reports by Councils, Board Meeting Key Outcome Summary Annual Report including Annual Financial Statements	☑ **Key Outcomes Summary prepared for meetings.** ☑ **Annual Report forwarded electronically to Councils.**

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Performance Targets:	Timings:	To be measured by:	Actual Achievements
Governance	Ongoing	Policies and new management framework documents developed and reviewed.	☑ **Independent review of GRFMA policies completed April 2023.** ☑ **Management Framework documents now adopted GRFMA Strategic Plan Asset Management Plan and Long-Term Financial Plans.** ☑ **Charter Review 2 Funding Model adopted April 2023.** ☑ **The GRFMA Audit and Risk Committee (Chairman and the two Members) have been reappointed from 1 July 2024 until 30 June 2026.**
Annual Operations		Implementation of requirements of the BENPFM Dam Operation and Maintenance Manual. Periodical inspections of BENPFM dam and lands Removal of deposited flood debris at upstream wall of BENPFM Dam Continuation of the revegetation program around land associated with the BENPFM Dam. Weed control	☑ **Ongoing. Programmed management costed and funded in 2023/2024 draft Budget.** ☑ **Ongoing.** ☑ **As required.** **Ongoing, within budgeted funds, in collaboration with Light Regional Council. Grant funding for further revegetation to be sought.** ☑ **Annually as required.** ☑ **Annual land management lease not continued beyond May 2024.**

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Financial Statements 2023-24

1. Certification of Financial Statements
2. Financial Statements and Notes
3. Related Parties Disclosures
4. Statement of Auditors Independence
5. Certification of Auditor Independence

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GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2024
CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by the Gawler River Floodplain Management Authority to certify the financial statements in their final form.

In our opinion:

- the accompanying financial statements comply with the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and Australian Accounting Standards.
- the financial statements present a true and fair view of the Authority's financial position at 30 June 2024 and the results of its operations and cash flows for the financial year.
- internal controls implemented by the Authority provide a reasonable assurance that the Authority's financial records are complete, accurate and reliable and were effective throughout the financial year.
- the financial statements accurately reflect the Authority's accounting and other records.

David Hitchcock
EXECUTIVE OFFICER
15/8/2024

Lino Di Lernia
CHAIRMAN
15/8/2024

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF COMPREHENSIVE INCOME
for the year ended 30 June 2024

	Notes	2024 $	2023 $
INCOME			
Subscriptions	4	**289,386**	260,321
Investment income		**762**	1,278
Other Income		**270,520**	100
Total Income		**560,668**	261,699
EXPENSES			
Contractual Services	5	**421,404**	249,296
Finance Charges		**23,069**	18,926
Depreciation	1(e), 9	**706,099**	328,561
Other		**31,955**	42,654
Total Expenses		**1,182,526**	639,436
OPERATING SURPLUS / (DEFICIT)		**(621,858)**	(377,737)
NET SURPLUS / (DEFICIT)		**(621,858)**	(377,737)
Other Comprehensive Income			
Amounts which will not be reclassified subsequently to operating result			
Changes in revaluation surplus - infrastructure, property, plant & equipment	1(e), 9	**21,699,347**	-
Impairment (expense) / recoupments offset to asset revaluation reserve	1(e), 9	**-**	(17,000)
Total Other Comprehensive Income		**21,699,347**	(17,000)
TOTAL COMPREHENSIVE INCOME		**21,077,489**	(394,737)

This Statement is to be read in conjunction with the attached Notes.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF FINANCIAL POSITION
as at 30 June 2024

	Notes	2024 $	2023 $
ASSETS			
Current Assets			
Cash and cash equivalents	1(d)	**41,309**	29,496
Trade and Other Receivables		**210,404**	91,125
Total Current Assets		**251,713**	120,621
Non-current Assets			
Infrastructure, property, plant & equipment	1(e) 9	**42,606,943**	21,613,696
Total Non-current Assets		**42,606,943**	21,613,696
Total Assets		**42,858,657**	21,734,317
LIABILITIES			
Current Liabilities			
Trade & other payables		**201,605**	67,733
Borrowings	1(h)	**353,388**	440,409
Total Liabilities		**554,993**	508,142
NET ASSETS		**42,303,664**	21,226,175
EQUITY			
Accumulated Surplus		**11,939,344**	12,561,202
Asset Revaluation Reserves	1(e)	**30,364,320**	8,664,973
TOTAL EQUITY		**42,303,664**	21,226,175

This Statement is to be read in conjunction with the attached Notes.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF CHANGES IN EQUITY
for the year ended 30 June 2024

2024	Notes	Accumulated Surplus $	Asset Revaluation Reserve $	TOTAL EQUITY $
Balance at end of previous reporting period		**12,561,202**	**8,664,973**	**21,226,175**
Restated opening balance		**12,561,202**	**8,664,973**	**21,226,175**
Net Surplus / (Deficit) for Year		**(621,858)**	**-**	**(621,858)**
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment		**-**	**21,699,347**	**21,699,347**
Transfers between reserves		**-**	**-**	**-**
Balance at end of period		**11,939,344**	**30,364,320**	**42,303,664**

2023				
Balance at end of previous reporting period		12,938,939	8,681,973	21,620,912
Restated opening balance		12,938,939	8,681,973	21,620,912
Net Surplus / (Deficit) for Year		(377,737)	-	(377,737)
Other Comprehensive Income				
Gain on revaluation of infrastructure, property, plant & equipment		-	(17,000)	(17,000)
Balance at end of period		12,561,202	8,664,973	21,226,175

This Statement is to be read in conjunction with the attached Notes

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

STATEMENT OF CASHFLOWS
for the year ended 30 June 2024

	Notes	**2024**	2023
		$	$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		**580,579**	267,915
Interest Receipts		**811**	1,323
Payments		**(459,576)**	(290,843)
Interest Expense		**(22,979)**	(13,301)
Net Cash provided by (or used in) Operating Activities	8	**98,835**	(34,907)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments			
Expenditure on renewal/replacement of assets		**-**	-
Net Cash provided by (or used in) Investing Activities		**-**	-
CASH FLOWS FROM FINANCING ACTIVITIES			
Receipts			
Proceeds from borrowings		**-**	-
Payments			
Repayments of borrowings		**(87,021)**	(61,726)
Net Cash provided by (or used in) Financing Activities		**(87,021)**	(61,726)
Net Increase (Decrease) in cash held		**11,814**	(96,633)
Cash & cash equivalents at beginning of period		**29,496**	126,130
Cash & cash equivalents at end of period	8	**41,309**	29,496

This Statement is to be read in conjunction with the attached Notes

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 1 - Statement of Significant Accounting Policies

a) The Local Government Reporting Entity

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

The Gawler River Floodplain Management Authority is a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999. The Constituent Councils are the Adelaide Hills Council, The Barossa Council, Town of Gawler, Light Regional Council, Adelaide Plains Council and The City of Playford.

All funds received and expended by the Authority have been included in the financial statements forming part of this financial report.

b) Basis of Accounting

This financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values, or except where specifically stated, current valuation of non-current assets.

c) Employees

The Authority has no employees.

d) Cash

For purposes of the statement of cash flows, cash includes cash deposits which are readily convertible to cash on hand and which are used in the cash management function on a day to day basis, net of outstanding bank overdraft.

e) Infrastructure Assets

Initial Recognition

All assets are initially recognised at cost. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held “ready for use”. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Authority includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Infrastructure Dam

The Bruce Eastick North Para Flood Mitigation Dam was constructed in 2007. The valuation includes all materials, contractor’s costs plus costs incidental to the acquisition, including engineering design and supervision fees and all other costs incurred.

Land

Land includes the land on which the dam is constructed, rights of way access to the land and ‘right to flood’ easements over the land upstream from the dam that will be inundated by dam waters for short periods of time during a flood event. Additional Land surrounding the dam was purchased in 2017/18 and was revalued by North Projects Pty Ltd as at 1 July 2023.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

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

The Board sought an independent valuation to be applied as at 1st July 2023, of the Bruce Eastick North Para Flood Mitigation Dam. The Board recognises that the dam is a unique infrastructure. The Board sought the advice of North Projects Pty Ltd, who provided a replacement cost valuation based on the actual construction contract costs, including some 'owner's costs' which would be incurred in the event of a replacement being necessary. In accordance with Accounting Standard (AASB)13 Fair Value Measurement, the valuation was undertaken as at 1 July 2023 and recorded as a level 3 restricted asset valuation. The next Valuation is scheduled to be undertaken in 2028/2029. Fair value level 3 valuations of buildings, infrastructure and other assets – There is no known market for these assets and they are valued at depreciated current replacement cost.

The method involves:
The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate. The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the straight line depreciation method adopted by the Authority. The method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques.

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

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

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

Asset Classes

- Bruce Eastick North Para Flood Mitigation Dam 80 years.
- Dam Renewals/improvements 15 years.
- Access Road 15 years.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Impairment
Assets whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if the Authority were deprived thereof, are not subject to impairment testing. Other assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash inflows or value in use). Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in Asset Revaluation Reserve, any excess being recognised as an expense.

An impairment has occurred due to the revaluation of Land in 2023.

f) Revenue
The Authority recognises revenue under AASB 1058 Income of Not-for-Profit Entities (AASB 1058) or AASB 15 Revenue from Contracts with Customers (AASB 15) when appropriate.

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

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

Revenue from the Subscriptions is recognised upon the delivery of the service to customers.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue is stated net of the amount of goods and services tax (GST).

g) Superannuation
The Authority contributed the statutory 10.5% SCG to the nominated superannuation fund of the Executive Officer in 2022/2023. No statutory contributions were made to the nominated superannuation fund in 2023/2024 as a result of LUVROK Pty Ltd undertaking the provision of the Executive Officer services from 1 July 2023.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

h) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest rate method.

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

I) Economic Dependence

The Gawler River Floodplain Management Authority (GRFMA) was formed as a Regional Subsidiary under Section 43 and Schedule 2 of the Local Government Act 1999 in August 2002, by a Charter that was amended and published in The South Australian Government Gazette on 27th February 2020 at page 474.

The Gawler River Floodplain Management Authority (GRFMA) is dependent upon subscriptions levied on the Constituent Councils in accordance with Clause 10.2 of the Charter to fund the construction, operation and maintenance of flood mitigation infrastructure of the Authority which it owns and manages.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 2 - Schedule of Constituent Council's Interest in Net Assets as at 30th June 2024
Prepared to meet the requirements of Clause 16.6 of the Charter

"The 'Schedule of Constituent Councils' Interests in Net Assets' will reflect the proportionate contribution each Constituent Council has made to the growth of the net assets of the Authority having regard to the proportionate contribution to subscriptions. The Schedule when updated by the Board at the end of each financial year will reflect the proportionate contribution of each Constituent Council since the commencement of the Authority and once accepted by each Constituent Council will be evidence of the agreed proportion of a Constituent Council's interests in the net assets as at 30 June in that year."

For the purposes of this Clause all subscriptions by Constituent Councils have been included.

Calculation of Net Equity

Assets	
Investments / Debtors	$ 251,713
Infrastructure, property plant & Equipment	$ 42,606,943
	$ 42,858,657
Less Liabilities	
Accounts Payable / Creditors	$ 201,605
Borrowings	$ 353,388
NET EQUITY	**$ 42,303,664**

Allocation of Councils Interest in Net Assets

Constituent Councils	Accumulated Subscriptions for Operations to 30 June 2024 $	Accumulated Subscriptions for Maintenance to 30 June 2024 $	Accumulated Subscriptions for Scheme Works to 30 June 2024 $	All Subscriptions to 30 June 2024 $	Percentage of Contributions to the Total	**Council's Interests in Net Assets $**
Adelaide Hills Council	253,882	6,352	76,527	336,761	5.34%	**2,259,016**
The Barossa Council	253,882	31,813	383,250	668,945	10.61%	**4,488,419**
Town of Gawler	253,882	63,586	765,408	1,082,876	17.17%	**7,263,539**
Light Regional Council	253,882	31,813	383,250	668,945	10.61%	**4,488,419**
Adelaide Plains Council	253,882	106,079	1,275,673	1,635,634	25.94%	**10,973,570**
City of Playford	253,882	127,254	1,530,826	1,911,962	30.33%	**12,830,701**
	1,523,292	**366,897**	**4,414,934**	**6,305,123**	**100%**	**42,303,664**

Schedule of Constituent Councils' Interests in Net Assets' as at the 30th June 2024 adopted by the Board in accordance with Clause 16.6 of the Charter on 15 August 2024.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 3 - Functions / Activities of the Authority

a) Revenues and expenses have been attributed to the following functions / activities, descriptions of which are set out in Note b.

b) The activities of the Authority are categorised into the following function / activities:

Administration: The operations of the Authority and its Board

Other Environment: Flood Mitigation

c) Functions of the Gawler River Floodplain Management Authority (excluding depreciation and impairment)

		Revenue			Expenses	
	Year	Grants $	Other $	Total Revenue $	Expenses Total $	Surplus (Deficit) $
Administration	2024	-	150,490	150,490	102,537	**47,953**
	2023	-	166,498	166,498	157,078	**9,420**
Other Environment: Flood Mitigation	2024	-	410,178	410,178	373,890	**36,288**
	2023	-	95,201	95,201	153,798	**(58,596)**
Total	2024	-	560,668	560,668	476,427	**84,241**
	2023	-	261,699	261,699	310,876	**(49,177)**

Note 4 - Subscriptions

The following subscriptions were levied on the Constituent Councils in accordance with Clause 10.2 of the Charter for the year:

	Maintenance		Operations		TOTALS	
	2024	2023	**2024**	2023	**2023**	2023
Constituent Council	**$**	$	**$**	$	**$**	$
Adelaide Hills Council	**1,418**	1,647	**24,638**	27,520	**27,326**	29,167
The Barossa Council	**12,117**	8,254	**24,638**	27,520	**37,055**	35,774
Town of Gawler	**24,334**	16,508	**24,638**	27,520	**49,172**	44,028
Light Regional Council	**12,117**	8,254	**24,638**	27,520	**37,055**	35,774
Adelaide Plains Council	**40,390**	27,513	**24,638**	27,520	**65,328**	55,033
City of Playford	**48,485**	33,025	**24,638**	27,520	**73,420**	60,545
TOTAL	**139,758**	95,201	**149,628**	165,120	**289,386**	260,321

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 5- Contractual Services

	2024	2023
	$	$
Chairperson Honorarium	**14,032**	12,100
Executive Officer	**59,981**	103,214
Audit Committee	**3,250**	2,600
Audit Fees	**5,509**	5,346
Legal Fees	**1,545**	6,069
Consultancies	**47,687**	116,750
Business Case	**270,420**	-
Asset Valuations	**18,980**	3,217
Totals	**421,404**	249,296

Note 6 - Comparison of Budget and Actual Results (excluding depreciation)

	2024		2023	
	Budget	Actual	**Budget**	Actual
	$	$	**$**	$
Revenue				
Administration	**151,514**	150,490	**166,430**	166,498
Other Environment: Flood Mitigation	**410,178**	410,178	**95,200**	95,201
State Grant	**146,000**	-	-	-
Total Revenue	**707,692**	560,668	**261,630**	261,699
Expenditure				
Administration	**105,073**	102,537	**153,620**	157,079
Other Environment: Flood Mitigation	**340,178**	284,155	**14,700**	6,021
Maintenance	**116,080**	89,735	**198,000**	147,775
Total Expenditure	**561,331**	476,427	**366,320**	310,875
Surplus (deficit)	**146,361**	84,241	**(104,690)**	(49,176)

Note 7 - Expenditure Commitment

i. GRFMA agreed to the engagement of David Hitchcock trading as LUVROK Pty Ltd to provide executive services to the GRFMA for the period 1 July 2023 through 31 December 2025.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 8 - Reconciliation Statement of Cash Flows

(a) Reconciliation of Cash

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

	2024	2023
	$	$
Total cash & equivalent assets	**41,309**	**29,496**
Balances per Cash Flow Statement	**41,309**	**29,496**

(b) Reconciliation of Change in Net Assets to Cash from Operating Activities

Net Surplus (Deficit)	**(475,858)**	**(377,737)**
Non-cash items in Income Statement		
Depreciation, amortisation & impairment	**706,099**	**328,561**
	230,241	**(49,176)**
Add (Less): Changes in Net Current Assets		
Net (increase) decrease in receivables	**(119,279)**	**7,539**
Net increase (decrease) in trade & other payables	**(12,127)**	**6,729**
Net Cash provided by (or used in) operations	**98,835**	**(34,907)**

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Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 9 - Non-Current Assets Summary

		2024				2023			
	Fair Value Level	**At Fair Value $**	**At Cost $**	**Accum Dep'n $**	**Carrying Amount $**	At Fair Value $	At Cost $	Accum Dep'n $	Carrying Amount $
Land and Easements		**477,000**	**-**	**-**	**477,000**	460,000	-	-	460,000
Infrastructure - Dam	3	**53,559,053**	**-**	**(11,429,110)**	**42,129,943**	25,329,000	591,879	(4,767,184)	21,153,695
Total Infrastructure Property Plant & Equipment		**54,036,053**	**-**	**(11,429,110)**	**42,606,943**	25,789,000	591,879	(4,767,184)	21,613,695
Comparatives		**25,789,000**	**591,879**	**(4,767,184)**	**21,613,695**	25,806,000	591,879	(4,438,623)	21,959,256

	2023	Carying Amount Movements During the Year							2024
		Additions							
	Carrying Amount $	New / Upgrade $	Renewals $	Disposals $	Depreciation $	Impairment $	Transfers $	Net Valuation $	Carrying Amount $
Land and Easements	460,000	-	-	-	-	-	-	17,000	477,000
Infrastructure - Dam	21,153,695	-	-	-	(706,099)	-	-	21,682,347	42,129,943
Total Infrastructure Property Plant & Equipment	**21,613,695**	-	-	-	(706,099)	-	-	21,699,347	**42,606,943**
Comparatives	21,959,256	-	-	-	(328,561)	(17,000)	-	-	21,613,695

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 10 - Financial Instruments

All financial instruments are categorised as *loans and receivables.*

Accounting Policies - Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits	**Accounting Policy:** initially recognised at fair value and subsequently measured at amortised cost, interest is recognised when earned **Terms & conditions:** Deposits are returning fixed interest rates between 4.30% and 4.55% (2023: 1.05% and 4.30%). **Carrying amount:** approximates fair value due to the short term to maturity.
Receivables - Fees & other charges	**Accounting Policy:** initially recognised at fair value and subsequently measured at amortised cost. An impairment provision is recognised using the expected credit loss method **Terms & conditions:** Unsecured, and do not bear interest. Although the authority is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Authorities boundaries. **Carrying amount:** approximates fair value (after deduction of any allowance).
Liabilities - Creditors and Accruals	**Accounting Policy:** Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Authority. **Terms & conditions:** Liabilities are normally settled on 30 day terms. **Carrying amount:** approximates fair value.
Liabilities – Interest Bearing Borrowings	**Accounting Policy:** initially recognised at fair value and subsequently amortised cost, interest is charged as an expense using the effective interest rate. **Terms & conditions:** secured over future revenues, borrowings are repayable; interest is charged at fixed or variable rates between 6.05% and 6.15% (2023: 2.80% and 6.05%). **Carrying amount:** approximates fair value.

Liquidity Analysis

2024	Due < 1 year	Due > 1 year ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets	$	$	$	$	$
Cash & Equivalents	**41,309**	**-**	**-**	**41,309**	**41,309**
Receivables	**210,404**	**-**	**-**	**210,404**	**210,404**
Total	**251,713**	**-**	**-**	**251,713**	**251,713**
Financial Liabilities					
Payables	**195,605**	-	-	**195,605**	**195,605**
Borrowings	**91,733**	**323,883**	**3,596**	**419,212**	**353,388**
Total	**287,338**	**323,883**	**3,596**	**614,817**	**548,993**

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

2023	Due < 1 year	Due > 1 year ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets	$	$	$	$	$
Cash & Equivalents	**29,496**	-	-	**29,496**	**29,496**
Receivables	**91,125**	-	-	**91,125**	**91,125**
Total	**120,621**	-	-	**120,621**	**120,621**
Financial Liabilities					
Payables	**67,733**	-	-	**67,733**	**67,733**
Borrowings	**96,645**	**344,229**	**97,113**	**537,987**	**440,409**
Total	**164,377**	**344,229**	**97,113**	**605,719**	**508,142**

The following interest rates were applicable to the Authority's Borrowings at balance date:

	2024		2023	
	Weighted Av Interest Rate	Carrying Value $	Weighted Av Interest Rate	Carrying Value $
Variable Interest Rates	**6.15%**	**353,388**	**6.05%**	**440,409**
		353,388		**440,409**

Risk Exposures:

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

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

Liquidity Risk is the risk that Authority will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates.

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

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 11 Uniform Presentation of Financial Statements

The following is a high level summary of both operating and capital investment activities of the Authority prepared on a simplified Uniform Presentation Framework basis.

All Local Government Councils and Authorities have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Authorities finances.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

UNIFORM PRESENTATION OF FINANCIAL STATEMENTS
for the year ended 30 June 2024

	2024	2023
	$	$
Income		
Subscriptions	**289,386**	260,321
Investment income	**762**	1,278
Other Income	**270,520**	100
Total Income	**560,668**	**261,699**
Expenses		
Contractual Services	**421,404**	249,296
Finance Charges	**23,069**	18,926
Depreciation	**706,099**	328,561
Other	**31,955**	42,654
Total Expenses	**1,182,527**	**639,437**
Operating Surplus / (Deficit)	**(621,859)**	**(377,737)**
Less Net Outlays in Existing Assets		
Capital Expenditure on renewal and replacement of Exising Assets	-	-
Add back Depreciation Amortisation and Impairment	**706,099**	**328,561**
Add back proceeds from sale of replaced assets	-	-
	706,099	**328,561**
Less Net Outlays on New and Upgraded Assets		
Capital Expenditure on New and Upgraded Assets	-	-
Add back amounts specifically for new or upgraded assets	-	-
	-	-
Annual net impact to financing activities (surplus / (deficit))	**84,240**	(49,176)

Note 12 – Contingencies & Assets & Liabilities not recognised in the Balance Sheet

There are no contingencies, asset or liabilities not recognised in the financial statements for the year ended 30 June 2024.

Gawler River Floodplain Management Authority
Notes to and forming part of the Financial Statements
for the year ended 30 June 2024

Note 13 - Events Occurring After Reporting Date

There were no events subsequent to 30 June 2024 that need to be disclosed in the financial statements.

Note 14 - Related Parties Disclosures

Key Management Personnel

The Key Management Personnel of the Gawler River Floodplain Management Authority (GRFMA) include the Chairman, Board Members, Deputy Board Members and Executive Officer. In all Key Management Personnel were paid the following total compensation:

	2024 $	2023 $
Salaries, allowances & Other Short Term Benefits		
Executive Officer	-	103,214
Chairperson	14,032	12,100
TOTAL	**14,032**	**115,314**

One KMP owns a business from which Services were contracted. Total contracted services from this business was $59,981.

	Amounts received from Related Party during the financial year	Amounts received from Related Party during the financial year
	2024 $	2023 $
Adelaide Hills Council	57,551	16,042
The Barossa Council	97,983	39,351
Town of Gawler	135,505	24,215
Light Regional Council	77,602	39,351
Adelaide Plains Council	129,061	60,536
City of Playford	137,962	66,600
TOTAL	**635,664**	**246,095**

The Authority has been established for the following purposes:

1. To co-ordinate the construction, operation and maintenance of flood mitigation infrastructure for the Gawler River. This purpose is the core business of the Authority;
2. To raise finance for the purpose of developing, managing and operating and maintaining works approved by the board;
3. To provide a forum for the discussion and consideration of topics relating to the Constituent Council's obligations and responsibilities in relation to management of flood mitigation for the Gawler River;
4. Upon application of one or more Constituent Councils pursuant to clause 12.4:
    1. to coordinate the construction, maintenance and promotion and enhancement of the Gawler River and areas adjacent to the Gawler River as recreational open space for the adjacent communities: and
    2. to enter into agreements with one or more of the Constituent Councils for the purpose of managing and developing the Gawler River.

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2024

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Gawler River Floodplain Management Authority for the year ended 30 June 2024 the Authority's Auditor DeanNewbery has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.

David Hitchcock 6/8/2024
EXECUTIVE OFFICER

Peter Brass 6/8/2024
PRESIDING MEMBER AUDIT and RISK COMMITTEE

Lino Di Lernia 15/8/2024
CHAIRMAN

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GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2024

CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Gawler River Floodplain Management Authority for the year ended 30 June 2024 the Authority's Auditor DeanNewbery has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.

Signed by: Greg Georgopoulos 82C3128E7DF5405... 9/20/2024

Greg Georgopoulis
Chief Executive Officer
Adelaide Hills Council

DocuSigned by: A1640135B76E4D1... 9/12/2024

James Miller
Chief Executive Officer
Adelaide Plains Council

Signed by: Andrew Goodsell B0BEC1B4DA0B46B... 9/12/2024

Andrew Goodsell
Acting Chief Executive Officer
Town of Gawler

DocuSigned by: Martin McCarthy 7197CC712DB84A0... 9/12/2024

Martin McCarthy
Chief Executive Officer
The Barossa Council

DocuSigned by: 895643F8F46B4D4... 9/12/2024

Sam Green
Chief Executive Officer
City of Playford

DocuSigned by: Richard Dodson E4E71B9B8C4742C... 9/12/2024

Richard Dodson
Chief Executive Officer
Light Regional Council

Northern and Yorke Annual Report and Financial Statements

NORTHERN & YORKE
LOCAL GOVERNMENT ASSOCIATION

FY 23/24

ANNUAL REPORT



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.



F24 ANNUAL REPORT

THE NORTHERN AND YORKE LOCAL GOVERNMENT ASSOCIATION (NYLGA) CHARTER CLAUSE 6.3 ANNUAL REPORT

6.3.1 The N&YLGA must each year, produce an Annual Report summarising the activities, achievements and financial performance of the N&YLGA for the preceding Financial Year.

6.3.2 The Annual Report must incorporate the audited financial statements of the N&YLGA for the relevant Financial Year.

6.3.3 The Annual Report must be provided to the Constituent Councils by 30 September each year.

The Central Local Government Region was established in 1998 under Section 200 of the Local Government Act 1934 as a controlling authority. It now continues in existence as a regional subsidiary of its member Councils under Part 2 of Schedule 2 of the Local Government Act 1999 by the provisions of Section 25 of the Local Government (Implementation) Act 1999.

In 2016 the Central Local Government Region of South Australia adopted the trading name of Legatus Group and at their February 2024 Ordinary Meeting they adopted the trading name of Northern and Yorke Local Government Association.

The N&YLGA is a body corporate and is governed by a Board of Management which has the responsibility to manage all activities of the group and ensure that they act in accordance with its Charter.

CONTACT DETAILS

Address: 20 King Street Mintaro SA 5415 PO Box 1 Mintaro SA 5415
Telephone: 0407819000
Email: ceo@nylga.sa.gov.au
Website: https://nylga.sa.gov.au/



BOARD OF MANAGEMENT

The Board consists of all principal members (Mayors) of the Constituent Councils which for 2023/2024 were:

COUNCIL	DELEGATE
Adelaide Plains Council	Mayor Mark Wasley
Barunga West Council	Mayor Leonie Kerley
Clare & Gilbert Valleys Council	Mayor Allan Aughey OAM
Copper Coast Council	Mayor Roslyn Talbot
District Council of Mount Remarkable	Mayor Stephen McCarthy
District Council of Orroroo Carrieton	Mayor Grant Chapman
District Council of Peterborough	Mayor Ruth Whittle OAM
Light Regional Council	Mayor Bill O'Brien
Northern Areas Council	Mayor Sue Scarman
Port Pirie Regional Council	Mayor Leon Stephens
Regional Council of Goyder	Mayor Bill Gebhardt
The Barossa Council	Mayor Bim Lange OAM
The Flinders Ranges Council	Mayor Ken Anderson
Wakefield Regional Council	Mayor Rodney Reid
Yorke Peninsula Council	Mayor Darren Braund

OFFICE BEARERS FOR 2023/24

Chairman	Mayor Rodney Reid
Deputy Chairs	Mayor Bill O'Brien Mayor Ken Anderson
South Australian Regional Organisation of Councils	Mayor Bill O'Brien Mayor Rodney Reid
Chief Executive Officer	Mr Simon Millcock
Auditor	Dean Newbery and Partners

The following meetings of the Board of Management were held during the 2023/24 year:

- 25 August 2023 Annual General Meeting Peterborough
- 25 August 2023 Ordinary General Meeting Peterborough
- 1 December 2023 Ordinary General Meeting Balaklava
- 15 December 2023 Special General Meeting Online
- 23 February 2024 Ordinary General Meeting Ardrossan
- 7 June 2024 Ordinary General Meeting Quorn

There were four advisory committees in 2023/2024

- Audit and Risk Management Committee
- Road Transport and Infrastructure Advisory Committee
- Waste Management Advisory Committee
- Community Wastewater Management Advisory Committee

All agendas and minutes from the Board meetings and these committees are published on the N&YLGA Website.

All advisory committee minutes were provided with the agendas to the Legatus Group meetings.

The Constituent Councils are provided during the year with Board Agendas, Minutes, Annual Report, Business Plan, Budget and Financial Reports.

COMMITTEE	MEMBERS
Audit Committee	• Mayor Rodney Reid (Wakefield) • Mayor Stephen McCarthy (Mt Remarkable) • Mr Stephen Rufus (Chair) (Peterborough / Port Pirie) • Mr Ian McDonald (Independent) • Mr Peter Ackland (Port Pirie until 10 November 2023)
Road & Transport Infrastructure Advisory Committee	• Dr Helen Macdonald (Clare & Gilbert Valleys) (Chair) • Mayor Leon Stephens (Port Pirie) • Lee Wallis (Goyder) • Steve Kaesler (Barossa) • Tim Neumann (Copper Coast) • Andre Kompler (Yorke Peninsula) • Russell Troupe (Department of Planning, Transport and Infrastructure) • Daniel Willson (CEO RDA YMN) • Stuart Roberts (Wakefield) • Mitchell Foote (Flinders Ranges) • Scott Reid (Northern Areas)
Waste Management Advisory Committee	• Mayor Mark Wasley (Adelaide Plains) (Chair) • Simon Neumann (Copper Coast), • Tom Jones (Adelaide Plains) • Robyn Ridsdale (Barossa) • Glen Growden (Wakefield Regional) • Andre Kompler (Yorke Peninsula) • Megan Renzella (Light Regional)
Community Wastewater Management Advisory Committee	• Mayor Leon Stephens (Port Pirie) (Chair) • Gary Easthope (Clare and Gilbert Valleys) • Grant Smith (Yorke Peninsula) • Nathan Berry (Light) • Kirsty Morgan (Wakefield)



CHAIRMAN'S REPORT
MAYOR RODNEY REID

The past 12 months have been a time of review and consolidation.

This included the change of name from the Legatus Group to the Northern and Yorke Local Government Association.

Following an initial review of the strategic plan in the previous year the board contracted BRM Advisory to undertake a further review of the strategic plan, the charter and the CEO's position. Lisa Teburea from BRM Advisory led the process for these reviews which included a series of workshops, surveys and one on one interviews. Along with the CEO I met with member councils throughout the year to provide updates on the process and outcomes.

Member councils were provided with the draft review of the charter and the strategic plan and at the February 2024 ordinary meeting the board noted the majority of the Constituent Councils had approved the Charter variations and the Strategic Plan Framework report and they adopted the recommendations.

Along with the change of name the major outcome was to transition to a new business planning framework in 2024-25, which introduces a rolling four-year Business Plan to be reviewed annually. The Business Plan will incorporate the functions of a Strategic Plan, Action Plan, Long-Term Financial Plan and Annual Business Plan and be used to inform an annual Budget. The June 2024 meeting endorsed the Business Plan for 2024/2025 after consultation with members.

The key 3 focus areas endorsed by the board are:

1 - ADVOCATE

- Harnesses and leverages the strength of fifteen Councils speaking together with a united and powerful voice to advocate for better outcomes of the region.

2 – COORDINATE

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

3 – OPERATE

- To operate effectively in accordance with legislative requirements and delivers value to its members.
- The changes have seen the formation of and Executive Committee which includes the Chair, Deputy Chairs, CEO and a member council CEO plus councils now able to appoint a proxy for meetings.
- The board approved an extension of the CEO Simon Millcock's contract until December 2024. In March 2024 the final report on the review of the CEO position was distributed seeking comments from all Mayors and CEOs. This followed a workshop held by Lisa Teburea.
- At the June 2024 board meeting a report was provided on the review along with recommendations by the CEO Performance review panel. The recommendations of the review were accepted which included the CEO position becoming a .8FTE and the board agreed to advertise for the position of CEO.

Clarification continues on the Barunga West Council notice of their withdrawal of membership which is due to come into effect in October 2024.

The board after the previous five years of no significant increase in membership fees saw the need in 2023/2024 and 2024/2025 to increase fees above CPI to ensure that its agreed targets of 18 months of operational expenses held in reserves in its long term financial plan. Plus, this year there was a levy introduced from successful SLRP councils which goes towards the regional roads plan. The board continues to be in a sound financial position.

Advocating on regional and state-wide issues which included:

- *Continued support for rating equity associated with major energy producers*
- *Wellbeing and Mental Health*
- *Community Wastewater Management Schemes which saw a review and CWMS reform program*
- *Adoption of Northern and Yorke Drought Resilience Plan in partnership with Regional Development Australia Organisations and the Northern and Yorke Landscape Board*
- *The role of Regional LGAs and SAROC*
- *Increased funding for Special Local Roads Program (SLRP)*
- *Support to the Flinders Ranges Council re their issues on water quality*
- *Support to the Orroroo Carrieton Council opposition to the model Fee Structure being set by ESCOSA*
- *Cessation of the management of unwanted stray, lost and surrendered pets by the Animal Welfare League*
- *Report to LGA on councils responses to Dog and Cat Management Act 1995 Breeder Reforms*

The board meetings have allowed member councils to bring matters of interest to the table including issues around the Local Government elections and topics by councils at LGA and ALGA meetings. The board meetings continue to provide an opportunity for councils to test their issues before progressing further.

Support at a regional and state level with forums has also included:

- *SA CWMS Conference (partnership with LGA) – Mount Barker*
- *Legatus Group Waste Forum (partnership with KESAB) – Wallaroo*
- *Yorke Mid North Alliance Regional Planning Forum (partnership Northern and Yorke Alliance) - Clare*

Key reports and projects supported this year by the Legatus Group were:

- *Local Government Career Pathways and Workforce Toolkit for Regional SA*
- *Carbon Offsetting Pre-feasibility report for Local Government*
- *Preparing your Community for Disasters Handbook and Community Disaster Preparedness website*
- *Northern and Yorke Climate Change Sector Agreement*
- *Northern and Yorke Drought Resilience Plan*
- *Regional Local Roads Plan database updates and their inclusion on the Regional Road Transport GIS*

The region continues to gain great value from the processes used to assess and support the applications for SLRP as the region secured $4,597,000 for 5 projects this year. This makes up 34.5% of all SLRP funding for Regional Roads and 25.7% if you include the metropolitan roads.

The Audit and Risk Management Group Committee have ensured that the work plan has assisted us in improving our governance and recommendations around variations to our policies. I would like to acknowledge all the Board members and council CEOs and staff who have committed time to the Advisory Committees.

It was a pleasure to have Mayor Bill O'Brien as a Deputy Chairman and fellow member of the South Australian Regional Organisation of Councils and to have Mayor Ken Anderson as Deputy Chairman.

Plus, I extend a thank you to those councils who have hosted our meetings and also those who have provided case studies of best practice following the board meetings.

I thank CEO Simon Millcock for not only his work in the past year but also over the past 7 years as his commitment and passion for the local government sector and to the member councils has seen some significant policy changes and tangible benefits to our region.



Mayor Rodney Reid

Chairman



CEO'S REPORT
MR SIMON MILLCOCK

Firstly, I would like to acknowledge the support provided to me by Chairman Mayor Rodney Reid and Deputy Chairs Mayor Bill O'Brien and Ken Anderson. Board Members, CEOs, Committees, Regional Partners and Admin Officer Tracey Rains.

Due to the 3 reviews of the Strategic Plan, Charter and CEO Position being undertaken there was an agreed decline in project work and forums. Funding was secured from the (1) LGA Regional Capacity Building Allocations (2) SAFECOM for the Preparing your community for disasters and emergencies and (3) LGA CWMS Conference.

This allowed for the employment of part time Administration Officer Tracey Rains. Whilst Tracey and I provided administrative support to BRM Advisory for the reviews. All contracts for grants and projects have been reported and acquitted.

This year 63% of the income came from its membership fees. The 15-member council's contributions during the previous six years had been on average around 33% of the income.

Due to a reduction in project work, there were less grants obtained and they comprised 28% of the income. Interest rates increased, which resulted in a better than predicted return on investment income.

The reduction in grant funding has also resulted in a major reduction in contractor and consultant costs over the past 2 years and reduction in wages.

Areas with increases in expenses to those budgeted were due to motor vehicle costs as the change over to a new vehicle was not able to occur. The conference and catering costs were substantially lower than the previous year. These would have been much lower but we again managed the responsibility of the Annual Forum for the Northern and Yorke Alliance.

The Legatus Group budget for 2023/2024 had shown an operating deficit of $108,300 and the actual deficit was $50,694. The N&YLGA continues to be in a sound financial position to cover its forthcoming liabilities and within the targets set by the board for its reserves.

The closure of the Legatus Group office has continued to assist with reduced administration costs with all staff working from their home offices. This will need to be addressed if the new CEO position requires an office and / or reimbursement for use of home office.

This year saw my attendance and delivery of agendas, minutes and reports to all the Board, Advisory Committees, Yorke Mid North Alliance and SAROC meetings whilst managing the delivery of state and regional forums.

I am a member of the Yorke Mid North Alliance and Regional LGA CEOs Forum. Whilst I provided a regional voice to help support the local government sector in several areas including:

- Local Govt Regional Climate Partnerships Network
- UniSA C-Edge Advisory Board
- Volunteer SA NT – Volunteer Strategy
- Catalyst Foundation workshops / forums via promotion and assistance with speakers
- Local Government Climate Risk Community of Practice Forum
- DEW Climate projections
- Drought Hubs (Roseworthy and Orroroo)
- EPA State of the Environment Report
- Northern and Yorke Alliance
- Torrens University Cultural Immersion
- Local Govt Green House Gas Emissions Project Group
- LGA on the The Emergency Management Act 2004 Review
- SA Govt State Cultural Policy
- Climate Change Training for Local Govt

The Legatus Group Website updates include increased information plus the bi-monthly CEO Newsletter. The social media presence has continued to grow with increased followers on both Facebook and LinkedIn.



Simon Millcock

CEO





N&YLGA AUDIT & RISK COMMITTEE
MR STEPHEN RUFUS

This is a summary of activities undertaken, and recommendations made during 2023-2024

The committee met on 4 occasions.

DATE	NO OF MEMBERS ATTENDING
14 August 2023	• 3
10 November 2023	• 4
14 February 2024	• 3
23 May 2024	• 4

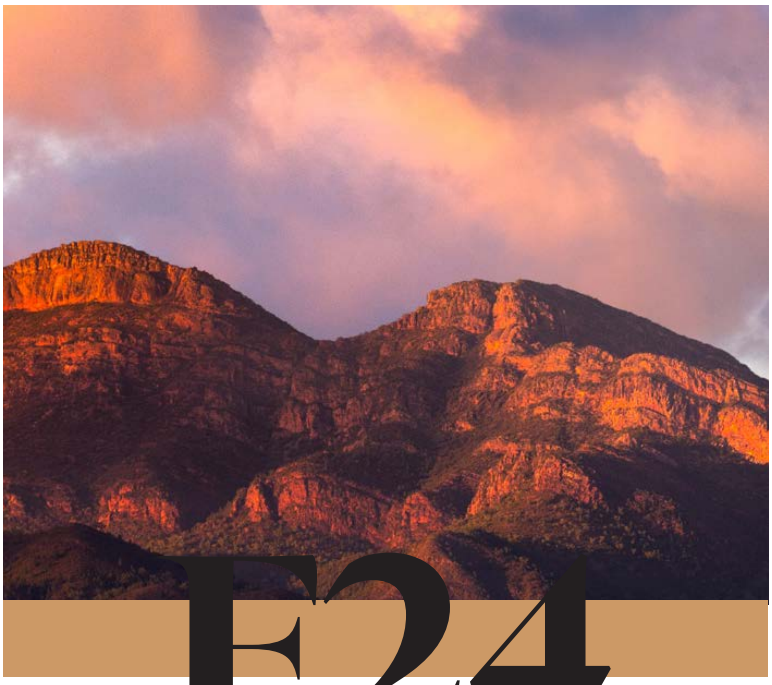
COMMITTEE MEMBER	NO OF MEETINGS ATTENDED
Mayor Rodney Reid	• 4
Mayor Stephen McCarthy (from Nov 2023)	• 2
Peter Ackland (prior to Nov 2023)	• 1
Stephen Rufus	• 3
Ian McDonald	• 4

The following table sets out the principal issues addressed by the Committee for 2023-2024:

PRINCIPAL ISSUES EXAMINED	COMMENT
Audit Committee Chair and Members	Stephen Rufus continued as Chair and due to his move from Peterborough Council to Port Pirie Regional Council Peter Ackland resigned. Mayor Stephen McCarthy joined the committee and several calls for the vacant position were called throughout the year. All members re nominated for a further 2 years which was recommended for endorsement at the June 2024 Northern and Yorke LGA board meeting by member councils.
Annual Financial Report	No issues, unqualified audit, adopted for the 22/23 financial year. Noted the continued auditors independence.
Review of budget against actuals	Noted no issues and supported the allocation of the expenditure identified of carry over reserves and accumulated surplus for business plan and budgets.
Review of work plan, internal controls	1. Work planned maintained and adoption of recommendations by Auditor. 2. Recommended and supported workshop on strategic plans and long term financial plan with appropriate recommendations to the board. 3. Supported the continued independence of financial services.
Charter	Input to the ToR for the Audit Committee and the changes to the Charter.
Business, Budget and Strategic Plan	1. Monitored the 2023-2024 business plan and budget and its quarterly updates. 2. Noted, supported and provided input to Legatus Strategic Plan reviews. 3. Simplified the budget reporting.
Equity / Reserves	Recommendations to Board on the levels to be held and noted that they are in alignment with previous agreed levels.

Stephen Rufus

Chairman Audit and Risk Management Committee



F24

ANNUAL FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR
01 JULY 2023 - 30 JUNE 2024

CENTRAL LOCAL GOVERNMENT REGION OF SOUTH AUSTRALIA

trading as

NORTHERN & YORKE LOCAL GOVERNMENT ASSOCIATION

NORTHERN & YORKE
LOCAL GOVERNMENT ASSOCIATION

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

General Purpose Financial Reports
for the year ended 30 June 2024

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ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2024

CERTIFICATION OF FINANCIAL STATEMENTS

We have been authorised by the Northern and Yorke Local Government Association to certify the financial statements in their final form. In our opinion:

- the accompanying financial statements comply with the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and Australian Accounting Standards.
- the financial statements present a true and fair view of the Northern and Yorke Local Government Association's financial position at 30 June 2024 and the results of its operations and cash flows for the financial year.
- internal controls implemented by the Northern and Yorke Local Government Association provide a reasonable assurance that the Association's financial records are complete, accurate and reliable and were effective throughout the financial year.
- the financial statements accurately reflect the Northern and Yorke Local Government Association's accounting and other records.

.....
Simon MILLCOCK
CHIEF EXECUTIVE OFFICER

Date: 30/8/2024.

.....
Mayor Rodney REID
CHAIR

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

STATEMENT OF COMPREHENSIVE INCOME
for the year ended 30 June 2024

	Notes	2024 $	2023 $
INCOME			
Council Contributions	2	**237,615**	173,850
Grants, subsidies and contributions	2	**107,400**	107,600
Investment income	2	**27,731**	22,035
Other income	2	**7,211**	18,329
Total Income		**379,957**	321,814
EXPENSES			
Employee costs	3	**239,291**	272,632
Materials, contracts & other expenses	3	**188,815**	167,150
Depreciation, amortisation & impairment	3	**2,500**	1,372
Total Expenses		**430,606**	441,155
OPERATING SURPLUS / (DEFICIT)		**(50,649)**	(119,340)
Other Comprehensive Income		**-**	-
NET SURPLUS / (DEFICIT)		**(50,649)**	(119,340)
TOTAL COMPREHENSIVE INCOME		**(50,649)**	(119,340)

This Statement is to be read in conjunction with the attached Notes.

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

STATEMENT OF FINANCIAL POSITION
as at 30 June 2024

	Notes	2024 $	2023 $
ASSETS			
Current Assets			
Cash and cash equivalents	4	**486,022**	504,240
Trade & other receivables	4	**1,791**	91,100
Total Current Assets		**487,813**	595,340
Non-current Assets			
Infrastructure, property, plant & equipment	5	**10,000**	13,409
Total Non-current Assets		**10,000**	13,409
Total Assets		**497,813**	608,749
LIABILITIES			
Current Liabilities			
Trade & other payables	6	**8,469**	74,037
Provisions	6	**40,161**	13,457
Total Current Liabilities		**48,630**	87,494
Non-current Liabilities			
Provisions	6	**-**	21,423
Total Non-current Liabilities		**-**	21,423
Total Liabilities		**48,630**	108,917
NET ASSETS		**449,183**	499,832
EQUITY			
Accumulated Surplus		**179,413**	230,062
Other Reserves	7	**269,770**	269,770
TOTAL EQUITY		**449,183**	499,832

This Statement is to be read in conjunction with the attached Notes.

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

STATEMENT OF CHANGES IN EQUITY
for the year ended 30 June 2024

2024	Notes	Accumulated Surplus $	Other Reserves $	TOTAL EQUITY $
Balance at end of previous reporting period		**230,062**	**269,770**	**499,831**
Net Surplus / (Deficit) for Year		**(50,649)**	**-**	**(50,649)**
Other Comprehensive Income				
Transfers between reserves	7	**-**	**-**	**-**
Balance at end of period		**179,413**	**269,770**	**449,182**

2023				
Balance at end of previous reporting period		349,402	269,770	619,172
Net Surplus / (Deficit) for Year		(119,340)	-	(119,340)
Other Comprehensive Income				
Transfers between reserves	7	-	-	-
Balance at end of period		230,062	269,770	499,831

This Statement is to be read in conjunction with the attached Notes

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

STATEMENT OF CASH FLOWS
for the year ended 30 June 2024

	Notes	2024 $	2023 $
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Council Contributions		**237,615**	**173,850**
Investment receipts		**27,731**	**22,035**
Grants utilised for operating purposes		**196,709**	**18,652**
Reimbursements		**-**	**-**
Other revenues		**7,211**	**18,329**
Payments			
Employee costs		**(234,010)**	**(277,300)**
Materials, contracts & other expenses		**(254,383)**	**(108,150)**
Net Cash provided by (or used in) Operating Activities	8	**(19,127)**	(152,584)
CASH FLOWS FROM INVESTING ACTIVITIES			
Receipts			
Sale of replaced assets		**-**	-
Payments			
Expenditure on renewal/replacement of assets		**-**	-
Expenditure on new/upgraded assets		**909**	(909)
Purchase of investment property		**-**	-
Net purchase of investment securities		**-**	-
Development of real estate for sale		**-**	-
Loans made to community groups		**-**	-
Capital contributed to equity accounted Council businesses		**-**	-
Net Cash provided by (or used in) Investing Activities		**909**	(909)
CASH FLOWS FROM FINANCING ACTIVITIES			
Receipts		-	-
Proceeds from borrowings		**-**	-
Proceeds from aged care facility deposits		**-**	-
Payments		**-**	-
Repayments of borrowings		**-**	-
Repayment of finance lease liabilities		**-**	-
Repayment of aged care facility deposits		**-**	-
Net Cash provided by (or used in) Financing Activities		**-**	-
Net Increase (Decrease) in cash held		**(18,218)**	(153,493)
Cash & cash equivalents at beginning of period	8	**504,240**	657,733
Cash & cash equivalents at end of period	8	**486,022**	504,240

This Statement is to be read in conjunction with the attached Notes

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2024

Note 1 - SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

1. Basis of Preparation
This general purpose financial report has been prepared in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

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

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying the Association's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are specifically referred to in the relevant sections of this Note.

All amounts in the financial statements have been rounded to the nearest dollar ($).

1.1 Historical Cost Convention
Except as stated below, these financial statements have been prepared in accordance with the historical cost convention.

1.2 The Local Government Reporting Entity
The Northern and Yorke Local Government Association ("the Association") is a regional subsidiary under Section 43 and Schedule 2 of the *Local Government Act 1999*.

The Constituent Councils are:
1. The Barossa Council
2. District Council of Mount Remarkable
3. Barunga West Council
4. Northern Areas Council
5. Clare and Gilbert Valleys Council
6. District Council of Orroroo/Carrieton
7. Copper Coast Council
8. District Council of Peterborough
9. The Flinders Ranges Council
10. Port Pirie Regional Council
11. Regional Council of Goyder
12. Wakefield Regional Council
13. Light Regional Council
14. Yorke Peninsula Council, and
15. Adelaide Plains Council.

All funds received and expended by the Association have been included in the Financial Statements forming part of this Financial Report.

1.3 Income recognition
Income is measured at the fair value of the consideration received or receivable. Income is recognised when the Association obtains control over the assets comprising the income, or when the amount due constitutes an enforceable debt, whichever first occurs.

Where grants, contributions and donations recognised as incomes during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the amounts subject to those undischarged conditions are disclosed in these notes. Also disclosed is the amount of grants, contributions and receivables recognised as incomes in a previous reporting period which were obtained in respect of the Association's operations for the current reporting period.

ANNUAL FINANCIAL STATEMENTS

NORTHERN AND YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2024

Note 1 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

1.4 Cash, Cash Equivalents and other Financial Instruments
Cash Assets include all amounts readily convertible to cash on hand at the Association's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Receivables for generally unsecured and do not bear interest. All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

All financial instruments are recognised at fair value at the date of recognition. A detailed statement of the accounting policies applied to financial instruments forms part of Note 10.

1.5 Vehicles & Contents
All non-current assets purchased are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". All assets are recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition.

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

Contents	$2,000
Motor Vehicles	$5,000

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of the Association, best reflects the consumption of the service potential embodied in those assets.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually. Major depreciation periods for each class of asset are shown below.

Contents	1 to 5 years
Motor Vehicles	3 to 5 years

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

Amounts received from external parties in advance of service delivery are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

1.7 Employee Benefits
Salaries, Wages & Compensated Absences
The Association has 1 FTE employees as at the 30 June 2024, a Chief Executive Officer. Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government 10 year bond rates.

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

ANNUAL FINANCIAL STATEMENTS

NORTHERN AND YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2024

Note 1 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

1.8 Superannuation
The Association contributes the statutory 11.0% SGC superannuation to the nominated superannuation funds for all staff. This will increase to 11.5% for the 2024-25 financial year.

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

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

1.10 Leases
In the previous year, the Association performed an assessment of the potential impact of AASB 16 *Leases*. The Association was only engaged in a short-term lease as per Section 5 of AASB 16 and therefore the lease was recognised as an operating expense on a straight-line basis over the term of the lease. There were no leases for the year 23-24.

1.11 New Accounting Standards
In the current year, the Association adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are relevant to its operations and effective for the current reporting period. The adoption of the new and revised Standards and Interpretations has not resulted in any material changes to the Association's accounting policies.

The Association has not applied any Australian Accounting Standards and Interpretations that have been issued but are not yet effective. Certain new accounting standards and UIG interpretations have been published that are not mandatory for the 30 June 2024 reporting period and have not been used in preparing these reports.

AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current
AASB 2020-3 Amendments to Australian Accounting Standards – Annual Improvement 2018-2020 and Other Amendments
AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current
AASB 17 Insurance Contracts

The Association is of the view that none of the above new standards or interpretations will affect any of the amounts recognised in the financial statements, but that they may impact certain information otherwise disclosed.

1.12 Economic Dependencies
The Association is aware of its current dependence on Grants Revenue received from the Commonwealth Government, State Government and the Local Government Association for the ongoing operations of the Association. Should the Association not secure funding or a significantly reduced level of funding in future years, it may impact on the ability of the Association to continue operating as a going concern.

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

1.14 Comparative Information
During the financial year, the Association has reviewed the allocation and classification of some transactions which have been updated in the comparative information presented. Changes in classification has resulted in no change to the previously reported financial performance and position of the Association.

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2024

Note 2 - INCOME

	2024 $	2023 $
COUNCIL CONTRIBUTIONS		
General Contribution	191,325	173,850
Other Council Contibutions		
Coastal Alliance	13,290	-
SLRP Assessment Fee	33,000	-
	46,290	-
	237,615	173,850
INVESTMENT INCOME		
Interest on investments		
Local Government Finance Authority	27,731	22,035
	27,731	22,035
OTHER INCOME		
Conference Registrations & Sponsorship	7,211	13,211
Sundry	-	5,118
	7,211	18,329
GRANTS, SUBSIDIES, CONTRIBUTIONS		
CWMS	4,500	31,000
Disaster Recovery	62,900	29,100
Volunteering	-	7,500
Regional Capacity	40,000	40,000
	107,400	107,600
The functions to which these grants relate are shown in Note 10.		
Sources of grants		
Commonwealth government	-	-
State government	62,900	29,100
LGA	44,500	71,000
Other	-	7,500
	107,400	107,600

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2024

Note 3 - EXPENSES

	2024 $	2023 $
EMPLOYEE COSTS		
Salaries and Wages	**171,614**	**200,665**
Employee leave expense	**34,466**	**37,008**
Pay in Lieu of Notice	**909**	**-**
Superannuation	**22,108**	**25,358**
Workers' Compensation Insurance	**2,963**	**2,920**
Professional Development	**1,011**	**461**
FBT	**6,220**	**6,220**
Total Operating Employee Costs	**239,291**	**272,632**
Total Number of Employees	***1.0***	***1.9***
(Full time equivalent at end of reporting period)		
MATERIALS, CONTRACTS & OTHER EXPENSES		
Prescribed Expenses		
Auditor's Remuneration	**2,645**	**2,441**
Subtotal - Prescribed Expenses	**2,645**	**2,441**
Other Materials, Contracts & Expenses		
Contractors & Consultants	**133,005**	**107,179**
Legal Expenses	**-**	**-**
Unleaded Fuel	**5,362**	**3,939**
Other Motor Vehicle Costs	**3,378**	**3,539**
Members Allowances & Support	**5,292**	**4,500**
Meetings & Conferences	**2,206**	**13,381**
Insurance	**9,839**	**10,537**
Rental - Premises	**195**	**-**
Advertising	**1,419**	**1,268**
Accommodation	**1,046**	**1,230**
Airfares, Taxi Fares & Parking	**488**	**223**
Travel - Reimbursement	**630**	**2,079**
Catering & Meals	**14,085**	**7,507**
Telephone & Internet	**2,079**	**2,981**
IT & Web	**5,169**	**5,354**
Postage/Stationery	**1,103**	**644**
Sundry	**874**	**349**
Subtotal - Other Materials, Contracts & Expenses	**186,170**	**164,709**
	188,815	**167,150**
DEPRECIATION, AMORTISATION & IMPAIRMENT		
Depreciation		
Motor Vehicle	**2,500**	**1,372**
Contents	**-**	**-**
	2,500	**1,372**

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2024

Note 4 - CURRENT ASSETS

CASH & EQUIVALENT ASSETS		
Cash at Bank	**36,022**	**38,081**
Deposits at Call	**450,000**	**466,159**
	486,022	**504,240**
TRADE & OTHER RECEIVABLES		
Accrued Revenues	**1,791**	**1,780**
Other levels of Government	**-**	**89,320**
	1,791	**91,100**

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2024

Note 5 - NON-CURRENT ASSETS - VEHICLES & CONTENTS

	2023 $				2024 $			
	AT FAIR VALUE	AT COST	ACCUM DEP'N	CARRYING AMOUNT	AT FAIR VALUE	AT COST	ACCUM DEP'N	CARRYING AMOUNT
Motor Vehicles	-	29,876	(16,467)	13,409	-	28,967	(18,967)	**10,000**
Contents	-	3,678	(3,678)	-	-	3,678	(3,678)	-
TOTAL PLANT & EQUIPMENT	-	33,554	**(20,145)**	13,409	-	**32,645**	**(22,645)**	**10,000**
Comparatives	-	***32,645***	***(18,773)***	***13,872***	-	***33,554***	***(20,145)***	***13,409***

	2023 $	CARRYING AMOUNT MOVEMENTS DURING YEAR $								2024 $
	CARRYING AMOUNT	Additions		Disposals	Depreciation	Impairment	Transfers		Net Revaluation	CARRYING AMOUNT
		New/Upgrade	Renewals				In	Out		
Motor Vehicles	13,409	(909)	-	-	(2,500)	-	-	-	-	10,000
Contents	-	-	-	-	-	-	-	-	-	-
0	-	-	-	-	-	-	-	-	-	-
TOTAL PLANT & EQUIPMENT	**13,409**	**(909)**	-	-	**(2,500)**	-	-	-	-	**10,000**
Comparatives	***13,872***	***909***	-	-	***(1,372)***	-	-	-	-	***13,409***



ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2024

Note 6 - LIABILITIES

	2024 $		2023 $	
TRADE & OTHER PAYABLES	**Current**	**Non-current**	Current	Non-current
Goods & Services	**1,068**	**-**	-	-
Payments received in advance	**-**	**-**	49,100	-
Accrued expenses - employee entitlements	**3,622**	**-**	4,919	-
Accrued expenses - other	**1,972**	**-**	2,250	-
GST & PAYG	**1,807**	**-**	17,768	-
	8,469	**-**	74,037	-
PROVISIONS				
Employee entitlements - Annual Leave	**10,031**	**-**	13,457	-
Employee entitlements - Long Service Leave	**30,130**	**-**	-	21,423
	40,161	**-**	13,457	21,423

Note 7 - RESERVES

OTHER RESERVES	1/7/2023	Transfers to Reserve	Transfers from Reserve	**30/6/2024**
General Reserve	269,770	-	-	**269,770**
TOTAL OTHER RESERVES	269,770	-	-	**269,770**
Comparatives	*269,770*			***269,770***

PURPOSES OF RESERVES

Other Reserves

This reserve was established to provide for one year of basic operation (employee costs, vehicle costs, insurance, materials), should no revenue be received.

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2024

Note 8 - RECONCILIATION TO CASH FLOW STATEMENT

(a) Reconciliation of Cash

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

	Notes	2024 $	2023 $
Total cash & equivalent assets	4	**486,022**	504,240
Less: Short-term borrowings	8	**-**	-
Balances per Cash Flow Statement		**486,022**	504,240

(b) Reconciliation of Change in Net Assets to Cash from Operating Activities		
Net Surplus (Deficit)	**(50,649)**	**(119,340)**
Non-cash items in Income Statement		
Depreciation, amortisation & impairment	**2,500**	**1,372**
Net increase (decrease) in unpaid employee benefits	**5,281**	**(4,668)**
	(42,868)	(122,636)
Add (Less): Changes in Net Current Assets		
Net (increase) decrease in receivables	**89,309**	**(88,948)**
Net (increase) decrease in other current assets	**909**	**(909)**
Net increase (decrease) in trade & other payables	**(65,568)**	**59,000**
Net Cash provided by (or used in) operations	**(18,218)**	(153,493)

Note 9 - FUNCTIONS

The activities of the Region are categorised into the following programs, projects & acytivities:

1 A - Corporate Function
2 P001 - Regional & Community Sustainability
3 P006 - Disaster & Emergency Management
4 P009 - CWMS & Climate Change Co-ordinator
5 P017 - Waste Management Composting
6 P022 - Roads & Transport
7 P027 - Community Capacity Building
8 P028 - Regional Capacity Building
9 P034 - N&Y Coastal Management Action Plan
10 P038 - Regional Waste Strategy
11 P040 - Disability Inclusion Action Plan
12 P045 - Aboriginal Engagement Committee
13 P046 - DCP Pilot Organics Plant

Income and expenses have been attributed to the functions/activities throughout the financial year.

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2024

Note 10 - FINANCIAL INSTRUMENTS

All financial instruments are categorised as *loans and receivables.*

Accounting Policies - Recognised Financial Instruments

Bank, Deposits at Call, Short Term Deposits
Accounting Policy: Carried at lower of cost and net realiseable value; Interest is recognised when earned.
Terms & conditions: Short term deposits are available on 24 hour call with the LGFA and have an interest rate of 4.55% as at 30 June 2024
Carrying amount: approximates fair value due to the short term to maturity.

Receivables - Trade & other debtors
Accounting Policy: Carried at nominal value.
Terms & conditions: Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest.
Carrying amount: approximates fair value.

Liabilities - Creditors and Accruals
Accounting Policy: Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Group.
Terms & conditions: Liabilities are normally settled on 30 day terms.
Carrying amount: approximates fair value.

Liquidity Analysis

2024		Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets		$	$	$	$	$
Cash & Equivalents		**486,022**	**-**	**-**	**486,022**	**486,022**
Receivables		**1,791**	**-**	**-**	**1,791**	**1,791**
Other Financial Assets		**-**	**-**	**-**	**-**	**-**
	Total	**487,813**	**-**	**-**	**487,813**	**487,813**
Financial Liabilities						
Payables		**8,469**	**-**	**-**	**8,469**	**8,469**
Current Borrowings		**-**	**-**	**-**	**-**	**-**
Non-Current Borrowings		**-**	**-**	**-**	**-**	**-**
	Total	**8,469**	**-**	**-**	**8,469**	**8,469**

2023		Due < 1 year	Due > 1 year; ≤ 5 years	Due > 5 years	Total Contractual Cash Flows	Carrying Values
Financial Assets		$	$	$	$	$
Cash & Equivalents		504,240	-	-	504,240	504,240
Receivables		91,100	-	-	91,100	91,100
Other Financial Assets		-	-	-	-	-
	Total	595,340	-	-	595,340	595,340
Financial Liabilities						
Payables		2,250	-	-	2,250	2,250
Current Borrowings		-	-	-	-	-
Non-Current Borrowings		-	-	-	-	-
	Total	2,250	-	-	2,250	2,250

Net Fair Value

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

Risk Exposures

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

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

Liquidity Risk is the risk that the Group will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates.

Interest Rate Risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2024

Note 11 - FINANCIAL INDICATORS

	2024	2023	2022

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 Statements.

The Information Paper was revised in May 2015 and the financial indicators for previous years have been re-calculated in accordance with the revised formulas.

Operating Surplus Ratio

Operating Surplus	(13.3%)	(37.1%)	(109.9%)
Total Operating Income			

This ratio expresses the operating surplus as a percentage of total operating revenue.

Net Financial Liabilities Ratio

Net Financial Liabilities	(115.6%)	(151.2%)	(221.0%)
Total Operating Income			

Net Financial Liabilities are defined as total liabilities less financial assets. These are expressed as a percentage of total operating revenue.

Asset Renewal Funding Ratio

Net Asset Renewals	0%	0%	0%
Depreciation Expenditure			

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.

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2024

Note 12 - UNIFORM PRESENTATION OF FINANCES

The following is a high level summary of both operating and capital investment activities of the Group prepared on a simplified Uniform Presentation Framework basis.

All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances

	2024 $		2023 $	
Income		**379,957**		321,814
Expenses		**(430,606)**		(441,155)
Operating Surplus / (Deficit)		**(50,649)**		(119,340)
Net Outlays on Existing Assets				
Capital Expenditure on renewal and replacement of Existing Assets	-		-	
Add back Depreciation, Amortisation and Impairment	**2,500**		1,372	
Proceeds from Sale of Replaced Assets	-		-	
		2,500		**1,372**
Net Outlays on New and Upgraded Assets				
Capital Expenditure on New and Upgraded Assets *(including investment property & real estate developments)*	**909**		(909)	
Amounts received spec. for New and Upgraded Assets	-		-	
Proceeds from Sale of Surplus Assets *(including investment property and real estate developments)*	-		-	
		909		(909)
Net Lending / (Borrowing) for Financial Year		**(47,240)**		(118,877)

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2024

Note 13 - RELATED PARTY DISCLOSURES

KEY MANAGEMENT PERSONNEL

The Key Management Personnel of the Group include the 15 Mayors/Chairpersons of the constituent Councils and the CEO. In all, 1 person was paid the following total compensation:

	2024	2023
	$	$
Salaries, allowances & other short term benefits	166,637	163,432
Member Allowance	5,292	4,500
Post-employment benefits	11,197	17,160
Long term benefits	-	-
FBT	6,220	6,220
Termination benefits	-	-
TOTAL	**189,345**	191,312

The Group received the following amounts in total:

	2024	2023
	$	$
Contributions for fringe benefits tax purposes	-	-
TOTAL	**-**	-

PARTIES RELATED TO KEY MANAGEMENT PERSONNEL

During the reporting period, no Key Management Personnel or parties related to them had any transactons on more favourable terms than those available to the general public.

OTHER RELATED PARTIES

Amounts received from Related Parties during the financial year and owed by Related Parties at the end of the financial year (inclusive of GST).	**Received 2024 $**	**Outstanding 2024 $**
The Barossa Council	14,031	-
Barunga West Council	14,031	-
Clare and Gilbert Valleys Council	14,031	-
Copper Coast Council	14,031	-
The Flinders Ranges Council	14,031	-
Regional Council of Goyder	14,031	-
Light Regional Council	14,031	-
Adelaide Plains Council	14,031	-
District Council of Mount Remarkable	14,031	-
Northern Areas Council	14,031	-
District Council of Orroroo / Carrieton	14,031	-
District Council of Peterborough	14,031	-
Port Pirie Regional Council	14,031	-
Wakefield Regional Council	14,031	-
Yorke Peninsula Council	14,031	-
TOTAL	**210,458**	**-**

Description of Services provided to all Related Parties above:

The Legatus Group is the peak regional local government organisation that is focused on the interests of its communities. The Legatus Group's primary purpose focuses on the wealth, wellbeing and social cohesion of these communities via a sustainable approach of productive landscapes and natural environment. Its focus is on the key roles of local government.

The Group has Five Primary Goals and numerous strategies to achieve these are outlined in the Group's Strategic Plan 2018-2028 which is available on the Group's website.

ANNUAL FINANCIAL STATEMENTS

NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
for the year ended 30 June 2024

Note 14 - CONTINGENCIES & ASSETS & LIABILITIES NOT RECOGNISED IN THE STATEMENT OF FINANCIAL POSITION

There are no contingencies, assets or liabilities not recognised in the financial statements for the year ended 30 June 2024.

Note 15 - EVENTS OCURRING AFTER REPORTING DATE

There were no events dubsequent to 30 June 2024 that need to be disclosed in the financial statements.

ANNUAL FINANCIAL STATEMENTS

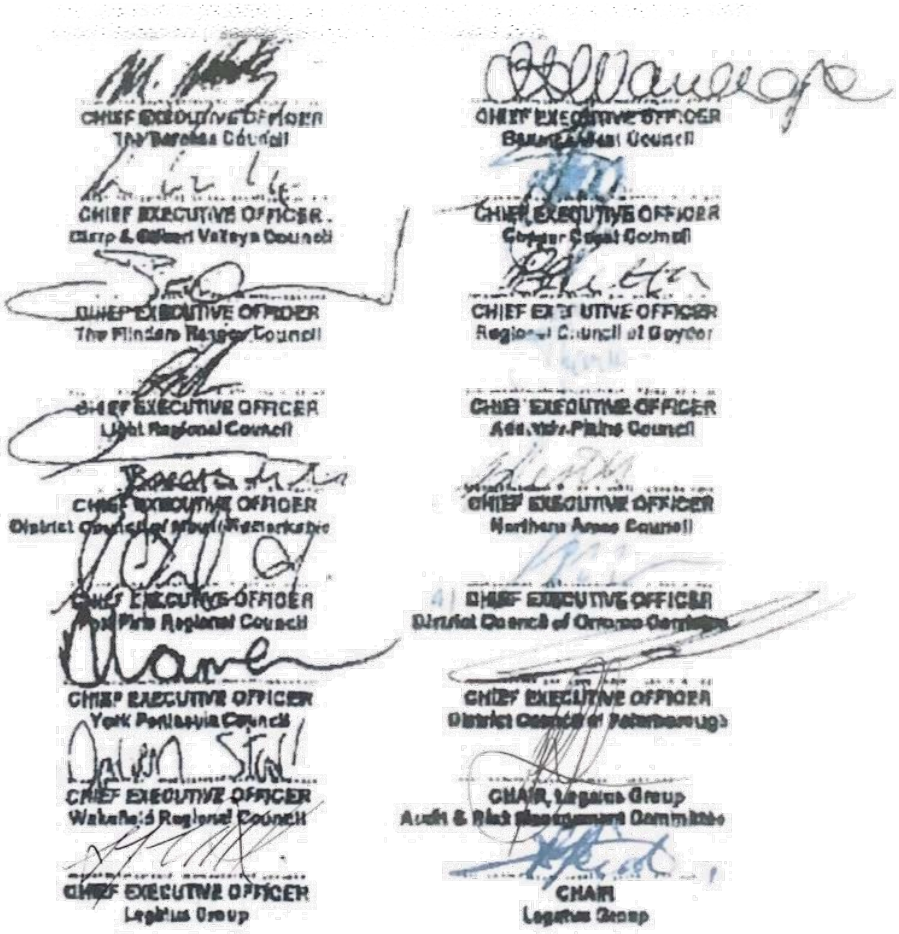
NORTHERN and YORKE LOCAL GOVERNMENT ASSOCIATION

ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 June 2024

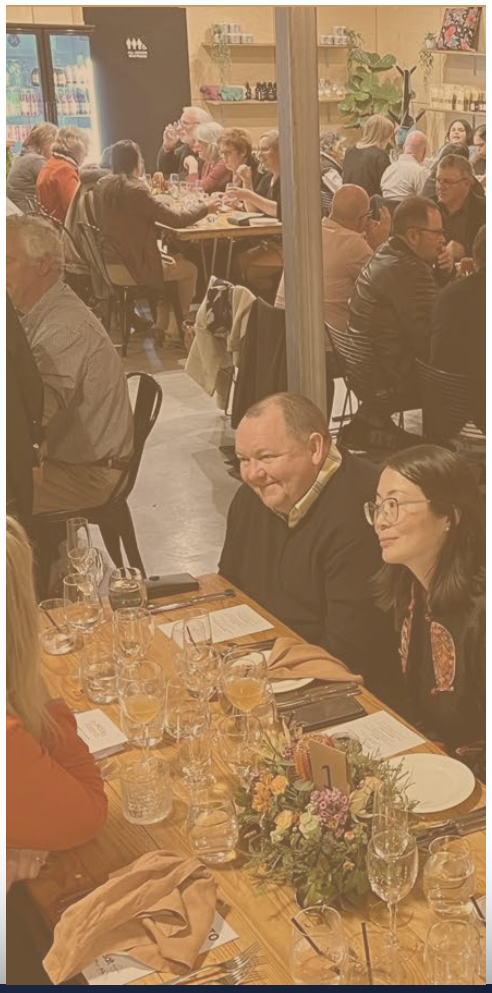
CERTIFICATION OF AUDITOR INDEPENDENCE

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the Northern and Yorke Local Government Association for the year ended 30 June 2024, the Council's Auditor, Dean Newbery, has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) *Local Government (Financial Management) Regulations 2011*.



NORTHERN & YORKE
LOCAL GOVERNMENT ASSOCIATION



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.

Annual Report
Audit and Risk Committee
2023/24

Message from the Chair

It is my pleasure to present the Audit and Risk Committee's Annual Report for 2023/24. The past year has presented a range of challenges and opportunities for the Council, and the Audit and Risk Committee has worked diligently to ensure that financial sustainability, risk management and internal controls remain at the forefront of the Council's operations.

The Committee also plays a critical role in supporting the Council's commitment to providing a safe environment for our employees, residents, and stakeholders, while ensuring that all identified safety risks are effectively mitigated. Our goal is to promote a culture of risk awareness and proactive safety management across all Council activities.

From 30 November 2023, amendments to the Local Government Act intended to improve local government Audit and Risk Committees, came into effect which has seen the role of Councils Audit and Risk Committee expand.

This year the Committee provided oversight to improvements to the Risk Management Framework with significant progress made, particularly related to the assessment of the effectiveness of controls that Council relies on to mitigate risk through the finalisation of a Strategic Risk Register and updated Risk Appetite Statements that will further support decision making and planning process.

With the increasing reliance on digital services, cybersecurity remains a priority. The Committee will continue to collaborate with the Council's Enterprise Technology and Innovation Team to ensure that necessary safeguards are in place to protect sensitive information and critical systems. Opportunities for continuous improvement including a review of current risk and resources raised some important discussion highlighting that whilst progress is being made, as with many businesses there is still more work to be done.

The Committee adds value to the Council's governance, risk management and control processes through the diverse experience and knowledge of its independent members. The Committee's membership changed following the resignation of Councilor Bruce Preece in November 2023, Councilor John Angas was appointed as the Elected Council representative replacing Cr Preece as of 19 December 2023. The Committee greatly benefits from the contributions of Councilors who bring significant local knowledge and local community experience to meetings.

For the 2023-24 financial year Council appointed Galpins Accountants, Auditors and Business Consultants as its external auditor. They play a key role in providing the Committee and Council with independence and confidence that the annual financial audit fully reflects the financial performance of Council.

In addition to the formal audit programs, the Committee reviews Council's finance reports to ensure that any financial risks are being appropriately managed and are an accurate reflection of Council's financial position.

As we look to the future, the Committee will remain committed to promoting a strong culture of risk awareness and safety across the Council. We will work closely with Council departments and external partners to identify and manage emerging risks, ensuring that our strategies remain forward focused and effective.

I would like to take this opportunity to thank my fellow Committee members, Council staff, and external advisors for their hard work and dedication throughout the year. Together, we are building a financially sustainable, safer and more resilient future for our Council.

Peter Brass,

Chairperson Audit and Risk Committee

(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

Purpose

The purpose of this report is to provide a summary of the activities of Council's Audit and Risk Committee for the 2023/24 financial year.

Membership and Meetings

Membership of the Committee currently comprises of three independent representatives, one of whom is Chair, and two Councilors. The Committee meets at least four times a year.

Membership for the period 01July 2023 to 30 June 2024 was as follows:

Name	Membership Type	Term Expiry Date
Mr Peter Brass	Independent Presiding Member Elected 27 January 2023	27 January 2025
Mrs Ellen Ewing	Independent Member	27 January 2025
Mr Ian Swan	Independent Member	27 January 2026
Cr Heidi Thompson	Councilor	November 2026
Cr Bruce Preece	Councilor (Resigned on the 27 November 2023)	
Cr John Angas	Councilor (Appointed on 19 December 2023)	November 2026

The Chairperson of the Committee is appointed on an annual basis from the independent membership by all members of the Committee.

The Chief Executive Officer, Deputy CEO & Director, Corporate Services, Strategy & Innovation, Manager Financial Services and Manager Corporate Services attend all meetings by invitation to assist the Committee, however they do not have voting rights.

Four (4) meetings were held between 01 July 2023 and 30 June 2024.
Attendance was as follows;

Member Name	Meeting 1 27 September 2023	Meeting 2 27 November 2023	Meeting 3 28 March 2024	Meeting 4 20 June 2024
Mr Peter Brass	✓	✓	✓	✓
Mr Ian Swan	✓	✓	✓	✓
Mrs Ellen Ewing	✓	✓	✓	✓
Cr Heidi Thompson	×	✓	×	×
Cr Bruce Preece	✓	■	■	■
Cr John Angas	■	■	✓	✓

✓ = Attended
×= Apology received
■ = Not an active member

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Key Activities

The Audit and Risk Committee Annual Work Plan sets the framework for the reports to be considered by the Committee throughout the year.

In addition, the Executive Leadership Team include additional items of interest during the year to keep the Committee briefed of emerging issues or changes.

The key activities of the Committee for the period 1 July 2023 to 30 June 2024 were as follows:

Financial Reports

The Committee considered the following finance reports between 1 July 2023 and 30 June 2024:

- The Barossa Council Annual Financial Statements as at 30 June 2023
- Nuriootpa Centennial Park Annual Financial Statements as at 30 June 2023
- Mid-Year Budget Review as at 31 December 2023
- Long Term Financial Plan
- Mayor and CEO Expenditure Report – Credit Card Statement Review
- Adopted 2023/24 Quarterly Budget Update as at the 31 March 2024

Risk Management

At each of its meetings the Committee considered a report that provides an overview of developments in relation to Council's organisational risk management function.

The Committee considered the following risk management reports between 1 July 2023 and 30 June 2024:

- Risk, Return to Work and WHS Quarterly Reports
- WHS & Injury Management Plan
- Review Council's Mutual Liability Scheme
- Council Litigation Matters
- Strategic and Operational Risk Registers
- Risk Appetite Statements
- Emergency Exercise Report

Other Matters

The Committee also considered the following matters during the period 1 July 2023 to the 30 June 2024.

- Election of the Audit and Risk Committee Chairperson
- Corporate Plan Review
- Community Plan
- Audit and Risk Committee Self-Assessment Survey
- Review Key Policies – Public Consultation Policy
- Audit and Risk Action List
- Cyber Security Update
- Audit and Risk Committee Annual Work Plan Ending 30 June 2024

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Committee Performance

The Committee is required to undertake a self-assessment of its performance measured against the Committee's obligations as detailed in the Audit and Risk Committee Charter. The results of the self-assessment were presented to the September 2023 Audit and Risk Committee Meeting.

The results of the self-assessment from six respondents showed that members have rated the Audit and Risk Committee as having a special strength, performing as expected, with nil areas for focus.

Committee meetings are open to the public and held in the Council Chambers and via electronic means to accommodate members unable to attend in person.

Committee meeting agendas and minutes are all publicly available via the Council's website, as is the Committee Terms of Reference.

The Committee adopted an annual work plan which is attached to this report.

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The Barossa Council Audit Committee Work Plan 2023/24
(4 meetings each financial year – September, November, March, June)

Activity	Responsible Officer	Estimated Timing	Frequency	Current Status	Date Completed 2023/24
Financial Reporting					
Table Q1 Budget Update – as at 30 September	Manager Financial Services	Meeting 2	Annually		
Receive draft Financial Statements for last financial year - Council and Nuriootpa Centennial Park Authority including Auditor attendance	Manager Financial Services	Meeting 2	Annually	Complete	27.11.23
Draft Report on Financial Results, including carry forwards	Manager Financial Services	Meeting 2	Annually	Complete	27.11.23
Table draft Financial Statements for prior financial year - Council and Nuriootpa Centennial Park Authority, including a variance analysis detailing any significant variances between years and budgeted figures. Arrange for external auditor to attend to speak to any audit findings.	Manager Financial Services	Meeting 2	Annually	Complete	27.11.23
Table midyear Budget Update – as at 31 December	Manager Financial Services	Meeting 3	Annually	Complete	28.03.24
Table Long Term Financial Plan	Manager Financial Services	Meeting 3	Annually	Complete	28.03.24
Table Q3 Budget Update – as at 31 March	Manager Financial Services	Meeting 4	Annually	Complete	20.06.24
Enterprise Risk Management					
Receive Risk Management Report - includes updates on: - Risk Management and WHS&IM Plans - Risk Register - Local Government Risk Services - WHS Committee - Emergency Management - Risk/WHS Incidents - Corrective and Preventative Actions - Worplace Inspections - Internal Financial Control	Director Corporate Services and Business Innovation	Each normal meeting	Quarterly	Complete	20.06.24
Receive and review strategic risk register	Exectuive Leadership Team	TBD	Annually	Complete	27.09.23

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External Audit					
Table management representation letter(s) requested by the external auditor	Manager Financial Services	Meeting 2	Annually		
Table interim financial controls review report from external auditor, along with Council's responses to audit findings.	Manager Financial Services	Meeting 2	Annually		
Governance					
Review relevant Policy and Process updates, new or revised.	Relevant Document Control Officer	As required and scheduled	Ongoing		
Complete Audit Committee annual self-assessment	Audit Committee	Meeting 3	Annually	Complete	27.09.23
Review Terms of Reference (Incorporate any Actions below)	CEO	As required	As required		
Reporting Responsibilities					
Propose and provide information relevant to the review of Council's Strategic Management Plans	CEO	As required	As required	Complete	27.09.23
Annual report on Audit Committee activities to Council	Audit Committee Chairperson	Meeting 2	Annually		
Chairperson to present Audit Committee Annual Report to Council	Audit Committee Chairperson	Relevant Council meeting	Annually		

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DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.4 MONTHLY FINANCE REPORT AS AT 31 OCTOBER 2024

Author: Senior Accountant
24/107502

PURPOSE

The monthly finance report provides information on the financial performance and position of Council, including information on material financial transactions.

RECOMMENDATION

That Council receives and notes the Monthly Finance Report as at 31 October 2024 as provided at Attachment 1.

REPORT

The Monthly Finance Report as at 31 October 2024 is attached. The report has been prepared comparing actuals to the original adopted budget for 2024-25.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Monthly Finance Report Council October 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

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 monthly high level financial report is provided.

COMMUNITY ENGAGEMENT

Community consultation was part of the original budget adoption process in June 2024, as per legislation. This report is advising Council of the monthly finance position compared to that budget.

MONTHLY FINANCE REPORT

AS AT 31 October 2024
For Year Ending 30 June 2025

Uniform Presentation of Finances

	Notes	% Actual Expenditure to Original Budget	Original Budget (Full-Year) $'000	Actual Result (Year-to-Date) $'000
OPERATING ACTIVITIES:		***Operating***		
Operating Income			49,517	43,225
				0
Less Operating Expenses		**33.18%**	(49,954)	(16,576)
Operating Surplus / (Deficit)			**(437)**	**26,649**
CAPITAL ACTIVITIES:				
Net Outlays on Existing Assets		***Capital***		
Capital Expenditure on Renewal and Replacement of Existing Assets	*2*	11.65%	(11,202)	(1,305)
Add back Depreciation, Amortisation & Impairment			10,816	3,605
				0
Add back Proceeds from Sale of Replaced Assets			368	43
Subtotal			**(18)**	**2,343**
Net Outlays on New and Upgraded Assets				
Capital Expenditure on New and Upgraded Assets	*2*	69.93%	(29,484)	(20,617)
Add back Amounts Received Specifically for New and Upgraded Assets	*1*		6,725	9,656
Add back Proceeds from Sale of Surplus Assets			0	0
Subtotal			**(22,759)**	**(10,961)**
Net Lending/(Borrowing) for the Financial Year			**(23,214)**	**18,031**
Total % Capital Budget Spent		**53.88%**		

NOTES

1) State Government funding towards Lyndoch development

2) 2024/25 Capital Expenditure to end of October includes:
- The Big Project -Barossa Rugby Park - $66k
- Drainage $61k
- Footpaths & Kerbing $252k
- Sealed Roads $316k
- Lyndoch Rec Park Redevelopment - $19.1M
- Nuriootpa Soccer - $987k
- Parks and Gardens - $179k
- Unsealed Roads - $524k

DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.5 MINOR AMENDMENTS TO 2024-25 FEES AND CHARGES REGISTER

Author: Manager Financial Services
24/107508

PURPOSE

The 2024-25 fees and charges register was approved by Council at the 18 June 2024 meeting. It has subsequently been identified that there was an error in the fees disclosed for the sale of Class B and Class C community wastewater management system (CWMS) reuse water.

RECOMMENDATION

That Council approve the updated fees for Class B and Class C CWMS reuse water for the 2024-25 budget year as outlined in Attachment 1 and backdate their application to 1 July 2024.

REPORT

Discussion

At its meeting on 18 June 2024, Council approved and adopted a list of fees and charges for the 2024-25 budget year. It has been identified that there was an error in the fees disclosed for the sale of Class B and Class C CWMS reuse water.

The fees are based on the rate charged in the previous financial year, which is then adjusted by CPI in June each year for the preceding twelve months. That is, the 2024-25 fees for Class B and Class C CWMS reuse water can only be determined as at 30 June 2025, when the 2023-24 rate is adjusted by the June 2025 CPI. Charges for the 2024-25 financial year will be invoiced in June 2025 following the final determination of the applicable fees.

Summary and Conclusion

The amended fees for Class B and Class C CWMS reuse water are attached for Council consideration and approval.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Minor amendments to 2024-25 fees and charges register - November 2024 ⇩

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

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

Section 188 of the *Local Government Act 1999*

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The current budget is aligned to the 2024-25 fees and charges register and this report represents no change in risk, financial outcomes or resource allocations.

COMMUNITY ENGAGEMENT

The revised 2024-25 fees and charges register will be made available on the Council's website for the community to access once approved.

Approved at 18 June 2024 Council meeting:

Service	Title	General Information	GST	2023-2024	2024-2025
CWMS	Sale of Water Class C	Price calculated for cost recovery as per Water Industry Act Guidelines and Current Water Supplier Agreements CPI as at 30 June 2023 to June 2024 to be applied to Base Rate	No	Base rate $0.2230 + CPI June 21 + CPI June 22 + CPI June 23+ CPI June 24	$0.2718
CWMS	Sale of Water Class B	Price calculated for cost recovery as per Water Industry Act Guidelines and Current Water Supplier Agreements CPI as at 30 June 2023 to June 2024 to be applied to Base Rate	No	Base rate $0.3821 + CPI June 21 + CPI June 22 + CPI June 23+ CPI June 24	$0.4658

Correction to fee required for 2024-25:

Service	Title	General Information	GST	2023-2024	2024-2025
CWMS	Sale of Water Class C	Price calculated for cost recovery as per Water Industry Act Guidelines and Current Water Supplier Agreements. June CPI to be applied annually to the previous year base rate to determine the fee for the preceding 12 months	Yes	$0.27238 per kilolitre	$0.27238 per kilolitre plus June 2025 CPI applied in June 2025 for the preceding 12 months
CWMS	Sale of Water Class B	Price calculated for cost recovery as per Water Industry Act Guidelines and Current Water Supplier Agreements. June CPI to be applied annually to the previous year base rate to determine the fee for the preceding 12 months	Yes	$0.46672 per kilolitre	$0.46672 per kilolitre plus June 2025 CPI applied in June 2025 for the preceding 12 months

DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.6 OFFICE CLOSURE

Author: People and Culture Support Officer
24/107692

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 and recognition event.

Specifically, to consider and adopt the following late opening times for Thursday 12 December, 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, 12 December, 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 and recognition event is scheduled to be held on Thursday 12 December 2024, from 8am to 10.00am. To allow as many staff as possible 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, staff milestone recognition 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, 12 December, 2024.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Nil

Supporting references

Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

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
Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

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, Strategy and Innovation

7.2.7 AUDIT AND RISK COMMITTEE - GOVERNANCE STRUCTURE - FEEDBACK FROM COMMITTEE

Author: Chief Executive Officer
24/91310

PURPOSE

To review the feedback from the Audit and Risk Committee (the Committee) pertaining to the proposed restructure of the governance structure of the Committee.

RECOMMENDATION

That Council having reviewed the feedback of the Audit and Risk Committee receive and note the information and proceed with the structure approved at the Council meeting of 20 August 2024 contained in resolution number 2022-26/496.

REPORT

Background
At its Ordinary Meeting of 20 August 2024, Council adopted revised arrangements for the Audit and Risk Committee based on research undertaken as to good governance practices for such committees in other tiers of government.

It adopted these arrangements pending comments from the Committee.

The agreed changes were:

- Move to a fully independent membership;
- Appoint all members based on skills appointments; and
- Reduce membership to 4 members.

Introduction
The Committee has reviewed the framework and agrees with the additional independent member but would prefer to adopt the Terms of Reference with five members and one of those members being an Elected Member representative. The purpose of this was to have direct interaction and representation of Council through that member.

Discussion
The prior report and attachments are provided at Attachment 1.

Considering the feedback of the Committee, for the following reasons I recommend the adopted 20 August 2024 position be maintained:

- The Committee is undertaking independent assessment of Council's financial, governance and risk performance.
- The Committee's interaction with Council is best placed through reporting to full Council not a single member.
- The Committee reporting is sound with at least the following provided annually:
    - All minutes and agendas.
    - Annual report in writing.
    - Annual presentation from the Presiding Member.
- The Committee can invite Elected Members to participate in specific matters if necessary.
- The Committee is supported by two Executive Leadership Team members and the Manager Financial Services, plus officers who provide technical support, all of which have reporting responsibilities to Council and or the Chief Executive Officer.

Notwithstanding the above rationale, should the Council wish to add the fifth member back into the Terms of Reference as an Elected Member, a secondary recommendation follows.

That Council having reviewed the feedback of the Audit and Risk Committee:

1. *Update the Terms of Reference to add a fifth member:*
    a. *Who shall be a member elected by Council from within its members.*
    b. *An appointment of Council to the position shall be for the term of the Council.*
2. *That Cr …… be appointed to the position of member of the Audit and Risk Committee for the remainder of the current term of this Council.*

Summary and Conclusion
The feedback of the Committee has been tabled for review and determination by Council.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Prior August 2024 Report and Attachments

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

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

BS5 Enterprise Risk - 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

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
Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil consideration.

COMMUNITY ENGAGEMENT

Nil requirements or recommendations. Engagement with the Committee has been completed.

DEBATE REPORT

7.2 Corporate Services and Business Innovation

7.2.5 GOVERNANCE STRUCTURE AND TERMS OF REFERENCE FOR AUDIT AND RISK COMMITTEE

Author: Chief Executive Officer
24/49126

PURPOSE

To review the governance structure of the Audit and Risk Committee and approve a revised fully independent member base for the Committee and an updated fee structure.

RECOMMENDATION

That Council having reviewed the report and material:

(1) Approve the amendments to the Audit and Risk Committee governance model, subject to comment by the Audit and Risk Committee.

(2) Appoint Cr Angas to the Audit and Risk Committee for a further 6 months concluding on the 31 December 2024, or, concluding at the appointment of the additional independent member.

(3) Approve implementation of the amended terms of reference upon the appointment of an additional independent member by Council.

(4) Approve sitting fees for the year commencing 1 July 2024 for the Independent Chair, $670, and Independent Members, $435, per meeting and authorise the Chief Executive Officer to update the sitting fees budget for the 2024-25 financial year.

REPORT

Background
Since the inception of the legislative changes over a decade ago Council has enacted the requirement to, firstly, establish and appoint members to the Audit Committee, and now, establish the Audit and Risk Committee with a mixed governance model of three independent members, comprising the Chair and two other members of the Audit and Risk Committee.

A report provided to Council to appoint a replacement for Cr Preece upon his resignation from the Committee at its meeting of 19 December 2023 resulted in the appointment of Cr Angas to 30 June 2024 pending a review of the governance model and potentially moving to a fully independent skills-based model.

This work has been undertaken and is now presented for adoption.

Introduction
The proposed governance model and updated Terms of Reference aligning to revised legislative functions of the Committee and the recommended independent model are at Attachment 1.

Discussion
The Audit and Risk Committee is a critical committee designed to ensure oversight, primarily of Councils financial, strategic, risk and operating environments. In order to carry out its functions, Committee members require technical expertise in areas including financial management, accounting, risk, governance, and strategy.

Legislatively the Committee is required to have a majority of independent members. Other critical legislative framework requirements for the Committee are:

- To provide independent assurance and advice to the Council on accounting, financial management, internal controls, risk management and governance matters.
- That members of the Committee must have skills and experience relevant to the functions of the Committee.
- That there must be between 3 and 5 members.

Upon reviewing the future governance structure, the two key legislative intents are independence and skills-based. Based on the independence requirements of the law, it is recommended that Council move to a fully independent Committee. It is recommended that the model be changed to four members with full independence. Four members has been recommended on the following basis:

1. It provides a reasonable balance of members to ensure efficient running of the Committee and allows for a variety of skills to be brought to the Committee.
2. It is legislatively compliant.
3. With challenges in seeking necessary skills sets in the community it is considered a reasonable position to achieve appointment of four (or three) suitably qualified independent members. Traditionally calls for independent members has seen limited applications; this is due to the limited financial payment for being a member and a small field of those available with the necessary skill sets.

Assessing the Local Government guidance document and State Board appointments the following is a summary of their systems and guidelines:

State

The information in this summary is the Department of the Premier and Cabinet – Government Boards and Committees – Guidelines for Agencies and Board Members, see link provided. Where a Board is required to appoint a committee:

- It shall have easy access to the Chief Executive, senior finance person of the organisation, the Board and Auditors.
- Ensure that members have the skills and willingness to serve on these committees.
- The selection process should be merit based and begin with a board member specification.

The framework provides no specific advice about independence, but makes it very clear about management of any conflicts and ensuring Board and Committee members are exercising independent decision making and advice.

Local Government Association Guidelines

The relevant paper is provided at Attachment 2. In summary the guidance fundamentally just reflects the legislative framework and provides little guidance on structural governance recommendations.

Other Councils

Undertaking a sample review of Council committees, the following table summarises the basic governance structure of each.

Council	Member Status	Number of Members
LGA of SA	3 Independent members one being the chair 1 LGA Board Representative	4
Port Adelaide Enfield	3 Independent members one being the chair 2 Council Members	5
Adelaide Plains Council	3 Independent members one being the chair Mayor and Deputy Mayor	5
Alexandrina Council	3 Independent members one being the chair Mayor and one Council Member	5
City of Charles Sturt	3 Independent members one being the chair Mayor and Deputy Mayor	5
City of Prospect	3 Independent members one being the chair Mayor and one Council Member	5
Light Regional Council	3 Independent members one being the chair 2 Council Members	5
Mount Barker Council	4 Independent members one being the chair 1 Council member	5
Town of Gawler	3 Independent members one being the chair Mayor and one Council Member	5
City of Salisbury	3 Independent members one being the chair 2 Council Members	5

Summary of Investigations and Implementation

Whilst the above analysis continues to lean to a mixed model of independent members and Councilors, it remains that the overall recommendation to Council be an independent model as outlined in the earlier analysis. A good benchmark may also be to think about State and Commonwealth Government structure, based on research undertaken, there are no sitting members of parliament that are known to be sitting on Audit and Risk Committees for Departments and entities of State or Commonwealth Government.

Implementation would involve the following:

- Support for the model subject to Audit and Risk Committee review.
- Engage with Audit and Risk Committee for comment.
- Writing a specification for members.
- Calling for new position that will become available.
- Appoint new position.

This work will take some time to achieve, and it is recommended therefore that Cr Angas, subject to his willingness, be appointed to 31 December 2024 or until a new independent member is appointed. At that time, it will be recommended that Cr Thompson also complete her appointment.

Funding Impact

At present the sitting fees for independent members is as follows (excluding GST):

- Independent Chair $600
- Independent Member $390
- Councillor $0

These fees have not been increased since the inception of this Council. To ensure we remain competitive in the market it is recommended they be adjusted for the last two years of inflation based on the June Adelaide inflation figures for 2023 and 2024. The last time they were increased was in the 2021-22 financial year from $595 for Independent Chair and $385 for Independent Members. Proposed new fees would therefore be:

Member	Base Rate 21-22	CPI June 2023	CPI June 2024	Rate for 24-25 (rounded)
Independent Chair	$600	6.9%	4.5%	$670
Independent Member	$390	6.9%	4.5%	$435
Councillor	$0	6.9%	4.5%	$0

With the above rates the estimated financial impact of one additional member is $1,740 based on four meetings per annum. The actual estimated impact for 2024-25 for this additional member will be either $870 if two meetings attended, or $1,305 if three meetings attended (dependent on when appointed).

The additional rates for existing members will result in a budget impact of $640 on the condition there are only four meetings per annum.

Summary and Conclusion
Having undertaken the review of the governance model for committees it is recommended Council moves towards an independent model and amend the sitting fees as outlined in the above analysis.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Audit and Risk Committe Terms of Reference - August 2024
Attachment 2 Local Government Association Audit and Risk Committee Guideance Paper

Supporting references
The Department of the Premier and Cabinet (dpc.sa.gov.au)

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

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
BS5 Enterprise Risk - 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

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.

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
BS5 Enterprise Risk - 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

Legislative Requirements
Section 41 and 126 of the Local Government Act

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Outlined in the body of the report.

COMMUNITY ENGAGEMENT

Community consultation is not required or recommended for this matter.

Ordinary Council Meeting 20 August 2024
Attachment 1

Office of the
Mayor and CEO

Draft Audit and Risk Committee
Terms of Reference

Marked Up Version

August 2024

THE BAROSSA COUNCIL

TERMS OF REFERENCE OF THE AUDIT AND RISK COMMITTEE

1. ESTABLISHMENT

The Barossa Council (hereinafter referred to as "the Council") established the Audit and Risk Committee at its meeting of 28 November 2022 resolution number 2022-26/15 (hereinafter referred to as "the Committee") pursuant to section 41 and 126 of the *Local Government Act 1999* ("the Act").

2. OBJECTIVE

The Committee is established to enquire into and report to Council in respect of those matters conferred upon it under section 126 of the Act and as set out in the clause 3 Scope herein and provide independent assurance and advice to the Council on accounting, financial management, internal controls, risk management and governance matters.

3. SCOPE

3.1 Financial reporting

The Committee shall monitor and review:

3.1.1 The integrity of the financial statements of the Council, including its Annual Report and review significant financial reporting issues and judgements which they contain;

3.1.2 The consistency of, and/or any changes to, accounting policies;

3.1.3 The methods used to account for significant or unusual transactions where different approaches are possible;

3.1.4 Whether the Council has followed appropriate accounting standards and made appropriate estimates and judgements, considering the views of the external auditor;

3.1.5 The clarity of disclosure in the Council's financial reports and the context in which statements are made; and

3.1.6 All material information presented with the financial statements.

3.2 Enterprise Risk Management and Internal Controls

The Committee shall:

3.2.1 Keep under review the effectiveness of the Council's Enterprise Risk Management Framework and Internal Controls;

3.2.2 Review and recommend the approval, where appropriate, of statements to be included in the annual report concerning internal controls and risk management; and

3.2.3 Understand the business of the Council to appreciate the risks it manages on a daily basis and to ensure that there are appropriate management plans to manage and mitigate this business risk.

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This will include:

- governance considerations;
- insurance matters;
- financial reporting;
- legal and regulatory compliance;
- business continuity; and
- statutory compliance.

This can be facilitated by discussions with internal and external auditors and through presentations by management on how business risks are identified and managed.

3.3 Internal audit

The Committee shall:

3.3.1 Monitor and review the effectiveness of the Council's internal audit function in the context of the Council's overall risk management system;

3.3.2 Consider and make recommendations on the program of the internal audit function and the adequacy of its resources and access to information to enable it to perform its function effectively and in accordance with the Act, supporting regulations and relevant professional standards;

3.3.3 Review all reports on the Council's operations from the internal auditors;

3.3.4 Review and monitor management's responsiveness to the findings and recommendations of the internal auditor; and

3.3.5 Where appropriate, meet the internal audit provider at least once a year, without management being present, to discuss any issues arising from the internal audits carried out. In addition, the internal audit provider shall be given the right of direct access to the Mayor of Council and to the Chairperson of the Committee.

3.4 External audit

The Committee shall:

3.4.1 Consider and make recommendations to the Council, in relation to the appointment, re-appointment and removal of the Council's external auditor. The Committee shall oversee the selection process for new auditors and if an auditor resigns the Committee shall investigate the issues leading to this and decide whether any action is required;

3.4.2 Oversee Council's relationship with the external auditor including, but not limited to:

3.4.2.1 Recommending the approval of the external auditor's remuneration, whether fees for audit or non-audit services, and recommending whether the level of fees is appropriate to enable an adequate audit to be conducted;

3.4.2.2 Recommending the approval of the external auditor's terms of engagement, including any engagement letter issued at the commencement of each audit and the scope of the audit;

3.4.2.3 Assessing the external auditor's independence and objectivity considering relevant professional and regulatory requirements and the extent of Council's relationship with the auditor, including the provision of any non-audit services;

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3.4.2.4 Satisfying itself that there are no relationships (such as family, employment, investment, financial or business) between the external auditor and the Council (other than in the ordinary course of business);

3.4.2.5 Monitoring the external auditor's compliance with legislative requirements on the rotation of audit partners; and

3.4.2.6 Assessing the external auditor's qualifications, expertise and resources and the effectiveness of the audit process (which shall include a report from the external auditor on the Committee's own internal quality procedures).

3.4.3 Meet as needed with the external auditor noting that the Committee shall meet the external auditor at least once a year without management being present to discuss the external auditor's report and any issues arising from the audit;

3.4.4 Review and make recommendations on the annual audit plan and its consistency with the scope of the external audit engagement;

3.4.5 Review the findings of the audit with the external auditor. This shall include, but not be limited to, the following:

(i) A discussion of any major issues which arose during the external audit;

(ii) Any accounting and audit judgements; and

(iii) Levels of errors identified during the external audit.

3.4.6 Review the effectiveness of the external audit based on the contract of engagement;

3.4.7 Review any representation letter(s) requested by the external auditor; and

3.4.8 Review the management letter and management's response to the external auditor's findings and recommendations.

3.5 Strategic Management Plans

3.5.2 The Committee shall propose and provide information relevant to, a review of the Council's strategic management and critical operating plans including the Community Plan, Annual Business Plan, Corporate Plan and review and provide recommendations on the sustainability of Councils financial performance considering Council's financial indicators.

3.6 Other Investigations or Evaluations

3.6.1 The Committee shall, when necessary, propose and review the exercise of Council's powers under Section 130A of the Act, in relation to the conduct of efficiency and economy Audits that would not otherwise be addressed or included as part of an annual External Auditor.

3.6.2 The Committee may review and consider reports or recommendations from external agencies where an investigation or evaluation relates to the role of the committee.

3.6.3 Reviewing and providing comment on Prudential Management Reports undertaken pursuant to Section 48 of the Local Government Act.

4. ROLES AND RESPONSIBILITIES

Page 3 of 9

The role of the Audit Committee is to monitor financial and risk management of the organisation and provide advice to the Council in order to facilitate achieving overall organisational strategic objectives in a transparent, efficient and effective manner.

4.1 The Committee's role is to:

4.1.1 Fulfil the role of Council's Audit Committee as required under section 126 of the Act;

4.1.2 Assist the Council in reviewing the principal risks facing the Council, including those that threaten the Council's strategic directions; and

4.1.3 Review developments and adequacy of principles, policies and practices of Financial Planning and Reporting, Corporate Governance, Risk Management and Internal Control

4.1.4 Make recommendations to Council as appropriate on any area within this Terms of Reference where in its view action or improvement is needed.

4.1.5 Oversee and liaises with Councils external auditors to ensure effective management of the financial risks and reporting processes to ensure that Council keep under review the effectiveness of the Council's internal controls, audit and risk management systems.

4.1.7 Be responsible for overseeing and making recommendations on the approach used by management to address business risks; along with reviewing and making recommendations on how Council's corporate, financial governance and legal responsibilities are addressed.

4.2 The Presiding Members' role is to:

4.1.1 Oversee the conduct of Committee Meetings in accordance with the Act and Council's Code of Practice for Meeting Procedures.

4.1.2 Ensure all Committee Members have the opportunity to participate in debate and discussions in an open and encouraging manner.

4.1.3 Where a matter has been debated significantly and no new information is being discussed, the Presiding Member may call the meeting to order and ask for the debate to be finalised and a motion be put forward.

4.3 The Committee Members' role is to:

4.2.1 Actively participate in debate and discussion as a representative of Council in a professional manner at all times.

4.2.2 Ensure the Member is prepared and informed of meeting matters prior to the meeting.

Utilise the skills and experience of the Committee Members to effectively carry out the Committee's role.

5. MEMBERSHIP

5.1 Members:

~~5.1.1~~ The Committee shall comprise of ~~four~~ ~~(4)~~ members all being independent of Council, ~~being:~~

~~5.1.1.1 two (2) Elected Members; and~~

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~~5.1.1.2 three (3) Independent Members.~~

~~5.1.25.1.1 Members shall be appointed by Council.~~

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5.2 Committee Members

5.1.1 All Committee Members shall be appointed by resolution of Council on the recommendation of the Committee, except immediately following the Periodic Elections, where Council may appoint members without the recommendation of the Committee being persons who have signified to the Committee their willingness to act if so appointed. Such method of appointment is to be made when filling vacancies on the Committee caused by either casual vacancies, or by the effluxion of time of the members.

5.1.2 Independent Members will have recent and appropriate experience in finance, risk management and/or internal auditing.

5.1.2.1 Subject to clause 5.2.2:

- Elected Members who are appointed as Committee Members shall be appointed for the Council term i.e. until the completion of a Periodic Election under the Local Government (Elections) Act 1999, or their retirement from office.
- Retiring Elected Members shall be eligible for re-appointment as independent Committee Members should a vacancy arise.
- Council must appoint new Elected Member representatives at the commencement of each Council term i.e. following the conclusion of a Periodic Election.

5.1.3 Unless otherwise determined by Council, the Independent Members will be appointed for a 2-year term with a right of extension of the appointment by resolution of Council.

5.1.4 The Committee shall, at its first meeting or at its first meeting following the Periodic Election, nominate a Chairperson, who shall be chosen from the appointed Independent Members.

5.1.4.1 The nomination must be approved by resolution of Council. Should there be more nominations than required to fill the positions then all voting shall be by secret ballot as per Council's Code of Practice for Meeting Procedures.

5.1.5 Independent Members' remuneration, including when acting as the Chairperson, will be set by Council and reviewed annually for consideration by Council during the Budget process.

5.1.5.1 Independent Members will be paid per meeting, upon receipt of an invoice.

5.1.6 The Committee will be supported by the Chief Executive Officer and other staff members who shall attend the Committee meetings in an advisory capacity.

5.1.7 Council's external auditors and staff responsible for the internal audit or review of Council's policies and procedures may be invited to attend meetings of the Committee in an advisory capacity.

5.1.8 Any Committee Member may be removed from the Committee by resolution of Council on the grounds that he or she has been absent without leave from three (3)

Page 5 of 9

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or more consecutive meetings, or is not performing duties as required within the purpose of this Committee or has contravened this Terms of Reference, policy or process of Council.

5.1.9 The Council may at its discretion, remove from membership any Member and appoint others in their stead.

6. MEETINGS

6.1 The meetings of the Committee shall be held in accordance with the Act, the *Local Government (Procedures at Meetings) Regulations 2013* ("the Regulations") and Council's Code of Practice for Meeting Procedures.

6.2 Meetings shall be held at least once in every quarter of the financial year being four (4) times per year ~~or at other times as determined by the Committee~~.

6.2.3 Special meetings can be called in addition to those held pursuant to clause 6.2 on condition the request for a special meeting is compliant with section 87(5) of the *Local Government Act 1999*.

6.3.4 When the Chairperson is absent from a meeting the Committee Members may appoint a person from those present to act as Chairperson for the duration of the meeting. An Acting Chairperson may also be appointed in this manner for the duration of a matter presented to the Committee, where the Chairperson is absent for part of a meeting, for example, where they have declared a conflict of interest in a matter in accordance with clause 8 of this Terms of Reference, or for another reason.

6.4.5 Notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each Committee Member, all Council Members and other attendees, no later than three (3) clear days before the date of the meeting. Supporting documents shall be sent to Committee Members (and to other attendees as appropriate) at the same time.

6.5.6 Meetings may either wholly or in part be held via electronic means. A Committee Member participating in a meeting by electronic means is taken to be present at the meeting provided that the member:

(i) can hear all other members present at the meeting;
(ii) can be heard by all other members present at the meeting; and
(iii) can be heard by the person recording the minutes of the meeting

7. QUORUM

7.1 The quorum shall be determined by dividing the number of Committee Members appointed to the Audit Committee, pursuant to clause 5.1.1 of these Terms of Reference, by two, ignoring any fraction resulting from the division and adding one.

8. CONFLICT OF INTEREST

8.1 No Committee Member shall vote or take part in debate who has an interest in any matter before the Committee that would contravene the Conflict of Interest provisions under sections 73, 74 and 75 of the Act.

8.2 If a Committee Member has a Material Conflict of Interest in the particular matter to be voted upon or debated, the Member must declare a conflict of interest and then leave the meeting

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place until the matter is concluded. The declaration of a conflict and the time the member left the meeting and returned to the meeting will be recorded in the minutes.

8.3 If a Committee Member has an actual conflict of interest or a perceived conflict of interest, the member must deal with the conflict of interest in a transparent and accountable way. The member must inform the meeting of the member's interest in the matter and, if the member proposes to participate in the meeting in relation to the matter, how the member intends to deal with the actual or perceived conflict of interest. The declaration of a conflict and the time the member left the meeting and returned to the meeting, or, if the member remained in the meeting, how the member voted on the motion, will be recorded in the minutes.

8.4 If a quorum at a meeting cannot be formed because a member proposes to exclude himself or herself from the meeting in order to comply with 8.7.3, the member will not be taken to have contravened the Act by participating in the meeting in relation to the matter if the attendance of the member, together with any other required number of members, forms a quorum for the meeting.

9. VOTING

9.1 All decisions of the Committee shall be made on the basis of a majority decision of the Members present.

9.2 The Chairperson to have a determinative vote and a casting vote in the event of no majority being achieved.

9.3 Members present must vote on all resolutions of the Committee.

10. MINUTES

10.1 Minutes of each Audit Committee meeting must be taken in accordance with the Act, the *Local Government (Procedures at Meetings) Regulations 2013* and the Councils Code of Practice for Meeting Procedures

11. GOVERNANCE

11.1 The activities of the Committee shall be regulated by such directions as may be made from time to time by Council and by such Terms of Reference as may be made by the Committee, and ratified by Council.

11.2 Pursuant to section 44 of the Act, the Committee shall have delegated authority relative to section 126(4) of the Act. For other matters the Committee will make recommendations to Council.

11.3 The Chairperson shall be responsible to the Council for the proper observance of these Terms of Reference. However, no Member shall be personally liable in respect of any transaction, act or omission of the Committee entered into, done or made in good faith. However, Committee Members do not enjoy the protection against defamation actions afforded to State and Commonwealth Parliaments and must be careful not to make remarks that could result in an aggrieved person seeking to take action against them.

11.4 In the event of there being any dispute, which cannot be resolved by the Committee, the matter in question is to be referred to the Council for resolution.

11.5 Notwithstanding this Terms of Reference, all Committee Members will observe the relevant requirements under the:

- The Local Government Act 1999
- The Local Government Regulations 2013
- The Local Government (Procedures at Meetings) Regulations 2013

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- Code of Conduct for Council Members
- Council's Code of Practice for Council Meetings
- Code of Practice for Access to Council and Committee Meetings and Associated Documents
- Council's policies and processes which are relevant to the operations of the Committee.

11.6 Independent Members are not required to complete a Register of Interest Return pursuant to Section 64 of the Act.

11.7 Members are expected to:

- act honestly and within the law at all times;
- act in good faith and not for improper or ulterior motives;
- act in a reasonable, just and non-discriminatory manner;
- undertake their role with reasonable care and diligence;
- conduct their ongoing relationship with fellow Committee Members, Council employees and the public with respect, courtesy and sensitivity;
- use information in a careful and prudent manner.

12. REPORTING AND REVIEW

12.1 On an annual basis, all Committee Members must complete an anonymous Self-assessment that evaluates the Committee's performance to promote continuous improvements in performance and ensure that its actions are aligned with its intended purpose.

12.1.1 The Committee's administrative support officer will facilitate the annual self-assessment process and provide a summary of the results to the Committee and Council's Chief Executive Officer for consideration and further discussion with the Committee as necessary. The results of the self-assessment may be referred to Council if required.

12.2 The Committee through the Chair will present to Council at least once per year on Audit Committee business.

13. RESOURCES

Local Government Act 1999
Local Government (General) Regulations 2013
Local Government (Procedures at Meetings) Regulations 2013
~~Community Existence Scheme Policy~~
~~Community Grant Administration Process and relevant guidelines and application forms~~
~~Code of Conduct for Elected Members~~
Caretaker Policy
~~Complaints Policy~~
~~Complaints Handling Process under the Code of Conduct for Council Members~~
~~Elected Members Training and Development Policy~~
~~Procurement Policy~~
Council Self-assessment Tool
Declaration of Conflict of Interest Form – Committee Members

The Chief Executive Officer shall provide sufficient administrative resources to the Committee to enable it to adequately carry out its functions, in accordance with any budget allocation being approved by Council and in under the provisions outlined in the Act.

14. TRAINING

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Ordinary Council Meeting 20 August 2024
Attachment 1

14.1 All relevant documentation will be provided to the Committee Members during Induction and when Council or legislative changes require further compliance and awareness. Committee Members are expected to read, comply with and, where appropriate, to seek clarification with respect to Council policies and processes relevant to these Terms of Reference.

14.2 Independent Members may be offered to undertake training relevant to their role on the Committee. This may include mandatory training required of Council Members and Council and Committee Meeting Procedure training.

14.3 Committee Members will be entitled to reimbursement of approved expenditure in relation to attendance at training in accordance with Council policies and processes.

9. DOCUMENT CONTROL

[Community / Corporate] Plan Link:		6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.			
Document Owner:	[insert]Director, Corporate Services and Business Innovation			**Document Control Officer:**	[insert]Team Leader, Corporate Governance and Information Services
Consultation Rating:	GA	**Audience:**	External	**Next Review Date:**	November 2026

Version history

Version No.	Date	Description of Change
2.0	21/06/2022	Updated to include Audit Committee changes to the Local Government Act 1999 through the Local Government Reform
1.0	21/11/2015	New Policy

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Office of the
Mayor and CEO

Draft Audit and Risk Committee
Terms of Reference

Clean Version

August 2024

Office of the
Mayor and CEO

THE BAROSSA COUNCIL
TERMS OF REFERENCE OF THE AUDIT AND RISK COMMITTEE

1. ESTABLISHMENT

The Barossa Council (hereinafter referred to as "the Council") established the Audit and Risk Committee at its meeting of 28 November 2022 resolution number 2022-26/15 (hereinafter referred to as "the Committee") pursuant to section 41 and 126 of the *Local Government Act 1999* ("the Act").

2. OBJECTIVE

The Committee is established to enquire into and report to Council in respect of those matters conferred upon it under section 126 of the Act and as set out in the clause 3 Scope herein and provide independent assurance and advice to the Council on accounting, financial management, internal controls, risk management and governance matters.

3. SCOPE

3.1 Financial reporting

The Committee shall monitor and review:

3.1.1 The integrity of the financial statements of the Council, including its Annual Report and review significant financial reporting issues and judgements which they contain;

3.1.2 The consistency of, and/or any changes to, accounting policies;

3.1.3 The methods used to account for significant or unusual transactions where different approaches are possible;

3.1.4 Whether the Council has followed appropriate accounting standards and made appropriate estimates and judgements, considering the views of the external auditor;

3.1.5 The clarity of disclosure in the Council's financial reports and the context in which statements are made; and

3.1.6 All material information presented with the financial statements.

3.2 Enterprise Risk Management and Internal Controls

The Committee shall:

3.2.1 Keep under review the effectiveness of the Council's Enterprise Risk Management Framework and Internal Controls;

3.2.2 Review and recommend the approval, where appropriate, of statements to be included in the annual report concerning internal controls and risk management; and

3.2.3 Understand the business of the Council to appreciate the risks it manages on a daily basis and to ensure that there are appropriate management plans to manage and mitigate this business risk.

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Ordinary Council Meeting 20 August 2024
Attachment 1

This will include:

- governance considerations;
- insurance matters;
- financial reporting;
- legal and regulatory compliance;
- business continuity; and
- statutory compliance.

This can be facilitated by discussions with internal and external auditors and through presentations by management on how business risks are identified and managed.

3.3 Internal audit

The Committee shall:

3.3.1 Monitor and review the effectiveness of the Council's internal audit function in the context of the Council's overall risk management system;

3.3.2 Consider and make recommendations on the program of the internal audit function and the adequacy of its resources and access to information to enable it to perform its function effectively and in accordance with the Act, supporting regulations and relevant professional standards;

3.3.3 Review all reports on the Council's operations from the internal auditors;

3.3.4 Review and monitor management's responsiveness to the findings and recommendations of the internal auditor; and

3.3.5 Where appropriate, meet the internal audit provider at least once a year, without management being present, to discuss any issues arising from the internal audits carried out. In addition, the internal audit provider shall be given the right of direct access to the Mayor of Council and to the Chairperson of the Committee.

3.4 External audit

The Committee shall:

3.4.1 Consider and make recommendations to the Council, in relation to the appointment, re-appointment and removal of the Council's external auditor. The Committee shall oversee the selection process for new auditors and if an auditor resigns the Committee shall investigate the issues leading to this and decide whether any action is required;

3.4.2 Oversee Council's relationship with the external auditor including, but not limited to:

3.4.2.1 Recommending the approval of the external auditor's remuneration, whether fees for audit or non-audit services, and recommending whether the level of fees is appropriate to enable an adequate audit to be conducted;

3.4.2.2 Recommending the approval of the external auditor's terms of engagement, including any engagement letter issued at the commencement of each audit and the scope of the audit;

3.4.2.3 Assessing the external auditor's independence and objectivity considering relevant professional and regulatory requirements and the extent of Council's relationship with the auditor, including the provision of any non-audit services;

3.4.2.4 Satisfying itself that there are no relationships (such as family, employment, investment, financial or business) between the external auditor and the Council (other than in the ordinary course of business);

3.4.2.5 Monitoring the external auditor's compliance with legislative requirements on the rotation of audit partners; and

3.4.2.6 Assessing the external auditor's qualifications, expertise and resources and the effectiveness of the audit process (which shall include a report from the external auditor on the Committee's own internal quality procedures).

3.4.3 Meet as needed with the external auditor noting that the Committee shall meet the external auditor at least once a year without management being present to discuss the external auditor's report and any issues arising from the audit;

3.4.4 Review and make recommendations on the annual audit plan and its consistency with the scope of the external audit engagement;

3.4.5 Review the findings of the audit with the external auditor. This shall include, but not be limited to, the following;

(i) A discussion of any major issues which arose during the external audit;

(ii) Any accounting and audit judgements; and

(iii) Levels of errors identified during the external audit.

3.4.6 Review the effectiveness of the external audit based on the contract of engagement;

3.4.7 Review any representation letter(s) requested by the external auditor; and

3.4.8 Review the management letter and management's response to the external auditor's findings and recommendations.

3.5 Strategic Management Plans

3.5.2 The Committee shall propose and provide information relevant to, a review of the Council's strategic management and critical operating plans including the Community Plan, Annual Business Plan, Corporate Plan and review and provide recommendations on the sustainability of Councils financial performance considering Council's financial indicators.

3.6 Other Investigations or Evaluations

3.6.1 The Committee shall, when necessary, propose and review the exercise of Council's powers under Section 130A of the Act, in relation to the conduct of efficiency and economy Audits that would not otherwise be addressed or included as part of an annual External Auditor.

3.6.2 The Committee may review and consider reports or recommendations from external agencies where an investigation or evaluation relates to the role of the committee.

3.6.3 Reviewing and providing comment on Prudential Management Reports undertaken pursuant to Section 48 of the Local Government Act.

4.	ROLES AND RESPONSIBILITIES

The role of the Audit Committee is to monitor financial and risk management of the organisation and provide advice to the Council in order to facilitate achieving overall organisational strategic objectives in a transparent, efficient and effective manner.

4.1 The Committee's role is to:

4.1.1 Fulfil the role of Council's Audit Committee as required under section 126 of the Act;

4.1.2 Assist the Council in reviewing the principal risks facing the Council, including those that threaten the Council's strategic directions; and

4.1.3 Review developments and adequacy of principles, policies and practices of Financial Planning and Reporting, Corporate Governance, Risk Management and Internal Control

4.1.4 Make recommendations to Council as appropriate on any area within this Terms of Reference where in its view action or improvement is needed.

4.1.5 Oversee and liaises with Councils external auditors to ensure effective management of the financial risks and reporting processes to ensure that Council keep under review the effectiveness of the Council's internal controls, audit and risk management systems.

4.1.7 Be responsible for overseeing and making recommendations on the approach used by management to address business risks; along with reviewing and making recommendations on how Council's corporate, financial governance and legal responsibilities are addressed.

4.2 The Presiding Members' role is to:

4.1.1 Oversee the conduct of Committee Meetings in accordance with the Act and Council's Code of Practice for Meeting Procedures.

4.1.2 Ensure all Committee Members have the opportunity to participate in debate and discussions in an open and encouraging manner.

4.1.3 Where a matter has been debated significantly and no new information is being discussed, the Presiding Member may call the meeting to order and ask for the debate to be finalised and a motion be put forward.

4.3 The Committee Members' role is to:

4.2.1 Actively participate in debate and discussion as a representative of Council in a professional manner at all times.

4.2.2 Ensure the Member is prepared and informed of meeting matters prior to the meeting.

Utilise the skills and experience of the Committee Members to effectively carry out the Committee's role.

5. MEMBERSHIP

5.1 Members:

5.1.1 The Committee shall comprise of four (4) members all being independent of Council.

5.2 Committee Members

5.1.1 All Committee Members shall be appointed by resolution of Council on the

recommendation of the Committee, except immediately following the Periodic Elections, where Council may appoint members without the recommendation of the Committee being persons who have signified to the Committee their willingness to act if so appointed. Such method of appointment is to be made when filling vacancies on the Committee caused by either casual vacancies, or by the effluxion of time of the members.

5.1.2 Independent Members will have recent and appropriate experience in finance, risk management and/or internal auditing.

5.1.2.1 Subject to clause 5.2.2:

- Elected Members who are appointed as Committee Members shall be appointed for the Council term i.e. until the completion of a Periodic Election under the Local Government (Elections) Act 1999, or their retirement from office.
- Retiring Elected Members shall be eligible for re-appointment as independent Committee Members should a vacancy arise.
- Council must appoint new Elected Member representatives at the commencement of each Council term i.e. following the conclusion of a Periodic Election.

5.1.3 Unless otherwise determined by Council, the Independent Members will be appointed for a 2-year term with a right of extension of the appointment by resolution of Council.

5.1.4 The Committee shall, at its first meeting or at its first meeting following the Periodic Election, nominate a Chairperson, who shall be chosen from the appointed Independent Members.

5.1.4.1 The nomination must be approved by resolution of Council. Should there be more nominations than required to fill the positions then all voting shall be by secret ballot as per Council's Code of Practice for Meeting Procedures.

5.1.5 Independent Members' remuneration, including when acting as the Chairperson, will be set by Council and reviewed annually for consideration by Council during the Budget process.

5.1.5.1 Independent Members will be paid per meeting, upon receipt of an invoice.

5.1.6 The Committee will be supported by the Chief Executive Officer and other staff members who shall attend the Committee meetings in an advisory capacity.

5.1.7 Council's external auditors and staff responsible for the internal audit or review of Council's policies and procedures may be invited to attend meetings of the Committee in an advisory capacity.

5.1.8 Any Committee Member may be removed from the Committee by resolution of Council on the grounds that he or she has been absent without leave from three (3) or more consecutive meetings, or is not performing duties as required within the purpose of this Committee or has contravened this Terms of Reference, policy or process of Council.

5.1.9 The Council may at its discretion, remove from membership any Member and appoint others in their stead.

6. MEETINGS

6.1 The meetings of the Committee shall be held in accordance with the Act, the *Local Government (Procedures at Meetings) Regulations 2013* ("the Regulations") and Council's Code of Practice for Meeting Procedures.

6.2 Meetings shall be held at least once in every quarter of the financial year beingfour (4) times per year.

6.3 Special meetings can be called in addition to those held pursuant to clause 6.2 on condition the request for a special meeting is compliant with section 87(5) of the *Local Government Act 1999*.

6.4 When the Chairperson is absent from a meeting the Committee Members may appoint a person from those present to act as Chairperson for the duration of the meeting. An Acting Chairperson may also be appointed in this manner for the duration of a matter presented to the Committee, where the Chairperson is absent for part of a meeting, for example, where they have declared a conflict of interest in a matter in accordance with clause 8 of this Terms of Reference, or for another reason.

6.5 Notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each Committee Member, all Council Members and other attendees, no later than three (3) clear days before the date of the meeting. Supporting documents shall be sent to Committee Members (and to other attendees as appropriate) at the same time.

6.6 Meetings may either wholly or in part be held via electronic means. A Committee Member participating in a meeting by electronic means is taken to be present at the meeting provided that the member:

(i) can hear all other members present at the meeting;
(ii) can be heard by all other members present at the meeting; and
(iii) can be heard by the person recording the minutes of the meeting

7. QUORUM

7.1 The quorum shall be determined by dividing the number of Committee Members appointed to the Audit Committee, pursuant to clause 5.1.1 of these Terms of Reference, by two, ignoring any fraction resulting from the division and adding one.

8. CONFLICT OF INTEREST

8.1 No Committee Member shall vote or take part in debate who has an interest in any matter before the Committee that would contravene the Conflict of Interest provisions under sections 73, 74 and 75 of the Act.

8.2 If a Committee Member has a Material Conflict of Interest in the particular matter to be voted upon or debated, the Member must declare a conflict of interest and then leave the meeting place until the matter is concluded. The declaration of a conflict and the time the member left the meeting and returned to the meeting will be recorded in the minutes.

8.3 If a Committee Member has an actual conflict of interest or a perceived conflict of interest, the member must deal with the conflict of interest in a transparent and accountable way. The member must inform the meeting of the member's interest in the matter and, if the member proposes to participate in the meeting in relation to the matter, how the member intends to deal with the actual or perceived conflict of interest. The declaration of a conflict and the time

the member left the meeting and returned to the meeting, or, if the member remained in the meeting, how the member voted on the motion, will be recorded in the minutes.

8.4 If a quorum at a meeting cannot be formed because a member proposes to exclude himself or herself from the meeting in order to comply with 8.7.3, the member will not be taken to have contravened the Act by participating in the meeting in relation to the matter if the attendance of the member, together with any other required number of members, forms a quorum for the meeting.

9. VOTING

9.1 All decisions of the Committee shall be made on the basis of a majority decision of the Members present.

9.2 The Chairperson to have a determinative vote and a casting vote in the event of no majority being achieved.

9.3 Members present must vote on all resolutions of the Committee.

10. MINUTES

10.1 Minutes of each Audit Committee meeting must be taken in accordance with the Act, the *Local Government (Procedures at Meetings) Regulations 2013* and the Councils Code of Practice for Meeting Procedures

11. GOVERNANCE

11.1 The activities of the Committee shall be regulated by such directions as may be made from time to time by Council and by such Terms of Reference as may be made by the Committee, and ratified by Council.

11.2 Pursuant to section 44 of the Act, the Committee shall have delegated authority relative to section 126(4) of the Act. For other matters the Committee will make recommendations to Council.

11.3 The Chairperson shall be responsible to the Council for the proper observance of these Terms of Reference. However, no Member shall be personally liable in respect of any transaction, act or omission of the Committee entered into, done or made in good faith. However, Committee Members do not enjoy the protection against defamation actions afforded to State and Commonwealth Parliaments and must be careful not to make remarks that could result in an aggrieved person seeking to take action against them.

11.4 In the event of there being any dispute, which cannot be resolved by the Committee, the matter in question is to be referred to the Council for resolution.

11.5 Notwithstanding this Terms of Reference, all Committee Members will observe the relevant requirements under the:

- The Local Government Act 1999
- The Local Government Regulations 2013
- The Local Government (Procedures at Meetings) Regulations 2013
- Code of Conduct for Council Members
- Council's Code of Practice for Council Meetings
- Code of Practice for Access to Council and Committee Meetings and Associated Documents
- Council's policies and processes which are relevant to the operations of the Committee.

11.6 Independent Members are not required to complete a Register of Interest Return pursuant to Section 64 of the Act.

11.7 Members are expected to:

- act honestly and within the law at all times;
- act in good faith and not for improper or ulterior motives;
- act in a reasonable, just and non-discriminatory manner;
- undertake their role with reasonable care and diligence;
- conduct their ongoing relationship with fellow Committee Members, Council employees and the public with respect, courtesy and sensitivity;
- use information in a careful and prudent manner.

12. REPORTING AND REVIEW

12.1 On an annual basis, all Committee Members must complete an anonymous Self-assessment that evaluates the Committee's performance to promote continuous improvements in performance and ensure that its actions are aligned with its intended purpose.

12.1.1 The Committee's administrative support officer will facilitate the annual self-assessment process and provide a summary of the results to the Committee and Council's Chief Executive Officer for consideration and further discussion with the Committee as necessary. The results of the self-assessment may be referred to Council if required.

12.2 The Committee through the Chair will present to Council at least once per year on Audit Committee business.

13. RESOURCES

Local Government Act 1999
Local Government (General) Regulations 2013
Local Government (Procedures at Meetings) Regulations 2013
Caretaker Policy
Council Self-assessment Tool
Declaration of Conflict of Interest Form – Committee Members

The Chief Executive Officer shall provide sufficient administrative resources to the Committee to enable it to adequately carry out its functions, in accordance with any budget allocation being approved by Council and in under the provisions outlined in the Act.

14. TRAINING

14.1 All relevant documentation will be provided to the Committee Members during Induction and when Council or legislative changes require further compliance and awareness. Committee Members are expected to read, comply with and, where appropriate, to seek clarification with respect to Council policies and processes relevant to these Terms of Reference.

14.2 Independent Members may be offered to undertake training relevant to their role on the Committee. This may include mandatory training required of Council Members and Council and Committee Meeting Procedure training.

14.3 Committee Members will be entitled to reimbursement of approved expenditure in relation to attendance at training in accordance with Council policies and processes.

9. DOCUMENT CONTROL

[Community / Corporate] Plan Link:		6.2 Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.

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2.0	21/06/2022			Updated to include Audit Committee changes to the Local Government Act 1999 through the Local Government Reform	
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Audit and risk committees



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The suite of Financial Sustainability Information Papers have been prepared by the Local Government Association of SA (LGA) in consultation with the SA Local Government Financial Management Group (SALGFMG) for the guidance of and use by member councils. The LGA is the statutory peak body for Local Government in South Australia, representing all 68 Councils in the State.

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About the Local Government Association

The Local Government Association of South Australia (LGA) is the peak body for local government in South Australia. The LGA provides leadership and services to councils and represents the sector to state and federal governments and other key stakeholders. Membership of the LGA is voluntary, but all 68 of South Australia's councils are members.

The LGA provides competitive procurement and indemnity (insurance) services to councils as well as access to education and training, online services and a research and development scheme.

The LGA is a constituent member of the Australian Local Government Association.

The mission of the LGA is to provide leadership, support, representation and advocacy on behalf of South Australian councils.

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1. Introduction

This Information Paper is one of a series of Information Papers about Financial Sustainability and Financial Governance in Local Government.

The series of Information Papers was originally published in 2006 to 2011 as part of the Financial Sustainability Program. A complete list of the Financial Sustainability Information Papers (FSIP), including a glossary of terms and abbreviations, is provided at: Financial Sustainability Resources | LGA South Australia

The FSIP have undergone various revisions to take account of legislative changes and other developments. The FSIP are addressed to, and written primarily for, the benefit of council members and staff.

This paper was last updated in February 2024. A separate, word format document, containing the Appendices to this FSIP is also available.

2. Overview

Audit and risk committees are used widely throughout the commercial, government and local government sectors as an independent body that assists boards and councils to fulfil their oversight responsibilities in financial reporting, internal control systems, risk management systems and internal and external audit functions.

An audit and risk committee plays a critical role in the financial reporting framework of a council, by overseeing and monitoring the participation of management and external auditors in the financial reporting process.

A council audit and risk committee also considers the approach being adopted by councils and management to address business risk, corporate and financial governance responsibilities and legal compliance, as well as reviewing and evaluating the effectiveness of policies and procedures for the

identification, assessment, monitoring, management and review of strategic, financial and operational risks.

Sections of the *Local Government Act 1999* (the Local Government Act) relevant to audit and risk committees have been extensively updated as part of the suite of financial and governance accountability changes arising from the passage of the *Statutes Amendment (Local Government Review) Act 2021*.[1]

Section 126 of the Local Government Act has, for some time, required that a council must have an audit committee. As part of the reforms, the scope of activity of the committee required under section 126 has been expanded to include risk management and functions relating to internal controls and internal audit. The description of the committee has been changed to 'audit and risk committee' to reflect its broader role.

Section 126A of the Local Government Act, which commenced on 30 November 2023, has introduced the ability for two or more councils to establish a regional audit and risk committee.

The purpose of an audit and risk committee in the local government sector is "*to provide independent assurance and advice to the council on accounting, financial management, internal controls, risk management and governance matters.*"[2]

2.1. Similarity with other council committees

While section 126 of the Local Government Act mandates that each council have an audit and risk committee[3], the audit and risk committee is established under section 41 of the Local Government Act, just like any other committee of council.

Audit and risk committees can only act in accordance with the functions provided in section 126(4) of the Local Government Act and the committee terms of reference (unless delegated other powers or functions by council).

In most respects, audit and risk committees are like other council committees and are subject to the requirements of section 41 of the Local Government Act (for example, reporting and accountability, appointment of the presiding member) and relevant obligations in Chapter 5, Part 4—Member integrity and behaviour.

Further, consideration needs to be given to the application (or not) of Part 2 of the *Local Government (Procedures at Meetings) Regulations 2013* and whether it is appropriate to determine discretionary meeting procedures given the nature and functions of audit and risk committees, noting that if the committee is making or enforcing standards or other controls, then the provision of Part 2 must apply to committee meeting procedures.

3. Committee membership

The Local Government Act and the *Local Government (Financial Management) Regulations 2011* specify details for the membership of council audit and risk committees and together require that an audit and risk committee:

- must have between 3 and 5 members (inclusive)[4]
- must not include, as a member, the council's auditor

1 These changes commenced on 30 November 2023.
2 Section 126(1a), *Local Government Act 1999*
3 Section 126 applies to a council that has not established a regional audit and risk committee under section 126A.
4 Regulation 17(1)(a), *Local Government (Financial Management) Regulations 2011*

- must have a majority of committee members who are not members of any council[5]
- when considered as a whole, must have members with skills, knowledge and experience relevant to the functions of the committee, including in financial management, risk management, governance and any other prescribed matter[6] (of which there are currently none).
- May:
  - not include an employee of the council in it is membership (although staff members typically would be present at meetings and provide services to an audit and risk committee)
  - include members of another council audit and risk committee or regional audit and risk committee.[7]

Section 41(6) of the Local Government Act allows the council to appoint the principal member (Mayor) of the council as an *ex officio* member of a committee. In these circumstances, the principal member is not taken to be included in the membership of the committee unless actually present at a meeting of the committee.

In determining membership of the audit and risk committee, it is open to the council to make an *ex officio* appointment of the principal member subject to complying with the membership requirements outlined above, i.e., there must be a majority of independent members and when considered as a whole, the committee must have the skills, knowledge and experience relevant to the functions of the committee.

Given that an *ex officio* member is only included in the membership of the committee when present at the meeting, this would effectively limit the number of ordinary members (including the independent members) to a maximum of four (at least 3 of which must be independent members) to ensure that the total audit and risk committee membership does not exceed the five member cap when the *ex officio* member is present at a meeting.

3.1. Transitional arrangements relating to membership

Regulation 14(a) of the *Local Government (Transitional Provisions) Regulations 2021* provides that a member of a council audit and risk committee holding office immediately before the commencement of the changes to section 126(2)[8] may continue to hold office for the remainder of their term of appointment to the committee.

Regulation 14(b) provides that the requirement to have a majority of independent members and the overall skill/knowledge/experience requirements for the committee set out in section 126(2)(b) of the Local Government Act do not apply during a period of time that a member appointed to the committee prior to 30 November 2023 is continuing as a member of the audit and risk committee for the remainder of their term of appointment to the committee.

3.2. Committee member independence

Historically the local government sector has acknowledged that having more than one independent member, including an independent chair is best practice. Many councils have

5 Section 126(2)(a), *Local Government Act 1999*
6 Section 126(2)(b), *Local Government Act 1999*
7 Section 126(2)(c), *Local Government Act 1999*
8 Section 126(2)(a) requires the majority of the members of the committee must be persons who are not members of any council.

taken steps to improve the independence and standard of audit committee membership since the introduction of the requirement to establish an audit committee.

The audit and risk committee membership provisions now require a majority of independent members (being persons who are not a member of the council).

As noted previously, members of the audit and risk committee are also required to comply with register of interest[9] and conflict of interest[10] provisions set out within the Local Government Act, which supports members not acting in relation to matters where conflicts may exist.

The sector has also previously highlighted the separation of the roles of the principal member of council and the audit and risk committee chairperson as an important transparency consideration, on the basis that the principal member, in conjunction with the chief executive officer, certifies a council's financial statements.

While the appointment of the presiding member remains a matter for the elected council, consideration should be given to the separation of these roles.

Appointment of suitably qualified and experienced independent audit and risk committee members can present a challenge for some councils, particularly in regional areas. The legislation allows for councils to appoint persons who are members of another council audit and risk committee. This, coupled with the ability to convene audit and risk committee meetings via electronic means, may assist councils with achieving the membership requirements.

An employee of a council may not be appointed as a member of the audit and risk committee for their employing council. This does not preclude council employees from being appointed as an independent member of an audit and risk committee for a council where they are not an employee.

The obligation to have a majority of independent members must also be considered in conjunction with the requirement for the necessary skills, knowledge and experience of the committee when considered as a whole.

3.3. Skills, knowledge and experience

When considered as a whole, the audit and risk committee members are required to have skills, knowledge and experience relevant to the functions of the committee, including (at a minimum):

- Financial management
- Risk management
- Governance

Whilst the legislation specifies minimum skill, knowledge and experience requirements for the audit and risk committee as a whole, councils may determine additional requirements based on the operations and activities of the council. For example, asset management and cyber security have been identified as content areas growing in relevance for consideration by audit and risk committees.

When appointing new committee members, consideration should be given to the skills available amongst current members and any gaps determined. A skills matrix can assist in assessing the available skills and any gaps that need to be filled.

[9] Register of interest provisions are set out in Chapter 5, Part 4, Division 1, Subdivision 2 of the *Local Government Act 1999*
[10] Conflict of interest provisions are set out in Chapter 5, Part 4, Division 1, Subdivision 4 of the *Local Government Act 1999*

It is useful, but not essential, for audit and risk committee members to have direct experience in the South Australian local government sector. However, if a prospective committee member has relevant skills, knowledge and experience required by the committee without the local government knowledge, this can be addressed through an induction process that provides an understanding of local government in South Australia and the legislative framework that councils operate within.

A sample Skills Matrix, to assist with achieving requirements relating to skills, knowledge and experience of the committee as a whole is included in Appendix 1.

3.4. Presiding member

The responsibility to appoint a person as the presiding member, or make provision for the appointment, rests with council[11]. Before determining an appointment, the council should have regard to a range of matters, including:

- the appointment process
- the term of appointment
- eligibility criteria (e.g., holding certain qualifications).

Given the nature and importance of the role of the presiding member, other factors to consider (in addition to the skills, knowledge and experience requirements discussed previously) as part of the selection and appointment process could include:

- ability to preside efficiently, firmly and fairly and to facilitate the meeting effectively
- expertise in chairing committee meetings in local government and understanding of prescribed meeting procedures
- understanding of relevant legislation, strategic and operational plans and the business of council
- strong communication skills, including the ability to promote effective working relationships among audit and risk committee members and with others, such as management and internal/external auditors.

The presiding member plays a pivotal role in the overall effectiveness of the audit and risk committee. As noted previously, separation of the role from the Principal Member (Mayor) warrants consideration as does the appointment of an independent presiding member.

The 'Audit committees—A guide to good practice' published jointly by the Auditing and Assurance Standards Board, the Australian Institute of Company Directors and the Institute of Internal Auditors-Australia, proposes that the chair of private sector audit committees should be an independent director and not the chair of the board[12]. As such, the appointment of an independent presiding member to the council audit and risk committee would be consistent with private sector practice.

The template Audit and Risk Committee Terms of Reference set out in Appendix 2 propose that an independent presiding member be appointed.

[11] Section 41(4), *Local Government Act 1999*
[12] Auditing and Assurance Standards Board, Australian Institute of Company Directors and Institute of Internal Auditors-Australia 2017, '*Audit Committees-A Guide to Good Practice 3rd Edition*', page 32

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3.5. Committee member induction and training

Audit and risk committee members should receive an induction to ensure that all members clearly understand the audit and risk committee terms of reference and the relationship with other relevant committees of council.

Noting the functions of the audit and risk committee, the induction process should include a briefing on the council's suite of strategic management plans, annual business plan and operating environment.

Details of information and training available to support audit and risk committee members should also be provided.

The LGA provides access to a range of financial sustainability publications and resources to members via the LGA website. This information is able to be accessed by independent audit and risk committee members, subject to them having a council provided email address for the purposes of logging in to LGA website.

4. Functions of the audit and risk committee

On 30 November 2023, changes to section 126 of the Local Government Act commenced, expanding the functions of audit and risk committees.

The Local Government Act[13] sets out the functions of the audit and risk committee as:

(a) reviewing annual financial statements to ensure that they present fairly the state of affairs of the council; and

(b) proposing, and providing information relevant to, a review of the council's strategic management plans or annual business plan; and

(c) monitoring the responsiveness of the council to recommendations for improvement based on previous audits and risk assessments, including those raised by a council's auditor; and

(d) proposing, and reviewing, the exercise of powers under section 130A; and

(e) liaising with the council's auditor in accordance with any requirements prescribed by the regulations; and

(f) reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular basis; and

(g) —

(i) if the council has an internal audit function—

(A) providing oversight of planning and scoping of the internal audit work plan; and

(B) reviewing and commenting on reports provided by the person primarily responsible for the internal audit function at least on a quarterly basis; or

(ii) if the council does not have an internal audit function, reviewing and commenting on an annual report provided by the chief executive officer in relation to the policies and processes adopted by the council to evaluate and improve the effectiveness of its internal control practices and procedures; and

(h) reviewing and evaluating the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis; and

[13] Section 126(4), *Local Government Act 1999*

(i) reviewing any report obtained by the council under section 48(1); and

(j) performing any other function determined by the council or prescribed by the regulations.

Relevant to subsection (4)(j) above, regulation 17B of the *Local Government (Financial Management) Regulations 2011* introduces a requirement for the council audit and risk committee to liaise with the council's auditor by meeting with the auditor on at least one occasion each year on a confidential basis. The regulations specify that a majority of members of the audit and risk committee must be present for the meeting and that no members or employees of the council should be present (other than council members who are members of the audit and risk committee).

4.1. Resourcing

The audit and risk committee operation and work program is resourced by the council and an appropriate budget/resource allocation should be considered as part of the annual business plan and budget process. The CEO is operationally responsible for ensuring that sufficient resources are made available to the Committee to discharge its legislated responsibilities, its terms of reference and the approved work program of the Committee. The consultation between the Committee, council and the CEO should balance the needs identified in the work program against the level of resources required.

4.2. Sitting Fees

Any sitting fees payable to independent members of audit and risk committees is a matter for council to determine. Sitting fees currently paid vary widely across the sector, ranging from $380 to $1000 per meeting.

The legislation does not specify any requirements in relation to sitting fees. Councils should have regard to the skill, knowledge and experience requirements for members of audit and risk committees in determining any sitting fees payable. It would also be appropriate to consider any review mechanisms, including whether an annual adjustment process should be adopted, for audit and risk committee sitting fees.

5. Internal audit

The introduction of section 125A—Internal audit function establishes the role of the audit and risk committee in relation to a council internal audit function.

The internal audit function is generally a formalised process of undertaking internal audits and reporting on these to council's audit and risk committee. It is separate from the internal controls processes (section 125 of the Local Government Act) which are mandatory for all councils to have in place.

The internal audit function is also not the mandatory application of the *Better Practice Model—Internal Financial Controls for South Australian councils* which is the standard by which auditors must assess the internal financial controls of councils.

Section 125A does not make it mandatory for councils to have an internal audit function, rather it sets mandatory requirements in circumstances where an internal audit function is established.

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5.1. Role of the audit and risk committee in relation to internal audit

If a council has an internal audit function, the audit and risk committee is responsible for providing oversight of planning and scoping of the internal audit work plan and reviewing internal audit reports on at least a quarterly basis.[14]

If a council does not have an internal audit function, the audit and risk committee is responsible for reviewing and commenting on an annual report provided by the CEO in relation to the policies and processes adopted by the council to evaluate and improve the effectiveness of its internal control practices and procedures.[15]

5.2. Primary responsibility for the internal audit function

Before appointing a person to be primarily responsible for a council internal audit function (or assigning responsibility to an employee), the CEO must consult with the audit and risk committee.

Section 125A(2) establishes a direct reporting relationship between the person primarily responsible for the internal audit function and the audit and risk committee. This relationship should be considered when determining at which level 'primary responsibility' is to be assigned.

The obligation to consult the audit and risk committee arises in relation to any new appointment/assignment of 'primary responsibility for the internal audit function'.

Consultation should occur through placing a report on the agenda of the audit and risk committee. Noting the report will consider "suitability for a particular position", the CEO may indicate that the report be considered in confidence in accordance with section 90(3)(a) of the Local Government Act.

The report, along with a resolution of the audit and risk committee noting the proposed appointment, would provide evidence of the necessary consultation having taken place.

Importantly, consultation must occur with respect to the person to be appointed/assigned responsibility **before** the appointment/assignment is made. As such, this must be factored into the timeframe for any recruitment process. The audit and risk committee cannot veto any proposed appointment.

Consultation in relation to the appointment/assignment is required only for the person to be primarily responsible for the internal audit function. It is not necessary to consult with the audit and risk committee in relation to other officers acting in a support capacity to the person with primary responsibility for the internal audit function.

[14] Section 126(4)(g)(i), *Local Government Act 1999*
[15] Section 126(4)(g)(ii), *Local Government Act 1999*



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5.3. Internal audit direct reporting to the audit and risk committee

Section 125A(2) of the Local Government Act provides that, despite any other law or instrument to the contrary, the person primarily responsible for the internal audit function:

- Must ensure that any reports they prepare relating to the internal audit function are provided directly to the audit and risk committee.
- May report any matters relating to the internal audit function directly to the audit and risk committee.

The intent of the requirements is to provide a direct pathway for information from the person primarily responsible for the internal audit function to the audit and risk committee. This means that reports for the Committee prepared by the person primarily responsible for the internal audit function must be presented **directly** to the committee, without going through a review or vetting process.

6. Meetings

Whilst section 126 of the Local Government Act specifies a range of requirements for the audit and risk committee a number of other legislative requirements need to be considered or determined in relation to the operation of the audit and risk committee.

These include:

- notification of meetings to the members of the committee and to the public
- the calling of special meetings
- the keeping and distribution of minutes
- the use of the confidentiality provisions at Sections 90 and 91 of the Local Government Act
- the application of regulated meeting procedures.

Importantly, an audit and risk committee is not exempt from the obligation to conduct its meetings in public.

6.1. Frequency and schedule

Section 126(5) of the Local Government Act prescribes that the audit and risk committee must meet at least quarterly. This does not preclude audit and risk committees meeting more frequently, it simply establishes the minimum number of meetings that must be held.

The meeting schedule of the audit and risk committee will likely be informed by the audit and risk committee work plan. The work plan will also likely support reporting by the audit and risk committee to council.

The example terms of reference, which must be approved by council, allow for the audit and risk committee to determine its meeting schedule.[16]

It is important to note section 87(3) of the Local Government Act provides that a resolution determining meeting times for a committee does not continue in operation after the

[16] Section 87(1), *Local Government Act 1999*



subsequent general election. This means that a decision will be required from the new council to set, at a minimum, the first meeting time and place for the audit and risk committee after a general election. Subject to the Terms of Reference of the committee the schedule for other meetings of the committee may then be determined by the committee.

6.2. Procedures

As a committee of council, meetings of the audit and risk committee continue to be bound by requirements within the Local Government Act, such as those within Chapter 6 (Meetings), Part 2 (Committee meetings) and Part 3 (Public access to council committee meetings), along with relevant provisions of the *Local Government (Procedures at Meetings) Regulations 2013*.

It is important to note that Regulation 5 of the *Local Government (Procedures at Meetings) Regulations 2013* states that the provisions of Part 2—Meetings of councils and key committees apply to "*the meetings of any other council committee if the council has, by resolution, determined that this Part should apply to that committee.*" This requires an active decision of the council to apply Part 2 of the regulations. The template terms of reference in Appendix 2 include optional text relating to the application of the regulations to the audit and risk committee.

Section 126(6) states the following in relation to procedures to be observed at a meeting of the audit and risk committee:

> *(6) Subject to this Act, the procedure to be observed at a meeting of a council audit and risk committee will be—*
>
> *(a) as prescribed by regulation; or*
>
> *(b) insofar as the procedure is not prescribed by regulation—as determined by the committee.*
>
> *(7) Without limiting subsection (6)(a), regulations under that subsection may provide for circumstances in which the public may be excluded from attendance at a meeting of a council audit and risk committee.*

Audit and risk committee meetings may be held using electronic means, subject to the requirements of section 90(7a) of the Local Government Act. The template terms of reference provided in Appendix 2 include procedures to be observed for attendance at committee meetings using electronic means.

6.3. Public access and confidentiality

The starting premise is that audit and risk committee meetings are required to be conducted in a place open to the public and attendance by the public is facilitated through notification of meeting details.

Section 88 of the Local Government Act sets out the requirements for giving of public notice of committee meetings, which includes the publication of the meeting notice and agenda on the council website.[17]

[17] Section 132 of the *Local Government Act 1999* specifies the requirements for provision of access to documents which includes the obligation for councils to publish a document referred to in Schedule 5 of the Local Government Act on a website determined by the CEO.

In certain circumstances, the Committee may form the view that it is necessary to exclude the public in relation to its consideration of a particular matter. This may occur where the Committee considers that the need for confidentiality outweighs the principle of open decision making and a basis for doing so is provided for in section 90(3) of the Local Government Act.

As such, should the Committee wish to hold a confidential session, the Committee must have regard to the confidentiality provisions set out in section 90(3) of the Local Government Act and will make an order excluding the public in the appropriate circumstances.

If such an order is made, the minutes must detail:

- The grounds on which the order was made.
- The basis on which the information or matter to which the order relates falls within the ambit of each ground on which the order was made.
- If relevant, the reasons that receipt, consideration or discussion of the information or matter at a meeting open to the public would be contrary to the public interest.

6.4. Confidential meeting with external auditor

Regulation 17B[18] of the *Local Government (Financial Management) Regulations 2011* requires the Committee to liaise with the council's auditor by meeting with the auditor on at least one occasion each year on a confidential basis.

Whilst this meeting is required to exclude members of the public and members or employees of council (other than council members who are members of the Committee), it is still necessary to comply with the meeting notice and other procedural requirements.

From a practical perspective, this discussion could be scheduled to occur in conjunction with a regular Committee meeting. If this approach is adopted, the item should be included in the confidential section on the Agenda for the Committee, noting it is the discussion required by regulation 17B.

Despite the regulation providing for the discussion to occur in confidence, it is appropriate for the Committee to make an order to exclude the public from attendance at the meeting during the discussion with the auditor. The relevant provision within section 90(3) is:

> *(g) matters that must be considered in confidence to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.*

It may also be that, depending on the circumstances and the matters to be discussed, other grounds within section 90(3) are relevant to the Committee's determination.

Incorporating the discussion as an item on the Committee meeting agenda provides legal certainty regarding the process for excluding persons other than Committee members, and also ensures appropriate records regarding who is in attendance can be maintained (noting the requirement in regulation 17B that a majority of the Committee members must be in attendance).

[18] This regulation commenced operation on 30 November 2023.

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The LGA Confidentiality Guidelines provide information on the use of confidentiality provisions. The following is an example of orders that could be used to facilitate the Committee discussion with the external auditor in confidence.

Confidentiality Order under Section 90(3)(g)

1. Pursuant to section 90(2) and 90(3)(g) of the *Local Government Act 1999* the Audit and Risk Committee orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item **[insert item number and title]**, except the following persons:
   - **[insert names/description of external auditor representatives who may remain]**

   to enable the Audit and Risk Committee to consider Item **[insert item number]** in confidence on the basis the Committee considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the matter relating to Item **[insert item number]** in order to ensure that the Committee does not breach a legal obligation or duty being, the requirement under Regulation 17B of the *Local Government (Financial Management) Regulations 2011* to liaise with the council's auditor by meeting with the auditor on at least one occasion each year on a confidential basis in circumstances where a majority of the members of the Committee are present and no member or employees of the council are present (other than members who are members of the committee).
2. Accordingly, on this basis, the principle that meetings of the Committee should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

Section 91(7) Order

1. Pursuant to Section 91(7) of the *Local Government Act 1999*, the Audit and Risk Committee orders that the discussion relating to Agenda Item **[insert item number and description]** shall be kept confidential, on the grounds that the discussion relates to information, which if disclosed, may result in a breach of a legal obligation or duty being, the requirement under Regulation 17B of the *Local Government (Financial Management) Regulations 2011* to liaise with the council's auditor by meeting with the auditor on at least one occasion each year on a confidential basis in circumstances where a majority of the members of the Committee are present and no member or employees of the council are present (other than members who are members of the committee).
2. This order shall operate:
   - **[for a period of (insert period of time e.g. 6 months, 18 months); OR**
   - **Until (trigger can be an event e.g. until further order has been made, until execution of a contract etc)]**

   and be reviewed every 12 months **[if the confidentiality period is longer than 12 months in duration]**.
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Council delegates to the Chief Executive Officer **[or insert other officer title]** the power to revoke this order in whole or part.

Given the requirement that no council employee remain present during the meeting with the external auditor, the Presiding Member must ensure minutes are kept.

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7. Terms of reference

Terms of reference should be prepared for audit and risk committees. This document should encapsulate minimum requirements set out in the legislation and may also be tailored to the specific needs and circumstances of individual councils.

A Terms of Reference details the audit and risk committee's role and responsibilities, composition, membership requirements, level/delegation of authority and processes and should be determined and endorsed by the council.

Appendix 2 provides a template terms of reference for an audit and risk committee. These are provided to assist councils in formulating their own terms of reference for their own Committees. The template document is intended to not only meet the requirements of the Local Government Act but to also embody examples of good practice for the operation of audit and risk committees. The template must be adapted to suit individual council requirements.

8. Work plan

A work plan should be developed, in consultation with the council and CEO, to support the audit and risk committee with the delivery of its functions.

The work plan should address issues that fall within the functions assigned to the audit and risk committee within the Local Government Act and the activity areas determined by council as set out within the audit and risk committee terms of reference.

To support the development of the work plan, audit and risk committee members should have access to information about:

- Strategic management plans, including the annual business plan and budget.
- Financial performance and position of the council.
- Endorsed financial targets and key financial indicators.[19]
- Long term financial plan and asset and infrastructure management plan(s).[20]

The work plan should be updated throughout the year to reflect progress against planned activities. This may include adding further tasks that are identified throughout the year, subject to resourcing/capacity. The work plan can form the basis of the reports the audit and risk committee must provide to the council.

A sample work plan is provided in Appendix 3.

The sample work plan is intended to provide guidance only. The sample work plan should be modified to take account of local circumstances, including resource availability and priorities aligned with council strategic management plans and annual business plan to ensure the work of the audit and risk committee adds value relative to costs.

[19] See *Financial Sustainability Information Paper No. 5: Local Government Financial Indicators* (available at lga.sa.gov.au/members/financial-sustainability/financial-sustainability-information-papers)
[20] See *Financial Sustainability Information Paper No. 8: Long Term Financial Plans* (available at lga.sa.gov.au/members/financial-sustainability/financial-sustainability-information-papers)

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9. Reporting

9.1. BY the audit and risk committee

—After each meeting

Section 126(8)(a) of the Local Government Act requires the audit and risk committee to provide a report to the council after each meeting, summarising the work of the committee during the period preceding the meeting and the outcomes of the meeting.

Ordinarily, the minutes of the audit and risk committee are presented to council following each meeting of the Committee. This process allows the council to consider recommendations from the Committee and make decisions regarding the preferred course of action.

In circumstances where the Committee has been delegated authority for decision making in certain matters, the council might note the exercise of delegated powers/functions by the Committee.

The reporting obligation is in addition to the presentation of the audit and risk committee meeting minutes and would ideally be informed by the audit and risk committee work plan.

There are no prescribed requirements for the format, structure or content of the report. It is a matter for the council to determine whether it requires the presiding member of the audit and risk committee to attend council meetings to present this report following each meeting of the Committee.

One option to action this regular reporting requirement is for a draft report summarising the work of the audit and risk committee to be included on the agenda for each meeting of the Committee. This would provide the opportunity for all members of the audit and risk committee to consider and finalise the content of the report. The report would then need to be presented to council and could accompany the presentation of the minutes of the Committee meeting.

—Annually

Section 126(8)(b) of the Local Government Act requires the audit and risk committee to provide an annual report to the council on the work of the Committee during the reporting period.

The council is also obligated to ensure that the annual report of the audit and risk committee is included in the annual report of the council.[21]

Noting this requirement, it would be appropriate to schedule the timing of preparation of the audit and risk committee annual report to occur at the same time as the overall council annual report (i.e., on a financial year basis). [22]

There are no prescribed requirements for the format, structure or content of the annual report. When preparing the content for the report, consideration should be given to the fact that it will be a public document so any confidential matters actioned by the Committee should be reported in accordance with any confidentiality orders in place.

[21] Section 126(9), *Local Government Act 1999*
[22] Section 131 and Schedule 4 of the *Local Government Act 1999* set out requirements for the council annual report. See the LGA Annual Report Guidelines available via Governance policies, codes and guidelines | LGA South Australia for more detail on the preparation of an annual report.

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The audit and risk committee annual report should include general information relating to the operations of the Committee, such as:

- Committee membership
- Meetings scheduled and attended
- Activities of the Committee
- Progress against the Committee workplan

The annual report may also include, where appropriate, the Committee's comments on:

- Any areas of accounting treatment that are open to discretion and in particular have material impact on reported financial performance or position of the council.
- The veracity of financial information included in publications for external audiences.
- The adequacy of asset values and depreciation methodology.
- The adequacy of strategies to minimise the likelihood of occurrence and adverse consequence for obvious and major internal and other risks.
- The adequacy of arrangements for employees to confidentially raise concerns of alleged malpractice in accordance with legislative provisions.
- The effectiveness of the internal audit function, where this exists (in particular, the adequacy of the internal audit function for managing the risks to which the council's operations are exposed).
- The arrangements in place for initiating and undertaking efficiency and economy audits.
- The conformity of the appointment arrangements of the external auditor with legislative provisions.
- Its monitoring of progress in response to its previous recommendations regarding areas requiring improvement (including matters raised by the Council's external auditor).

It is a matter for the council to determine whether it requires the presiding member of the audit and risk committee to attend the relevant council meeting to present the annual report of the Committee.

—Self assessment

In the process of preparing its annual report to council, the audit and risk committee may wish to consider undertaking self-assessment of its performance over the previous twelve months. The self-assessment should be prepared following consultation with all audit and risk committee members and may include:

- understanding of its role and responsibilities.
- membership (composition, skills, knowledge and experience).
- conduct of meetings including frequency, length, attendance, quality of meeting papers and participation of members.
- objectivity and independence of its operation over the reporting period.
- adequacy of resources available to the committee.
- relevance and clarity of its work program for the reporting period.
- outcomes achieved in its work program.
- effectiveness in providing advice and recommendations to council and/or management about actions to be taken to enhance financial governance.
- activities undertaken and their relevance to its terms of reference.

A sample self-assessment tool is provided in Appendix 4.



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9.2. TO the audit and risk committee

—Regularly

The person primarily responsible for the internal audit function must ensure that any reports they prepare are provided directly to the audit and risk committee. Given meeting frequency requirements for the audit and risk committee, this must occur at least quarterly.

—Annually

Section 99(1)(ib) of the Local Government Act requires the CEO to report annually to the relevant audit and risk committee on the council's internal audit processes.

Irrespective of the arrangement in place for delivery of internal audit processes at a council (e.g., some council may have a dedicated internal audit function whereas others may engage external providers for internal audit services), a report must be provided to the audit and risk committee on an annual basis.

There is no prescribed format or timeframe for the report, so it is at the discretion of the CEO to determine when the annual report will be prepared. It may be appropriate to align the timing of the preparation of the report with other council annual reporting requirements.

For a council that does not have an internal audit function, the audit and risk committee also has a role to review and comment on an annual report provided by the CEO in relation to the policies and processes adopted by the council to evaluate and improve the effectiveness of its internal control practices and procedures. This obligation is in addition to the report required of the CEO under section 99(1)(ib).

10. Regional audit and risk committees

Section 126A of the Local Government Act creates the ability for two or more councils to establish a regional audit and risk committee. It is intended that such committees would operate in substitution for an audit and risk committee established by a single council. The statutory functions of a regional audit and risk committee are essentially the same as a committee established by a single council.

On its face, the ability for a group of councils to establish a single committee to exercise the functions of an audit and risk committee for that group collectively has some merit. However, as the legislation presently stands, there is some doubt about how such committees would operate in practice. Accordingly, councils considering establishing a regional audit and risk committee should seek specific advice regarding the operation of that committee.

There is a lack a clarity within the Local Government Act as to whether a regional audit and risk committee is intended to function as a Section 41 committee of the respective councils. The drafting of Section 41 of the Act does not appear to contemplate its application to committees established by more than one council. Because of this, some of the issues regarding the establishment and operation of regional audit and risk committees identified include:

- protection from liability for committee members: Section 41(12)-(13) provide a protection to members of council committees for honest acts or omissions in the exercise, performance and discharge, or purported exercise performance and discharge, of the member or committees' powers, functions and duties and for any liability to attach to the council

instead of the member. It is not clear how this provision would apply to a member of a regional audit and risk committee, if at all.

- meeting procedural requirements: Section 41 committees operate in accordance with Section 89 and the relevant provisions of the *Local Government (Procedures at Meetings Regulations) 2013*. It is not clear how these provisions operate with respect to regional audit and risk committees, if at all, or whether separate meeting procedures ought be established under Section 126A(6) of the Local Government Act.
- admitting and excluding the public at committee meetings: Section 126A(7) provides for the making of regulations to provide for circumstances when the public may be excluded from regional audit and risk committee meetings. If such committees are not taken to be Section 41 committees, then the Section 90 provisions for excluding the public would not apply, and there are currently no regulations.
- calling of meetings and provision of minutes: the notice of meetings for council committee meetings are provided by the CEO of the council under Section 87(7) of the Local Government Act. If a committee is established by multiple councils, it is not clear how this provision would operate in practice and who would be responsible for undertaking the relevant administrative tasks associated with the calling of the meeting. In addition, under Section 91(3) of the Local Government Act, minutes of council committee meetings, including confidential minutes, must be supplied to all members of the council – if this provision is taken to apply to regional audit and risk committees, then there may be a need to supply members with minutes that relate to matters that concern a council they are not a member of.
- Conflict of interest, register of interest and other integrity provisions: depending on what status regional audit and risk committees hold, the deeming provisions in Sections 62(7), 72 and 75D of the Local Government Act pertaining to conflict and register of interest provisions, as well as the general duty provisions, may or may not operate in respect of members and meetings. Lack of clarity in this regard is concerning for the transparency and accountability of regional audit and risk committee processes.

The LGA intends to liaise with the State Government regarding the current legislation, with a view to clarifying the issues identified.

This Information Paper will be updated with further information on the operation of regional audit and risk committees when it becomes available.

If the establishment of a Regional Audit and Risk Committee is something your council wishes to pursue you are encouraged to contact the LGA Governance Team to discuss the operation of these provisions before beginning the process.

10.1. Regional audit and risk committee membership

Regional audit and risk committees must be constituted on the basis that the majority of the members of the committee must be persons who are not members of any council[23].

[23] *Local Government Act 1999*, section 126A(3)(a)

The members of the committee (when considered as a whole) must have skills, knowledge and experience relevant to the functions of the committee, including in financial management, risk management, governance and any other prescribed matter[24].

The membership of the committee[25]:

- May not include an employee of a constituent council (although an employee may attend a meeting of the committee if appropriate).
- May include, or be comprised of, members of a council audit and risk committee or another regional audit and risk committee.
- Must otherwise be determined in accordance with the requirements of the regulations.

Regulation 17A of the *Local Government (Financial Management) Regulations 2011* specifies that a regional audit and risk committee established by two or more councils:

- must have between three and five members (inclusive) and
- must not include, as a member, a constituent council's auditor under section 12 of the Local Government Act.

10.2. Regional audit and risk committee purpose and function

The purpose of the regional audit and risk committee is '*to provide independent assurance and advice to those councils on accounting, financial management, internal controls, risk management and governance matters*'.[26]

The functions of the regional audit and risk committee include:

- Reviewing annual financial statements to ensure that they present fairly the state of affairs of the constituent councils.
- Proposing and providing information relevant to, a review of the constituent councils' strategic management plans or annual business plans.
- Monitoring the responsiveness of the constituent councils to recommendations for improvement based on previous audits and risk assessments, including those raised by a constituent council's auditor.
- Proposing, and reviewing, the exercise of powers under section 130A—Other investigations.
- Liaising with the constituent councils' auditors in accordance with any requirements prescribed by the regulations.
- Reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the constituent councils on a regular basis.
- In relation to a constituent council that has an internal audit function – providing oversight of planning and scoping of the internal audit work plan and reviewing and commenting on reports provided by the person primarily responsible for the internal audit function on at least a quarterly basis.

[24] *Local Government Act 1999*, section 126A(3)(b)
[25] *Local Government Act 1999*, section 126A(3)(c)
[26] *Local Government Act 1999*, section 126A(2)



- In relation to a constituent council that does not have an internal audit function – reviewing and commenting on an annual report provided by the CEO in relation to policies and processes adopted to evaluate and improve the effectiveness of internal control practices and procedures (which is a new role of the CEO set out in section 99(1)(ib) and which also commenced 30 November 2023).
- Reviewing and evaluating the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis (this aligns with the new role of the CEO set out in section 99(1)(ia) which also commenced on 30 November 2023).
- Reviewing any report obtained by a constituent council under section 48(1) (Prudential requirements for certain activities) of the Local Government Act.
- Performing any other function determined by the constituent councils or prescribed by the regulations.

Regulation 17B of the *Local Government (Financial Management) Regulations 2011* requires a regional audit and risk committee to liaise with the constituent councils' auditor by meeting with the auditors on at least one occasion each year on a confidential basis. The regulation specifies that a majority of members of the regional audit and risk committee must be present for the meeting and that no members or employees of the council should be present (other than council members who are members of the regional audit and risk committee).

11. Audit committees of council subsidiaries

11.1. Single-council subsidiaries

A subsidiary established by a single council under section 42 of the Local Government Act must have an audit committee.

Subject to the regulations, membership of the audit committee will be determined by the council, and may include members of the council's audit and risk committee.

Regulation 17(2) of the *Local Government (Financial Management) Regulations 2011* provides that the audit committee of a council subsidiary:

(a) must have between 3 and 5 members (inclusive); and

(b) must include at least 1 person who is not a member of the board of management of the subsidiary and who is determined by the council to have financial experience relevant to the functions of the audit committee; and

(c) must not include, as a member, the council's auditor under section 128 of the Local Government Act or the auditor of the subsidiary under Part 6.

The functions of a single-council subsidiary audit committee are set out in Schedule 2, Part 1, clause 13 of the Local Government Act and include:

- Reviewing annual financial statements to ensure they provide a timely and fair view of the state of affairs of the subsidiary.
- Liaising with external auditors.
- Reviewing the adequacy of the accounting, internal audit, reporting and other financial management systems and practices of the subsidiary on a regular basis.

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11.2. Regional subsidiaries established by two or more councils

A regional subsidiary must, unless exempted by regulation, establish an audit committee.

Subject to the regulations, membership of the audit committee will be determined by the constituent councils and may include members of a regional audit and risk committee established by any of the constituent councils or a council audit and risk committee established by any of the constituent councils.

Regulation 17(3) of the *Local Government (Financial Management) Regulations 2011* provides that the audit committee of a regional subsidiary:

(a) must have between 3 and 5 members (inclusive).

(b) must include at least 1 person who is not a member of the board of management of the regional subsidiary and who is determined by the constituent councils to have financial experience relevant to the functions of the audit committee.

(c) may include members who are members of a constituent council.

(d) must not include, as a member, a constituent council's auditor under section 128 of the Local Government Act or the auditor of the subsidiary under Part 6.

The functions of a regional subsidiary audit committee are set out in Schedule 2, Part 2, clause 30 of the Local Government Act and include:

- Reviewing annual financial statements to ensure they provide a timely and fair view of the state of affairs of the subsidiary.
- Liaising with external auditors.
- Reviewing the adequacy of the accounting, internal audit, reporting and other financial management systems and practices of the subsidiary on a regular basis.

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Appendix 1 – Audit and risk committee sample skills matrix

The following skills matrix is provided as a sample. It incorporates the minimum skills, knowledge and experience requirements specified in section 126 of the Local Government Act. If a council adopts the use of a skills matrix, it should consider additional requirements that may be specific to the audit and risk committee and amend the matrix accordingly.

Skills Matrix - Rating Scale					
0	1	2	3	4	5
No prior experience in the relevant subject area	**Limited exposure to the relevant subject area.** For example, one or more of: - Holding a degree or relevant qualification but no specific role or accountability in the subject area - Familiarity with the field through having a senior role in an organisation but no specific role in this field - Familiarity with the field in management of an entity not specialising in this field	**Some experience in relevant subject area** For example – one or more of: - A relevant qualification and 1-3 years' experience in a role within the subject area - Detailed experience in this field gained through management in an entity not specialising in this field	**Demonstrated experience in the relevant subject area** For example – one or more of: - A relevant qualification and 5+ years' experience in a role within the subject area - Professional Membership in the subject area - Management experience in this field in an entity specialising in this field - Audit and Risk Committee positions held in other entities	**Strong expertise and detailed technical understanding of the subject area** For example – one or more of: - A relevant qualification and 2-5 years' experience in an executive or senior leadership role with direct accountability for this subject area. - Professional Membership in the subject area - 5+ years' experience in an executive or senior leadership role in a professional firm with specialisation in the subject area - Audit and Risk Committee positions held for Councils	**Advanced expertise and sophisticated and strategic understanding in the subject area** For example – one or more of: - A relevant qualification and 5+ years' experience in an executive or senior leadership role with direct accountability for this subject area - Professional Membership in the subject area - 10+ years' experience in an executive or senior leadership role in a professional firm with specialisation in the subject area - 8+ years' experience in Audit and Risk Committee positions held for Councils.

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The skills matrix should be completed in relation to all members of the audit and risk committee. For existing members, it may be appropriate to undertake a self-assessment to determine any skills gaps that may need to be addressed for future member appointments. For new members, it would be appropriate for the skills matrix to be completed as part of the appointment process and prior to appointment.

Skills Matrix – Member Assessment			
Subject Area	**Definition**	**Evidence examples**	**Rating**
Financial Management	Understanding of the field of accounting, financial reporting, internal controls, including knowledge of relevant accounting standards. Able to contribute to the oversight of budgeting and long-term financial planning. Holds a formal qualification in accounting , finance, or internal audit Holds a professional membership in accounting, finance, or internal audit	An Accounting, Commercial or Business Degree at Undergraduate or Post Graduate level. Has achieved certification for the Institute of Internal Auditors and holds Professional Membership status. Holds a Professional Membership in CPA, CA or IPA Experience in this field	
Risk Management	Experience in systematic risk identification, evaluation, assurance, monitoring and review of key business risks.	Holds a qualification/certification in risk management. Level of experience assisting in the development of risk management frameworks, registers, policies and procedures Experience in this field	
Governance	Understanding of Governance Matters	Relevant qualification in Business or Law. Membership of the Australian Institute of Company Directors. Experience in this field	
Local Government	Experience with Local Government in South Australia		



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The results assessment table provides a consolidated summary of skills held by all committee members. It allows for easy identification of any skills/knowledge/experience gaps to inform future appointments.

To populate the results assessment table transfer individual member ratings from the Member Assessment form, using one column for each member.

Skills Matrix – Results Assessment					
Skills	**Member 1**	**Member 2**	**Member 3**	**Member 4**	**Member 5**
Financial Management					
Risk Management					
Governance					
Local Government					

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Appendix 2 – Template audit and risk committee terms of reference

The template terms of reference set out on the following pages are intended to be customised to suit council requirements. The document includes drafting notes that should be deleted prior to finalisation of the document. Drafting notes are formatted with a border, like this:

> ***DRAFTING NOTE:*** *Subject to individual council requirements, the legislative provisions set out in clause 2.1 below may be sufficient detail about the functions/activities of the audit and risk committee.*

Where specific customisation of text is required within the Terms of Reference, or there are specific decisions required to retain text, this has been highlighted in yellow, like this, for ease of identification.

[Council Logo]

Audit and Risk Committee
Terms of Reference

Document reference:	[reference number]
Responsible department:	[name]
Responsible officer:	[name]
Date adopted:	[date]
Next review date:	[date]
Applicable legislation:	*Local Government Act 1999* *Local Government (Financial Management) Regulations 2011* *Local Government (Procedures at Meetings) Regulations 2011*

1. Establishment and Purpose

1.1 The purpose of the Audit and Risk Committee (the Committee) is to provide independent assurance and advice to Council on accounting, financial management, internal controls, risk management and governance matters.

1.2 The Committee is established in accordance with the requirements of sections 126 and 41 of the *Local Government Act 1999* (the Local Government Act).

2. Functions

> ***DRAFTING NOTE:*** *Subject to individual council requirements, the legislative provisions set out in clause 2.1 may provide sufficient detail about the functions/activities of the audit and risk committee.*

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*If further detail is preferred, the subsequent clauses provide examples of activities at a greater level of detail, aligned to the full scope of functions assigned to the audit and risk committee. These are not exhaustive, nor mandatory. They are provided as **examples** only.*

Before adopting the Terms of Reference the level of detail to be included should be determined and the clauses below should be specifically reviewed and confirmed for inclusion based on individual council requirements.

When finalising this section of the Terms of Reference ensure that clauses that are not required are deleted.

2.1 The Local Government Act assigns the following functions to audit and risk committees:

(a) Review annual financial statements to ensure that they present fairly the state of affairs of the council.

(b) Propose and provide information relevant to, a review of the council's strategic management plans or annual business plan.

(c) Monitor the responsiveness of the Council to recommendations for improvement based on previous audits and risk assessments, including those raised by the Council's auditor.

(d) Propose and review the exercise of powers under section 130A.

(e) Liaise with the Council's auditor in accordance with any requirements prescribed by the regulations.

(f) Review the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the Council on a regular basis.

(g) —

If the council has an internal audit function, provide oversight of planning and scoping of the internal audit work plan and review and comment on reports provided by the person primarily responsible for the internal audit function on at least a quarterly basis.

If the council does not have an internal audit function, review and comment on an annual report provided by the chief executive officer in relation to the policies and processes adopted by the Council to evaluate and improve the effectiveness of its internal control practices and procedures.

(h) Review and evaluate the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis.

(i) Review any prudential report obtained by the council under section 48(1).

(j) Make recommendations to the Council on the appointment of the Auditor pursuant to section 128 of the Local Government Act.

(j) Perform any other function referred to it by the Council, another Council Committee or prescribed by the regulations.

2.2 Consistent with the legislative functions assigned to audit and risk committees, the Committee will undertake the following activities:

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2.3 Financial Reporting

2.3.1 Monitor the integrity of the financial statements of the Council, reviewing significant financial reporting issues and judgements which they contain.

2.3.2 Review and challenge where necessary:

- The consistency of, and/or any changes to, accounting policies.
- The methods used to account for significant or unusual transactions where different approaches are possible.
- Whether the Council has followed appropriate accounting standards and made appropriate estimates and judgements, taking into account the views of the external auditor.
- The clarity of disclosure in the Council's financial reports and the context in which statements are made.
- All material information presented with the financial statements.

2.3.3 Provide advice to Council relevant to budget reviews undertaken in accordance with the Local Government Act and Regulation 9 of the *Local Government (Financial Management) Regulations 2011*, including in relation to any revisions to the forecast Key Financial Indicators.

2.4 Management plans and business plans

2.4.1 As the time of preparation or scheduled review, provide advice relevant to the scope of the Committees functions on the Council's strategic management plans, which may include:

- Community/Strategic Plan
- Long Term Financial Plan
- Annual Business Plan and Budget
- Infrastructure and Asset Management Plan.

2.5 Internal controls

2.5.1 Review the adequacy of Council's internal controls framework, processes and systems.

2.6 Risk management

2.6.1 Review the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis.

2.6.2 Monitor responsiveness to recommendations for improvement based on previous audits and risk assessments, including those raised by Council's auditor.

2.7 Internal audit

2.7.1 Liaise with the CEO in relation to the appointment of a person, or the assignment of responsibility to an employee of the council, to be primarily responsible for the internal audit function.

2.7.2 Receive and comment on reports provided by the person primarily responsible for the internal audit function.

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2.7.3 *[if the council has an internal audit function]* Provide oversight of planning and scoping of the internal audit work plan.

2.7.4 Review internal audit reports on the council operations.

2.7.5 Review and monitor management's responsiveness to internal audit findings and recommendations.

2.7.6 *[if the council does not have an internal audit function]* Review and comment on an annual report provided by the Chief Executive Officer in relation to the policies and processes adopted by the Council to evaluate and improve the effectiveness of its internal control practices and procedures.

2.8 External audit

2.8.1 Make recommendations to the Council in relation to the selection, appointment and removal of the Council's external auditor.

2.8.2 Assess the quality and effectiveness of the external audit conducted and evaluate the performance of the auditor, including:

- Review the scope and terms of the audit and the audit fee, including a review on non-audit services provided by the external auditor.
- Review the audit plan for coverage of material risks and financial reporting requirements.
- Monitor and review the auditors independence and objectivity.
- Discuss matters relating to the conduct of the audit, including any difficulties encountered, any restrictions on scope of activities or access to information, significant disagreements with management and the adequacy of management response.

2.8.3 Review the findings of the audit with the external auditor, including but not limited to:

- A discussion of any major issues which arose during the external audit.
- Any accounting and audit judgements.
- Levels of errors identified during the external audit.

2.8.4 Review any representation letter requested by the external auditor before they are signed by management.

2.8.5 Review the subsequent audit management letter from the external auditor and management's proposed response, by the Council, to the external auditor's findings and recommendations in that audit management letter.

2.8.6 Meet with the external auditor on at least one occasion each year on a confidential basis, ensuring that a majority of members of the Committee are present for the meeting and that no members or employees of the council are present (other than council members who are members of the Committee).

2.9 Other matters

2.9.1 Review any report obtained by Council under section 48(1) of the Act in accordance with Council's Prudential Management Policy.

2.9.2 Propose and review the exercise of powers under section 130A of the *Local Government Act 1999* to examine and report on any matter relating to financial



management or the efficiency and economy of resource use to achieve council objectives not otherwise addressed as part of an annual audit and of such significance to warrant specific consideration.

2.9.3 Make recommendations to Council in relation to development of new and review of existing policies within the scope of the Committee's functions.

3. Membership

3.1 The Committee shall comprise [insert number - *must be between 3 and 5*] members appointed by the Council, with [insert number – *must be a majority*] being independent members and [insert number] Council Member[s].

3.2 When considered as a whole, the Committee must have skills, knowledge and experience relevant to the functions of the Committee, including in financial management, risk management, governance and any other prescribed matter.

3.3 The term of appointment for independent members will be up to [insert length of term of appointment in months/years] and appointment timing will be managed such that it does not align with council elections, to provide for continuity of Committee membership across terms of Council.

> ***DRAFTING NOTE:*** *The following clause is included for circumstances where a council wishes to impose a maximum number of terms for independent audit and risk committee members. It should be deleted if not required.*

3.4 Independent Committee members are eligible for reappointment up to a maximum of [insert number of terms if a cap is to be applied] terms.

3.5 The term of appointment for Council Members will be [insert length of term of appointment in months/years].

> ***DRAFTING NOTE:*** *The following clause is included for circumstances where a council wishes to impose a maximum number of terms for council members appointed to the audit and risk committee. It should be deleted if not required.*

3.6 Council Members are eligible for reappointment up to a maximum of [insert number of terms if a cap is to be applied] terms.

4. Presiding Member

> ***DRAFTING NOTE:*** *The appointment of the Presiding Member is a matter for council to determine. It is at the discretion of the council whether an independent member is appointed to the role. The clause below refers to the appointment of an independent member as Presiding Member, consistent with good practice.*
>
> *Should it determine to do so, the council may include arrangements for the appointment of the Presiding Member by the Committee (rather than making the appointment directly) within the Terms of Reference.*
>
> *The clause should be amended to reflect the decision of the council regarding the appointment of the Presiding Member.*

4.1 The Council shall appoint the Presiding Member from amongst the Independent Members.

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4.2 The role of the Presiding Member is to:

4.2.1 Oversee the orderly conduct of meetings in accordance with the Local Government Act, the *Local Government (Procedures at Meetings) Regulations 2013* and other procedures relevant to the Committee.

4.2.2 Ensure that the Guiding Principles at Regulation 4 of the *Local Government (Procedures at Meetings) Regulations 2013* are observed and that all Committee members have an opportunity to participate in deliberations of the Committee.

4.2.3 Certify, along with the Chief Executive Officer and in accordance with Regulation 22 of the *Local Government (Financial Management) Regulations 2001*, the 'Independence of External Auditor' as part of the end of financial year audit process.

DRAFTING NOTE: *The following* ***optional*** *clause has been included to provide for the appointment of a Deputy Presiding Member or circumstances where the Presiding Member is absent.*

Clause 4.3 and 4.3.1 should be deleted if not required. Consideration should be given to retaining an amended version of clauses 4.3.2 and/or 4.3.3 to provide for circumstances when the presiding member is absent.

4.3 **Deputy Presiding Member**

4.3.1 The Committee will determine if there will be a Deputy Presiding Member of the Committee and, if so, the Committee will make the appointment to that position for a term determined by the Committee.

4.3.2 If the Presiding Member of the Committee is absent from a meeting the Deputy Presiding Member (if such position exists) will preside at that meeting.

4.3.3 If there is no position of Deputy Presiding Member, or both the Presiding Member and the Deputy Presiding Member of the Committee are absent from a meeting of the Committee, then a member of the Committee chosen from those present will preside at the meeting until the Presiding Member (or Deputy Presiding Member, if relevant) is present.

5. Meetings

DRAFTING NOTE: *The following clauses should be amended to reflect the arrangements in place for the scheduling of meetings. The endorsement of the Terms of Reference by Council that specify the Committee will determine its own meeting schedule satisfies the requirements of section 87(1) of the Local Government Act 1999.*

5.1 The Committee will meet at least once in each quarter, with meeting dates and times determined by the [Council/Committee].

5.2 Meetings will be held at [insert details of location of meetings].

5.3 Notice confirming the venue, time and date, together with an agenda of items to be discussed shall be provided to each member of the Committee no later than three clear days before the meeting.

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5.4 Subject to the operation of section 90 of the Local Government Act, and in accordance with the requirements of section 132 of the Local Government Act, the agenda and minutes of the Committee will be published on a website determined by the Chief Executive Officer.

5.5 In accordance with section 88 of the Local Government Act, notice of meetings of the committee must be displayed at the principal office of the Council and on a website determined by the Chief Executive Officer, and must continue to be published and kept on display until the completion of the relevant meeting.

5.6 The Chief Executive Officer is authorised to adjourn a scheduled meeting, in circumstances where sufficient apologies have been received to indicate a quorum will not be achieved for the scheduled meeting.

5.7 ***Meeting procedures***

5.7.1 For the purposes of regulation 5 of the *Local Government (Procedures at Meetings) Regulations 2013*, Council has determined that Part 2—Meetings of councils and key committees apply to the Committee.

DRAFTING NOTE: *Council is required to resolve to apply Part 2 of the Procedures at Meetings Regulations to a committee. The above clause should be deleted if council does not wish to apply Part 2 procedures to the Audit and Risk Committee. In those circumstances, only Parts 1, 3 and 4 of the Local Government (Procedures at Meetings) Regulations 2013 would apply to the Audit and Risk Committee.*

5.7.2 Meetings of the Committee will be held in accordance with:

- Local Government Act 1999

DRAFTING NOTE: *If council resolves to apply Part 2 of the Procedures at Meetings Regulations to the Committee the first dot point below should be retained and the second dot point deleted. If council does not resolve to apply Part 2, the second dot point below should be retained and the first dot point deleted.*

- Local Government (Procedures at Meetings) Regulations 2013 **OR**
- Local Government (Procedures at Meetings) Regulations 2013, specifically Part 1—Preliminary, Part 3—Meetings of other committees and Part 4—Miscellaneous
- Council's Code of Practice [if applicable]

DRAFTING NOTE: *The following **optional** clauses have been included to provide for participation in audit and risk committee meetings by committee members via electronic means in accordance with the requirements of section 90(7a) of the Local Government Act.*

The clauses should be deleted if participation in meetings by electronic means is not relevant.

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5.8 ***Attendance at Committee meetings electronically***

5.8.1 Committee members may participate in a Committee meeting by electronic means.

5.8.2 A member of the Committee participating in a committee meeting by electronic means is taken to be present at the committee meeting provided that the member:

(a) can hear all other members present at the committee meeting; and

(b) can be heard by all other members present at the committee meeting.

5.9 ***Form of participation by electronic means***

5.9.1 Where:

(a) a Committee member is to participate in an Committee meeting by electronic means; and

(b) the electronic means has the functionality to allow the member to participate in the Committee meeting by being **both** seen and heard; and

(c) the electronic means of the Council has the functionality to allow the Committee member to be **both** seen and heard,

the member **must** participate by being **both** seen and heard.

5.10 ***Public access to electronic committee meetings***

5.10.1 Council will make available to the public a live stream of any Committee meeting which must be conducted in a place open to the public at which one or more members participate electronically and will ensure that members of the public can hear the discussions between all persons participating in the Committee meeting.

5.10.2 The live stream will be published on a website determined by the chief executive officer, provided that this requirement will not apply to any part of the Committee meeting that has been closed to the public.

Definitions

Electronic means includes a telephone, computer or other electronic device used for communication.

5.11 **Voting**

5.11.1 Each member of the Committee at a meeting will have one vote.

5.11.2 The Presiding Member will have a deliberative vote and does not, in the event of an equality of votes, have a casting vote.

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5.12 **Quorum**

> ***DRAFTING NOTE:*** *The quorum calculation clause reflects regulation 26 of the Local Government (Procedures at Meetings) Regulations 2013.*
>
> *Council may wish to determine an alternative quorum, for example, by setting a fixed number and/or requiring a majority of independent members to be present to constitute a quorum for a meeting of the Committee.*

5.12.1 A quorum for the Committee will be ascertained by dividing the total number of members of the Committee by 2, ignoring any fraction resulting from the division and adding one (in accordance with regulation 26, *Local Government (Procedures at Meetings) Regulations 2013*).

6. Reporting

6.1 As required by section 126(8)(a) of the Local Government Act, the Committee will provide a report to the Council after each meeting summarising the work of the Committee during the period preceding the meeting and the outcomes of the meeting.

6.2 As required by section 126(8)(b) of the Local Government Act, the Committee will provide an annual report to the Council on the work of the Committee. The Council must include this report it its Annual Report.

6.3 As required by section 99(1)(ib) of the Local Government Act, the Chief Executive Officer will provide an annual report to the Committee on the council's internal audit processes.

6.4 As part of the preparation of the annual report, the Committee will evaluate its performance, which may include consideration of these Terms of Reference, to ensure the Committee is operating at maximum effectiveness with recommendations for any changes presented to the Council for consideration.

7. Administrative support

7.1 The Chief Executive Officer shall provide sufficient administrative resources to the Committee to enable it to adequately carry out its functions.

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Appendix 3 – Example audit and risk committee work plan

The work plan set out below is provided as an example only and is not intended to be exhaustive. Categories of activity are based on the functions of the audit and risk committee set out in the *Local Government Act 1999* and activities are provided as examples of work relevant to the Committee.

The 'responsible officer' column may be used to identify the council officer with responsibility for facilitating each activity to be undertaken by the Committee. This may be the CEO or General Manager (or equivalent) responsible for finance/risk/audit functions or it may be the officer tasked with supporting Committee.

The timing columns indicate at which meeting the Committee would consider relevant activities. The example plan is based on the minimum quarterly meetings required to be held and assumes the work plan is developed on a financial year basis.

The 'status update' column may be used to provide updates on progress against activities and could form the basis of content for the report to be presented to the Council following each Committee meeting.

Activity	Responsible Officer	Timing				Status Update
		Meeting Date Q3 (Jan-Mar)	Meeting Date Q4 (Apr-Jun)	Meeting Date Q1 (Jul-Sept)	Meeting Date Q2 (Oct-Dec)	
Audit & Risk Committee performance						
- Report to Council after each Committee meeting		X	X	X	X	
- Report annually to Council				X		
- Development of annual work plan			X			
- Undertake self assessment			X			
- Review of Terms of Reference (alternate years)		X				

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Activity	Responsible Officer	Timing				Status Update
		Meeting Date Q3 (Jan-Mar)	Meeting Date Q4 (Apr-Jun)	Meeting Date Q1 (Jul-Sept)	Meeting Date Q2 (Oct-Dec)	
Financial Reporting						
- Review annual financial statements				X		
- Review asset valuations				X		
- Review methodology and approach to depreciation				X		
- Review significant accounting and reporting issues, changes to accounting standards and industry updates					X	
Management Plans & Business Plans						
- Review of annual business plan and budget		X				
- Review of long term financial plan (s.122(4)(a) on an annual basis)		X				
- Review of infrastructure and asset management plan(s)		X				
- Review of community/strategic plan (s.122(4)(b) within 2 years after each general election)						

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Activity	Responsible Officer	Timing				Status Update
		Meeting Date Q3 (Jan-Mar)	Meeting Date Q4 (Apr-Jun)	Meeting Date Q1 (Jul-Sept)	Meeting Date Q2 (Oct-Dec)	
Internal Controls						
- Review internal controls self assessment			X			
- Review internal control policies and procedures		X				
Risk Management						
- Review strategic risk register		X		X		
Internal Audit						
- Oversight of planning and scoping of internal audit plan *(if the council has an internal audit function)*			X			
- Review internal audit reports		X	X	X	X	
- Review annual report in relation to policies and processes adopted to evaluate and improve effectiveness of internal control practices/procedures *(if the council does not have an internal audit function)*				X		

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Activity	Responsible Officer	Timing				Status Update
		Meeting Date Q3 (Jan-Mar)	Meeting Date Q4 (Apr-Jun)	Meeting Date Q1 (Jul-Sept)	Meeting Date Q2 (Oct-Dec)	
External Audit						
- Review interim audit report			X			
- Review final external audit report					X	
- Review management representation letters					X	
- Assess appropriateness of Council's response to Auditors findings and recommendations					X	
- Meet with External Auditor (in confidence)					X	
Other Matters						
- Review of section 48 Prudential Management report (as required)						
- Propose and review the exercise of powers under section 130A (as required)						
- Policy reviews (as required)						

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Appendix 4 – Sample audit and risk committee self-assessment

The self-assessment set out below is provided as an example of a tool that may be used by an audit and risk committee to assess its performance.

	0 Strongly disagree | Below standard	1 Disagree | Poor	2 Neutral	3 Agree | Good	4 Strongly agree | Exceptional	Comment
Committee Members & Meetings						
The Committee understands the Council's business sufficiently to enable the Committee to fulfil its responsibilities						
The mix of skills on the Committee allows it to effectively perform its responsibilities						
Committee members have maintained relevant skills/knowledge/experience and undertaken relevant training and development						
Committee members have attended meetings on a regular basis						
The Committee meets frequently enough to be effective						
Meetings have been conducted in accordance with the agenda issued and allow sufficient time to discuss complex and critical issues						
Meeting agenda and supporting papers are of sufficient clarity and quality to make informed decisions						

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	0 Strongly disagree | Below standard	1 Disagree | Poor	2 Neutral	3 Agree | Good	4 Strongly agree | Exceptional	Comment
Meetings have been conducted to allow Committee members to raise any issue they believe relevant and allow for open, frank and robust discussion of all matters raised						
The Committee has received all information, presentations or explanations it considers necessary to fulfil its responsibilities						
Committee minutes are appropriately maintained and are of good quality						
Committee Planning & Reporting						
The Committee work plan set out achievable priorities and objectives for the year						
Appropriate progress against the work plan was achieved						
Committee recommendations/decisions and agreed actions are monitored and have been implemented within agreed timeframes						
The Committee reported to Council after each meeting summarising the work of the Committee during the period preceding the meeting and the outcomes of the meeting						
The Committee provided an annual report to the Council on the work of the Committee. The Council included this report it its Annual Report						
The Committee has reviewed and if appropriate, proposed amendments to, its Terms of Reference						

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	0 Strongly disagree | Below standard	1 Disagree | Poor	2 Neutral	3 Agree | Good	4 Strongly agree | Exceptional	Comment
External Audit						
The Committee is satisfied that annual financial reports comply with applicable legislation and Australian accounting standards and are supported by appropriate management sign-off on financial statements						
The Committee has reviewed the findings of the interim and annual audits with the external auditor						
The Committee has reviewed the external auditor's management letter and monitored the implementation of recommendations by management						
The Committee has reviewed the external audit opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments						
The Committee has considered contentious financial reporting matters in conjunction with management and external auditors						
The Committee has reviewed the processes in place to ensure financial information included in the annual report is consistent with the signed financial statements						
The Committee has met with the external auditor on at least one occasion on a confidential basis, with a majority of Committee members present and no members/employees of the council present (other than council members who are members of the Committee)						

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	0 Strongly disagree | Below standard	1 Disagree | Poor	2 Neutral	3 Agree | Good	4 Strongly agree | Exceptional	Comment
Internal Audit						
The Committee has reviewed and approved the internal audit plan *(if the council has an internal audit function)*						
The Committee considers the internal audit resources were adequate for the completion of the internal audit program						
The Committee has monitored the implementation of internal audit recommendations and obtained all information and/or explanations it considers relevant to the progress of implementation of audit recommendations						
The Committee considers the audit reports provided as appropriate for the business needs of the Council and:						
a) The reports were structured, concise and constructive						
b) The recommendations provided were realistic and resulted in improvements to current procedures						
c) The conclusions reached were adequately supported by relevant evidence and reflected a realistic understanding of the area under review						
The Committee has reviewed the annual report provided by the Chief Executive Officer on the council's internal audit processes *(if the council does not have an internal audit function)*						

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	0 Strongly disagree | Below standard	1 Disagree | Poor	2 Neutral	3 Agree | Good	4 Strongly agree | Exceptional	Comment
Risk Management, Internal Control, Financial Management, Strategic Planning and Reporting						
The Committee understands and reviews the effectiveness of Council's strategic plan and delivery program						
The Committee adequately understands and reviews the Council's risk management framework and whether an effective approach is being followed to manage major risks						
The Committee adequately understands and reviews the Councils financial reporting requirements						
The Committee reviews the effectiveness of the system for monitoring Council's compliance with relevant laws and regulations						
The Committee understands and reviews management's systems and arrangements for maintaining effective internal controls						
The Committee has reviewed the annual report prepared by the CEO in relation to policies and processes adopted to evaluate and improve effectiveness of internal control practices/procedures						
Other Matters [as relevant/required]						
The Committee reviewed and provided comment on any Prudential Management reports prepared in accordance with section 48 of the *Local Government Act 1999*						

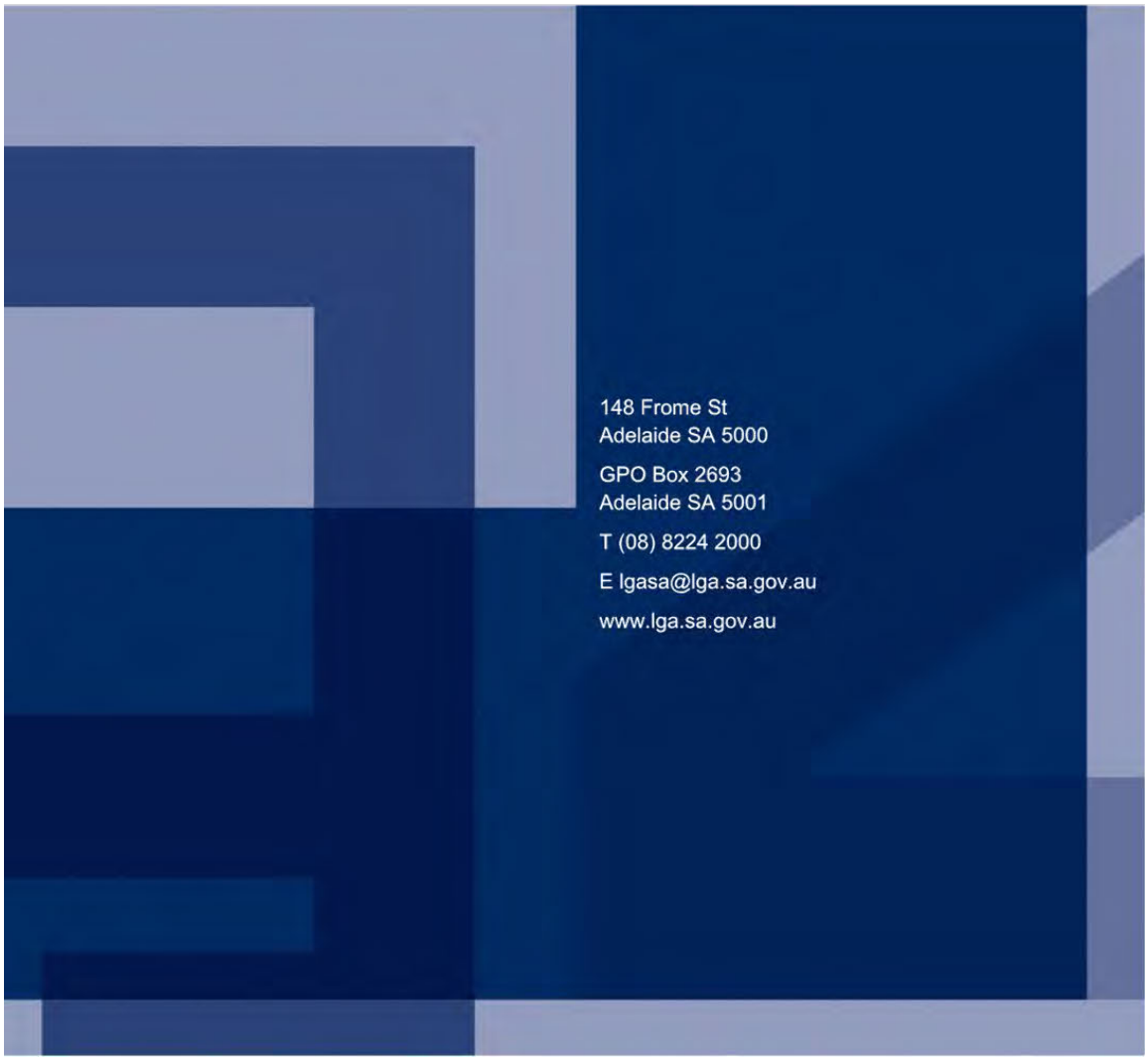
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	0 Strongly disagree | Below standard	1 Disagree | Poor	2 Neutral	3 Agree | Good	4 Strongly agree | Exceptional	Comment
The Committee appropriately proposed and reviewed the exercise of powers under section 130A of the *Local Government Act 1999*						
The Committee reviewed and provided feedback on relevant policies						

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DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.8 BUDGET UPDATE - QUARTER 1 FOR 2024-2025 FINANCIAL YEAR - AS AT SEPTEMBER 2024 AND UPDATED LONG TERM FINANCIAL PLAN FOR 2024-25 TO 2033-34 AS AT NOVEMBER 2024

Author: Senior Accountant and Chief Executive Officer
24/108642

PURPOSE

The Budget Update for 2024-2025 (as at 30 September 2024) is attached for Council consideration and adoption of budget variations and final carry overs from the 2023-24 financial year. Further an updated Long Term Financial Plan is also provided to align to the updated budget plus additional information available post 30 September 2024.

RECOMMENDATION

That Council, having reviewed the Budget Update for 2024/2025 (as at 30 September 2024) at Attachment 1 and updated Long Term Financial Plan for 2024/2025 to 2033/2034 at Attachment 2:

1. Adopt the budget update report and budget variations including reserve transfers.

2. Adopt the Long Term Financial Plan and all estimates encased in the plan and authorise amendments to Council's borrowing requirements as outlined in the budget update report and budget variations including reserve transfers.

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.

Budget managers undertake a review of all budget lines and adjust where budgets are trending over or under budget and where changes are required for capital programs or new or changed funding conditions.

In addition, 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 other items that are estimated in the budget but are solidified in the first quarter of each financial year when annual accounts are received. Further, 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.

As Council is undertaking significant investments, regular updates of the Long Term Financial Plan are also being undertaken as a process of sound risk management, good governance and financial management and this too has also been updated with the latest budget information from current operations and the quarter 1 budget update, this is provided for review and adoption.

Discussion
This updated report to that released earlier in the week has been possible due to the practical completion of the financial statements. This has allowed final reconciliation of continuing capital projects and expenditure and calculation of carry overs from the 2023-24 financial year.

The reports provide information on 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.

At this time in the financial year the predicted borrowings for the year are $28.25M. To date, as at 15 November 2024, borrowings of $11.6M have been drawn down in support of our capital program. The remaining value of approved cash advance debentures is $21.25M, which more than sufficient for the current financial year based on the estimates. Should 100% of the total capital spend be achieved (which is unlikely noting we budget in cash terms to achieve 92% of the budget) there remains sufficient cash available. Due to timing of expenditure to date in the year, financial assistance grants being paid in early July, arrangements made with the State to manage cash flow for the Lyndoch development and general program and treasury management, borrowings are lower at this time of the financial year than anticipated and this has resulted in a further reduction in interest charges estimated at $141,749 for this financial year.

Summary and Conclusion
The review has been completed and is ready for Council consideration and endorsement.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Quarter 1 Budget Update 2024-2025 as at 30 September 2024
Attachment 2 November 2024 Update to Long Term Financial Plan - 2024-25 to 2033-34

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

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

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
Section 123 of the Local Government Act 1999
Regulation 9 of the Local Government (Financial Management) Regulations 2011

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The reports provide the best up to date estimates of financial and resource estimates to achieve the annual business plan and strategies set by Council and the stability of Council's long term financial position and operations.

COMMUNITY ENGAGEMENT

Community consultation was part of the original 2024-25 budget adoption process in June 2024, as per legislation and reviews are not required to undertake further engagement processes nor are they recommended.

Annual Budget and Business Plan 2024/25

Budget Update - Quarterly

As at 30 September 2024

Budget Update Report

Executive Summary (incorporating Long Term Financial Plan considerations) 2
Uniform Presentation of Finances 3
Key Performance Indicators 4
Summary of Operating Budget Variance Adjustments 5
Summary of Capital Budget Variance Adjustments 11
Statement of Comprehensive Income 13

Annual Business Plan Report

Capital Works Program 14

Executive Summary

This report is a Budget Update as at 30 September 2024 for the 2024/25 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 2024/25 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). Only larger variances (excluding carried forward amounts from 2023/24) are highlighted below. For further details and information on the note numbers refer to variance adjustments within this report:

Long Term Financial Plan (LTFP) – Considerations

Since the adoption of the Budget, Council has made decisions on projects that have material financial implications not only for the 2024/25 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 $13.6m this includes additional and carried forward expenditure with this update at $800k.

- Office and Community Facilities inc. The Big Project (TBP) expenditure on project scoping, designs and works with this budget update at $29m this includes the Barossa Rec park Project and Creative Industries hub. There is additional and carried forward expenditure with this update at $1.9m, as well as reduction in spends of $2.9m see more detail in this report.

- 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 2025

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 Council's finances.

	Budget Adjustment Notes	Original Full Year Budget ($'000)	Actuals as at 30 Sep ($'000)	Carried Forward from last year ($'000)	Budget Adjustments Quarter 1 ($'000)	Proposed Full Year Revised Budget ($'000)
Income	1-7	49,517	42,747	0	799	50,316
Less Expenses	8-11	(49,954)	(11,885)	0	(626)	(50,580)
Operating Surplus / (Deficit)		(437)	30,862	0	173	(264)
Less Net Outlays on Existing Assets						
Capital Expenditure on Renewal and Replacement of Existing Assets	12	(11,202)	(1,305)	(365)	(525)	(12,092)
add back Depreciation, Amortisation and Impairment	10	10,816	2,704	0	0	10,816
add back Proceeds from Sale of Replaced Assets	13	368	0	0	0	368
		(18)	1,399	(365)	(525)	(908)
Less Net Outlays on New and Upgraded Assets						
Capital Expenditure on New and Upgraded Assets	14	(29,484)	(20,509)	(699)	1,167	(29,016)
add back Amounts Received Specifically for New and Upgraded Assets	15	6,725	6,066	0	624	7,349
add back Proceeds from Sale of Surplus Assets	16	0	0	0	0	0
		(22,759)	(14,443)	(699)	1,791	(21,667)
Net Lending / (Borrowing) for Financial Year		(23,214)	17,818	(1,064)	1,439	(22,839)

Uniform Presentation of Finances

Funding Source for the movement in Net Lending / (Borrowing)	**($'000)**
Original Full year Budget Net Lending / (Borrowing)	(23,214)
Carried Forward Budget Adjustments – Report on Financial Results Funds were held for these projects in cash and investments at 30 June 2024	(1,064)
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 2024	1,439
Proposed Full-year Revised Budget - Net Lending / (Borrowing)	(22,839)

Key Performance Indicators (KPI) – 2024/25

Key Performance Indicators (KPI)	Original Budget 30 June 25	Budget Update 30 Sep 24
Operating Surplus / (Deficit) ($'000)	(437)	(264)
Target	To achieve an operating breakeven position, or better, over any five year period.	
Notes	*Operating Deficit decreased by $173k as a result of an increase in net costs of $626k and an increase in revenue of $799k. Primarily due to additional grants received of $644k and additional Employee costs of $439k.*	
Operating Surplus Ratio	(0.9%)	(0.5%)
Target	To achieve an operating surplus ratio of between -2% to 10.	
Notes	*The adopted LTFP 3 year average for this ratio was (0%), this update forecasts an annual result of (0.5%) which is within the target range.*	
Net Financial Liabilities ($'000)	45,382	45,007
Target	Council's level of net financial liabilities (NFL) is no greater than its annual operating revenue and not less than zero.	
Notes	*Increase in Net Financial Liabilities due to carry forward of capital projects.*	
Net Financial Liabilities Ratio	91.6%	89.4%
Target	Net financial liabilities ratio is greater than zero but less than 100% of total operating revenue.	
Notes	*This ratio has increased; refer to the comments in the Net Financial Liabilities indicator above.*	
Asset Funding Renewal Ratio	129.4%	140%
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 based on the spend 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) has a spend ratio of 129.4%, this is outside of the adopted target of between 80%-110%. The adopted asset renewal spend is $11.2M.*	

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2024/25 Adjustment Quarter 1
Operating Adjustments					
Finance Services	Property Rating	Rate Revenue - Fines & Interest	Fines and interest trending above budget	Addition to income (negative amount)	(72,915)
Rates				***Note 1***	***(72,915)***
Statutory Charges				***Note 2***	***0***
Gallery	Barossa Gallery - Operations and Exhibitions	Fees - Lease Fees	Temporary change to Operations 2024-25 due to BCIC	Reduction to income (positive amount)	1,000
Gallery	Barossa Gallery - Operations and Exhibitions	Fees - Community Hall Fees	Temporary change to Operations 2024-25 due to BCIC	Reduction to income (positive amount)	1,900
Health Services	Food Inspection and Compliance formerly Manage Food Act	Fees - Inspection Fees	Additional revenue	Addition to income (negative amount)	(1,000)
Health Services	Food Inspection and Compliance formerly Manage Food Act	Fines - Statutory Fines/Expiations	Increase revenue	Addition to income (negative amount)	(2,000)
User Charges and Fees				***Note 3***	***(100)***
Director Corporate Services	Director Corporate Services and Business Innovation	Operating Grant - Financial Assistance	Increase to Finance Assistance Grants allocation	Addition to income (negative amount)	(182,221)
Office of the Mayor and CEO	Concordia Township Development	Operating Grant - Other	Successful Commonwealth funding application for development support reported to Council and approved 16 July Council meeting	Addition to income (negative amount)	(399,746)
Library Services	Library: Administration	Operating Grant - Other	Change to library grant allocation	Reduction to income (positive amount)	1,873
Library Services	Library: Collections and Access	Operating Grant - Library Books (Renew) & Databases	Updated estimate for annual operating library grant	Addition to income (negative amount)	(5,191)
Community Services - Community Transport	Community Transport Scheme	Operating Grant - Other	Increased estimate for HACC grants assuming it is extended past Feb 2025	Addition to income (negative amount)	(58,138)
Social Support	Game on Get Active Grant	Operating Grant - Other	Decrease Revenue - Grant not received	Reduction to income (positive amount)	26,600
Works Operating	Unsealed Roads - Maintenance/Repair	Operating Grant - Roads to Recovery	Increase of $24153 from road to recovery allocation	Addition to income (negative amount)	(24,153)
Works Operating	Sealed Roads - Repair/MaintenancE	Operating Grant - Local Roads Grant	Increase road grant of $2909 from financial assistance grants	Addition to income (negative amount)	(2,909)
Grants, Subsidies and Contributions				***Note 4***	***(643,885)***
Investment Income				***Note 5***	***0***
Reimbursements				***Note 6***	***0***
Community Services - Community Transport	Community Transport Scheme - Regional Response	Other Income - Phone Usage Repayments	From 3655	Transfer To - expenditure (positive amount)	2,000
Community Services - Community Transport	Community Transport Scheme	Other Income - Phone Usage Repayments	To 3650	Transfer From - expenditure (negative amount)	(2,000)
Finance Services	Financial Services	Recoupments - Income Protection Insurance	Insurance recoveries from first quarter	Addition to income (negative amount)	(49,970)
Finance Services	Northern & Yorke Regional Landscape Levy	Other Income - Misc.	Recognising income not previously budgeted for. For recovering costs of administering the landscape levy through rates.	Addition to income (negative amount)	(7,029)
Social Support	Game on Get Active Grant	Other Income - Misc.	Decrease Revenue - Grant not received	Reduction to income (positive amount)	5,000
Works Operating	Works Admin	Recoupments - Income Protection Insurance	Insurance recoveries from first quarter	Addition to income (negative amount)	(13,927)
Gallery	Barossa Gallery - Artist Residency	Other Income - Donations	Artist Residency revenue to be received	Addition to income (negative amount)	(16,000)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Commercial Activities - Seedling Sales	To 4115	Transfer From - expenditure (negative amount)	(25,000)
Barossa Bushgardens	Bushgardens: Site expenditure	Commercial Activities - Seedling Sales	From 4105	Transfer To - expenditure (positive amount)	25,000
Other Income				***Note 7***	***(81,926)***

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2024/25 Adjustment Quarter 1
Operating Adjustments					
Community Services - Community Transport	Community Transport Scheme	Salaries - Normal	Transfer to different cost centre	Transfer To - expenditure (positive amount)	230,848
Community Services - Community Transport	Community Transport Scheme - Regional Response	Salaries - Normal	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(230,848)
Community Services - Community Transport	Community Transport Scheme - Regional Response	Salaries - Increase in Leave Liabilities	Transfer to different cost centre	Transfer To - expenditure (positive amount)	2,980
Community Services - Community Transport	Community Transport Scheme	Salaries - Increase in Leave Liabilities	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(2,980)
Enterprise Technology and Innovation	Enterprise Technology and Innovation	Salaries - Normal	Transfer salaries to consultants to support business continuity and disaster recovery plan updates	Transfer From - expenditure (negative amount)	(20,000)
Office of the Mayor and CEO	Concordia Township Development	Salaries - Normal	Concordia project offset by 100% Commonwealth Grant	Addition to expenditure (positive amount)	271,472
Gallery	Barossa Gallery - Operations and Exhibitions	Salaries - Travel allowance-	Previously allocated elsewhere in past FY	Addition to expenditure (positive amount)	1,800
Various	Various - Various	Various - Various	Various Salary and Wage Adjustments	Addition to expenditure (positive amount)	185,771
Employee Costs				***Note 8***	***439,043***
Community Services - Community Transport	Community Transport Scheme - Regional Response	Direct Purchases - Other	Transfer to different cost centre	Transfer To - expenditure (positive amount)	6,000
Community Services - Community Transport	Community Transport Scheme	Direct Purchases - Other	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(6,000)
Enterprise Technology and Innovation	Enterprise Technology and Innovation	Consultants - Other	Transfer salaries to consultants to support business continuity and disaster recovery plan updates	Transfer To - expenditure (positive amount)	20,000
Office of the Mayor and CEO	Office of the Mayor & CEO	Contractors - Other Services	Transfer budget for Sister City budget support.	Transfer From - expenditure (negative amount)	(10,000)
Community Programs and Development	Community Development	Contractors - Fire Equipment Servicing	Wrong Cost Centre, correct cost centre 3685	Transfer From - expenditure (negative amount)	(1,200)
Community Programs and Development	Community Development	Contractors - Bldg Maintenance Services	Wrong Cost Centre, correct cost centre 3685	Transfer From - expenditure (negative amount)	(800)
Community Programs and Development	Community Development	Contractors - Airconditioning Services	Wrong Cost Centre, correct cost centre 3685	Transfer From - expenditure (negative amount)	(130)
Social Support	Tanunda Mens Shed Building Expenditure	Contractors - Fire Equipment Servicing	From 3130	Transfer To - expenditure (positive amount)	1,200
Social Support	Tanunda Mens Shed Building Expenditure	Contractors - Bldg Maintenance Services	From 3130	Transfer To - expenditure (positive amount)	800
Social Support	Tanunda Mens Shed Building Expenditure	Contractors - Airconditioning Services	From 3130	Transfer To - expenditure (positive amount)	130
Offices and Community Facilities	Community Assets & Facilities	Contractors - Fire Equipment Servicing	Transfer the following amounts: $6999.00 to 4335-1380-61125, $268.00 to 4303-1375-61125, $1088.00 to 4366-1375-61125 for Fire Safety Works above operational value.	Transfer From - expenditure (negative amount)	(8,355)
Offices and Community Facilities	Elderly Citizen facilities-Incl Wtown RSL Hall	Contractors - Fire Equipment Servicing	Increase to expense Transfer of $268.00 from 4302-1355-61125 for above operational requirements fire safety rectification	Transfer To - expenditure (positive amount)	268
Offices and Community Facilities	Barossa Aquatic & Fitness Centre 'The Rex'	Contractors - Fire Equipment Servicing	Transfer increase to expenditure of $6999.00 from 4302-1355-61125 for fire safety rectifications above operational budget value.	Transfer To - expenditure (positive amount)	6,999
Offices and Community Facilities	Tanunda Depot	Contractors - Fire Equipment Servicing	Transfer increase to expenditure of $1088.00 from 4302-1355-61125 for fire safety rectification above operational budget.	Transfer To - expenditure (positive amount)	1,088
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Direct Purchases - Weed/Pest Chemicals	To 4115	Transfer From - expenditure (negative amount)	(3,300)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Direct Purchases - Fertiliser	To 4115	Transfer From - expenditure (negative amount)	(600)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Direct Purchases - Mulch/Loam	To 4115	Transfer From - expenditure (negative amount)	(3,500)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Direct Purchases- Plants/Shrubs	To 4115	Transfer From - expenditure (negative amount)	(500)
Barossa Bushgardens	Bushgardens: Site expenditure	Direct Purchases - Weed/Pest Chemicals	From 4105	Transfer To - expenditure (positive amount)	3,300
Barossa Bushgardens	Bushgardens: Site expenditure	Direct Purchases - Fertiliser	From 4105	Transfer To - expenditure (positive amount)	600
Barossa Bushgardens	Bushgardens: Site expenditure	Direct Purchases - Mulch/Loam	From 4105	Transfer To - expenditure (positive amount)	3,500
Barossa Bushgardens	Bushgardens: Site expenditure	Direct Purchases- Plants/Shrubs	From 4105	Transfer To - expenditure (positive amount)	500
Corporate Services	Risk and Safety	Consultants - Other	Consultants support for business continuity and disaster recovery plan updates	Addition to expenditure (positive amount)	10,000
Tourism Services	Tourism Services Admin	Direct Purchases - Assets < $5,000	Set up costs for economic development events and corporate strategy reforms.	Addition to expenditure (positive amount)	10,000

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2024/25 Adjustment Quarter 1
Operating Adjustments					
Office of the Mayor and CEO	Concordia Township Development	Consultants - Strategic Planning	Concordia project offset by 100% Commonwealth Grant	Addition to expenditure (positive amount)	50,000
Office of the Mayor and CEO	Concordia Township Development	Consultants - Other	Concordia project offset by 100% Commonwealth Grant	Addition to expenditure (positive amount)	50,000
Office of the Mayor and CEO	Council Meeting - Attend/support	Contractors - Other Services	Increase to update InfoCouncil agenda system for new versions, community and corporate plan and risk appetite.	Addition to expenditure (positive amount)	7,390
Office of the Mayor and CEO	Council Elections	Contractors - Other Services	House of Assembly Roll maintenance budget - no budget established for 24-25 in error.	Addition to expenditure (positive amount)	8,172
Community Programs and Development	Community Development	Direct Purchases - Other	63809,63810, 63811 merged into 61223	Transfer To - expenditure (positive amount)	3,780
Planning Services	Assessment and Advice- Planning	Contractors - Relief Staff	Increase Plan Consultant taken from Plan Legals	Addition to expenditure (positive amount)	10,000
Library Services	Library: History and Heritage	Contractors - Other Services	Heritage Photograph project round 2	Addition to expenditure (positive amount)	3,600
Social Support	Game on Get Active Grant	Direct Purchases - Other	Grant not received	Reduction to expenditure (negative amount)	(6,934)
Works Operating	Parks & Gardens Services	Direct Purchases - Other	PERMANENT CHANGE - Increase to cover purchasing costs associated to new/improved parks e.g poisons, fertilisers, wear parts for tools, irrigation parts. Reserves are Rugby surrounds, Krieg Park, Atze Parade upgrade	Addition to expenditure (positive amount)	4,381
Works Ovals and Open Space	Rec Park - Talunga (Mt Pleasant)	Contractors - Works Contract Labour Staff	PERMANENT CHANGE - Increase by $18,619.06 for open space management for new and upgraded ovals and reserves. Tanunda Rugby Sports Field - $3870.69. Rugby Surrounds - $6939. Krieg Park - $3489.18. Atze Parade - $4320.20	Addition to expenditure (positive amount)	18,619
Works Ovals and Open Space	Rec Park - Tanunda	Contractors - Other Services	For top dressing of the new Tanunda oval. This is a once off cost and requirement in the first year of its life which should have been factored in to the original project scope. As per approval by Ben C	Addition to expenditure (positive amount)	14,740
Works Ovals and Open Space	Barossa Rugby Precinct Development Tanunda	Contractors - Other Services	For top dressing of Barossa Rugby field. This is a once off cost and requirement in the first year of its life which should have been factored in to the original project scope. As per approval by Ben C	Addition to expenditure (positive amount)	11,725
Works Ovals and Open Space	Barossa Rugby Precinct Development Tanunda	Direct Purchases - Other	PERMANENT ADJUSTMENT $10,896.33 for chemical purchasing as per program provided by living turf. Additional $1000 for irrigation repairs and parts.	Addition to expenditure (positive amount)	11,896
Gallery	Barossa Gallery - Artist Residency	Contractors - Other Services	Artist Residency expenses to match donations	Addition to expenditure (positive amount)	10,000
Gallery	Barossa Gallery - Artist Residency	Direct Purchases - Other	Artist Residency expenses to match donations	Addition to expenditure (positive amount)	6,000
Offices and Community Facilities	Community Assets & Facilities	Contractors - Other Services	Transfer $9880 to be spread across the following accounts. $1280.00 to 4350-61126, $6500.00 to 4140-61126, $2100.00 to 4324-61126. for various works above operational budget.	Transfer From - expenditure (negative amount)	(9,880)
Offices and Community Facilities	Hall - Nuriootpa	Contractors - Bldg Maintenance Services	Transfer $9880 to be spread across the following accounts. $1280.00 to 4350-61126, $6500.00 to 4140-61126, $2100.00 to 4324-61126. for various works above operational budget.	Transfer To - expenditure (positive amount)	2,100
Barossa Bushgardens	Bushgardens: Building expenditure	Contractors - Bldg Maintenance Services	Transfer $9880 to be spread across the following accounts. $1280.00 to 4350-61126, $6500.00 to 4140-61126, $2100.00 to 4324-61126. for various works above operational budget.	Transfer To - expenditure (positive amount)	6,500
Works Ovals and Open Space	Rec Park - Springton	Contractors - Bldg Maintenance Services	Transfer $9880 to be spread across the following accounts. $1280.00 to 4350-61126, $6500.00 to 4140-61126, $2100.00 to 4324-61126. for various works above operational budget.	Transfer To - expenditure (positive amount)	1,280

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2024/25 Adjustment Quarter 1
Operating Adjustments					
Community Services - Community Transport	Community Transport Scheme - Regional Response	Energy Costs - Electricity	Transfer to different cost centre	Transfer To - expenditure (positive amount)	388
Community Services - Community Transport	Community Transport Scheme - Regional Response	Energy Costs - Fuel & Lubricants	Transfer to different cost centre	Transfer To - expenditure (positive amount)	35,500
Community Services - Community Transport	Community Transport Scheme - Regional Response	Insurance - Public Liability	Transfer to different cost centre	Transfer To - expenditure (positive amount)	684
Community Services - Community Transport	Community Transport Scheme - Regional Response	Insurance - Vehicle Insurance	Transfer to different cost centre	Transfer To - expenditure (positive amount)	4,566
Community Services - Community Transport	Community Transport Scheme - Regional Response	Insurance - Buildings & Contents	Transfer to different cost centre	Transfer To - expenditure (positive amount)	200
Community Services - Community Transport	Community Transport Scheme	Energy Costs - Electricity	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(388)
Community Services - Community Transport	Community Transport Scheme	Energy Costs - Fuel & Lubricants	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(35,500)
Community Services - Community Transport	Community Transport Scheme	Insurance - Public Liability	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(684)
Community Services - Community Transport	Community Transport Scheme	Insurance - Vehicle Insurance	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(4,566)
Community Services - Community Transport	Community Transport Scheme	Insurance - Buildings & Contents	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(200)
Enterprise Technology and Innovation	Enterprise Technology and Innovation	Software - Annual Licence Fees	Transfer from capital IT budget to support implementation of next phase of cyber security initiatives.	Transfer To - expenditure (positive amount)	26,808
Office of the Mayor and CEO	Sister City - Grapevine	Contractor - Miscellaneous	Transfer budget for Sister City budget support.	Transfer To - expenditure (positive amount)	5,000
Office of the Mayor and CEO	Sister City - Grapevine	Other Misc. Expenses - Sundry	Transfer budget for Sister City budget support.	Transfer To - expenditure (positive amount)	5,000
Environment Education	Environmental Education and Awareness	Staff Training - Seminar/Conference Fees	Transfer to 4015 - PERMANENT CHANGE	Transfer From - expenditure (negative amount)	(4,358)
Environment Education	Land, Water and Biodiversity	Staff Training - Seminar/Conference Fees	Transfer from 4005 - PERMANENT CHANGE	Transfer To - expenditure (positive amount)	4,358
Community Programs and Development	Community Development	Energy Costs - Electricity	Wrong Cost Centre, correct cost centre 3685	Transfer From - expenditure (negative amount)	(1,166)
Community Programs and Development	Community Development	Insurance - Public Liability	Wrong Cost Centre, correct cost centre 3685	Transfer From - expenditure (negative amount)	(2,193)
Community Programs and Development	Community Development	Insurance - Income Protection Insurance	Wrong Cost Centre, correct cost centre 3685	Transfer From - expenditure (negative amount)	(1,626)
Community Programs and Development	Community Development	Insurance - Buildings & Contents	Wrong Cost Centre, correct cost centre 3685	Transfer To - expenditure (positive amount)	1,219
Social Support	Tanunda Mens Shed	Energy Costs - Electricity	From 3130	Transfer To - expenditure (positive amount)	1,166
Social Support	Tanunda Mens Shed	Insurance - Public Liability	From3130	Transfer To - expenditure (positive amount)	2,193
Social Support	Tanunda Mens Shed	Insurance - Income Protection Insurance	From 3130	Transfer To - expenditure (positive amount)	1,626
Social Support	Tanunda Mens Shed	Insurance - Buildings & Contents	From 3130	Transfer From - expenditure (negative amount)	(1,219)
Enterprise Technology and Innovation	Enterprise Technology and Innovation	Operating Lease Payments - Computer Eq.	Concordia project offset by 100% Commonwealth Grant - support for laptops	Addition to expenditure (positive amount)	3,218
Enterprise Technology and Innovation	Enterprise Technology and Innovation	Software - Annual Licence Fees	Concordia project offset by 100% Commonwealth Grant - support for software licenses	Addition to expenditure (positive amount)	1,500
Tourism Services	Tourism Services Admin	General - Mobile Phone Expenses	Set up costs for economic development events and corporate strategy reforms.	Addition to expenditure (positive amount)	720

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2024/25 Adjustment Quarter 1
Operating Adjustments					
Tourism Services	Tourism Services Admin	Other Misc. Expenses - Sundry	Set up costs for economic development events and corporate strategy reforms.	Addition to expenditure (positive amount)	4,180
Office of the Mayor and CEO	Office of the Mayor & CEO	Legal Fees	Increase in share of Supreme Court legal case costs as approved by Council at its July 2024	Addition to expenditure (positive amount)	7,000
Office of the Mayor and CEO	Concordia Township Development	Insurance - Income Protection Insurance	Concordia project offset by 100% Commonwealth Grant	Addition to expenditure (positive amount)	5,152
Office of the Mayor and CEO	Concordia Township Development	Insurance - Workers Comp Premium	Concordia project offset by 100% Commonwealth Grant	Addition to expenditure (positive amount)	8,982
Office of the Mayor and CEO	Concordia Township Development	General - Mobile Phone Expenses	Concordia project offset by 100% Commonwealth Grant	Addition to expenditure (positive amount)	2,310
Office of the Mayor and CEO	Concordia Township Development	Other Misc. Expenses - Sundry	Concordia project offset by 100% Commonwealth Grant	Addition to expenditure (positive amount)	7,112
Elected Members	Elected Members - Councillors	Legal Fees	Costs related to final stages of confidential matter	Addition to expenditure (positive amount)	10,000
Community Programs and Development	Community Development	Other Misc. Expenses - Reimbursements	Merged with 61223 - Direct Purchase - Natural Acc can be deleted	Transfer From - expenditure (negative amount)	(1,480)
Community Programs and Development	Community Development	Other Misc. Expenses - Sundry	Merged with 61223 - Direct Purchase Natural Acc can be deleted	Transfer From - expenditure (negative amount)	(1,300)
Community Programs and Development	Community Development	Entertainment Expenses	Merged with 61223 - Direct Purchase Natural Acc can be deleted	Transfer From - expenditure (negative amount)	(1,000)
Gallery	Barossa Gallery - Operations and Exhibitions	Energy Costs - Gas	no longer required	Reduction to expenditure (negative amount)	(36)
Gallery	Barossa Gallery - Operations and Exhibitions	Insurance - Buildings & Contents	As projected	Addition to expenditure (positive amount)	636
Planning Services	Assessment and Advice- Planning	Legal Fees	Moving from Plan Legals to Plan Consultants	Reduction to expenditure (negative amount)	(10,000)
Library Services	Library: History and Heritage	Other Misc. Expenses - Sundry	Expenditure against $2000 from Aust Government payment for Medicare display	Addition to expenditure (positive amount)	2,000
Library Services	Library DVDs & CDs	Home Library Service	Home Library Service expenses omitted from annual budget	Addition to expenditure (positive amount)	1,000
Social Support	Game on Get Active Grant	General - Advertising	Grant not received	Reduction to expenditure (negative amount)	(2,298)
Office of the Mayor and CEO	OMCEO Events	Contributions - Other	Transfer funds from TDU to support increase in support to Vintage Festival as approved by Council at its meeting of	Transfer To - expenditure (positive amount)	10,000
Works Administration	Tour Down Under Committee	Contributions - Tour Down Under	Transfer reduction in TDU fee this year of $10K to support greater investment in Vintage Festival as approved by Council at its August 2024 meeting	Transfer From - expenditure (negative amount)	(10,000)
Finance Services	Financial Services	Sitting Fees	Increase fee of audit committee members based on Council approval at August 2024 meeting. New fees for three existing members and budget for new independent member for 6 months (assuming 2 meetings attended).	Addition to expenditure (positive amount)	630
Tourism Services	Tourism Services Admin	Office Rental/Facilities Hire	Set up costs for economic development events and corporate strategy reforms.	Addition to expenditure (positive amount)	10,000
Planning Services	Heritage Grant Fund	Donations - Sundry	Error Q1 2023/2024	Addition to expenditure (positive amount)	1,400
Social Support	Game on Get Active Grant	Subscriptions/Memberships	Grant not received	Reduction to expenditure (negative amount)	(564)
Enterprise Technology and Innovation	Enterprise Technology and Innovation	Operating Lease Payments - Computer Eq.	Set up costs for economic development events and corporate strategy reforms.	Addition to expenditure (positive amount)	3,600
Enterprise Technology and Innovation	Enterprise Technology and Innovation	Software - Annual Licence Fees	Set up costs for economic development events and corporate strategy reforms.	Addition to expenditure (positive amount)	4,000
Enterprise Technology and Innovation	Enterprise Technology and Innovation	Direct Purchases - Assets < $5,000	Set up costs for economic development events and corporate strategy reforms.	Addition to expenditure (positive amount)	2,500
Materials, Contract and Other Expenses				***Note 9***	***329,439***

Department	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2024/25 Adjustment Quarter 1
Operating Adjustments					
Community Services - Community Transport	Community Transport Scheme - Regional Response	Depreciation Expense - Bldgs	Transfer to different cost centre	Transfer To - expenditure (positive amount)	860
Community Services - Community Transport	Community Transport Scheme - Regional Response	Depreciation Expense - Equipment	Transfer to different cost centre	Transfer To - expenditure (positive amount)	51,028
Community Services - Community Transport	Community Transport Scheme	Depreciation Expense - Bldgs	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(860)
Community Services - Community Transport	Community Transport Scheme	Depreciation Expense - Equipment	Transfer to different cost centre	Transfer From - expenditure (negative amount)	(51,028)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Depreciation Expense - Bldgs	To 4115	Transfer From - expenditure (negative amount)	(15,539)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Depreciation Expense - Infrastructure	To 4115	Transfer From - expenditure (negative amount)	(8,624)
Barossa Bushgardens	Bushgardens:Nursery Expenditure	Depreciation Expense - Equipment	To 4115	Transfer From - expenditure (negative amount)	(7,676)
Barossa Bushgardens	Bushgardens: Site expenditure	Depreciation Expense - Bldgs	From 4105	Transfer To - expenditure (positive amount)	15,539
Barossa Bushgardens	Bushgardens: Site expenditure	Depreciation Expense - Infrastructure	From 4105	Transfer To - expenditure (positive amount)	8,624
Barossa Bushgardens	Bushgardens: Site expenditure	Depreciation Expense - Equipment	From 4105	Transfer To - expenditure (positive amount)	7,676
Depreciation, Amortisation and Impairment				***Note 10***	***0***
Finance Services	Financial Services	Cash Advance Interest - LGFA	Current updated estimated interest based on cash flow performance for year to date.	Reduction to expenditure (negative amount)	(141,749)
Finance Costs				***Note 11***	***(141,749)***
NET TOTAL - Operating Adjustments					***(172,093)***

Department	Asset	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2024/25 Adjustment Quarter 1
Capital Expenditure on Renewal and Replacement of existing assets						
Offices and Community Facilities	CATERING SHED, TALUNGA REC PARK MELROSE STREET, MOUNT PLEA	Capital Exp - Offices	Capital Exp Structures - Contractors	As approved by Council transfer funds to support Mt Pleasant Talunga Park kitchen project	Transfer To - expenditure (positive amount)	102,400
Offices and Community Facilities	Council Principal Office / Library	Capital Exp-Misc properties	Capital Exp Structures - Contractors	Bring forward funds to complete next major phase of office refurbishment - to allow better use of space, additional workspaces, and efficient purchase and delivery of program than continuing to stretch out rollout year by year - likely to be one more phase - works area and library in 25-26 or 26-27	Transfer To - expenditure (positive amount)	99,882
Works Capital	ROAD SEAL,BUNA TCE,NURIOOTPA	Capital Exp - Road resealing	Capital Exp Structures - Contractors	Approved work for Nuriopta Bowling Club development	Addition to expenditure (positive amount)	60,000
Works Capital	Neldner Road Upgrade	Capital Exp-Roads	Capital Exp Structures - Contractors	Seal Neldner road as approved by Council	Addition to expenditure (positive amount)	350,000
Works Administration	ISUZU FXZ 1500 Tandem Truck	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	C/Fwd from 24/25 FY	Carried forward expenditure (negative amount)	250,000
Offices and Community Facilities	Executive Services Office Furniture Fitout	Capital Exp-Misc properties	Capital Exp Structures - Contractors	As approved by Council transfer funds to increase budget for Mt Pleasant Talunga Park Kitchen Project	Transfer From - expenditure (negative amount)	(102,400)
Library Services	Library Books - Local Purchase	Capital Exp-Libraries	Capital Exp Equip - Materials	Re-establish additional council contrubtion for 24-25 - further analysis required for 25-26 budget	Addition to expenditure (positive amount)	14,700
Works Administration	Project Officer Capital Delivery	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	23/24 C/fwd Amount - Per Council Report 21 May 2024	Carried forward expenditure (negative amount)	38,000
Works Administration	Office Vehicle - Chief Executive Officer	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	73,243
Works Administration	Mitsubishi - Triton MR GLX+ - General Inspector - S483CJV	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Transfer to various vehicle	Transfer From - expenditure (negative amount)	(444,751)
Works Administration	Director Development & Community Services	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	50,000
Works Administration	Manager Corporate Services	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	35,000 C/Fwd - Per Council report 21 May 2024	Carried forward expenditure (negative amount)	35,000
Works Administration	Manager Health Services and Community Safety	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	C/fwd 23/24 FY - Per council report 21 May 2024	Carried forward expenditure (negative amount)	35,000
Community Services - Community Transport	Community Transport 2	Capital Exp-Community Transport Scheme	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	33,900
Community Services - Community Transport	Community Transport 7	Capital Exp-Community Transport Scheme	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	33,900
Works Administration	Manager Engineering Services	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	36,500
Works Administration	Director Infrastructure and Environment	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	55,000
Works Administration	Community Services Officer	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	42,000
Works Administration	Deputy CEO & Director Corporate Services, Strategy & Innovat	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Tranafer from 601618	Transfer To - expenditure (positive amount)	56,270
Works Administration	Office Vehicle - Contingency 2425MVContingency	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	27,438
Works Administration	Nissan - Qashqai - Manager Development Services - S579CMY	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	Transfer from 601618	Transfer To - expenditure (positive amount)	36,500
Works Administration	Subaru - Forester MY22 2.5i Premium - Manager Organisation Culture and People - L Marshall - S164CML	Capital Exp-Admin Vehicles	Capital Exp Equip - Materials	C/Fwd from 23/24 per Council report 21 May 2024	Carried forward expenditure (negative amount)	35,000
Works Capital	Road Drain - Elizabeth Street	Capital Exp-S/W Drainage	Capital Exp Structures - Contractors	Road Drain - Elizabeth Street Tanunda	Carried forward expenditure	30,391
Works Capital	Road Resheeting Budget	Capital Exp-Roads	Capital Exp Structures - Contractors	Road Resheeting Budget	Carried forward expenditure	(169,748)
Works Capital	Footpath Renewal Budget	Capital Exp-Footpaths	Capital Exp Structures - Contractors	Footpath Renewal Budget	Carried forward expenditure	(32,466)
CWMS	CWMS Operation Capital renew	Capital Exp-CWMS	Capital Exp Structures - Contractors	CWMS Operation Capital renew	Carried forward expenditure	(10,654)
Offices and Community Facilities	Executive Services Office Furniture	Capital Exp-Misc properties	Capital Exp Structures - Contractors	Executive Services Office Furniture Fitout	Carried forward expenditure	(35,599)
Works Capital	Melrose Street, Mt Pleasant	Capital Exp-Roads	Capital Exp Structures - Contractors	Melrose Street, Mt Pleasant	Carried forward expenditure	190,343
Capital Expenditure on Renewal and Replacement of Existing Assets					***Note 12***	**889,849**

Department	Asset	Description	Income/Expenditure Account	Reason for Budget Adjustment	Type of Adjustment	2024/25 Adjustment Quarter 1
Capital Expenditure on New and Upgraded assets						
Works Ovals and Open Space	Solar at Tanunda Recreation Park	Capital Exp-Tanunda Rec Park	Capital Exp Bldgs - Contractors	As per Council Resolution 2022-26/521, and offset with $20,000 income from Tanunda Cricket Club Grant Funding - income in Cost Centre 4345	Addition to expenditure (positive amount)	36,296
Works Capital	Barossa Rugby Park - The Big Project	Capital Exp - Road resealing	Capital Exp Structures - Contractors	Transfer from 24/25 Reseal Program	Transfer To - expenditure (positive amount)	40,000
Gallery	Creative Industries Centre - The Big Project	Capital Exp-Barossa Regional Gallery	Capital Exp Structures - Contractors	Reduced BCIC cash spend 24-25 due to timing of project start and delays to funding agreement.	Reduction to expenditure (negative amount)	(3,000,000)
Gallery	Creative Industries Centre - The Big Project	Capital Exp-Barossa Regional Gallery	Capital Exp Structures - Other	Initial increase in BCIC to facilitate initial work and relocation costs. Approved by Council at July meeting.	Addition to expenditure (positive amount)	100,000
Enterprise Technology and Innovation	ICT Software / Hardware	Capital Exp-Computer Equipment	Capital Exp Structures - Contractors	Transfer funds to support implementation of next phase of cyber safety works.	Transfer From - expenditure (negative amount)	(26,808)
Works Ovals and Open Space	Lyndoch Recreation Park Redevelopment	Capital Exp-Lyndoch Rec Park	Capital Exp Structures - Contractors	Increased net budget for Barossa Park - Lyndoch approved in August and October Council meetings	Addition to expenditure (positive amount)	1,683,831
Works Capital	ROAD DRAIN, BAIRD STREET, NURIOOTPA	Capital Exp-S/W Drainage	Capital Exp Structures - Contractors	ROAD DRAIN, BAIRD STREET, NURIOOTPA	Carried forward expenditure (negative amount)	65,000
Works Capital	Moss Smith Road Bridge	Capital Exp-S/W Drainage	Capital Exp Structures - Contractors	Moss Smith Road Bridge	Carried forward expenditure (negative amount)	(15,388)
Enterprise Technology and Innovation	Finance One Software	Capital Exp-Computer Equipment	Capital Exp Structures - Contractors	Finance One Software	Carried forward expenditure (negative amount)	16,680
Enterprise Technology and Innovation	Cisco Switches - 4	Capital Exp-Computer Equipment	Capital Exp Equip - Materials	Cisco Switches - 4	Carried forward expenditure (negative amount)	(58,000)
Enterprise Technology and Innovation	ICT Software / Hardware	Capital Exp-Computer Equipment	Capital Exp Structures - Contractors	ICT Software / Hardware	Carried forward expenditure (negative amount)	(5,180)
Works Capital	Barossa Rugby Park - The Big Project	Capital Exp-Park/Gardens	Capital Exp Structures - Contractors	Barossa Rugby Park - The Big Project	Carried forward expenditure (negative amount)	50,000
Gallery	Creative Industries Centre - The Big Project	Capital Exp-Barossa Regional Gallery	Capital Exp Structures - Contractors	Creative Industries Centre - The Big Project	Carried forward expenditure (negative amount)	18,825
Enterprise Technology and Innovation	Software - Conquest 4 Cloud Platform	Capital Exp-Computer Equipment	Capital Exp Structures - Contractors	Software - Conquest 4 Cloud Platform	Carried forward expenditure (negative amount)	16,139
Works Ovals and Open Space	Nuriootpa Soccer Clubrooms	Capital Exp-Nuriootpa Recreation Park	Capital Exp Structures - Contractors	Nuriootpa Soccer Clubrooms	Carried forward expenditure (negative amount)	200,000
Works Ovals and Open Space	Nuriootpa Soccer Clubrooms	Capital Exp-Nuriootpa Recreation Park	Capital Exp Structures - Contractors	Nuriootpa Soccer Clubrooms	Carried forward expenditure (negative amount)	292,147
Works Ovals and Open Space	Nuriootpa Soccer Clubrooms	Capital Exp-Nuriootpa Recreation Park	Capital Exp Structures - Contractors	Nuriootpa Soccer Clubrooms	Carried forward expenditure (negative amount)	141,093
Enterprise Technology and Innovation	ICT Software / Hardware	Capital Exp-Computer Equipment	Capital Exp Structures - Contractors	ICT Software / Hardware	Carried forward expenditure (negative amount)	(25,565)
Enterprise Technology and Innovation	Intranet	Capital Exp-Computer Equipment	Capital Exp Equip - Materials	Intranet	Carried forward expenditure (negative amount)	2,764
Capital Expenditure on New and Upgraded Assets					***Note 14***	**(468,167)**
Amounts received specifically for New and Upgraded Assets/Profit and loss for asset disposal						
Works Ovals and Open Space	Rec Park - Tanunda	Rec Park - Tanunda	Capital Grant - Other	Successful award grant for Tanunda solar	Addition to income (negative amount)	(20,000)
Community Services	Creative Industries	Creative Industries	Capital Grant - Other	Reduction to revenue	Reduction to income (positive amount)	1,000,000
Works Ovals and Open Space	Lyndoch Recreation Park Redevelopment	Capital Exp-Lyndoch Rec Park	Capital Contributions - Other	Anticipated increase in grants for Barosa Park - Lyndoch	Addition to income (negative amount)	(1,604,000)
Amounts Received Specifically for New and Upgraded Assets					***Note 15***	**(624,000)**
Asset Sales adjustments						
Asset Disposal and Fair Value Adjustments					***Note 16***	**0**
NET TOTAL - Asset New/Upgrade Adjustments						**(1,092,167)**
NET TOTAL - Capital Adjustments			***Note: for reconciliation purposes the report includes Approved Carried Forwards***			**(202,318)**

Statement of Comprehensive Income

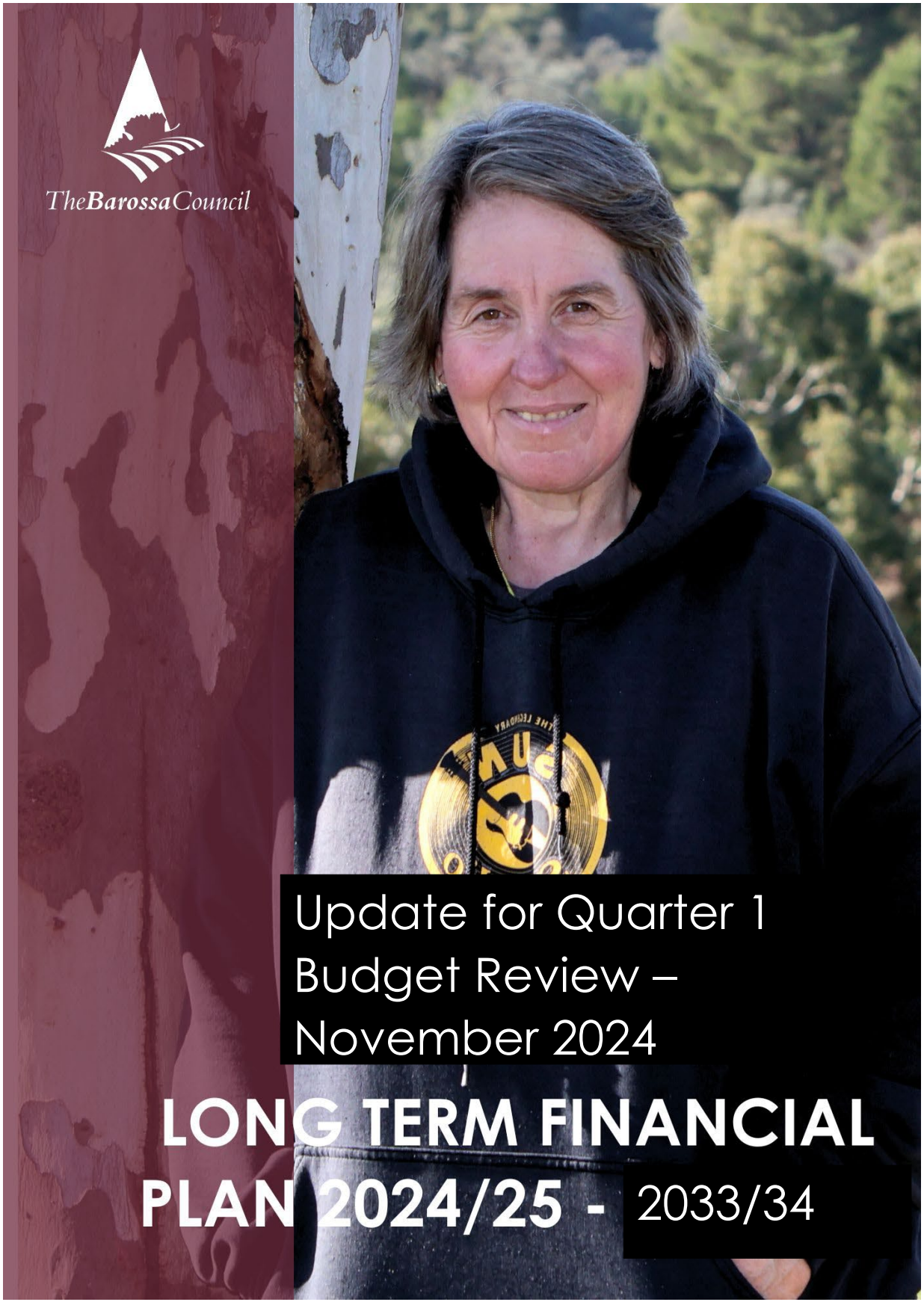
for the year ending 30 June 2025

	Budget Adjustment Notes	Original Full Year Budget ($'000)	Actuals as at 30 Sep ($'000)	Carried Forward ($'000)	Budget Adjustments Quarter 1 ($'000)	Proposed Full Year Revised Budget ($'000)
Income						
Rates	1	39,840	39,748		73	39,913
Statutory Charges	2	825	0			825
User Charges	3	3,991	379			3,991
Grants, Subsidies and Contributions	4	4,055	2,368		644	4,699
Investment Income	5	150	32			150
Reimbursements	6	74				74
Other Income	7	582	220		82	664
Net Gain – Joint Ventures and Associations						0
Total Revenues		49,517	42,747	0	799	50,316
Expenses						
Employee Costs	8	18,382	3,932		439	18,821
Materials, Contracts and Other Expenses	9	18,869	5,057		329	19,198
Depreciation, Amortisation and Impairment	10	10,816	2,704			10,816
Finance Costs	11	1,887	192		(142)	1,745
Net Loss – Joint Ventures and Associations		0				0
Total Expenses		49,954	11,885	0	626	50,580
Operating Surplus / (Deficit)		(437)	30,862	0	173	(264)
Physical Resources Received Free of Charge		2,211				2,211
Asset Disposal and Fair Value Adjustments	16	(878)				(878)
Amounts Received Specifically for New or Upgraded Assets	15	6,725			624	7,349
Net Surplus / (Deficit)		7,621	30,862	0	797	8,418
Changes in revaluation surplus - infrastructure, property, plant and equipment		0	0	0	0	0
Infrastructure, property, plant and equipment Impairment (Expense)/Recoupments offset to Asset Revaluation Reserve		0	0	0	0	0
Total Other Comprehensive Income		0	0	0	0	0
Total Comprehensive Income		7,621	30,862	0	797	8,418

Capital Program 2024/25					
Description	2024/25 Budget	Actuals as at 31 September	Carry forwards	Budget Adjustments Quarter 1	Proposed Full Year Revised Budget
CORPORATE AND COMMUNITY SERVICES	**31,213,212**	**7,341,155**	**632,762**	**(2,653,581)**	**29,192,393**
Community Services - Community Transport	**0**	**0**		**0**	**0**
Library Services	**80,919**	**2,088**	**0**	**14,700**	**95,619**
Library Books	80,919	2,088		14,700	95,619
Barossa Regional Gallery	**0**	**0**		**0**	**0**
Corporate Services and Business Innovation	**1,017,458**	**58,793**	**(69,302)**	**(26,808)**	**921,348**
Intranet	87,660	17,595	2,764	0	90,424
Mobile Phone Fleet	25,621	0		0	25,621
Pathway System	252,181	0		0	252,181
IT System Infrastructure Hardware	60,000	0	(58,000)	0	2,000
TechOne System	0	38,998	16,680	0	16,680
ICT Software/Hardware	591,996	2,200	(30,745)	(26,808)	534,443
Offices and Community Facilities	**30,114,835**	**7,280,274**	**702,064**	**(2,641,473)**	**28,175,426**
The Big Project - Salary, design and preparation	—	101,101		0	0
Talunga Pak Light Replacement	57,287	4,000		0	57,287
Barossa Culture Hub - The Big Project	7,832,100	29,973	18,825	(2,900,000)	4,950,925
Barossa Rugby Park - The Big Project (Infrastructure Projects Grant Programs) (part carried forward)	—	65,443	50,000	40,000	90,000
Lyndoch WWTP - Building	66,400	0		0	66,400
Lyndoch Rec Park Redevelopment	39,035,000	12,912,381		1,683,831	40,718,831
Lyndoch Rec Park Redevelopment - Capital Recoveries	(18,383,080)	(6,537,619)		(1,604,000)	(19,987,080)
Nuriootpa Soccer Clubrooms (carried forward)	859,411	691,957	633,239	0	1,492,650
Nuriootpa Soccer Civil Infrastructure	—	494		0	0
Rex Water Heaters	316,375	0		0	316,375
Rex - Gym Equipment	—	12,545		0	0
Tanunda Recreation Park Playground (Open Space and Places for People Grant Funding)	15,000	0		0	15,000
New Public Toilet - Tanunda Recreational Park	63,000	0		0	63,000
Volunteer Centre - Barossa Bushgardens Office	13,442	0		0	13,442
Catering Shed, Talunga Rec Park (Mt Pleasant Farmers Market Kitchen)	172,600	0		102,400	275,000
Security System	25,000	0		0	25,000
Solar at Tanunda	0	0		36,296	36,296
Water reuse Infrastructure	42,300	0		0	42,300
DEVELOPMENT AND ENVIRONMENTAL SERVICES	**0**	**0**	**0**	**0**	**0**
Barossa Bushgardens	**0**	**0**		**0**	**0**
EXECUTIVE SERVICES	**0**	**0**	**16,139**	**0**	**16,139**
Office and Community Facilities	**0**	**0**		**0**	**16,139**
Asset Management System	0	0	16,139	0	16,139

Capital Program 2024/25 (Continued)					
Description	**2024/25 Budget**	**Actuals as at 31 September**	**Carry forwards**	**Budget Adjustments Quarter 1**	**Proposed Full Year Revised Budget**
NURIOOTPA CENTENNIAL PARK AUTHORITY	**521,907**	**0**	**0**	**0**	**521,907**
NCPA 2425 Capital	200,733	0		0	200,733
NCPA Airconditioning Replacement for Sports Centre	50,000	0		0	50,000
NCPA Amenities and Camp Kitchen Refurbishment	120,000	0		0	120,000
NCPA Fencing Recreation Park	25,000	0		0	25,000
Project Management Costs	126,174	0		0	126,174
WORKS AND ENGINEERING	**12,778,386**	**1,305,788**	**414,878**	**407,482**	**13,600,746**
Bridges	**103,500**	**306**	**(15,388)**	**0**	**88,112**
Moss Smith Brodge - Design Only	103,500	306	(15,388)	0	88,112
Buildings	**686,315**	**18,672**	**(35,599)**	**(2,518)**	**648,198**
Community Buildings and Office/ Depot Works	686,315	17,077	(35,599)	(2,518)	648,198
Flood Wall	0	1,595		0	0
Cemeteries	**0**	**0**	**0**	**0**	**0**
	0				
Footpaths/Kerbs	**712,090**	**163,325**	**(32,466)**	**0**	**679,624**
Footpath Renewal Budget - Salaries	589,590	163,325	(32,466)	0	557,124
KERB, ELIZABETH STREET, TANUNDA	15,000	0		0	15,000
KERB, MAGNOLIA STREET, TANUNDA	12,500	0		0	12,500
KERB, MURRAY STREET, TANUNDA	25,500	0		0	25,500
KERB,GRAMP AVE,ANGASTON	10,500	0		0	10,500
KERB,MURRAY ST, ANGASTON	9,000	0		0	9,000
KERB,GILBERT ST,LYNDOCH	22,500	0		0	22,500
KERB,KLEINIG ST,LYNDOCH	6,000	0		0	6,000
KERB,MELROSE ST,MT PLEASANT	21,500	0		0	21,500
Motor Vehicles, Plant and Equipment	**1,572,751**	**222,069**	**393,000**	**0**	**1,965,751**
General Inspector, Office and Other Vehicles (part carried forward)	444,751	49,852	105,000	(330,813)	218,938
Motor Vehicles Renewal - including Depot Utes	30,000	46,351	250,000	0	280,000
Backhoe	0	(826)		0	0
Depot 8x5 Tip Trailer 1	0	198		0	0
Depot 8x5 Tip Trailer 3	0	153		0	0
Excavator - Tractor - Volvo - Loader - VFL154	0	(1,555)		0	0
Loader Volvo - Tractor - VFL154	0	571		0	0
Minor Plant Renewal	50,000	0		0	50,000
Motor Vehicles Renewal	0	1,491	38,000	133,500	171,500
Mower 1 – Oval Reel Mower	0	743		0	0
Mower 2 – Front deck open space mower	0	6,129		0	0
Mower 3 – Front deck open space mower	0	5,793		0	0
Mower 4 – Small zero turn mower	0	720		0	0
Mower Trailer 1	0	620		0	0
Mower Trailer 2	0	318		0	0
Mower Trailer 3	0	364		0	0
Plant and Equipment	0	7,236		0	0
Motor Vehicle, Plant & Equipment	0	83,438		0	0
Turf Ute 1	0	609		0	0
Turf Ute 2	0	1,292		0	0
Works Tractor	0	891		0	0
Works Ute 3	0	196		0	0
Works Gardener 4.5T Truck	0	728		0	0
TRAFFIC LIGHTS, SOLAR POWERED	0	128		0	0
4.5 Tonne Truck	0	274		0	0
Office Vehicle - Chief Executive Officer	0	0		73,243	73,243
Gooden Drive - Pumps Stn	320,000	7,357		0	320,000
GOODEN DRIVE RISING MAIN EXTENSION	320,000	0		0	320,000
Jeep - Cheroke	0	0		56,270	56,270
Kegel Club Skittle Alley	0	9,000		0	0
Loader Replace	408,000	0		0	408,000
Office Vehicle - Community Transport Vehicle 2	0	0		33,900	33,900
Office Vehicle - Community Transport Vehicle 7	0	0		33,900	33,900
Parks and Gardens	**201,015**	**0**		**0**	**201,015**
Playground Equipment Renewal	60,000	0		0	60,000
Playground Equipment	141,015	0		0	141,015
Road Resheeting	**1,854,991**	**13,144**	**(169,748)**	**0**	**1,685,243**
Resheeting Budget Contingency	1,600,776	(495)	(169,748)	0	1,431,027
E Lorkes Road Springton	—	225		0	0
Resheet Program	0	7,644		0	0
Acacia Street Tanunda	61,060	0		0	61,060
Road Reseal Program Budget (Spray and Asphalt)	193,155	5,101		0	193,155
Barossa Bushgardens - Carpark - Research Road	0	670		0	0

Capital Program 2024/25 (Continued)					
Description	2024/25 Budget			Budget Adjustments Quarter 1	Proposed Full Year Revised Budget
Road Sealing	**2,471,172**	**97,451**	**0**	**410,000**	**2,881,172**
Fife Street sealing- design	398,500	8,413		0	398,500
Road Seal - Basedow Road Tanunda	110,855	0		0	110,855
Signage track system in townships	104,037	1,230		0	104,037
Neldner Road Up	0	0		350,000	350,000
ROAD SEAL,BAIRD ST,NURIOOTPA	125,877	0		0	125,877
ROAD SEAL,LANGE ST,NURIOOTPA	48,979	0		0	48,979
ROAD SEAL, COCKATOO LANE	0	299		0	0
ROAD SEAL, FALKENBERG STREET, TANUNDA	16,160	0		0	16,160
ROAD SEAL, KEYNETON ROAD, EDEN VALLEY	750,000	4,447		0	750,000
ROAD SEAL,ASH ST,TANUNDA	67,299	0		0	67,299
ROAD SEAL,BETHANY RD,TANUNDA	700,000	9,857		0	700,000
ROAD SEAL,BUNA TCE,NURIOOTPA	0	73,205		60,000	60,000
ROAD SEAL,CAROB CT,TANUNDA	29,186	0		0	29,186
ROAD SEAL,PIONEER AVE,TANUNDA	64,734	0		0	64,734
ROAD SEAL,SIEGERSDORF RD,TANUNDA	55,545	0		0	55,545
Road Construction, Resealing	**472,178**	**681,537**	**190,343**	**–**	**662,521**
Road Pavements (formed)	0	40,393		0	0
Road Reseal Program Budget (Spray and Asphalt)	112,178	50,054		0	112,178
Melrose Street Mt Pleasant	360,000	516,498	190,343	0	550,343
ROAD,BEECH ST,TANUNDA	0	21,670		0	0
ROAD,OAK ST,TANUNDA	0	52,923		0	0
Road Shoulders	**0**	**0**	**0**	**0**	**0**
Road Shoulders Program	0	0		0	0
Stormwater	**1,405,891**	**57,579**	**95,391**	**0**	**1,501,282**
Baird Street, drainage upgrade	900,000	3,833	65,000	0	965,000
Calton Road to Hameister Court Drainage, Kalbeeba	367,901	0		0	367,901
Project Management Salaries	116,924	36,065		0	116,924
Elizabeth Street Tanunda - Road Drain	0	17,682	30,391	0	30,391
Maria Street Tanunda Drainage Swale	21,066	0		0	21,066
Community Wastewater Management System (CWMS)	**3,209,983**	**51,704**	**(10,654)**	**0**	**3,199,329**
Gravity Mains Operation Emergency IP and Manhole Repairs/Replacement	60,000	0		0	60,000
Nuriootpa Waste Water Treatment Plant - upgrades/improvements	2,555,404	0		0	2,555,404
Nuriootpa Waste Water Treatment Plant - upgrades/improvements	0	26,091		0	0
Springton WWTP upgrade and renewal	240,000	0		0	240,000
Williamstown Lagoon and Infrastructure	100,000	19,269		0	100,000
Nuriootpa Site 2 - Reuse - Pump Stn	83,480	0		0	83,480
CWMS Lagoon & Infrastructure Aerator Reconditioning	65,840	0		0	65,840
CWMS Operation Capital renew	31,000	0	(10,654)	0	20,346
CWMS Operation Capital new	31,000	0		0	31,000
CWMS Salaries	43,259	6,344		0	43,259
Streetscaping	**88,500**	**0**		**0**	**88,500**
Streetscaping - townships- unallocated	88,500	0		0	88,500
Grand Total (Notes 12 and 14)	**44,513,505**	**8,646,942**	**1,063,779**	**(2,246,099)**	**43,331,185**


TheBarossaCouncil
Update for Quarter 1 Budget Review – November 2024
LONG TERM FINANCIAL PLAN 2024/25 - 2033/34

ASSUMPTIONS AND FINANCIAL INDICATORS

Under the *Local Government Act 1999*, Councils are required to have a **Long Term Financial Plan (LTFP)** (for a minimum period of 10 years). This Long Term Financial Plan (LTFP) has been declared by The Barossa Council as a Strategic Management Plan pursuant to Section 122(8) of the *Local Government Act 1999*. This document subsequently reflects an annual review of Council's Long Term Financial Plan and acts as a starting reference point in the formulation of Council's Annual Business Plan and Budget 2024/25.

The Long Term Financial Plan is designed as a 'high-level' document that summarises the future planning of Council's financial operations – particularly in relation to key components such as rate movements, service levels to our community, major infrastructure asset replacement/renewal, loan indebtedness and internal cash reserves.

On this basis and given the 'high-level' nature of the document, the Plan has been developed based on a number of key assumptions previously discussed and endorsed by Council. Further, Council has also previously endorsed a number of strategic financial policies which have also driven the formulation of the Plan.

Section 122 of the *Local Government Act 1999* also prescribes that Councils must have a Long Term Infrastructure and Asset Management Plan to guide the future replacement, renewal and maintenance of our significant fixed asset base. Council's Infrastructure and Asset Management Plan (IAMP) was adopted by Council in February 2023, with an ongoing review process to provide improved asset data and information.

Consequently, in recognition of this, it is appropriate that a cautious and conservative approach be undertaken with financial modelling as part of the update to the Long Term Financial Plan.

With a significant fixed asset base being predominantly comprised of major community infrastructure such as roads, footpaths, stormwater drainage and community wastewater management systems, it is imperative that there is an appropriate link and consistency between the Infrastructure and Asset Management Plan and the Long Term Financial Plan, towards ensuring that the Long Term Financial Plan provides for the necessary capital outlays (as identified in the Infrastructure and Asset Management Plan) for the renewal and replacement of existing community assets – herein referred to as 'non-discretionary' capital expenditure.

This LTFP has been updated to align to the current budget forecast as outlined in the Quarter 1 Budget review and for the forward estimates based on known factors and future provisions.

GENERAL ASSUMPTIONS

- Long term financial plans (LTFP) have been prepared to measure and check financial sustainability for Council and its component operations.
- The LTFP reflects existing recurrent service levels to our community being maintained. Council's budget process considers on-going service delivery and commitments and new expenditure items or initiatives.
- The LTFP does not include the long term operating and capital outcomes of the Concordia development other than current planning and operating costs for the development, this is currently being modelled and is estimated to be available when adopting of the 2024/25 financial year budget and associated LTFP update.
- 92% of the capital program is achieved (excluding Barossa Park Lyndoch is 100% achieved) and the remainder of 8% is carried forward as works in progress or not commenced, the cash flow estimates align to the 92% capital program spend, historically this is the upper performance outcome.

KEY AMENDMENTS SINCE ADOPTION JUNE 2024

- The revised long term financial plan has included:
    - Updates as presented in the Quarter 1 budget review for the 2024-25 financial year including final adjustments to carry over works from the 2023-24 financial year.
    - Amendments approved by Council since the budget, business plan and long-term financial plan was adopted.

- Anticipation of amendments related to sealing of Neldner Road, 10% budget increase and timing of expenditure for the Creative Industries Centre and the current upper limit cost estimate for Barossa Park – Lyndoch Recreation Park.
- Anticipated costs for Concordia development in the future years to assist development and resource early stages of development, this is not inclusive of a full financial model for Concordia.
- Anticipated costs for the establishment of a Deputy CEO combined Director position, and foreshadowed future commitments for reforms of our economic development, event, strategy and planning future direction.
- General and material changes arising from anticipated structural changes due to organisational vacancies and revision of roles and recently advised Financial Assistance Grants and Roads to Recovery Grants.
- Update various assumptions given recent inflation expectations and forecast for the future predict lingering inflationary pressures of most note this reflected in salary and wage increases which were predicted to return to the mid level of 2.5% but have been increased to 3.5% for the next three years subject to negotiation.
- Provisions to support Concordia development initial costs totalling a further $1.468M, noting revenue streams should commence in 2028-2029 but have not been factored into the plan at this time until greater certainty is realised.
- Final grant allocations that have been notified as at the end of September 2024.

- Actual cash and borrowings position as at 30 September 2024.

KEY FINANCIAL RESULTS CHANGES

Estimated and Actual Outcomes for 2023-24, 2024-25 and the full long term financial plan – the following table provides key changes to the financial statements and financial indicators between the adopted long term financial plan and this revision. The 2023-24 forecast is significantly influenced by depreciation meeting budget, however the borrowings and cash position are actual results.

Indicators

Result meets or exceed positively the key performance indicator.	
Result is marginally at or below the performance indicator and is at risk of not being achieved.	
Result does not meet the key performance indicator.	

2023-24 Original Budget	**Original Budget $'000**	**Actual $'000**	**Change – Positive / (Negative) $'000**	**Indicator**
Operating Surplus / (Deficit)	(2,345)	1,163	3,508	
Operating Surplus / (Deficit) Adjusted	(261)	992*	1,253	
Borrowings at 30 June 2024	24,057	15,429	8,628	
Net Cash at 30 June 2024	88	3,153	3,065	
Operating Surplus Ratio 3 Year rolling	1.0%	3.6%	2.6%	
Net Financial Liabilities	66.1%	35.5%	30.6%	

2023-24 Original Budget	Original Budget $'000	Actual $'000	Change – Positive / (Negative) $'000	Indicator
Asset Renewal Funding Ratio	116.8%	109.0%	(7.8%)	

2024-25 Original Budget	Approved LTFP and Original Budget $'000	Revised LTFP $'000	Change – Positive / (Negative) $'000	Indicator
Operating Surplus / (Deficit)	(437)	(264)	173	
Borrowings at 30 June 2025	40,605	39,949	656	
Net Cash at 30 June 2025	39	44	5	
Operating Surplus Ratio 3 Year rolling	0.0%	0.1%	0.1%	
Net Financial Liabilities	93.6%	91.1%	2.5%	
Asset Renewal Funding Ratio	129.4%	125.5%	(3.9%)	

* Adjusted operating surplus represents the true underlying operating result for council when removing once of adjustments for advanced payment of Financial Assistance Grants for the 2023-24 year paid in the 2022-23 financial year and the impact of revaluation of asset impacts to the operating result from Council subsidiaries. This is calculated as follows:

	$'000
Operating Surplus / (Deficit)	$1,163
Add Revenue (from Financial Assistance Grants) received and accounted for in the 2022-23 accounts that would normally be in 2023-24 accounts	$2,084
Less asset revaluation impacts on operating surplus from Council subsidiaries for the 2023-24 accounts	($2,255)
Adjusted Operating Surplus / (Deficit)	**$992**

10 Year Long Term Financial Plan	Approved LTFP $'000	Revised LTFP $'000	Change – Positive / (Negative) $'000	Indicator
Operating Surplus / (Deficit) - Cumulative Result at 30 June 2034	11,188	9,393	(1,795)	
Borrowings at 30 June 2034	2,144	6,808	(4,664)	
Net Cash at 30 June 2034	29	17	(12)	
Operating Surplus Ratio 3 Year rolling at 30 June 2034	3.5%	3.1%	(0.4%)	
Net Financial Liabilities at 30 June 2034	11.8%	18.8%	(7.0%)	
Asset Renewal Funding Ratio – Ave	105.6%	108.4%	2.8%	

The revised long term financial plan shows either improvement in all critical areas and all key performance indicators continue to be achieved.

OPERATIONS

- General Rate Revenue and Service Charges increments have been reviewed to ensure funding and service level provision is maintained in line with sustainability requirements.
- Operating Costs for Employee, Contractors and Materials have been based on a recalculation of budgets based on current expenditure trends, contractual arrangements and estimates for inflation and other cost growth.
- Depreciation has been calculated on existing asset classes, structures, valuation, and condition rating; asset componentisation has been included as appropriate to selected asset types. A review of useful lives, asset condition and replacement cost of all assets and components is an ongoing task refining the data.
- The LTFP assumes that the Federal Government budget will continue to supplement South Australia road funding application through Supplementary Road Funding and reflect revenue of $239K in the year 2024/25 and indexed into future years.
- The Roads to Recovery (RTR) grant funded program will continue in 2024/25, the Federal Government budget has announced an increase in the roads to recover payment additional funding is being used to increase footpath replacement over the long term financial plan.
- Full Cost Attribution - an allocation of internal services to relevant charge areas has been allocated in the LTFP. This allocation from internal to external service areas does not affect the overall net result.
- Provisions have been estimated for the forward years of salary growth due to increased population and support costs for growth infrastructure that is being built.

CAPITAL

- Asset Renewal and/or Replacement expenditure is provided for on various buildings, recreation, transport, stormwater, bridge, CWMS and plant & equipment assets and service level changes at $104.375m providing for future needs and aligned to the Infrastructure and Asset Management Plans.

- The current Infrastructure and Asset Management Plans are currently on consultation and the above estimates meet the current required renewal and replacement program from the asset models.
- Infrastructure programs for new and upgraded roads, recreation and open space, bike path, bridges, carparks, footpath program, stormwater and the continuous improvement program $53.291m.

LOAN PRINCIPAL AND INTEREST REPAYMENTS

- Council's loan debt is predicted to peak at $43.12m in 2025/26. The net loan balance outstanding as at 30 June 2025 will be $40.849m and a projected balance of $5.773m by 30 June 2034.
- Financing cost will increase over the 2024/25 and 2025/26 years from the current interest rate percentage of 1.60% to 4.24% of operating revenue in support of growth infrastructure development and return to 0.40% by 30 June 2034.

FINANCIAL SUSTAINABILITY PERFORMANCE - CHIEF EXECUTIVE OFFICER REPORT

- KPI 1: Operating Surplus. A deficit for three years being 2024/25 to 2026/27; accumulative surplus by year 2033/34 of $9.393m. The general rate increases for years for 2024/25 to 2026/27 at 4.3%, 3.0% for 2027/28 to 2029/30, 2.75% for 2030/31to 2032/33 and 2.5% for the remaining years in the 10 year LTFP. Growth for the future is estimated at 0.86% average per annum excluding the Concordia development.
- KPI 2: Operating surplus ratios average 3 years. Council's forecast retrospective results range from (0.7%) to 3.1%; Annual ranges from (1.4%) to 3.3%.
- KPI 3: Net Financial Liabilities. The forecast is 92.9% in 2024/25 and peaks at 93.7% in 2025/26 and by year 2033/34 is projected to be at 18.8%.
- KPI 4: Asset Renewal Funding Ratio. The target is being met over the ten-year period, the average being 108.4%.Council has reviewed its financial parameters for the LTFP including the indexation used for forward projections on income and expenditure.
- In line with Council Policy a regular review of Council's treasury management is undertake to ensure a positive cash position is maintained.

FINANCIAL SUSTAINABILITY

The Barossa Council is committed to the principles of financial sustainability. The importance of this is to ensure that each generation 'pays their way', rather than any generation 'living off their assets' and leaving it to future generations to address the issue of repairing worn out infrastructure. Such issues are frequently referred to as 'intergenerational equity'.

With community infrastructure such as recreation and sporting facilities, roads, footpaths and stormwater drainage comprising a major proportion of Council's balance sheet, it is important that Council implement appropriate strategies towards the effective maintenance and renewal of such assets to ensure it is fairly and equitably funded from current ratepayers (general rate income) and future ratepayers (long term loan borrowings).

Given the importance of ensuring financial sustainability of operations in the longer term, it is a legislative requirement that Council adopt Long Term Financial Management and Infrastructure and Asset Management Plans (minimum 10 years) as part of future planning.

The Long Term Financial Plan is designed as a 'high-level' summarised document towards the future planning of Council's financial operations; particularly in relation to key components such as rate movements, service levels to our community, major infrastructure asset replacement/renewal, loan financing and internal cash reserves. Council conducts an annual review of its Long Term Financial Plan each year.

The financial sustainability of Council is measured by the surplus/deficit (before capital revenues) disclosed in the Income Statement; with a consistent breakeven or operating surplus result indicative of a Council that is financially sustainable in the long term. Other financial sustainability indicators are separately included within this report.

FUNDING PLAN

Council uses a mix of service, user and statutory charges, grants, commercial, other income and loan financing as a means of funding both operating and capital expenditure. Refer to the appendix for funding the long term indexation, financial assumptions and estimates and the review of financial indicators.

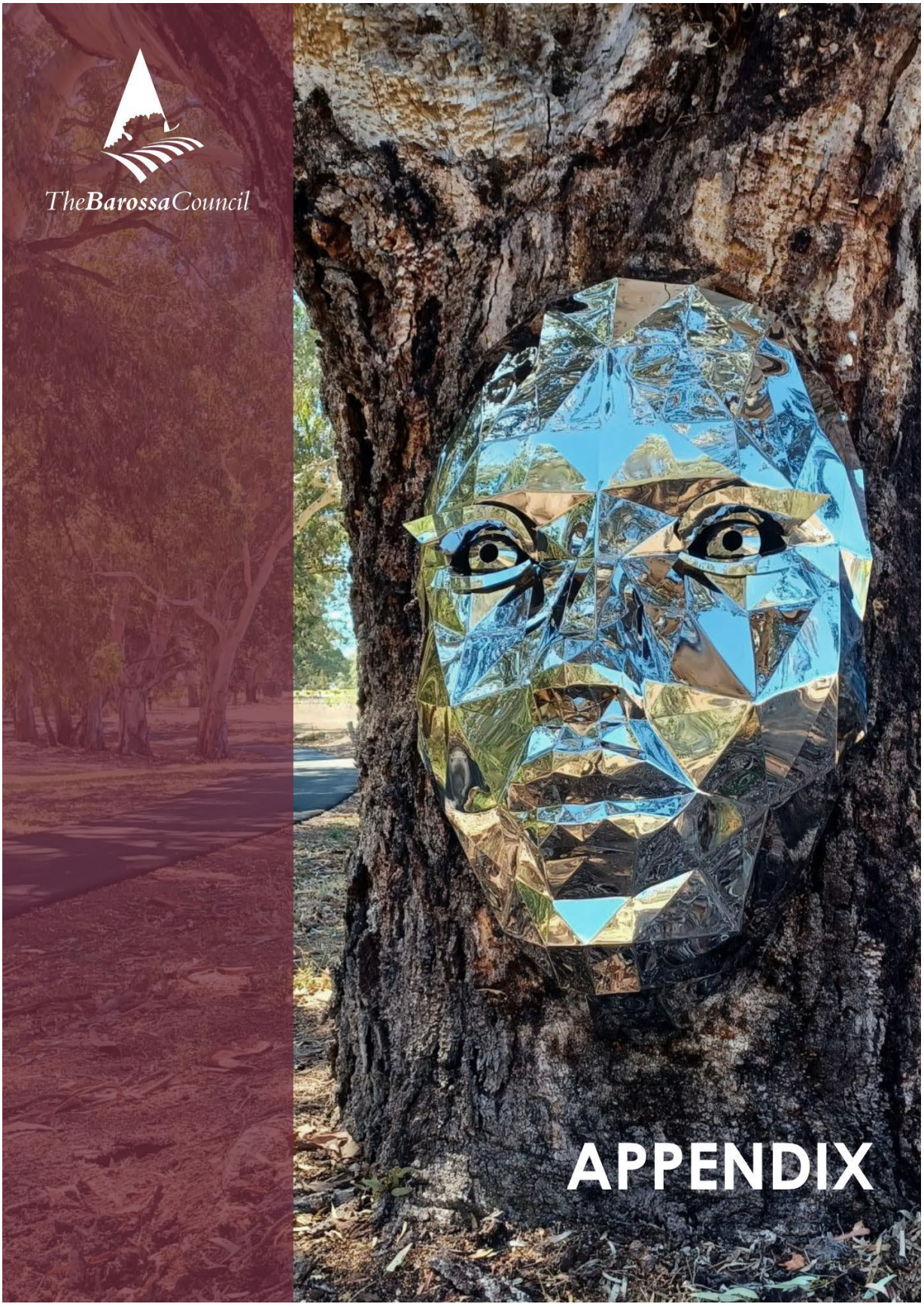
To assist in keeping rates affordable, Council is limiting general rates income to an increase per annum to provide required service levels to the community over the life of this Plan, the general rate increases for years for 2024/25 to 2027/28 is 4.3%, 2027/28 to 2029/30 is 3.0%, 2030/31 to 2032/33 is 2.75% and the remainder of the 10 year LTFP is 2.5%. Council is estimating growth will be 0.86% average per annum over the forward estimates. Selected services areas use services charges and service rates to recover the cost, including - Waste services for Refuse, Recycling and Green Organic with 2024/25 at 3.75% and future years range from 2.5% to 3.75%; and CWMS with 2024/25 and all future years at 2.5%.

Council is planning to spend an average of $15.31m per annum (including indexation and The Big Project) on capital projects and an average of $44.44m per annum on day-to-day essential services (operational expenditure, excluding interest and depreciation but including indexation) over the next 10 years.

OUR FINANCIAL PRINCIPLES

As part of its commitment to financial sustainability, Council operates under the following key financial principles in preparing the Annual Business Plan:

- Ongoing education and training such that all Council Members and Staff understand and fulfil their financial governance responsibilities
- Policies and practices that support decision making and assessment of performance
- Budget and financial information is presented at a strategic level, succinct and easy to follow
- Budget and financial information is based on the Long Term Financial Plan
- The Asset Management Plans are maintained and reflect whole of life costs
- The Rating strategy is equitable and generates sufficient revenue to meet financial needs
- Financial performance is managed using suitable financial indicators and targets
- A robust audit and internal control process is in place to ensure effective financial and governance compliance
- Information provided to the community is open, transparent and relevant.


TheBarossaCouncil
APPENDIX

APPENDIX 1: KEY PERFORMANCE INDICATORS AND FINANCIAL PARAMETERS 2024/25 TO 2033/34

Consolidated Results: Key Performance Indicators and Financial Parameters		2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Draft Bud - next years draft; LTFP = Long Term Financial Plan		**Actual**	**Budget**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**
		$'000 or %	**$'000 or %**	**$'000 or %**	**$'000 or %**	**$'000 or %**	**$'000 or %**	**$'000 or %**	**$'000 or %**	**$'000 or %**	**$'000 or %**	**$'000 or %**
Key Performance Indicators (KPI's) - Summary	Adopted target											
KPI 1 - Operating Surplus cumulative forward 10 year period	**Surplus year 10**	1,163	(264)	(1,007)	(1,112)	(822)	162	1,661	3,117	5,085	7,331	9,393
KPI 2 - Operating Surplus Ratio - Rolling 3 year - retrospective average	**(2%) to 10%**	3.6%	1.2%	0.2%	(0.7%)	(0.4%)	0.7%	1.5%	2.1%	2.6%	2.9%	3.1%
KPI 2 - Operating Surplus Ratio - Rolling 5 year - retrospective average	**(2%) to 10%**	4.1%	3.2%	1.8%	0.4%	0.2%	0.0%	0.6%	1.4%	2.0%	2.6%	2.8%
KPI 2 - Operating Surplus Ratio - Annual		2.4%	(0.5%)	(1.4%)	(0.2%)	0.5%	1.7%	2.5%	2.3%	3.0%	3.3%	3.0%
KPI 3 - Net Financial Liabilities ratio	**0-100%**	35.5%	92.9%	93.7%	84.5%	73.8%	63.5%	53.4%	43.8%	36.7%	27.7%	18.8%
KPI 4 - Asset Renewal Funding Ratio - Annual	**80% to 110%**	109.0%	127.5%	129.2%	114.9%	99.1%	94.4%	100.2%	103.8%	105.5%	105.3%	104.4%
Financial parameters - Indexation												
RATE REVENUE INCREASES												
General - Rate Revenue Net Increase (excl growth)				4.30%	4.30%	3.00%	3.00%	3.00%	2.75%	2.75%	2.75%	2.50%
Growth -Development - General rates				1.00%	1.00%	1.00%	1.00%	0.75%	0.75%	0.75%	0.75%	0.75%
CWMS - Service Charge & Rates Increase (+ growth 0.5-1.5%)				2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Refuse, Recycling and Green Organic Services Charge Net Increase (excl growth)				3.75%	3.75%	3.75%	2.75%	2.50%	2.50%	2.50%	2.50%	2.50%
OPERATING REVENUE												
Operating Grants				3.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Statutory Charges				3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
User Charges				3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Investment Income				1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%
Reimbursements				3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Other Revenue				3.0%	3.0%	3.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
OPERATING EXPENSES												
Service Cost Natural Growth				0.0%	0.0%	0.5%	0.5%	0.8%	0.8%	0.8%	0.8%	0.8%
Employee Costs				3.1%	3.0%	3.3%	3.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Contracts, Materials & Other				2.8%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Energy Costs				3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Water Costs				3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Debenture & Cash Advance Loan interest rate				5.5%	5.0%	5.0%	4.5%	4.5%	4.0%	4.0%	4.0%	4.0%
Insurance				4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
ASSET REVALUATION												
Land Assets				6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
Building Assets				0.0%	7.5%	0.0%	0.0%	7.5%	0.0%	0.0%	7.5%	0.0%
Recreation Assets				0.0%	7.5%	0.0%	0.0%	7.5%	0.0%	0.0%	7.5%	0.0%
Infrastructure Assets				0.0%	0.0%	7.5%	0.0%	0.0%	7.5%	0.0%	0.0%	7.5%
CWMS				0.0%	7.5%	0.0%	0.0%	7.5%	0.0%	0.0%	7.5%	0.0%
Stormwater Assets				7.5%	0.0%	0.0%	7.5%	0.0%	0.0%	7.5%	0.0%	0.0%
Equipment Assets				3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
ASSET RENEWAL EXPENDITURE												
Infrastructure renewal increments				3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Office fleet vehicles				3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%

Included in Budget Estimates

APPENDIX 2: LONG TERM PLAN FINANCIAL STATEMENTS 2024/25 TO 2033/34

A2-1 Consolidated Results: Budgeted Statement of Comprehensive Income	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	Actual	**Budget**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**
	$'000	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**
REVENUES											
Rates	37,957	39,913	41,931	44,051	45,816	47,615	49,378	51,106	52,895	54,746	56,551
Statutory Charges	829	825	849	874	899	917	935	954	973	993	1,013
User Charges	3,828	3,991	4,109	4,231	4,357	4,475	4,596	4,721	4,849	4,981	5,116
Grants, subsidies and contributions	1,903	4,699	4,605	4,627	4,804	4,900	4,998	5,099	5,203	5,309	5,418
Investment Income	217	150	154	158	162	166	170	174	178	183	187
Reimbursements	63	74	63	55	46	38	30	23	17	12	6
Other Income	1,241	664	683	704	725	740	754	769	785	801	817
Net Gain - Joint Venture	2,259	0	0	0	0	0	0	0	0	0	0
TOTAL INCOME	48,297	50,316	52,394	54,700	56,809	58,851	60,861	62,846	64,900	67,025	69,108
EXPENSES											
Employee Costs	17,817	18,821	19,408	20,065	20,829	21,642	22,338	23,057	23,799	24,565	25,356
Materials, Contracts & Other expenses	17,533	19,198	19,773	20,727	21,164	21,917	22,690	23,526	24,242	25,214	26,057
Depreciation, Amortisation & Impairment	11,010	10,816	11,733	12,114	12,833	12,993	13,208	13,991	14,200	14,495	15,358
Finance Costs	771	1,745	2,223	1,899	1,693	1,315	1,126	816	691	505	275
Net Gain - Joint Venture	3	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENSES	47,134	50,580	53,137	54,805	56,519	57,867	59,362	61,390	62,932	64,779	67,046
OPERATING SURPLUS / (DEFICIT)	1,163	(264)	(743)	(105)	290	984	1,499	1,456	1,968	2,246	2,062
Asset disposal & fair value adjustments	(2,250)	(835)	(627)	(736)	(925)	(1,006)	(1,055)	(1,087)	(1,147)	(1,199)	(1,252)
Amounts specifically for new or upgraded assets	2,339	5,944	4,527	70	70	70	343	711	70	70	70
Physical Resources received free of charge	2,832	2,170	2,405	2,498	2,582	2,082	2,119	2,194	2,260	2,309	2,391
Operating result from discontinued operations											
NET SURPLUS / (DEFICIT)	4,084	7,015	5,562	1,727	2,017	2,130	2,906	3,274	3,151	3,426	3,271
Transfer to Equity Statement / Adjustment	-	-	-	-	-	-	-	-	-	-	-
Other Comprehensive Income	-	-	-	-	-	-	-	-	-	-	-
Changes in revaluation surplus - infrastructure, property, plant & equipment	-	-	-	-	-	-	-	-	-	-	-
Total Other Comprehensive Income	-	-	-	-	-	-	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	4,084	7,015	5,562	1,727	2,017	2,130	2,906	3,274	3,151	3,426	3,271

APPENDIX 2: LONG TERM PLAN FINANCIAL STATEMENTS 2024/25 TO 2033/34 (CONTINUED)

A2-2 Consolidated Results: Budgeted Statement of Financial Position	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	Actual	Budget	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
ASSETS											
Current Assets											
Cash and cash equivalents	3,153	90	5	5	14	5	44	18	4	21	17
Trade & other receivables	3,248	3,254	3,260	3,255	3,240	3,240	3,239	3,245	3,235	3,221	3,160
Other financial assets	0	0	0	0	0	0	0	0	0	0	0
Inventories	123	123	123	123	123	123	123	123	123	123	123
	6,524	3,467	3,388	3,383	3,377	3,368	3,406	3,386	3,362	3,365	3,300
Non-Current Assets held for Sale	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	6,524	3,467	3,388	3,383	3,377	3,368	3,406	3,386	3,362	3,365	3,300
Non-Current Assets											
Financial Assets	1,228	1,108	981	859	752	646	541	429	328	241	214
Equity accounted investments in Council businesses	4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518
Infrastructure, Property, Plant & Equipment	420,115	466,123	483,338	496,418	511,034	519,157	533,104	548,845	560,185	575,236	615,615
Other Non-Current Assets	0	0	0	0	0	0	0	0	0	0	0
Total Non-Current Assets	425,861	471,749	488,837	501,795	516,304	524,321	538,163	553,792	565,031	579,995	620,347
TOTAL ASSETS	432,385	475,216	492,225	505,178	519,681	527,689	541,569	557,178	568,393	583,360	623,647
LIABILITIES											
Current Liabilities											
Trade & Other Payables	5,355	5,358	5,362	5,366	5,369	5,373	5,377	5,381	5,385	5,389	5,394
Borrowings	3,558	37,941	40,928	38,564	34,776	30,614	25,997	21,091	17,486	12,330	6,727
Provisions	3,292	3,169	3,175	3,182	3,189	3,197	3,203	3,209	3,216	3,223	3,244
Total Current Liabilities	12,205	46,468	49,465	47,112	43,334	39,184	34,577	29,681	26,087	20,942	15,365
Non-Current Liabilities											
Borrowings (External)	11,871	2,908	2,192	1,664	1,129	703	487	381	270	169	81
Provisions	722	722	722	722	722	722	722	722	722	722	722
Total Non-Current Liabilities	12,593	3,630	2,914	2,386	1,851	1,425	1,209	1,103	992	891	803
TOTAL LIABILITIES	24,798	50,098	52,379	49,498	45,185	40,609	35,786	30,784	27,079	21,833	16,168
NET ASSETS	407,587	425,118	439,846	455,680	474,496	487,080	505,783	526,394	541,314	561,527	607,479
EQUITY											
Accumulated Surplus	108,863	117,284	122,712	123,241	124,776	126,538	129,167	132,174	135,235	138,419	141,416
Asset Revaluation Reserve	283,152	294,938	303,933	318,479	334,948	345,000	360,381	377,247	388,517	405,008	447,266
Other Reserves	15,572	12,896	13,201	13,960	14,772	15,542	16,235	16,973	17,562	18,100	18,797
TOTAL EQUITY	407,587	425,118	439,846	455,680	474,496	487,080	505,783	526,394	541,314	561,527	607,479

APPENDIX 2: LONG TERM PLAN FINANCIAL STATEMENTS 2024/25 TO 2033/34 (CONTINUED)

A2-3 Consolidated Results: Budgeted Statement of Cash Flows	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	Actual	**Budget**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**
	$ '000	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**
CASH FLOWS FROM OPERATING ACTIVITIES											
Receipts:											
Operating receipts	45,314	50,166	52,241	54,542	56,647	58,684	60,692	62,673	64,722	66,841	68,920
Investment receipts	217	150	154	158	162	166	170	174	178	183	187
Payments:											
Operating payments to suppliers & employees	(34,583)	(38,141)	(39,171)	(40,782)	(41,982)	(43,548)	(45,018)	(46,573)	(48,031)	(49,769)	(51,402)
Finance payments	(771)	(1,746)	(2,223)	(1,899)	(1,693)	(1,315)	(1,126)	(816)	(691)	(505)	(275)
Net cash provided by (or used in) Operating Activities	10,177	10,429	11,001	12,019	13,134	13,987	14,718	15,458	16,178	16,750	17,430
CASH FLOW FROM INVESTING ACTIVITIES											
Receipts:											
Amounts specifically for new or upgraded assets	2,339	5,944	4,527	70	70	70	343	711	70	70	70
Sale of replaced assets	282	523	591	454	469	483	498	514	530	546	564
Repayment of loans by community groups	88	115	120	127	122	107	106	106	111	101	87
Payments:											
Expenditure on renewal/replacement of assets	(6,940)	(10,689)	(10,166)	(7,882)	(8,928)	(9,499)	(10,339)	(11,065)	(11,206)	(11,582)	(11,979)
Expenditure on new/upgraded assets	(13,651)	(33,983)	(8,445)	(1,914)	(551)	(579)	(461)	(747)	(1,985)	(617)	(489)
Net cash provided by (or used in) Investment Activities	(17,882)	(38,090)	(13,373)	(9,145)	(8,818)	(9,418)	(9,853)	(10,481)	(12,480)	(11,482)	(11,747)
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts:											
Proceeds from borrowings	7,419	28,250	3,010	0	0	0	0	0	0	0	0
Payments:											
Repayment of borrowings	(880)	(3,638)	(714)	(2,876)	(4,308)	(4,579)	(4,825)	(5,006)	(3,711)	(5,251)	(5,687)
Repayment of Lease	(68)	(14)	(7)	0	0	0	0	0	0	0	0
Net cash provided by (or used in) Financing Activities	6,241	24,598	2,289	(2,876)	(4,308)	(4,579)	(4,825)	(5,006)	(3,711)	(5,251)	(5,687)
Net Increase/(Decrease) in Cash held	(1,464)	(3,063)	(83)	(2)	8	(10)	40	(29)	(13)	17	(4)
Cash at beginning of period	4,618	3,153	90	5	5	14	5	44	18	4	21
CASH AT END OF PERIOD	3,153	90	5	5	14	5	44	18	4	21	17

APPENDIX 2: LONG TERM PLAN FINANCIAL STATEMENTS 2024/25 TO 2033/34 (CONTINUED)

A2-4 Consolidated Results: Budgeted Uniform Presentation of Finances	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	Q4 Forecast	**Budget**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**	**LTFP**
	$ '000	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**	**$ '000**
Operating Revenues	48,297	50,316	52,394	54,700	56,809	58,851	60,861	62,846	64,900	67,025	69,108
less Operating Expenses	(47,134)	(50,580)	(53,137)	(54,805)	(56,519)	(57,867)	(59,362)	(61,390)	(62,932)	(64,779)	(67,046)
Operating Surplus / (Deficit)	1,163	(264)	(743)	(105)	290	984	1,499	1,456	1,968	2,246	2,062
***less* Net outlays on existing Assets**											
Capital expenditure on renewal and replacement of existing assets	(6,940)	(10,689)	(10,166)	(7,882)	(8,928)	(9,499)	(10,339)	(11,065)	(11,206)	(11,582)	(11,979)
less Depreciation, Amortisation and Impairment	11,010	10,816	11,733	12,114	12,833	12,993	13,208	13,991	14,200	14,495	15,358
less Proceeds from Sale of Replaced Assets	282	523	591	454	469	483	498	514	530	546	564
	4,352	650	2,158	4,686	4,374	3,977	3,367	3,440	3,524	3,459	3,943
***less* Net outlays on New and Upgraded Assets**											
Capital expenditure on New and Upgraded Assets	(13,651)	(33,983)	(8,445)	(1,914)	(551)	(579)	(461)	(747)	(1,985)	(617)	(489)
less Amounts received specifically for New and Upgraded Assets	2,339	5,944	4,527	70	70	70	343	711	70	70	70
less Proceeds from Sale of Surplus Assets	0	0	0	0	0	0	0	0	0	0	0
	(11,312)	(28,039)	(3,918)	(1,844)	(481)	(509)	(118)	(36)	(1,915)	(547)	(419)
Net Lending / (Borrowing) for Financial Year	(5,797)	(27,653)	(2,503)	2,737	4,183	4,452	4,748	4,860	3,577	5,158	5,586

APPENDIX 3: CAPITAL EXPENDITURE 2024/25 TO 2033/34

A3 Consolidated Results: Budgeted Capital Expenditure	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	Q4 Forecast	Budget	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP
	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000
Renewal/Replacement Capital summary: Non-Discretionary											
Land	0	0	0	0	0	0	0	0	0	0	0
Buildings	1,664	4,882	3,603	962	1,173	1,185	1,195	1,717	1,386	1,397	1,407
Recreation	1,665	85	120	329	326	336	347	357	369	380	392
Transport - Roads & Footpaths	4,607	4,406	3,686	4,217	4,878	5,244	5,419	5,600	5,788	5,983	6,387
Stormwater, Bridges & Floodplain	113	0	312	321	331	341	351	362	373	384	395
CWMS	96	782	773	488	606	691	800	809	959	1,065	962
Equipment - Plant & Vehicles	991	1,351	1,459	1,194	1,231	1,269	1,309	1,349	1,391	1,434	1,479
Other Assets	195	113	167	170	473	483	992	933	952	971	990
	9,331	11,619	10,120	7,681	9,018	9,549	10,413	11,127	11,218	11,614	12,012
New/Upgrade Capital summary: Discretionary											
Land	1,556	0	0	0	0	0	0	0	0	0	0
Buildings (includes TBP program)	3,613	5,991	7,506	187	0	0	0	341	0	0	0
Recreation (includes TBP program)	4,084	22,015	182	296	187	190	193	196	1,803	203	206
Transport - Roads & Footpaths	1,011	1,591	244	597	98	101	105	109	112	116	120
Stormwater, Bridges & Floodplain	393	1,449	385	388	392	537	400	403	407	410	414
CWMS	535	3,166	271	131	34	33	35	31	81	81	81
Equipment - Plant & Vehicles	0	0	0	0	0	0	0	0	0	0	0
Other	313	904	57	59	60	62	63	65	67	68	70
	11,505	35,116	8,645	1,658	771	923	796	1,145	2,470	878	891
Total Capital Expenditure	20,836	46,735	18,765	9,339	9,789	10,472	11,209	12,272	13,688	12,492	12,903

DEBATE REPORT

7.3 Infrastructure and Environmental Services

7.3.1 ROAD NAMING - VINTAGE ESTATE STAGE 4

Author: Manager, Engineering Services
24/107192

PURPOSE

The developer of the Chardonnay Drive land division, Nuriootpa, has requested the naming of one road within Stage 4 of the development (refer *attached* developer's plan).

RECOMMENDATION

That Council names the new road within the Chardonnay Drive Stage 4 land division "Tawny Court".

REPORT

Introduction
Council staff have received formal application from White Holdings Group, to name a new street created within the land division at allotment 808 Centenary Avenue, Nuriootpa.

Discussion
New street names approved by Council in the adjacent land division stages in recent years include "Vintage Crescent" and "Oak Court". These connect to Centenary Avenue and other streets named after grape varietal types, including Chardonnay, Pinot, Cabernet, Traminer, Hermitage, Riesling and Merlot.
Consistent with the connecting street names of "Vintage" and "Oak", a continuation of the fortified wine theme appears logical. As such, the developer has suggested it is appropriate that the last additional short street in the land division be named "Tawny Court".

Other names suggested by the developer include Semillon Close, Aprea Court and Touriga Close.

In accordance with Council's Property Identification Policy, the name "Tawny" is warranted in terms of the adjacent thematic names, related to wine varietal types. Section 4.2 of the Policy "Sources for Road Names" states:

4.2.1 Sources for road names may include,
- Aboriginal names taken from the local aboriginal language;
- Early explorers, pioneers and settlers;
- Elected Members with a term of service greater than 10 years;
- Local identities of significant achievement in their field;
- Local history;

- Thematic names such as flora, fauna etc;
- War / casualty lists;
- Commemorative names.

The name "Tawny" does not duplicate any other street name in The Barossa Council area and is the developers preferred name.

Summary and Conclusion
Public road names are selected in accordance with The Barossa Council "Property Identification Policy" and the associated "Selection of Road and Public Place Names Process".

The name "Tawny" is consistent with Council's Property Identification Policy, in terms of thematic names, related to wine varietal types.

The street to be named is a short cul-de-sac side road at the edge of the developer residential land in this precinct.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Chardonnay Stage 4 - New Street Name - site plan ⇩

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan

Infrastructure

Goal
8 To have a connected and safe transport network that meets the needs of our community

Strategies
8.2 Ensure a high quality road, shared paths and footpath network throughout the Barossa in partnership with all levels of government.

Legislative Requirements

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

All costs associated with the naming and sign posting of new roads within land developments are borne by the developer, in this case White Holdings Group

The development approval process requires that the developer be responsible for all costs associated with implementing the name of the road.

COMMUNITY ENGAGEMENT

No formal community consultation has been engaged; however, reference has been made to The Barossa Council "Selection of Road and Public Place Names Process".

LOT 742 CHARDONNAY DRIVE
STAGE 4, NURIOOTPA



LOCALITY PLAN
SCALE 1:1000

DRAWING SCHEDULE

DRG No.	DESCRIPTION
22187-5#5-01-CV-100	CIVIL WORKS - LOCALITY PLAN & SCHEDULE OF DRAWINGS
22187-5#5-01-CV-101	CIVIL WORKS - GENERAL NOTES
22187-5#5-01-CV-102	CIVIL WORKS - LEGEND
22187-5#5-01-CV-103	CIVIL WORKS - OVERALL LAYOUT PLAN
22187-5#5-01-CV-120	CIVIL WORKS - CONTROL LINES PLAN SHEET 1 OF 2
22187-5#5-01-CV-121	CIVIL WORKS - CONTROL LINES PLAN SHEET 2 OF 2
22187-5#5-01-CV-130	CIVIL WORKS - ROADS & STORMWATER DRAINAGE PLAN SHEET 1 OF 2
22187-5#5-01-CV-131	CIVIL WORKS - ROADS & STORMWATER DRAINAGE PLAN SHEET 2 OF 2
22187-5#5-01-CV-140	CIVIL WORKS - EARTHWORKS AND SEDIMENTATION CONTROL PLAN SHEET 1 OF 2
22187-5#5-01-CV-141	CIVIL WORKS - EARTHWORKS AND SEDIMENTATION CONTROL PLAN SHEET 2 OF 2
22187-5#5-01-CV-150	CIVIL WORKS - COMBINED SERVICES PLAN SHEET 1 OF 2
22187-5#5-01-CV-151	CIVIL WORKS - COMBINED SERVICES PLAN SHEET 2 OF 2
22187-5#5-01-CV-155	CIVIL WORKS - CWMS PLAN SHEET 1 OF 2
22187-5#5-01-CV-156	CIVIL WORKS - CWMS PLAN SHEET 2OF 2
22187-5#5-01-CV-157	CIVIL WORKS - CWMS LONGITUDINAL SECTIONS SHEET 1 OF 1
22187-5#5-01-CV-160	CIVIL WORKS - TRAFFIC CONTROL & PAVEMENT PLAN
22187-5#5-01-CV-170	CIVIL WORKS - INTERSECTION DETAILS
22187-5#5-01-CV-171	CIVIL WORKS - CULVERT DETAIL
22187-5#5-01-CV-200	CIVIL WORKS - TYPICAL ROAD SECTIONS
22187-5#5-01-CV-210	CIVIL WORKS - TYPICAL SITE SECTIONS SHEET 1 OF 2
22187-5#5-01-CV-211	CIVIL WORKS - TYPICAL SITE SECTIONS SHEET 2 OF 2
22187-5#5-01-CV-300	CIVIL WORKS - ROAD DESIGN - LONGITUDINAL SECTIONS SHEET 1 OF 3
22187-5#5-01-CV-301	CIVIL WORKS - ROAD DESIGN - LONGITUDINAL SECTIONS SHEET 2 OF 3
22187-5#5-01-CV-302	CIVIL WORKS - ROAD DESIGN - LONGITUDINAL SECTIONS SHEET 3 OF 3
22187-5#5-01-CV-400	CIVIL WORKS - ROAD DESIGN - CROSS SECTIONS SHEET 1 OF 3
22187-5#5-01-CV-401	CIVIL WORKS - ROAD DESIGN - CROSS SECTIONS SHEET 2 OF 3
22187-5#5-01-CV-402	CIVIL WORKS - ROAD DESIGN - CROSS SECTIONS SHEET 3 OF 3
22187-5#5-01-CV-500	CIVIL WORKS - RETAINING WALLS - LONGITUDINAL SECTIONS
22187-5#5-01-CV-600	CIVIL WORKS - STORMWATER LONGITUDINAL SECTIONS
22187-5#5-01-CV-700	CIVIL WORKS - CIVIL DETAILS & PAVEMENT DESIGN
22187-5#5-01-CV-701	CIVIL WORKS - SEDIMENTATION CONTROL DETAILS
22187-5#5-01-CV-702	CIVIL WORKS - CWMS STANDARD DETAILS INSPECTION POINT AND MAINTANENCE SHAFT DETAILS
22187-5#5-01-CV-703	CIVIL WORKS - STORMWATER DRAINAGE DETAILS
22187-5#5-01-CV-704	CIVIL WORKS - STORMWATER DRAINAGE DETAILS

PRELIMINARY COPY
NOT TO BE USED FOR CONSTRUCTION PURPOSES

REV	DATE	DESCRIPTION	DES	APP'D
D	20/12/2023	FOR APPROVAL	RBV	MPR
C	19/09/2023	FOR APPROVAL	AJM	LMO
B	19/07/2023	FOR APPROVAL	AJM	LMO
A	19/04/2023	PRELIMINARY	AJM	LMO

DATUM GDA 94

ACTIUM LAND DEVELOPMENT

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LOT 742, CHARDONNAY DRIVE STAGE 4
NURIOOTPA

CIVIL WORKS
LOCALITY PLAN & SCHEDULE OF DRAWINGS

STATUS: FOR APPROVAL

DRAWING No.: 22187-505-01-CV-100 REV: D

DEBATE REPORT

7.3 Infrastructure and Environmental Services

7.3.2 INFRASTRUCTURE ASSET MANAGMENT PLAN - ADOPTION

Author: Director Infrastructure and Environmental Services
24/107443

PURPOSE

To formally adopt the Infrastructure and Asset Management Plan 2024-2034.

RECOMMENDATION

That Council adopts the Infrastructure and Asset Management Plan 2024-2034 as per Attachment 1.

REPORT

Discussion
Under the Local Government Act, Council is required to have a number of Strategic Management Plans, of which the Infrastructure Asset Management Plan (IAMP) is one.

The IAMP needs to be reviewed by Council within 2 years following a Council election.

As a key strategic document of Council and a legislated requirement, to maximise the opportunity for the community to provide feedback, a three-week public consultation period for the IAMP was approved at the 17 September 2024 meeting of Council and the document was available for public consultation between 25 September 2024 and 16 October 2024.

Summary and Conclusion
No submissions were received during the period of public consultation and it is recommended that the IAMP be adopted.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Infrastructure Asset Management Plan 2024 - 2034

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Infrastructure

Goal

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

Strategies

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.

Corporate Plan

CS3 Assets - Planning, construction, maintenance and operation of Council's assets (Transport, Bridges, Community Wastewater Management System, Community, Cultural, Recreation and Stormwater)

Legislative Requirements

Section 122 Local Government Act 1999
Section 50 Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

The review of the IAMP may identify priority work that will require funding as part of Council's annual budget process.

COMMUNITY ENGAGEMENT

Public Consultation has been completed as endorsed by Council at the meeting held 17 September 2024, there were no submissions received.


The Barossa Council
DRAFT
INFRASTRUCTURE ASSET
MANAGEMENT PLAN
2024-2034



Version Control

VERSION NO	DATE	OFFICER	DESCRIPTION OF CHANGE
1.00	01/09/2023	BHA	2024-2034 first draft update
1.01	11/04/2024	IES	2024-2034 first draft – release for public consultation

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1 ASSET MANAGEMENT STRATEGY



1.1 Goal

The goal of asset management is to define a process to effectively maintain, operate, and upgrade assets. This will provide a financially sustainable level of service at an acceptable level of risk, within statutory and legislative requirements, to present and future customers. Infrastructure represents a significant investment by the community and is vital to its health and wellbeing.

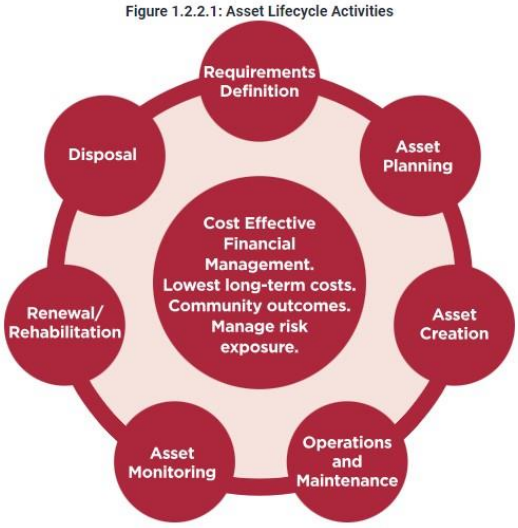
Ownership of Assets by Council

For many Council assets, 'Asset Lifecycle Activities' are multi-faceted and usually span multiple generations. When all costs are included, asset decisions tend to dominate the financial commitments of Council. Although Council should always consider the option of delivering a service without using Council owned assets, this is often impractical, or demonstrably not the best option. Council ownership of a significant asset portfolio on behalf of the community appears inevitable in the current environment.

A Responsibility to Manage Assets Properly

Council then has a 'Stewardship' responsibility for good management of these assets on behalf of the community. A subset of this good 'stewardship' is to strive for reasonable 'intergenerational equity', where it is necessary to consider all the activities across the asset lifecycle. The IIMM provides guidance on these lifecycle phases, which are described by the following diagram (IIMM, fig 1.2.2.1):

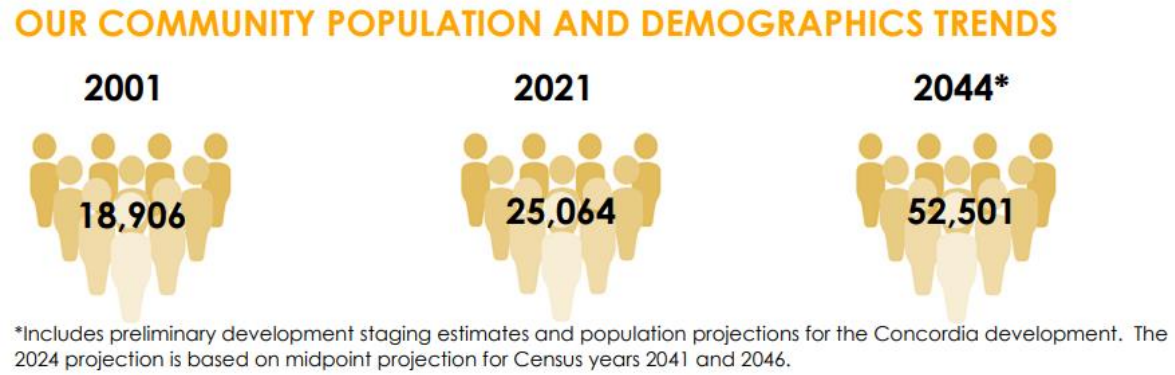
Figure 1.2.2.1: Asset Lifecycle Activities



1.2 The Barossa Council – Demographics

The Council covers an area of approximately 912 square kilometres, is located approximately 60 kilometres north-east of Adelaide, adjacent to the Town of Gawler. The Barossa Council (TBC) encompasses six major towns, Angaston, Lyndoch, Mount Pleasant, Nuriootpa, Tanunda, and Williamstown as well as smaller towns and communities, with a combined population of approximately 25,000.

With the ongoing projected increase in resident population, it is vital for Council to sustainably manage existing assets, as well as plan for additional future assets to meet demands.



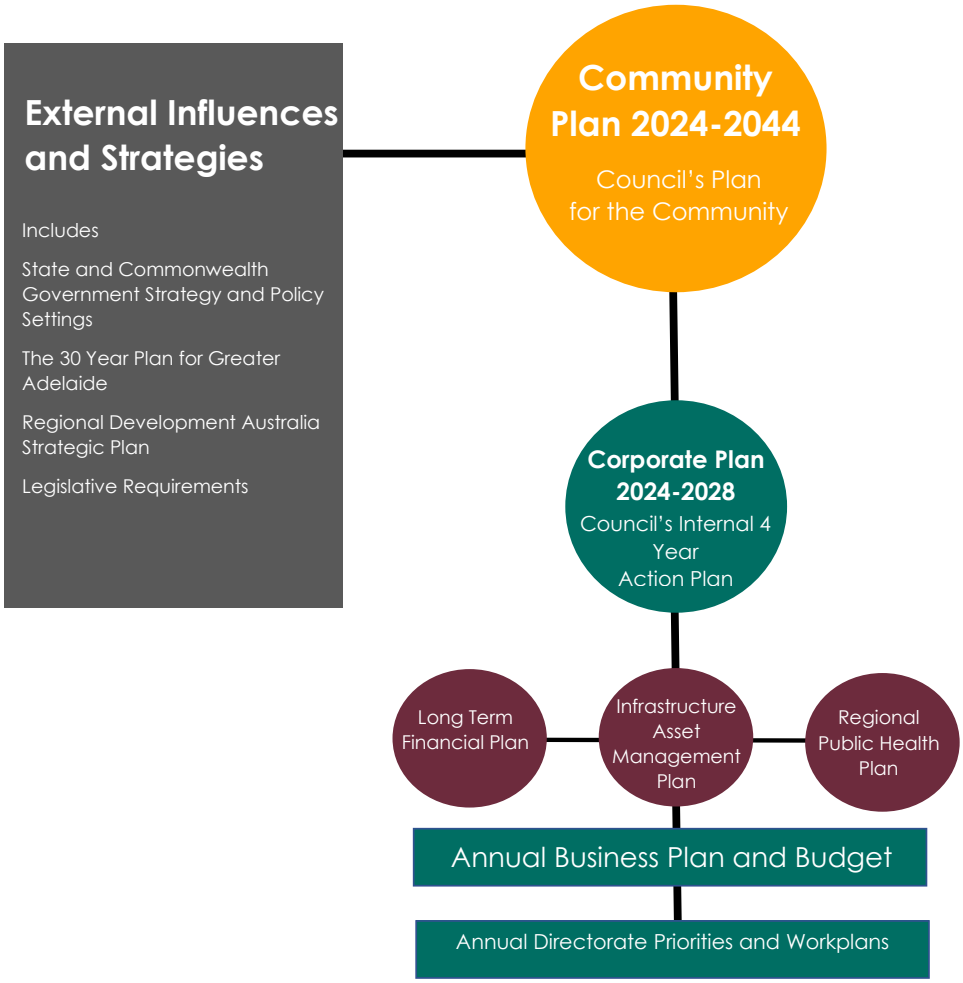
1.3 Legislative Basis for the Plan

The Infrastructure Asset Management Plan (IAMP) is to be prepared in accordance with Australian and State Legislations, and relevant Standards and guidelines. More specifically, the IAMP is intended to fulfill requirements of Council under Section 122 of the Local Government Act 1999.

1.4 Purpose of the Plan

The IAMP needs to demonstrate responsive management of assets (and services provided from assets), compliance with regulatory requirements, and to communicate funding needed to provide the required levels of service over a 10-year planning period. The IAMP needs to define activities associated with the provision, operation, maintenance, renewal, and disposal of assets. The IAMP is to be a single plan covering all fixed asset classes, with early sections describing the asset management approach common to all classes and then later sections describe the approach unique to each asset class.

The IAMP is to be read in conjunction with Council's Asset Management Policy and Non-Current Asset Accounting Policy and the following associated documents:



1.5 Role of Key Stakeholders

The following table outlines, but is not limited to, the key stakeholder groups:

STAKEHOLDER GROUP	ROLE OR INVOLVEMENT
Internal Stakeholders	
Elected Council	Custodian of the asset, with Elected Members representing the residents and setting strategic direction as per the Corporate and Community Plans.
Executive Leadership Team and Strategic Asset Coordination Committee	To ensure that Asset Management (AM) Framework, Policy and IAMP is being implemented as adopted, and to ensure that long-term financial needs to sustain the assets for the services they deliver are advised to Council for its strategic and financial planning processes.
Directorate Representatives	Responsible for the overall management of the assets including planning, design, maintenance, capital works, monitoring, updating the IAMP and ensuring its outcomes are realised to achieve the levels of service being required from utilisation of the assets.
Asset Management Coordination	To ensure AM planning meets requirements that optimise useful asset life and service provision.
Asset Managers	The relevant Asset Managers will also receive financial information to facilitate sound management of the assets. Council's single council subsidiary is the Nuriootpa Centennial Park Authority, who manages

STAKEHOLDER GROUP	ROLE OR INVOLVEMENT
	assets under their Constitution within their precinct. Council is also one of six Constituent Councils of the Gawler River Floodplain Management Authority, which is a Regional Subsidiary.
Finance Team	To ensure that Council, Audit Committee and relevant external bodies (State Government, Grants Commission, External Audit, etc) is provided with adequate financial information. Finance and asset staff need to meet Australian Accounting Standards, audit and other legislative requirements, to ensure assets are accounted for, including the capture, costing, consumption, replacement, reconciliation, reporting, impairment and existence, revaluation and condition assessments.
Enterprise Technology and Innovation Team	To ensure that the relevant IT systems are functioning and that any data within the systems is secure, and its integrity is not compromised.
Risk Team	To ensure that risk management practices are conducted as per Council policy and assist operations managers with advice on risk issues.
Internal auditors	To ensure that appropriate policy practices are carried out and to advise and assist on improvements.
CWMS Operations Team	To ensure that the CWMS functions efficiently and within all regulatory frameworks, in both environmental and customer services guidelines.
External Stakeholders	
Community	Users of the infrastructure.
Emergency Services	Includes Police, Fire, Ambulance and SES for access.
Disability Access & Inclusion Advisory Group	Advice on disabled access and inclusion for Council infrastructure and facilities.
Traffic/Transportation Managers	For the management of traffic flow through the area.
Contractors	To implement the procured level of service for asset components.
SA Transport and Utility agencies	Utility service providers sharing the use of an asset (water, sewerage, gas, electricity, telecommunications, etc).
External Audit Committee	To ensure that appropriate policy practices are carried out, and to audit and advise respectively on the plans.
State and Federal Government Departments	Periodic provision of advice, instruction and support funding to assist with management of the assets. Provide periodic operational information to comply with licensing requirements. Departments include but not limited to the Department for Environment and Water (DEW), including the Stormwater Management Authority (SMA), the Northern and Yorke Natural Resources Management Board (NRMB) and the Department of Infrastructure and Transport (DIT).
Developers	Investing of new assets, (includes private and public/government owned)

1.6 Assets included in the IAMP

The assets included in this IAMP, are detailed in the table below. Replacement value of the assets as at 30 June 2023 is $660,036,958.

ASSET FINANCIAL CLASS	REPLACEMENT VALUE*
Transport Infrastructure	$ 273,770,864
Bridge Infrastructure	$ 53,682,941
CWMS Infrastructure	$ 73,069,841
Community and Recreation Infrastructure	$ 172,872,937
Stormwater Infrastructure	$ 56,965,442
Plant, Fleet and Equipment	$ 10,860,072
NCPA	$ 18,814,861
Total	**$ 660,036,958**

All assets are classed according to a hierarchy in terms of their specific function and construction/usage. A hierarchy classification at the asset level is used to assist in prioritising works programs and intervention responses for any defects that exceed the relevant intervention levels.

These hierarchy classifications are identified in the tables below:

ASSET CLASS	ASSET SUB-CLASS
Transport Infrastructure	Car Parks & Internal Roads
	Footpaths (includes bike paths)
	Kerb & Guttering
	Roads - Earth
	Roads - Pavement
	Roads - Road Infrastructure
	Roads - Roundabouts
	Roads - Sealed Surface
	Roads - Unsealed Surface
Bridge Infrastructure	Bridges
	Footbridges
	Major Culverts
Community Wastewater Management System (CWMS)	Lagoons
	Wastewater Treatment Plants
	Pump Stations
	Pipes – Pressure Mains
	Fencing & Roadways
	CWMS Buildings and Structures
	Inspection Points, Flushing Points and Manholes
	Gravity Drains
	Control Systems
	Operational Support Equipment
Community and Recreation Infrastructure	Buildings and Structures (Excluding CWMS)
	Parks and Gardens
	Play Equipment
	Recreation Reserves
	Sporting Reserves
	Recreation Assets
Stormwater Infrastructure	Culverts
	Open Drains / Channels
	Cross Drains
	Flood Walls and Gates
	Gross Pollutant Traps
	Pits
Fleet, Plant and Equipment	Vehicles
	Trailers
	Plant & Equipment

2 SERVICE EXPECTATIONS

2.1 Assets and Service

Council uses assets to work toward achieving our strategic and corporate goals and to meet legislative requirements. More specifically, we aim to utilise assets to achieve the target service standards, as identified in our Corporate Plan.

Council's asset management policy identifies that assets need to be managed in accordance with Council's priorities for service delivery, with the aim of delivering agreed service levels.

Indeed, we aim to only hold assets that help to achieve these things. Non-asset solutions can also be used to meet service expectations. Where practical and cost effective, non-asset solutions may be the preferred approach, for flexibility and to avoid locking in service levels and costs in an undesirable manner.



2.2 Community Goals

This infrastructure asset management plan is driven by the commitments that Council has identified within its Community Plan, which fall under the following themes:



Creating a safe and connected community where people have access to sustainable services and service levels, the 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.



Our places and spaces enhance the liveability, retain rural and regional 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.



Supporting a sustainable Barossa.

2.3 Community Expectations

The Levels of Service defined in the IAMP are set by Council, and the community has an opportunity to provide feedback, through a variety of methods:

- Council website (www.barossa.sa.gov.au/contact) and social media platforms
- Council Customer Relationships Management System
- Local Newspapers
- Direct communication and feedback to staff and elected members
- Community Engagement Platform (YourSay Barossa)
- Stakeholder engagement and consultation

Council uses this information to develop the Annual Business Plan and Budget.

Specific levels of service for our assets are adopted by Council and can be found in Council's Corporate Plan.

Growth in property development and an increasing population base has resulted in a demand for increased services delivered through assets. It is expected that the expectations of the Barossa community will continue to rise or change over time.

Community expectation needs to be balanced along with constraints such as fixed resource allocation, budgets, and additional new assets.

2.4 Levels of Service

To monitor and manage our assets, as well as community expectations, Service Standards are approved by Council, as documented in the Corporate Plan (2024-2028). These Service Standards are sometimes relatively technical in nature but, on their own, not considered sufficient to drive good practice asset management. Consequently, the IAMP proposes Technical Levels of Service for each Asset Class. These

Levels of Service, relate to the allocation of resources to service activities to best achieve appropriately managed assets and the desired community outcomes, and demonstrate effective organisational performance. The guiding architecture for these Technical Levels of Service are shown in the table below:

SERVICE OBJECTIVES	CRITERIA AND METRICS
Asset Integrity	• Assets are maintained according to the agreed Level of Service for the benefit of users. • Design, construction, and maintenance meet technical standards and legislative requirements.
Health and Safety	• Assets performance and conditions are monitored to ensure potential hazards are identified. • Identified Hazards are managed
Functionality	• Asset functionality meets long-term sustainability of services. • Assets are maintained and operated to be fit for purpose and visually pleasing. • Consider future proofing to provide for climate, other environment changes and other 'Risk' factors. • Where known provide an added margin on renewal programs for upgrades to meet statutory changes and best practice.
Cost Efficiency	• Deliver services at the approved Level of Service for the benefit of current and future users. • Financial planning takes into consideration the requirements of the IAMP.
Responsiveness	• Response to customer requests in accordance with the principles of Council's Customer Service Statements.

2.5 Requests for Service

Customer Requests for services, both internal and external, are entered into Council's Customer Relationship Management System.

This enables the request to be recorded, directed to the responsible officer or department, and have its process tracked to completion. This allows Council to determine the effectiveness of services supplied to maintain Council assets.

2.6 Future Demand

Council's priorities in managing assets and funding allocations may change over time. The main drivers affecting demand and change include:

- New residential development
- Population growth
- Aging and obsolete assets
- Upgrades to assets, including change in the operation of freight network
- Climate change
- Emerging new technologies
- Improvement in environmental outcomes

It is, therefore, important that Council continues to collect data and review the IAMP and relevant documents at least every four years.

2.7 Resilience and Climate Change

South Australia is experiencing hotter and drier conditions, leading to more frequent and severe heatwaves, bushfires, storms, and floods. The global climate changes (climate change) will affect the assets we manage and the services we provide. While cutting carbon emissions is crucial (mitigation), it won't be enough to fully address the impacts of climate change. We will also need to take steps to adapt and

minimize harm (adaptation). The State Government declared a Climate Emergency (May 2022) supporting the need for action.

To improve the resilience and sustainability of our assets, we will look for opportunities to:

- Engage and collaborate with stakeholders, including government bodies, industry groups, and the community, to learn, share knowledge and best practices in climate risk management.
- Start integrating climate risk and sustainability into how we work.
- Consider how climate risk, mitigation and adaptation opportunities can be incorporated into longer term financial plans to improve investment in asset resilience.
- Drive new requirements and improved measurement through procurement specifications and project management frameworks.
- Recognise that asset renewals and new builds provide opportunities to consider and invest in lower lifecycle costs, reduced embodied carbon, recycled content, circular economy principles, and water sensitive design.

We acknowledge that climate risk management is an emerging skill for asset managers, there are currently limited management tools and frameworks across South Australian local governments, and balancing improvements within current resources and budget is challenging.

3 LIFECYCLE MANAGEMENT

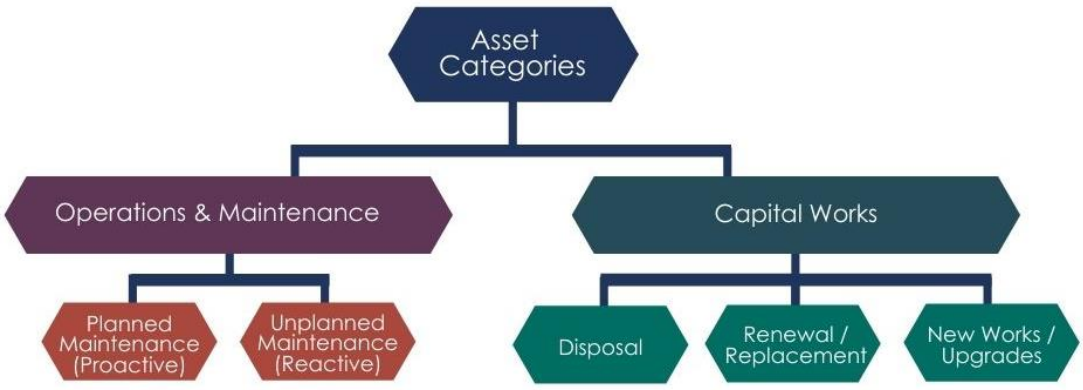
3.1 Asset Lifecycles

An effective IAMP requires a 'whole-of-life' approach. To ensure financial efficiency, this IAMP has a holistic approach over the life cycle of all assets. It is important that all costs (i.e., up-front costs to acquire assets, ongoing costs to maintain and operate assets and renewal or disposal costs) are included in the financial analysis undertaken to evaluate asset investment options.

Initial capital cost constitutes a significant cost and often dominates the decision-making process while the ongoing recurrent expenditures (including depreciation, maintenance and operating) usually represent a high portion of the total life-cycle costs of many assets.



The 'whole of life' approach that Council takes managing its assets is shown in the structure of operations and maintenance, and capital works, as represented by the following diagram:



3.2 Asset Management Information System

The Asset Management Information System (AMIS) is a key system within Council. It houses all the asset information including attribute data, financials and valuations and forms the basis for infrastructure asset related decisions. In 2023 Council upgraded its AMIS to Brightly - Assetic which has been implemented on an enterprise-wide basis, with field data collection and customer service functionality being utilised, as well as core functionality assisting renewal decision making.

3.3 Asset Inspections

Survey and inspection processes are required for competent management of all assets. A four-tier inspection regime is used. It covers safety, incidents, defects, and condition inspections.

The inspection program not only identifies safety defects that exceed stated intervention levels and facilitates timely repairs, but it also feeds into and guides the development of maintenance and capital works programs.

The inspection regime is as follows:

- Programmed (Defect/Maintenance) Inspections – Regular inspections, as part of the day-to-day maintenance of the asset, to monitor condition against defect intervention levels.
- Reactive/Safety Inspections – Response to customer enquiries or notifications. Council inspects all reported defects and records this information in Council AMIS following notification by members of the community or Council employees while undertaking their normal work duties. All inspections are conducted by an appropriate Council representative and defects are assessed against any relevant stated intervention level.
- Condition Inspections – Proactive inspection of a group of assets, undertaken in a structured fashion to assess condition, discover defects and patterns of asset consumption. Collected data is used to assist with renewal planning and/or maintenance interventions. Inspections target the identification of deficiencies asset integrity, which if untreated, are likely to adversely affect level of service and possibly degrade other asset components unnecessarily. Deficiencies may impact short-term serviceability as well as the ability of the asset to continue to perform for the duration of its intended life span.

Programmed and Condition Inspections are undertaken by way of a formal timetable regime. Condition inspections are conducted at a lesser frequency than programmed inspections.

3.4 Condition Assessment

Council undertakes periodic condition assessments of all its assets, their components, and programs. This is generally undertaken for an entire asset class, or group of assets within an asset class, all at the same time, typically once every several years.

The methodologies vary between asset class, with robustness, consistency and quality control being foundation principles. This condition data not only enables assessing current asset condition and reliability, but it also assists in predicting an assets future life span. This forms the basis of programming maintenance works and feeds into and guides the development of capital programs.

The overall condition of each asset in service is rated using a scale 0 to 6. It should be noted that there is significant data, structure, and consideration behind each decision.

The condition grading system is shown in the table below:

CONDITION GRADING	DESCRIPTION OF CONDITION
0	New – only within the financial year that the asset was commissioned
1	Very Good: only planned maintenance required
2	Good: minor maintenance required plus planned maintenance
3	Fair: significant maintenance required
4	Poor: significant renewal / rehabilitation required
5	Very Poor: physically unsound and/or beyond rehabilitation
6	Failed and/or out of service.

3.5 Intervention Levels

The intervention level is the extent of a defect above which the defect may pose an unacceptable risk, or drop in service level, to users of that asset and the community. Initial visual inspections do not always accurately identify the issue or defect(s), due to the nature of on-site visual assessment, ground condition and light condition at the time of survey. Care is needed to ensure interventions are timed to maintain service levels, but not unduly waste asset service potential. To maximise value, it is also important to capture the opportunity to maintain or renew other associated components or assets. Consequently, an appropriate level of detailed on-site inspection is always required before any work proceeds.

Several factors are considered when setting intervention levels, including:

- Safety
- Asset Integrity
- Cost
- Historical Practices
- Available Resources
- Public Opinion & Community Consultation
- Legislative Requirements
- Neighbouring Council Practices
- User Amenity and Accessibility
- Effect on Life Cycle Cost
- Engineering Judgement

3.6 Infrastructure Risk Management Plan

An assessment of risks associated with service delivery from infrastructure assets has identified critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial shock' to the organisation. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

Full information on the applicable risks can be found in Council's Infrastructure Risk Management Plan, attached as Appendix 3.

3.7 Asset Lifecycle Plans and Strategies

Routine Operations and Maintenance Plan

Maintenance includes 'all actions necessary for retaining an asset as near as practicable to its original condition but excluding rehabilitation or renewal. The objective of maintenance works is to ensure that assets and their various features continue to function at a level that meets the needs of the community.'

Asset maintenance levels of service provide for the day- to- day maintenance programs to ensure that the asset operations are safe within practical constraints, maintain to perform targets for day- to- day use and is managed and maintained to minimise environmental risk and protection of residents.

Maintenance may be classified as:

- Reactive maintenance is unplanned repair work carried out in response to service requests and management/supervisory directions. Assessment and prioritisation of reactive maintenance is undertaken by Council staff using experience and judgement and is based on the inputs into the Customer Relationship Management (CRM) System.
- Planned maintenance is repair work that is identified and managed through a Maintenance Management System (MMS). MMS activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.
- Specific maintenance is replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including repainting, replacing air conditioning units, etc. This work falls below the capital/maintenance threshold but may require a specific budget allocation.

Operations and Maintenance Strategies

Council undertakes several activities to assist in the development of maintenance standards. These activities include:

- Scheduling operations activities to deliver the defined level of service in the most efficient manner
- Undertaking maintenance activities through a planned maintenance system to reduce maintenance costs and improve maintenance outcomes. Undertake cost-benefit analysis to determine the most cost-effective split between planned and unplanned maintenance activities (50 – 70% planned desirable as measured by cost)
- Maintain a current infrastructure risk register for assets and present service risks associated with providing services from infrastructure assets
- Report High and Very High risks and residual risks after treatment to management, Council and regulatory bodies
- Review current and required skills base and implement workforce training and development to meet required operations and maintenance needs
- Review asset utilisation to identify appropriate asset usage
- Maintain a hierarchy of critical assets and required operations and maintenance activities
- Develop and regularly review appropriate emergency response capability and ensure compliance with all regulatory requirements
- Continually review the operations and maintenance activities of all assets to ensure Council is obtaining best value for resources used

Schedules of maintenance standards and activities exist for most Council assets that require periodic intervention. By developing long term maintenance programs, Council is better able to strategically plan its finances.

Renewals Plan

Renewals include all works to rehabilitate or replace existing asset or their components with assets or components of equivalent capacity or performance capability.

Renewal expenditure is major work which does not increase the asset's design capacity or service, but restores, rehabilitates, replaces or renews an existing asset to its original or lesser required service potential.

Minor improvements to design capacity or service may occur through renewals in an incidental fashion by appropriate use of a 'modern-day' equivalent material or technology. Beyond this, work over and above restoring an asset to original service potential is upgrade, expansion and/or new works expenditure.

Assets requiring renewal are identified from one of four methods:

1. Forward projection of historic expenditure, combined with some level of judgement to make broad parametric adjustments.
2. Broad estimates based on replacing the asset at the end of its useful life.
3. Predictive modelling of varying degrees of complexity.
4. Asset renewal identified via observation of defects and compiled into a list of future consideration. Projects within this list are prioritised awaiting funding allocated and budget consideration.

For this IAMP, the asset renewals program is generally based on methods 3 and/or method 4. This takes form of periodic comprehensive condition audits across each asset class, followed by predictive modelling being applied to develop longer term renewal programs, with deliberate levels of service adjustments/corrections as required. The asset renewal observations also generate shorter term (more urgent) renewal works lists, which are supplemented 'in between years' by asset condition and performance observations 'in the field'.

The useful lives of assets used to develop projected asset renewal expenditures are shown in Appendix 5.

Renewal Strategies

The organisation will plan capital renewal projects to meet level of service objectives and minimise infrastructure service risks by:

- Planning and scheduling renewal projects to deliver the defined level of service in the most efficient manner
- Undertaking project scoping for all capital renewal projects to identify:
    - The service delivery 'deficiency', present risk, and optimum time for renewal
    - The project objectives to rectify the deficiency
    - The range of options, estimated capital and life cycle costs for each option that could address the service deficiency
    - Evaluate the options against evaluation criteria adopted by the organisation
    - Select the best option to be included in capital renewal programs
- Using 'low cost' renewal methods (cost of renewal is less than replacement) wherever possible

Asset renewal and replacement is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate,
- Ensure the infrastructure is of sufficient quality to meet the service requirements

It is possible to get some indication of capital renewal and replacement priorities by identifying assets or asset groups that:

- Have a high consequence of failure
- Have a high utilisation and subsequent impact on users would be greatest
- The total value represents the greatest net value to the organisation
- Have the highest average age relative to their expected lives
- Have high operational or maintenance costs
- Where replacement with modern equivalent assets would yield operational savings

The projected capital renewal program for each asset class is identified within the lifecycle management plan for each asset class.

Creation / Acquisition / Upgrade Plan

New works are those works that create a new asset that did not previously exist or works which upgrade or improve an existing asset beyond its existing capacity. They may result from growth, social or environmental needs.

Assets may also be acquired at no cost to the organisation from land development i.e. 'gifted assets'. Apart from the proposed Concordia Development, the amount of gifted assets, over the next 20 years, is expected to be minimal in proportion to the total asset base.

New assets and upgrade/expansion of existing assets are identified from various sources such as elected member or community requests. Council has a new initiative process to evaluate and prioritise requests for new assets. Validated new initiative requests are ranked by priority and available funds (as determined in the annual budget process and in accordance with the adopted Long Term Financial Plan) and scheduled in future works programs.

Capital Investment Strategies

The organisation will plan capital upgrade and new projects to meet level of service objectives by:

- Planning and scheduling capital upgrade and new projects to deliver the defined level of service in the most efficient manner
- Undertaking project scoping for all capital upgrade/new projects to identify:
    - The service delivery 'deficiency', present risk and required timeline for delivery of the upgrade/new asset
    - The project objectives to rectify the deficiency including value management for major projects
    - The range of options, estimated capital and life cycle costs for each option that could address the service deficiency
    - Management of risks associated with alternative options
    - Evaluate the options against evaluation criteria adopted by Council
    - Select the best option to be included in capital upgrade/new programs
- Reviewing current and required skills base and implement training and development to meet required construction and project management needs
- Reviewing management of capital project management activities to ensure Council is obtaining best value for resources used

Standards and specifications for new assets and for upgrade/expansion of existing assets are the same as those for renewal.

Disposal Plan

Disposal includes any activity associated with disposal of a decommissioned asset including sale, demolition, part replacement, missing, theft, written off or relocation.

4 PLAN IMPROVEMENT AND MONITORING

4.1 Monitoring and Review Procedures

Changes to the IAMP need to be readily identified. The process that will be adopted for updating it is outlined below:

a) Where changes are made that do not materially alter the technical aspects of management (standards and specifications) and seek only to enhance the information provided within the Plan, the changes will be approved by the Director responsible for the asset
b) If material changes are made to standards and specifications, a report will be presented to Council, along with a brief explanation as to why such changes were necessary, seeking their endorsement

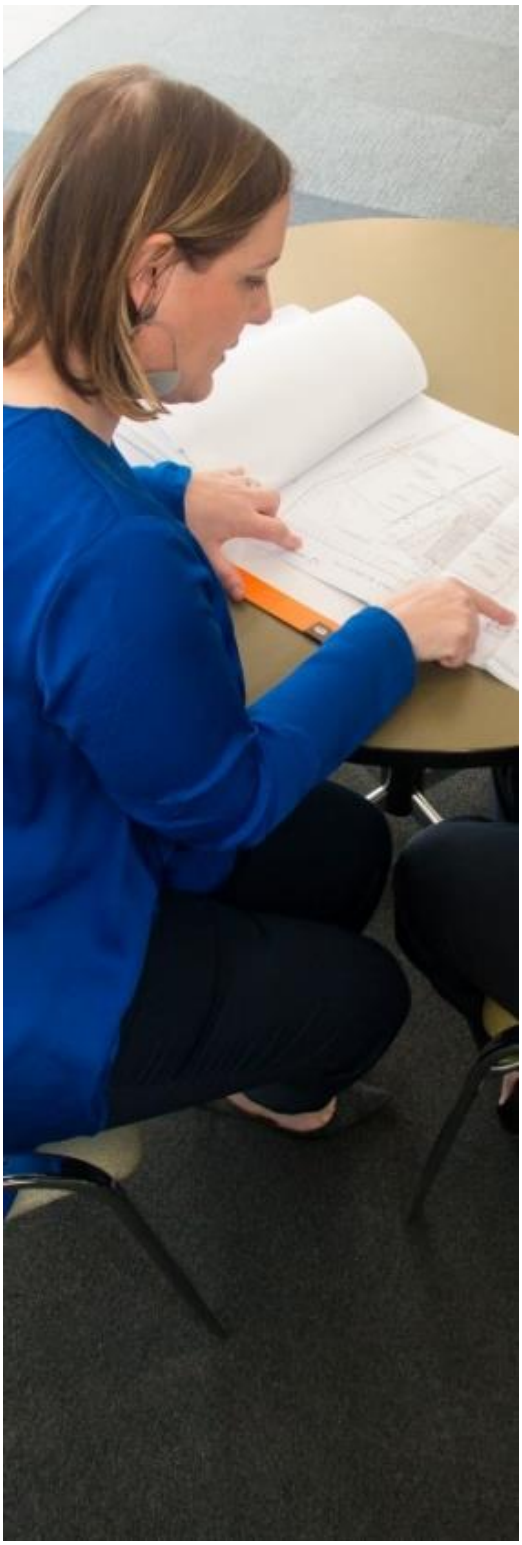
In relation to numbering the document version, material changes necessitating Council approval will cause a change to the prime number of the specific AM Plan Version (e.g. from Version 1.00 to 2.00).

Enhancements approved by the relevant Director will cause a change to the point number of the specific AM Plan Version that had previously been endorsed by Council (e.g. from Version 1.00 to 1.01).

The Appendices to the IAMP will be reviewed during annual budget planning processes and amended to recognise any changes in service levels and/or resources available to provide those services as a result of budget decisions.

The Appendices will also be updated as required to ensure they represent the current service level, asset values, projected operations, maintenance, capital renewal and replacement, capital upgrade/new and asset disposal expenditures and projected expenditure values incorporated into the organisation's Long Term Financial Plan.

The IAMP has a life of 4 years (Council election cycle) and is due for complete revision and updating within two years of each Council election.



4.2 Asset Management Maturity

Through the review of Council's current Asset Management Plan and utilising the IPWEA National Assessment Framework for Asset Management Practice, Council has identified operational and process improvements to improve our asset management maturity.

These include items such as skills and processes, data and systems, evaluations, levels of service and governance and management. Many of the improvements identified will streamline our internal processes, improve efficiencies, and ensure consistent process use throughout Council, the key improvements have been listed in our improvement plan below.

4.3 Improvement Plan

TASK NO	TASK	RESPONSIBILITY	RESOURCES REQUIRED	TIMELINE
1	Update the Gap Analysis of Council's Organisational Asset Management practices – reviewing data, systems and capabilities with intent to drive greater level of preventive maintenance across all asset classes.	Manager Strategic Assets and Engineering	8 person hours staff time	30 July 2025
2	Continue to improve data quality in the asset management system (Assetic) as part of ongoing operation and maintenance of the system, with occasional modest step improvements such as adding 'functional location' to the dataset.	Co-ordinator Asset Management	Commenced	Ongoing
3	Continue to improve data quality and usage of the GIS system	GIS Officer	Commenced	Ongoing
4	Continue to improve data quality and usage of the new mobile technology used for live data capture and response to customer requests for service, risk management and maintenance.	GIS Officer	Commenced	Ongoing
5	Develop a plan for greater proactive traffic count data capture through greater utilisation of existing equipment.	Co-ordinator Asset Management	Use 3 existing traffic counters	31 March 2025
6	CWMS – review of annual ESCOSA reporting to ensure continued compliance.	CWMS Co-ordinator	CWMS Co-ordinator	Annual
7	Review and update the Barossa, Light and Lower North Region Open Space, Recreation and Public Realm Strategy	Director, Infrastructure & Environmental Services	TBC	31 July 2025
8	Undertake condition audits and obtain condition ratings for stormwater, building and recreational assets, minor culverts and floodways	Director, Infrastructure & Environmental Services	TBC – additional cost	FY25/26
9	Update CWMS asset register (disposal and renewal)	CWMS Co-ordinator	TBC	Ongoing
10	Develop strategic tree management policy	Director, Infrastructure & Environmental Services	Commenced	December 2024
11	Review and develop updated hierarchies for the transport group	Co-ordinator Asset Management	TBC	December 2025

5 TRANSPORT ASSETS



5.1 Background

The Transport infrastructure assets covered by this Asset Management Plan are:

- Roads (sealed, unsealed, pavement and formation)
- Kerb and Watertable
- Footpaths
- Carparks and Internal roads
- Traffic Control Devices.

This plan summarises the needs, challenges and risks attributed to managing road assets and associated infrastructure assets over the next 10 years.

A condition and defect assessment was commissioned in 2022 and this data has been used to inform the renewal and maintenance requirements.

5.2 Asset Breakdown

This section of the Infrastructure Asset Management Plan identifies how Council manages Transport assets, including details of the management systems for Transport infrastructure under the care and control of The Barossa Council.

This Infrastructure Asset Management Plan defines how Council will manage the road network and sets a standard in relation to discharge of duties in the performance of those assets. It also provides guidance that details future inspection, maintenance, and data collection practices.

Council has a register which records the details of the public roads and ancillary areas for which it is responsible. Council's Asset Management Information System (AMIS) breaks roads down into segments to provide better management of discrete portions of road. Typically, these are lengths of road between intersecting streets, or in rural roads no greater than one kilometre in length. The assets related to a roads structural makeup (formation /pavement / surface) sit under the individual road segments within the asset management system.

The AMIS has been mapped in Council's Geographic Information System (GIS), which is an integral component. The AMIS also records information such as the type, condition, and valuation (e.g., replacement value, depreciation) of road assets together with a history of the assets including construction, maintenance, any additions, deletions and changes to those assets.

5.3 Transport Technical Levels of Service

Roads Technical Levels of Service

SERVICE ATTRIBUTE	SERVICE ACTIVITY OBJECTIVE	ACTIVITY MEASURE PROCESS	CURRENT PERFORMANCE	DESIRED FOR OPTIMUM LIFECYCLE COST
Operations	Ensure all road components achieve optimum life and perform in a manner that meets the communities needs.	Review of condition assessment data.	Increased deterioration of sealed network since last condition assessment. Condition assessment to be undertaken approximately every 4 years.	Development of maintenance program integrated with Optimised Renewal Decision Making (ORDM) to decrease the road surface deterioration.
		Review of internal time and effort to maintain unsealed roads.	TBC currently undertaking inspections of unsealed road network every 3 months to determine grading requirements and any additional rectification works. Service improvements to be defined after a period of time.	Grade unsealed roads at the optimum time based on inspection results.
Maintenance	Road networks are maintained fit for purpose, within the road hierarchy.	Reactive service requests completed within timeframes.	All requests are logged and actioned.	All requests are logged and actioned.
		Planned maintenance activities completed to schedule.	Councils Field Maintenance Module for Assetic being used to coordinate.	Capital works and maintenance program coordinated using Assetic.
Renewal	Ensure road components are replaced when due so that the network continues to be fit for purpose.	Number of renewals identified in renewal plan completed per annum.	Renewal program based on inspection undertaken in 2022. Undertake field inspection and scope road prior to undertaking works.	ORDM at component collection level, using relevant environmental variables and deterioration modelling.
Upgrade / New	Ensure road network is upgraded to meet all relevant legislation, new	Elected Member requests, Roads to Recovery, Blackspot funding and Crash data.	Reporting on project from start to completion.	Timely upgrades. Optimal use of Federal/State funding.

	standards and modern needs.			
		Number of upgrades identified in Upgrade Plan.	Projects are defined in response to grant funding.	Upgrade plans approved by Council and funded through the Long Term Financial Plan.

Kerb Technical Levels of Service

SERVICE ATTRIBUTE	SERVICE ACTIVITY OBJECTIVE	ACTIVITY MEASURE PROCESS	CURRENT PERFORMANCE	DESIRED FOR OPTIMUM LIFECYCLE COST
Operations	Ensure all kerb components achieve optimum life perform in a manner that meets the communities needs.	Review of condition assessment data.	Approximately 44% of kerb value consumed, based on 2022 condition assessment.	Development of maintenance program to improve the consumption of kerb infrastructure.
		Review of internal time and effort to maintain kerbing.	TBC currently undertake minor kerb patching based on customer requests.	Capital and maintenance set up and operational in Assetic – Asset Management System.
Maintenance	Kerb networks are suitable for purpose.	Reactive service requests completed within timeframes.	All requests are logged and actioned.	All requests are logged and actioned.
		Planned maintenance activities completed to schedule.	Councils Field Maintenance Module for Assetic being used to coordinate.	Capital works and maintenance program utilised in Council's Asset Management Information System
Renewal	Ensure kerb components are replaced when due so that the network continues to be fit for purpose.	Number of renewals identified in renewal plan completed per annum.	Renewal program based on condition, community needs and requests.	Identifying renewals to align with the resealing of roads. Works to be undertaken year prior to resealing works. Undertake field inspection and scope road prior to undertaking works.
Upgrade / New	Ensure road network is upgraded to meet all relevant legislation, new standards and modern needs.	Elected Member requests, Roads to Recovery, Blackspot funding and Crash data.	Reporting on project from start to completion.	Time frames met Use of Federal/State funding.
		Number of upgrades identified in Upgrade Plan.	Use of Federal/State funding.	Upgrade plans approved by Council and funded through

				the Long Term Financial Plan.

Footpath Technical Levels of Service

Service Attribute	Service Activity Objective	Activity Measure Process	Current Performance	Desired for Optimum Lifecycle Cost
Operations	Ensure all footpath components achieve optimum life and perform in a manner that meets the communities needs.	Review of condition assessment data.	Approximately 48% of footpath value consumed, based on 2022 condition assessment.	Development of maintenance program to improve the consumption of footpath infrastructure.
		Review of internal time and effort to rubble footpaths.	TBC currently maintain the rubble footpaths under the operational budget.	Optimise the renewal of rubble footpaths and minimise re-work. Compare undertaking work via capital funding.
		Identification and measurement of trip hazards when collecting footpath condition information.	TBC are currently working to remediate known trip defects.	95% of segments have no trip hazards greater than 20mm.
Maintenance	Footpath networks are suitable for purpose.	Reactive service requests completed within timeframes.	All requests are logged and actioned in line with policy.	All requests are logged and actioned in line with policy within Council's Asset Management Information System.
		Planned maintenance activities completed to schedule.	Councils Field Maintenance Module for Assetic being used to coordinate.	Capital works and maintenance program utilised in Council's Asset Management Information System.
Renewal	Ensure footpath components are replaced when due so that the network continues to be fit for purpose.	Number of renewals identified in renewal plan completed per annum.	Renewal program based on inspection undertaken in 2020 and the footpath strategy currently under development.	Identifying renewals from the Asset Management System at a component level based on recent condition assessments. Undertake field inspection and scope road prior to undertaking work.
Upgrade / New				

	Close level of service gaps to meet relevant legislation and/or minimum level of service.	Percentage network length requiring upgrade.	Minimum service level and list not yet developed. Projects are defined in response to grant funding.	Level of Service and Upgrade plans approved by Council and funded through the Long Term Financial Plan.
	Understand and manage community expectations.	Total length of footpaths requested by community for upgrade.	44km.	List is similar to closing of Level of Service Gaps list.

5.4 State of the Assets: Data Collection and Asset Condition

Data collection and Condition Assessment.

In 2022-2023 financial year, Council's sealed road, unsealed roads, kerb, footpath and carpark network assets were inspected by an independent contractor using state of the art equipment and technology. The data collection was assessed using a multi criteria analysis to create an overarching condition assessment.

A comprehensive condition survey is expected to be repeated approximately every four years.

Renewal Modelling.

In early 2023, Council staff (including field staff) worked with a consultant to combine the 2022 collected condition information with current evidence and council practises to develop a number of transport renewals funding scenario profiles for consideration and input into a future works program. This included a scenario that matched the current Long Term Financial Plan allocations.

Future Condition Assessments

Council will undertake periodic surveys and/or audits to monitor transport infrastructure and associated elements such as road pavement, road surfacing, kerb and gutter and shoulder conditions, footpaths, signs and other road furniture. These audits, as highlighted in the table below, are to determine the overall condition of the assets and provide input into future maintenance, renewal and replacement plans. The specified intervals depend on the asset, the volume and nature of road usage (hierarchy classification), and any risk to safety.

ASSET/COMPONENT	AUDIT INTERVALS	DATA TO BE COLLECTED
Sealed road network	4 years	Overall condition rating scores
Kerb and Gutter	4 years	Overall condition rating scores
Road Shoulders	4 years	Overall condition rating scores
Unsealed road network	6 years	Overall condition rating scores
Footpaths including Bike Tracks	4 years	Condition audit to Identify footpath defect extent
Street Trees – Urban Areas	5 years	Species, expected remaining life, qualified risk assessment
Drainage	4 years	Overall condition rating scores

**The above timeframes are estimates and may alter based on available resources, weather events, budget, and future requirements*

In addition to the specified audits, Council will undertake regular inspections to monitor asset condition and identify maintenance defects, which will then identify repair works as part of the day-to-day maintenance of the road infrastructure network. Council also conducts reactive inspections as part of the response to customer requests.

Information related to defects identified via inspection will be recorded in Council's Asset Management System. Repair and maintenance works will be scheduled based on the severity of the defect ensuring the safety of infrastructure users and general public.

5.5 Duties to Maintain and Keep Safe

Road infrastructure assets

In accordance with the Local Government Act 1999, Council is responsible for the care and control of its Transport Assets and is required to maintain and keep them in a safe condition for their intended function.

Pursuant to Section 221 of the Act, a person (other than Council or a person acting under some statutory authority) must not make an alteration to a public road unless authorised to do so by the Council.

Any proposed work or activity on Council land, including a road, verge / nature strip, recreation reserve etc., is required to have a Section 221 "Application for Construction or Modifications on Council Property" lodged for Council consideration. Council may issue permits for certain activities and alterations to be made with conditions and requirements that are to be completed at the applicant's expense to Council satisfaction.

Infrastructure Definition

- **Road Carriageway** - The traffic lanes on the road where a vehicle is not restricted by any physical barriers or separation lines to laterally move.
- **Verge / Nature Strip** - The Council land between the property boundary and the edge of road carriageway / back of kerb. A verge / nature strip may sometimes be landscaped.
- **Kerb / Kerb and Gutter** - The roadside infrastructure that conveys stormwater drainage along the length of the road. A kerb / kerb and gutter may comprise of upright barrier or mountable kerb profiles.
- **Invert / Gutter Crossing** - A crossing point within the kerb and gutter that allows safe and convenient access over the infrastructure. An invert / gutter crossing may be a spoon drain or other similar profile.
- **Driveway / Crossover** – The Council land between a property boundary and the edge of road carriageway / back of kerb utilised for private property access. A driveway / crossover includes the pavement surface and may also comprise a culvert crossing.
- **Culvert Crossing** - A culvert or pipe within the driveway / crossover that allows safe conveyance of roadside stormwater drainage. The culvert crossover may include inlet and outlet infrastructure such as headwalls and scour protection.
- **Stormwater Connection** - The stormwater connection between a property boundary and the roadside drainage system. The stormwater connection may comprise of a pipe or channel conduit.
- **Stormwater Connection Sleeve** - The sleeve or conduit within a footpath or kerb and gutter that allows the placement of a stormwater connection conduit.
- **Footpath** - The paved or treated surface within the verge / nature strip or within land acting as a thoroughfare from point A to point B allocated for pedestrian and/or bicycle use. The footpath includes the section of a driveway / crossover traversed by footpath infrastructure.

5.6 Transport Operations and Maintenance Plan

The provisions of this IAMP apply to those assets listed in the Council's AMIS. The construction, operation and maintenance of the listed assets are Council's responsibility. Roads and car parks on private properties and private drainage are the responsibility of the property owner, unless deemed otherwise by relevant easements and agreements. Arterial roads are the responsibility of Department for Infrastructure and Transport (DIT) in terms of the relevant DIT Operational Instructions.

The Barossa Council is responsible for constructing new, repairing, and maintaining road carriageway, kerb / kerb and gutter, invert / gutter crossing, stormwater connection sleeve, footpath street trees, and associated infrastructure such as street furniture.

The property owner is responsible for constructing new, repairing, and maintaining their driveway / crossover, culvert crossing, stormwater connection. However, construction of a driveway / crossover may require the property owner to modify the existing and/or construct a new kerb and gutter or invert / gutter crossing. All works on Council land will require approval through the Section 221 permit process where the conditions and requirements will be outlined.

It is the property owner's responsibility to ensure their driveway and their private stormwater connection to Council drainage assets are maintained to the satisfaction of Council.

Whilst the portion of a driveway located between the road carriageway and the property boundary is the responsibility of the adjoining property owner to maintain, Council will maintain the section of a driveway/crossover that is part of a constructed footpath.

Council is required to ensure that the verge / nature strip is safe and convenient for pedestrian access. Property owners are, however, encouraged to maintain verge / nature strip land adjacent their respective allotments i.e. by mowing the grass. In townships, Council may, if required, spray unmaintained verge land with appropriate herbicides to control unsightly weed growth and to ensure safe pedestrian access. Council does not generally spray or cut rural roadside verges, except as required for road safety reasons.

Property owners are not permitted to landscape or install a structure (including planting or removal of vegetation, irrigation, excavations, letter boxes, pipes, wires, cables, fittings, fixtures, and other objects) in, on, across, under or over Council verge / nature strip land without Council approval through the Section 221 permit process or development application process.

All fences are required to be constructed entirely within the boundaries of the relevant allotment.

A property owner is required to enter an agreement with Council for the construction, maintenance, repair, and insurance of cattlegrids and gates in Council land. This agreement defines the roles and responsibilities of both the property owner and Council for the ongoing management of these items.

Council will not maintain an unmade road. In some cases, an adjoining property owner may have a permit to use the unmade road area and constructed a road/driveway for access purposes.

Council maintains a dry-weather-only road occasionally on an as required basis, with no minimum level of service identified.

No built form or development requiring application through either the Development Act, Planning Development Infrastructure Act or Local Government Act (Section 221) processes will be approved on or over any Council service infrastructure or any easement in favour of The Barossa Council.

5.7 Transport Renewals Plan

Based on the 2022 condition assessment, an options analysis was undertaken for various scenarios:

- Current LTFP funding (and resultant Average Network Condition).
- Expenditure to achieve an Average Network Condition of 2.5 after 10 years
- Expenditure to achieve a nominal Average Network Condition of 3.0 after 10 years – relatively linear.
- Recommended Expenditure – achieving a nominal Average Network Condition of 3.0

The modelling informed us that current levels in the Long Term Financial Plan (Appendix 2) for Transport group, using the recommended expenditure model (average condition of 3) is generally enough to achieve the desired levels of service into the future.

5.8 Transport Upgrade Plan

Any upgrade to transport assets i.e. sealing of unsealed roads, construction of new footpath or intersection upgrade will be determined based on the social, tourism and freight importance of the road and projected demand for future traffic.

Any proposed variations to infrastructure levels of service that have a financial impact are required to be considered by Council in terms of the revised asset function level. Any proposed upgrade is required to be considered through the Council budget process.

5.9 Transport Disposal Plan

Includes any road closures. No roads are currently identified for disposal. Excludes assets removed and replaced as part of a renewal project.

5.10 Asset Summary

ASSET TYPE	QUANTITY	REPLACEMENT VALUE
Sealed Roads	368 km	$ 156,456,022
Unsealed Roads	626 km	$ 29,659,092
Kerb and Gutter	254 km	$ 68,585,893
Car Parks	43	$ 1,402,994
Footpath	452km (inc. Bike Path)	$ 17,562,784
Roundabout	1	$ 12,758
Road Infrastructure	3	$ 91,321
Total		**$ 273,770,864**

6 BRIDGE ASSETS



6.1 Asset Breakdown

This section of the Infrastructure Asset Management Plan provides information on bridges, footbridges, floodways and major culverts, which are collectively known as Bridges.

Bridge assets are managed in a way to meet safety and functional standards and to achieve outcomes set in the Community Plan. The plan details the management systems for the management of bridge assets under the care and control of The Barossa Council. It also provides guidance that details future inspection, maintenance, upgrade, and replacement of bridge infrastructure assets, where required.

The data within the AMIS has been mapped in Council's Geographic Information System (GIS), and records information such as the type, condition, and valuation (e.g. replacement value, depreciation) of Bridge assets together with a history of the assets including construction, maintenance, any additions, deletions and changes to those assets.

6.2 Bridges Technical Levels of Service

All bridges must adhere to legislative, standards and Council's Development Plan requirements. Bridges are designed to meet standards and guidelines at the time of construction. Some bridges will need to meet current, revised design standards when the asset is renewed or replaced.

The road bridges required to service our existing road network are largely in place but were mostly built in the first half of the 1900s. Many of these bridges require upgrades as vehicle size and load limits have increased greatly, hence the focus is more on the capital renewal and upgrade of these structures. Careful consideration is given to National Heavy Vehicle Regulator (NHVR) bridge use approvals to minimise the risk of bridge damage.

The requirement for new bridges to service new development within the Council will be a future development consideration for developers on a case-by-case basis.

Where a Bridge is within a Road Reserve, the duties to maintain and keep safe as set out in the Transport Assets section of this IAMP should also be referred to. Outside of a Road Reserve, duties relating to bridges are covered by common law as well as building and local government statutes. For the purposes of this IAMP, the Service Standards Identified in Council's Corporate Plan (2023—2027) are 'Customer Levels of Service'. Complimenting these, the following Technical Levels of Service have been developed to aid in the management of these assets.

Bridges Technical Levels of Service

Service Attribute	Service Activity Objective	Activity Measure Process	Current Performance	Desired for Optimum Lifecycle Cost
Operations	Ensure all bridge components achieve maximum life and perform in a manner that meets the communities needs.	Formal condition assessments. Assessment resulting from customer requests.	Condition audit in to provide priority of work. Condition inspection every 2 – 6 years.	Condition inspection every 2 – 6 years.
Maintenance	Bridges are suitable for purpose.	Reactive service requests completed within timeframes.	All requests are logged and actioned.	All requests are logged and actioned.
		Planned maintenance activities completed to schedule.	Previous inspection data used to inform maintenance tasks.	Capital works and maintenance program utilised in Council's Asset Management System.
Renewals	Ensure minor components are replaced when due so that the Bridge continues to be fit for purpose.	Number of renewals identified in renewal plan completed per annum.	Renewal program based on previous inspections.	Identifying renewals from the Asset Management system at a component level based on recent condition assessments.
Upgrade / New	Ensure bridge network is upgraded to meet all relevant	Elected Member requests. Government funding.	Reporting on project from start to completion.	Time frames met. Use of Federal/State funding.

	legislation, new standards and modern needs.			
		Number of upgrades identified in Upgrade Plan.	Projects to be defined in response to grant funding.	Upgrade plans approved by Council and funded through the Long Term Financial Plan.

6.3 State of the Assets: Data Collection and Asset Condition

In 2017 a comprehensive bridge audit was conducted by WSP, which provided an overall asset summary, condition rating and defects list along with inspection photos. The purpose for conducting the bridge audit was to determine the overall quality of the assets and provide input into future maintenance, renewal, and replacement plans.

In addition to the specified audits, Council will undertake regular inspections to monitor asset performance and identify defects. This will inform Council of any repair works and intervention that may be required. Council also conducts reactive maintenance as part of the response to customer requests.

Information related to defects identified via any inspections will be recorded. Repair and maintenance works will be scheduled based on the severity of the any identified defect ensuring the safety of infrastructure for use by the general public.

6.4 Bridges Operations and Maintenance Plan

The provisions of this IAMP apply to those assets listed in the Council's AMIS. The construction, operation and maintenance of the listed assets are Council's responsibility. Bridges on private properties are the responsibility of the property owner, unless deemed otherwise by relevant easements and/or formal agreements. Culverts within private property, not identified as a Council asset in Council's AMIS and/or not specifically covered by easement are deemed to be not Council responsibility.

The Barossa Council is responsible for constructing new, repairing, and maintaining bridges and culverts within road reserves or within land in care and control of Council.

The maintenance regime of structures that are accepted as being Council's is as follows:

- In addition to the comprehensive bridge audits, Council will undertake ad-hoc inspections to monitor asset performance and identify defects. This will inform Council of any repair works and intervention that may be required. Council also conducts reactive maintenance as part of the response to customer requests.
- Information related to defects identified via inspection will be recorded in Council's Asset Management System. Repair and maintenance works will be scheduled based on the severity of the defect ensuring the safety of infrastructure for use by the general public.

6.5 Bridges Renewal and Replacement Plan

The 2017 WSP Bridge Audit Maintenance Report short lists 10 selected bridge assets for priority capital renewals or replacement work. This may include major maintenance items but, for the purposes of this IAMP, the works are all identified as renewal. The audit report also informs longer term bridge replacement and upgrade requirements across the region without specific priority assigned. Council is planning to complete a new bridge audit in the future.

Load Limits may be placed on bridges in poor condition to extend the life of the bridge asset, where reasonable alternative access is not available.

The upgrade of major bridges on the DIT arterial road network is a consideration for the State Government which owns these assets.

6.6 Bridges Upgrade Plan

There are presently no Council bridges separately identified as requiring specific upgrades. However, Moss Smith Bridge replacement design investigation options are budgeted for within the 2024-2025 financial year.

Upgrades outside of renewals (and associated modern equivalent componentry/methods) will be demand or standards driven. Typical factors would include increased hydraulic capacity requirements, increased traffic demand (volume) and safety, increased pedestrian or mobility demand and safety, or vehicle type increased mass.

6.7 Asset Summary

ASSET TYPE	QUANTITY	REPLACEMENT VALUE
Vehicular Bridges	37	$ 19,875,783
Major Culverts	76	$ 17,884,809
Footbridges	28	$ 5,653,283
Floodways	53	$ 10,269,066
Total		**$ 53,682,941**

7 CWMS Assets

7.1 Community Wastewater Management System

7.1.1 Overview

The Community Wastewater Management System (CWMS) Network within the Council Area services its customers as per the conditions of its Water Entity Licence as a Fee for Service Business within The Barossa Council area. Figure 7.1 below shows the main components of the CWMS System.

As a licenced water entity, the CWMS business is fully compliant to the Water Industry Act 2012 and delivers services in-line with the Essential Services Commission of South Australia (ESCOSA) approved customer charter and guidelines.

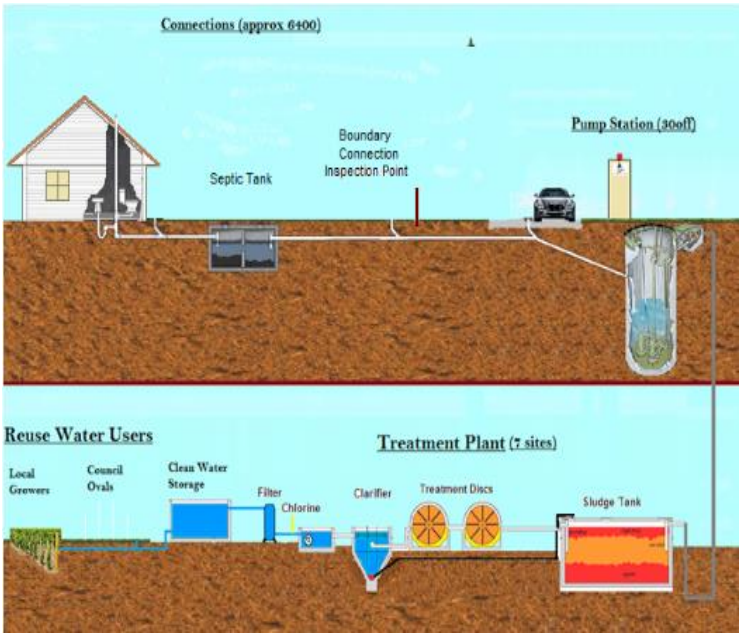


Figure 7.1 – CWMS schematic

All assets upstream of the Boundary Connection Inspection Point are owned by Property Owner. The pipework and septic

The Boundary Connection Inspection Point and all other CWMS assets downstream of this are owned and managed by Council.

7.2 Asset Breakdown

This Asset Management Plan covers the (CWMS) assets under the care and control of Council.

Council's Asset Management Information System breaks the CWMS assets down into whether the assets are associated with Reuse or Wastewater.

7.3 CWMS Technical Levels of Service.

For the purposes of this IAMP, the Service Standards Identified in Council's Corporate Plan (2023—2027) are 'Customer Levels of Service'. Complimenting these, the following Technical Levels of Service have been developed to aid in the management of these assets.

'Optimum Lifecycle Cost' is an aspirational long-term state for Council. A key action to achieve this is implementation of a process known as Optimised Renewal Decision Making (ORDM). To optimise cost to the community, ORDM needs to be integrated with transparent Levels of Service decision processes, excellent planning and robust business cases, design, acquisition, operations, and maintenance procedures.

Normally, all treated effluent is on-sold to customers (with the backup being to discharge to the environment). SA Health requires that treated effluent on-sold (for use other than for drinking or

environmental flows) must comply with the Australian Guidelines for Water Recycling (Phase 1). This requires monthly testing, at each of Council's 13 sites, for a range of chemical and biological determinants and complying with prescribed limits.

An industrial standard Supervisory Control and Data Acquisition (SCADA) system is used to monitor all treatment and pump station sites and alarms (high level wet wells etc) are responded to by qualified Council staff, with either remote intervention or attendance on site. Power outages are managed using a set of three portable generators.

CWMS Technical Levels of Service

Service Attribute	Service Activity Objective	Activity Measure Process	Current Performance	Desired for Optimum Lifecycle Cost
Operations	Treated water delivered to Customers (for non-potable use) complies with SA Health requirements.	Monthly testing of water quality at each site.	Approx. 95% compliance.	95%
	Attend sewer blockages incident in a timely manner to stop any overflows.	Response time to return network drain to normal operations.	Within 2hours.	Within 2hours.
	Septic tanks are pumped out as part of the de-sludging program to prevent solids carry over.	Time between tank de-sludge once every 1 to 4 years, as required by tank size and customer type.	Solids carry over instances minimal.	Solids carry over instances minimal.
Maintenance	Cleaning of gravity drains and post clean inspection.	85% of network drains to be cleaned and inspected every 5 years.	Minimal blockages occurring. High level of service continuity.	The condition of the drain network is known, Targeted maintenance can be undertaken.
	Repairing broken pipes.		Minimal blockages occurring. High level of service continuity.	Reactive replacement of broken pipe untaken in a timely manner.
	Pump Stations mechanical maintenance.	Pumps and pumping station equipment regularly inspected and checked for suitable operation.	Pumps and pumping station equipment have a 95% availability of operational requirement.	The condition of the Pump Stations is known, Targeted maintenance can be undertaken.
	Brief inspection of pump station.	Check alarm, leaks, flow rates, and valves.	Inspection undertaken fortnightly.	Inspection undertaken fortnightly.
	Inspection of treatment plants.	Use SCADA to monitor performance. On-site control systems. On-site disinfection monitoring. 3 days/week on-site inspections each plant.	All treatment plants produce fit for purpose recycled water and treatment plant equipment availability is maintained at the highest practical level.	The condition of the treatment Plants is known, Targeted maintenance can be undertaken.

Renewal	Maintain a high level of reliability of network and treatment assets.	Network maintenance inspections inform condition and renewals programmed. Using SCADA and manual observations to identify declining performance.	Overall, there is a high level of reliability. No unmanageable surge in required renewals is foreseen. Rising mains are seen as the key asset to monitor.	As at present.
Upgrade / New	Ensure capacity to match anticipated demand and/or compliance requirements 10 years ahead.	Network maintenance inspections of the operation of the network, with the use of SCADA and manual observations to identify increase loads on the system.	No limitations are put in place on developments dur to no capacity in the network and treatment plant.	As at present No limitations are put in place.
		CWMS Suitable Connection and Augmentation charged are applied to additional loads connecting the network.	No limitations are put in place on developments dur to no capacity in the network and treatment plant.	As at present No limitations are put in place.

7.4 State of the Assets: Data Collection and Asset Condition

Data Collection

Around 70% of the CWMS network was constructed between 1969 and 1978 by the Department of Health, with assets and records (microfiche) subsequently handed over to Council. Between 5% and 10% of the network is pre-1969. 20% to 25% of the network is post 1978 as either gifted infrastructure from development or constructed by Council.

Council's GIS is used to display basic location and pipe details of the network. Within these records, details are based on digitisation of historic plans, where the location detail was usually related to a physical feature (i.e. fence lines etc) and not survey.

All historic plans available have been scanned and are reflected in GIS. Historic records have been stored in Councils Electronic Document Record Management System (EDRMS).

The most recent CWMS Pipe Network comprehensive valuation using an external party was conducted as at 1 July 2022.

An in-house condition assessment of lagoons and wastewater treatment plants was undertaken in 2013/14 using independent assistance as/when required together with a review of the independent useful life for this asset class. These assets have continued to be revalued using in-house expertise comparing component values to actual costs from recent CWMS wastewater treatment plant construction and industry rate comparisons.

One sixth of The CWMS Pipe Network is condition assessed annually. This sets the maintenance, upgrade, and replacement program for the following years.

Asset Condition

Locations where deficiencies in service performance are known are detailed in the table below:

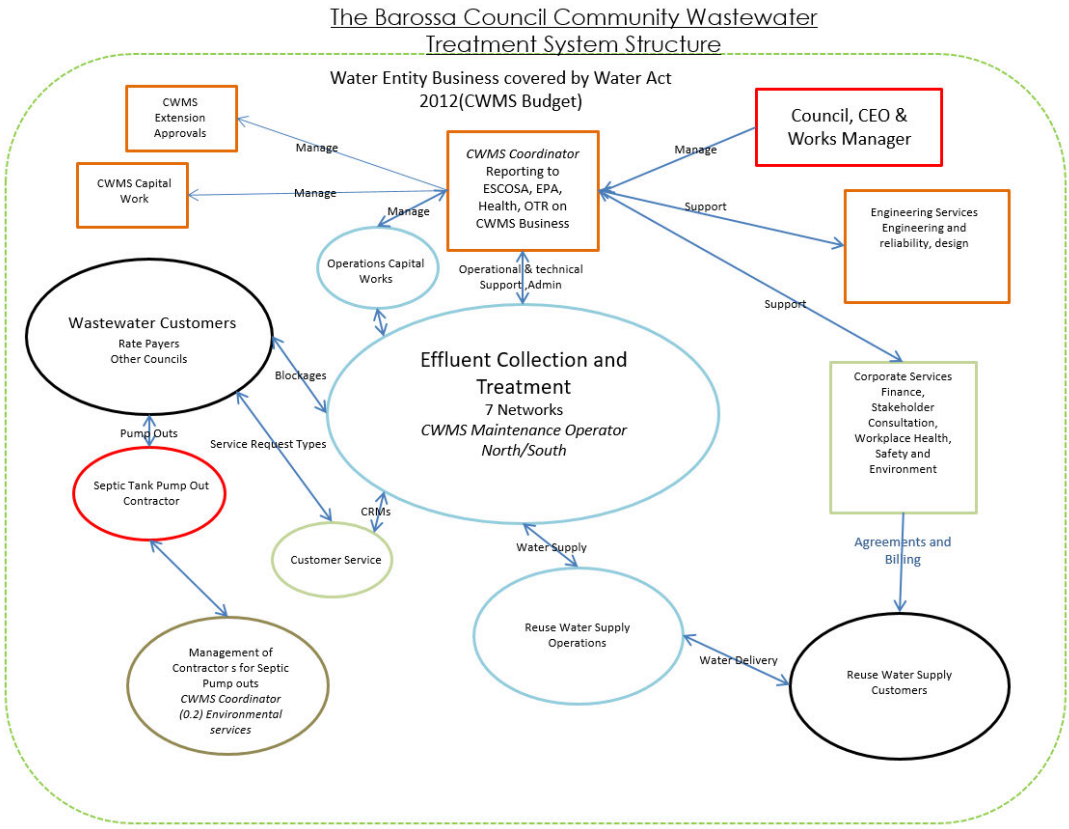
ASSET CLASS	DEFICIENCY	NATURE OF DEFICIENCY
CWMS	Drainage systems gravity lines	Inflow and Infiltration (I&I) into network, leading to overloading and overflows. This only occurs after heavy rain events and is applicable to about 40% of the network. I&I involves the entry of surface water and/or groundwater into a wastewater collection system, causing hydraulic overloading of the system. This can result in: • Surging from manholes and house connections, causing effluent to flow over properties, with potential public health impacts • Overflow of effluent from wet wells and bypassing of treatment plants, causing environmental and public health problems • Overloading of the treatment processes, causing a deterioration in effluent quality • Additional operational costs from pumping and additional capital costs from early renewal and system augmentation. Preventative methods include building standards enforcement, Council drain CCTV inspection and repair.
	Critical asset failure (Lagoon, Reticulation Network, Pump Stations, Wastewater Treatment Plants, Reuse water distribution network.	Critical assets are those assets which have a high consequence of failure but not necessarily a high likelihood of failure. By identifying critical assets and critical failure modes, organisations can target and refine investigative activities, maintenance plans and capital expenditure plans at the appropriate time. Operations and maintenances activities may be targeted to mitigate critical assets failure and maintain service levels. These activities may include increased inspection frequency, higher maintenance intervention levels, etc.
	Legislative Requirements are not met	Ensure that all Water Industry Act and ESCOSA* requirements are followed.

* Refer also the Safety, Reliability, Maintenance and Technical Management Plan for CWMS Networks, The Barossa Council, Version 1, July 2018 (SRMTMP).

7.5 CWMS Operations and Maintenance Plan

The SRMTMP is a controlled document developed to meet the requirements of the Water Industry Act, as required by the Office of the Technical Regulator (OTR). The SRMTMP identifies how Council operations and maintenance employees ensure the safe and reliable operation of the collection networks, wastewater treatment facilities and recycled water use for surface irrigation of adjacent land.

The operational structure of Council's CWMS operation is shown by the following diagram.



The current status of Councils CWMS Operation can be summed up by the following: "The Barossa Council has valid approvals and licences from the relevant regulatory authority." (SRMTMP). Furthermore, in consideration of the risks and benefits, Council aspires to meet and generally achieves industry best practice with this operation.

"The existing equipment utilised by The Barossa Council in the CWMS is operated within a maintenance structure that schedules the work to common procedures.

Council adopts a preventive maintenance program over a breakdown maintenance approach. This program includes scheduled mid-life overhauls of major mechanical and electrical equipment to extend asset life and defer increased maintenance costs. Replacement of minor / low capital mechanical and electrical equipment is adopted to avoid increased routine maintenance costs. This preventative maintenance program is reviewed using a performances review process." – SRMTMP.

Future Considerations

ASSET CATEGORY	LOCATION	SERVICE CONSIDERATIONS
CWMS	Township	Population growth / new large scale housing developments and new townships. Augmentation of existing or new infrastructure, services and effluent disposal may lead to increased demands on the existing network.
	Maintenance	Maintenance includes all actions necessary for retaining an asset to an appropriate service condition to allow the asset to deliver all of the needs of the community. This may involve the regular ongoing day-to-day work necessary to

ASSET CATEGORY	LOCATION	SERVICE CONSIDERATIONS
		keep assets operating but excluding rehabilitation or renewal. Maintenance may be classified into reactive, planned and specific maintenance work activities. Reactive maintenance is unplanned repair work carried out in response to service requests and management/supervisory directions. Planned maintenance is repair work that is identified and managed through a Maintenance Management System (MMS). MMS activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance. Specific maintenance is replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including manhole and inspection point replacement, etc. This work falls below the capital/maintenance threshold but may require a specific budget allocation.
	Capital Renewal and Replacement Strategies	Planning and scheduling renewal projects to deliver the defined level of service in the most efficient manner, • Undertaking project scoping for all capital renewal and replacement projects to identify: • the service delivery 'deficiency', present risk and optimum time for renewal/replacement, • the project objectives to rectify the deficiency, of the range of options, estimated capital and life cycle costs for each option that could address the service deficiency, of and evaluate the options against evaluation criteria adopted by the organisation, and of select the best option to be included in capital renewal programs, • Using 'low cost' renewal methods (cost of renewal is less than replacement) wherever possible, • Maintaining a current infrastructure risk register for assets and service risks associated with providing services from infrastructure assets and reporting Very High and High risks and residual risks after treatment to management and Council • Reviewing current and required skills base and implementing workforce training and

ASSET CATEGORY	LOCATION	SERVICE CONSIDERATIONS
		development to meet required construction and renewal needs, • Maintaining a current hierarchy of critical assets and capital renewal treatments and timings required, • Reviewing management of capital renewal and replacement activities to ensure Council is obtaining best value for resources used.

7.6 Asset Summary

The following table summarises the Major Asset types within Councils CWMS Infrastructure:

ASSET TYPE	QUANTITY	REPLACEMENT VALUE
Gravity Main	178kms	$ 33,412,978
Gravity Property Connections	7,836 Connected Customers – 33.5km	$ 6,075,414
Rising Mains	44kms	$ 10,931,695
Manholes	14	$ 182,683
Pump Stations	38	$ 6,011,092
Standpipes	3	$ 315,975
Waste Water Treatment Plants and Infrastructure	5 Treatment plants	$ 16,140,002
Total		**$ 73,069,841**



8 COMMUNITY AND RECREATION ASSETS

8.1 Asset Breakdown

This Infrastructure Asset Management Plan covers the Land, Recreation and Sporting Facilities, Parks and Gardens, and Buildings, assets under the care and control of The Barossa Council.

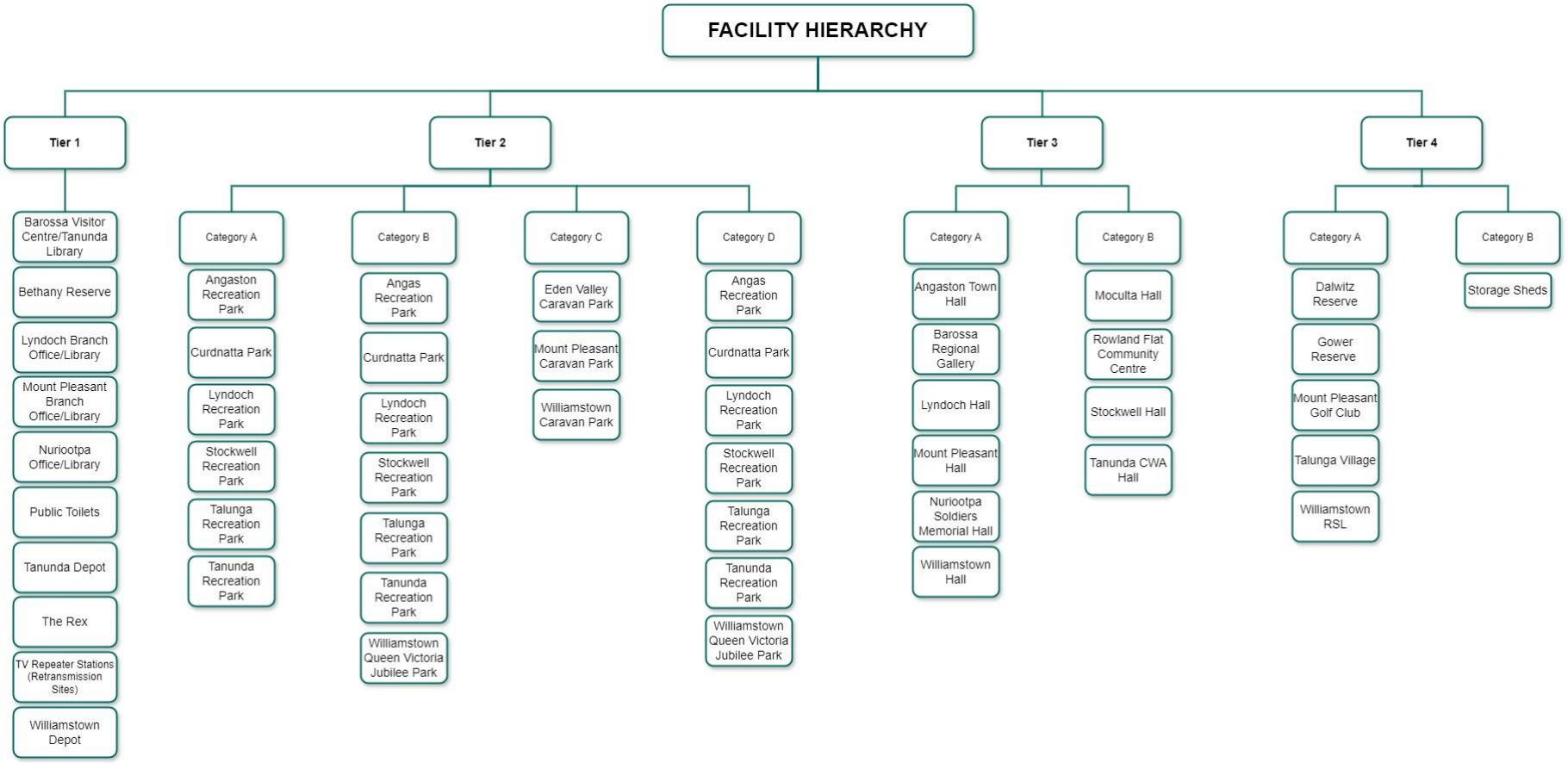
Council's AMIS breaks the Community and Recreation Assets down into Land, Recreation/Sporting Facilities, Parks and Gardens, and Buildings.

8.2 Technical Levels of Service

The best formal baseline for Council's current Level of Service and performance measuring process for the operations and maintenance Community and Recreation Assets is described within *The Barossa Council's Community Land Register Management Plan 1(CLMP 1) - Council Reserves and Gardens – Developed** (V 1.0, 8 June 2016).

Service Attribute	Service Activity Objective	Activity Measure Process	Current Performance	Desired for Optimum Lifecycle Cost
Operations	Refer to CLMP 1*	Refer to CLMP 1*	Refer to CLMP 1*	Refer to CLMP 1*
Maintenance	Refer to CLMP 1*	Refer to CLMP 1*	Refer to CLMP 1*	Refer to CLMP 1*
Renewal	Ensure minor components are replaced when due so that the asset continues to be fit for purpose.	Number of renewals identified in renewal plan completed per annum.	Renewal program of individual components based on previous inspections.	Coordinated renewals program based on recent condition assessments.
Upgrade / New	Working toward implementation of the OSRPRS 2013, ensure that assets are upgraded to meet all relevant legislation, new standards and modern needs.	Elected member requests. Government funding. Comparison with CLMP and OSRPRS 2013 objectives.	Reporting on project from start to completion.	Time frames and scale for optimum market price. Use of Federal/State funding.

A 'Facilities Hierarchy' is used to determine priority when there is competing demand for resources and also to reflect the differing levels of service aimed for in each 'tier'. Tier 1 is the 'top' level, and these facilities are critical to delivery of Council functions and and/or multiple user groups.


FACILITY HIERARCHY
Tier 1
Barossa Visitor Centre/Tanunda Library
Bethany Reserve
Lyndoch Branch Office/Library
Mount Pleasant Branch Office/Library
Nuriootpa Office/Library
Public Toilets
Tanunda Depot
The Rex
TV Repeater Stations (Retransmission Sites)
Williamstown Depot
Tier 2
Category A
Angaston Recreation Park
Curdnatta Park
Lyndoch Recreation Park
Stockwell Recreation Park
Talunga Recreation Park
Tanunda Recreation Park
Category B
Angas Recreation Park
Curdnatta Park
Lyndoch Recreation Park
Stockwell Recreation Park
Talunga Recreation Park
Tanunda Recreation Park
Williamstown Queen Victoria Jubilee Park
Category C
Eden Valley Caravan Park
Mount Pleasant Caravan Park
Williamstown Caravan Park
Category D
Angas Recreation Park
Curdnatta Park
Lyndoch Recreation Park
Stockwell Recreation Park
Talunga Recreation Park
Tanunda Recreation Park
Williamstown Queen Victoria Jubilee Park
Tier 3
Category A
Angaston Town Hall
Barossa Regional Gallery
Lyndoch Hall
Mount Pleasant Hall
Nuriootpa Soldiers Memorial Hall
Williamstown Hall
Category B
Moculta Hall
Rowland Flat Community Centre
Stockwell Hall
Tanunda CWA Hall
Tier 4
Category A
Dalwitz Reserve
Gower Reserve
Mount Pleasant Golf Club
Talunga Village
Williamstown RSL
Category B
Storage Sheds

Facility Hierarchy Matrix					
Tier	**Type**	**Description**	**Sub-Category**	**Impact to Community**	**Impact to Council Staff/Third Party**
1	Civic Centre	• Very high community access or impact to community • Of a regional significance and capable of hosting state and/or national events • Services a population catchment above 5,000 people and receives regular regional level usage. • Diverse community & staff/third party service offerings • Generally, professionally managed with Council contributing to all maintenance costs to ensure high standard of service.	N/A	Major	Major
2	Recreation Park	• High community access • Of an important district significance. • Services a population catchment above 1,000 people • Receives regular usage from users competing in district competitions. • Receives regular usage from the community for recreational activities such as playgrounds • Can house caravan park grounds which are managed by a professional managing body or Council • Managed directly by Council or by a managing body, with Council contributing toward maintenance costs to ensure an appropriate standard of service. • If directly managed by Council, will have appropriate user group fees determined to ensure sufficient cost recuperation. • Individual facilities/areas within the Recreation Park may be subject to differing service levels in accordance with corresponding Council Policies and/or plans (e.g. Ovals) • Individual facilities/buildings within the Recreation Park may be exclusively utilised by third parties under agreement with Council which will attract	A – Community space/facility B – Open space/oval area subject to corresponding Council policies/plan C – Caravan Park grounds & associated facilities D – Area under exclusive Lease or Licence agreement and subject to such agreements terms and conditions only	High	High

		differing service levels outside of this Hierarchy			
3	Community Halls	• Moderate community access • Of an important local significance • Services a population catchment of less than 1,000 people • These facilities provide for casual recreation or event usage to the community • Receives regular usage from a small number of user groups • Council managed facility with cost of management and maintenance funded by charging fees to users. • Individual areas within the facility may be exclusively utilised by third parties under agreement which will attract differing service levels outside of this Hierarchy	A – Large Halls (capable of accommodating over 100 people) B – Small Halls (capable of holding less than 100 people)	Moderate	Moderate
4	Storage Sheds/Leased Reserves & Facilities	• Low to no, or targeted community access • Services a targeted population catchment of less than 1,000 people • Provides for casual recreation to the community or storage of Council owned equipment • Receives regular usage from a single user group which is under a lease agreement with Council • Individual areas within, or the whole, facility may be exclusively utilised by third parties under agreement which will attract differing service levels outside of this Hierarchy	A – Leased space B – Council storage shed	Low	Low

8.3 State of the Assets: Data Collection, and Asset Condition

Data Collection and Asset Condition

In the 2022-2023 financial year Council undertook a Building Condition Assessment for all Buildings within this class of Assets. The assessment involved dividing each asset into up to 9 component categories. The information obtained in this assessment classified the quality and condition of assets. Using the Assetic Predictor module and modelling of this information has enabled Council to make better decisions on prioritising operating expenditure, renewals, and future capital works.

The Assessment also identified deficiencies and defects within this group of Assets and provided a suggested three-year work plan for improvement.

Data is also collected via Council's Customer Relationship Management System to inform reactive maintenance tasks and to document suggested improvement or investment.

Buildings Asset Value and criticality

The building assessment was conducted on all 290 listed Council buildings. The building criticality rating was based on input factors of:

- Availability for usage
- Duration of usage
- Average occupancy on days of usage
- Community impact of non-availability
- Compensation payable for non-availability causing service failure

8.4 Operations and Maintenance Plan

The Community and Recreation Assets category is one of Councils' largest asset groups and encompasses many different types of assets. At an operational level, the Asset Types within this class are managed quite differently, and in most cases have a specific service level, plan, or strategy in place to identify the required operational management and maintenance activities.

Building management and inspections

All Council buildings are subject to a range of inspections including:

- Annual (minimum) inspection by Council staff
- Periodic Level 1 building condition assessments
- Electrical tagging and testing annually
- Fire safety checks
- Quarterly inspection of all air conditioning systems
- Pest control treatment (including for termites) annually
- Plumbing inspections (including backflow prevention systems)

The main Council Administration Building and The REX facility both have electronic 'Building Management Systems' that enable optimisation and control of the relatively complex services at these sites.

Land

Council owned and/or managed land is categorised as:

- Crown Land
- Community Land
- Council Owned and Managed Land
- Council Leased (not owned)
- Council Owned and Leased

Crown Land

Crown Land vested in the care and control of Council and managed in accordance with the Crown Land Management Act 2009 and any related Crown Condition Agreements.

Community Land

Management of Council Owned Community Land is managed in accordance with the Community Land Management Plans (CLMPs) which have been formally adopted by Council. The CLMPs provide a framework for Council to operate and maintain its community land to maximise its use by the community for recreational and leisure activities. Each plan contains the following information:

- Identity of the land and the owner
- Purpose for which it is held
- Objectives, policies and proposals of how the land is managed
- Performance targets and the measurement of performance against objectives and targets
- Nature of any trust, dedication or restriction
- Any requirement placed on the land by the owner

Below is a list of Council's seven current CLMP's*:

- Plan 1 – Reserves and Gardens Developed

- Plan 2 – Reserves and Gardens Undeveloped
- Plan 3 – Recreation Reserves
- Plan 4 – Institute and Halls
- Plan 5 – Car Park Land
- Plan 6 – Cemeteries
- Plan 7 – Established Trails, Bikeways and Walkways

**These plans available on Council website*

Council Owned and Managed Land

Parcels of land that Council owns and manages, such as recreation facility locations, are managed in accordance with Council adopted service levels. Masterplans have been developed for each recreation facility location in conjunction with the community and registered user groups and adopted by Council, to provide a blueprint for future development and identify key improvements for each facility.

Council Leased (not owned)

This land type is managed in accordance with the lease agreement which Council has entered into with the landowner.

Council Owned and Leased

Many user groups, such as sporting clubs and other community groups, lease Council owned land and facilities. A formal lease agreement with the relevant tenant is in place and identifies any maintenance or renewal responsibilities of Council and the tenant in accordance with Council's Lease and Licence Policy.

Recreation / Sporting Facilities

Sporting and Recreation Assets are managed on a day to day basis in accordance with Council adopted service levels. Both proactive and reactive maintenance requirements are managed in accordance with the Annual Business Plan and Budgets for the facilities.

Parks and Gardens

Parks and Gardens, like Recreation and Sporting Facilities, are managed on a day to day basis in accordance with service levels and Council's Annual Business Plan and Budget which includes proactive and reactive maintenance requirements. This involves activities such as:

- Mowing
- Irrigation
- Fertilising
- Weeding
- Playground Inspections

Most of the maintenance activities that are undertaken within Council's Parks and Gardens are planned, with daily, weekly, fortnightly and monthly tasks scheduled to ensure that the assets are well maintained, safe and are aesthetically pleasing for the community. Customer requests are also key drivers for reactive maintenance activities undertaken.

Building assets

Council buildings are managed on a day-to-day basis in accordance with service levels and Council's Annual Business Plan and Budget, which includes, proactive and reactive maintenance requirements. Capital investment in building assets in Council's recreation parks is also documented and approved within The Big Project (see also the upgrade section further below).

The Building Condition Assessment, undertaken in 2022/23 is an important input into planning for future works. Prioritisation of building maintenance work is already being assisted by this data. Future renewals are discussed in the relevant section further below.

Cemeteries

Cemetery land, buildings, cemetery beams, niche walls, carparks and access roads are the main component types that make up Council's Cemetery asset collection. Ancillary structures include minor

sheds and lighting. At an operational level, Council manages plot bookings and coordinates with funeral directors and families for the use of these facilities.

8.5 Renewal Plan

Renewal expenditure is work that does not increase the asset's design capacity but returns the service capability of an asset up to that which it had originally. Work over and above restoring an asset to original service potential is upgrade/expansion or new works expenditure.

Council plans renewal of defects raised as either part of any asset component condition assessment, regular planned inspections, or customer requests.

Major renewal is undertaken in consultation with the Council and / or Community, to meet Community levels of service objectives and minimise infrastructure service risks.

8.6 Upgrade Plan

General

Any upgrade to Community and Recreation Assets will be determined based on the social, tourism and economic importance of the facility and its projected demand.

Any proposed variations to infrastructure levels of service that have a financial impact are required to be considered by Council in terms of the revised asset function level. Any proposed upgrade is required to be considered through the Council budget process.

Recreation / Sporting Facilities: THE BIG PROJECT

In 2017, Council embarked on a Generational Community Infrastructure Project named "The Big Project". Medium to long term investment in recreation, sporting, cultural and aquatic facilities is documented within the adopted Masterplans and subsequent detailed design for each recreational facility.

Each Masterplan has been subject to more detailed component planning, design, cost feasibility assessment and overarching prudential management review as required under the Local Government Act and has in turn been prioritised by Council at its meeting in August 2019. Council partnered with the community and user groups to complete a needs assessment and working groups were established to progress the detailed design elements of each prioritised project element.

Council has continued to deliver on its vision to future-proof sports, recreation, and cultural facilities in the Barossa, rolling out multiple priority projects as part of The Big Project. As at 30 June 2023, Council's investment in The Big Project has totalled $37 million to-date, with Council also securing around $10 million in grant funding and contributions, bringing total investment to $47 million. The investments to date are described in the infographic below.

In April 2024 Council also received a $20 million contribution from the State Government to help fund the Barossa Park Project, a major redevelopment of Lyndoch Recreation Park that will cater for sports, major events, and community activation.



8.7 Asset Summary

Below is a brief overview of the number of each Asset Type that Council currently own and maintain.

ASSET TYPE	QUANTITY	REPLACEMENT VALUE
Community & Council Owned Land	549	$ 60,225,350
Barossa Recreation Assets	376 units	$ 19,284,292
Aged and Disabled Services Buildings	5	$ 1,718,422
Bushgardens Buildings	5	$ 563,167
Car Park Buildings	1	$ 75,000
Cemetery Buildings	2	$ 13,000
Community Buildings	44	$ 25,084,436
CWMS Buildings	1	$ 52,000
Depot Buildings	2	$ 1,914,952
Office / Library Buildings	7	$ 10,888,454
Park / Gardens Buildings	27	$ 3,019,952
Recreation Buildings	6	$ 19,380,883
Sporting Reserve Buildings	96	$ 28,161,510
Transfer Station Buildings	3	$ 48,472
Community Infrastructure	70	$ 2,442,867
Total		**$ 172,872,937**

9 STORMWATER ASSETS

9.1 Asset Breakdown

Stormwater Assets are currently stored in Council's AMIS, and includes type, condition, and valuation (e.g. replacement value, depreciation) of stormwater assets together with a history of the assets including construction, maintenance, any additions, deletions and changes to those assets.

The data has also been mapped in Council's GIS, and includes displaying information such as the dimensions, type, and condition.



9.2 Technical Levels of Service

Service Attribute	Service Activity Objective	Activity Measure Process	Current Performance	Desired for Optimum Lifecycle Cost
Operation	Proactive/reactive Side Entry Pit and Gross Pollutant Traps cleaning program.	Reduction in flooding and pit failures created by blocked pits.	Programmed proactive stormwater infrastructure cleaning program.	Programmed proactive cleaning in addition to reactive cleaning.
	Street sweeping of water table to reduce the amount of debris entering stormwater system.	Completion of street sweeping program.	Programmed 8 week rolling proactive street sweeping program.	Programmed proactive street sweeping program.
Maintenance	Existing infrastructure is free from debris and in good working order.	Routine inspections of known problem areas and prior to significant forecast events.		
		Ongoing clearing of exotic vegetation and watercourse clearing.		
	Maintain the serviceability of the temporary road crossing stormwater flood walls.	Compliance with a planned inspection regime.	Flood wall inspections is undertaken at varying frequencies across the network.	Establish set frequencies for inspections.
Renewal	Asset renewal is planned prior to end of useful life.	Asset renewal is accurately predicted in the plan.	Minimal asset renewal is anticipated based on condition data.	Asset renewal is confidently planned based on condition data.
Upgrade	Remove gaps between desired service level and actual service level for performance.	Finalise SMP's and prioritises high risk works from the plans to be approved by Council and Funded through the long term financial plan.	Per annual budget.	Per stormwater implemented plans.

9.3 State of the Assets: Data Collection and Asset Condition

Council's stormwater drainage assets were surveyed in 2009 by visual inspection. Asset detail collected included pipe and pit data and pit depth information. Condition assessment information collected was notional.

Stormwater upgrades are driven by risk. Risk and the mitigation options are identified through completion of Stormwater Management Plans (SMPs).

The Stormwater Drainage Long Term Plan has been derived from the survey data in conjunction with Flood Mapping and SMPs prepared for numerous Water Courses and Townships with an identified flood hazard risk to development. The flood management policies were reviewed in March 2013 and found to be adequate for flood hazard risk assessment. The Stormwater Drainage Long Term Plan is reviewed annually on this basis and outlines known deficiencies with the stormwater drainage infrastructure and identifies the required long-term interventions and notional capital costs.

Stormwater Management Plans have been prepared for the following Townships:

- Kalbeeba – W&G, Gawler East Residential, Stormwater Management Strategy, Northern Catchment, March 2011
- Lyndoch – GHD, September 2004
- Mount Pleasant – GHD, September 2004
- Tanunda – Tonkin, June 2001
- Nuriootpa – W&G, North of Kalimna Road, August 2013
- Nuriootpa Township – Tonkin, June 2021

Flood Mapping has been completed as follows (a full flood study unless stated otherwise):

- Angaston:
  - Angaston Creek
- Nuriootpa:
  - North Para River
  - Kalimna Creek
- Tanunda:
  - Basedow Creek (Railway line to North Para River)
  - Tanunda Creek, (minimal localised data)
- Moculta:
  - Moculta Creek, (minimal localised data)
- Mount Pleasant:
  - Torrens River
  - Isaac Street (Lot 30), (localised data)
- Springton:
  - Hamiltons Road creek, (minimal localised data)
- Lyndoch:
  - Lyndoch Creek, (minimal localised data)
- Williamstown
  - Yettie Creek, (minimal localised data)
- Review of Flood Management Policies, March 2013

9.4 Operations and Maintenance Plan

The provisions of this IAMP apply to those assets listed in the Council's AMIS. The construction, operation and maintenance of the listed assets are Council's responsibility. Stormwater infrastructure within private property, not identified as a Council asset in Council's AMIS and/or not specifically covered by easement are deemed to be not Council responsibility.

The Barossa Council is responsible for constructing new, repairing, and maintaining stormwater infrastructure within road reserves, land in care and control of Council or contained within an easement or other legal agreement.

The maintenance regime of structures that are accepted as being Council's is as follows:

- Council will undertake ad-hoc inspections (linked to road maintenance activity) to monitor asset performance and identify defects. This will inform Council of any repair works and intervention that may be required. Council also conducts reactive maintenance as part of the response to customer requests.
- Information related to defects identified via inspection will be recorded in Council's AMIS. Repair and maintenance works will be scheduled based on the severity of the defect ensuring the safety of infrastructure for use by the general public.

9.5 Renewal Plan

Councils Stormwater Drainage Masterplan identifies priorities for stormwater asset capital renewal or replacement work. This may include major maintenance items but, for the purposes of this IAMP, the works are all identified as renewal. The Plan report also informs longer term stormwater replacement and upgrade requirements across the region without specific priority assigned.

9.6 Upgrade Plan

Councils Stormwater Drainage Masterplan identifies priorities for stormwater asset capital upgrade work.

Upgrades outside of renewals (and associated modern equivalent componentry/methods) will be demand or standards driven. Typical factors would include increased flows, increased hydraulic requirements, increased level of service requirements, safety from flooding or water ingress and safety and convenience from road / channel flows.

9.7 Asset Summary

The assets covered by this Plan are shown below:

ASSET TYPE	QUANTITY	REPLACEMENT VALUE
Stormwater Pits	2433	$ 9,592,032
Stormwater Pipes	2426	$ 24,064,011
Gross Pollutant Trap	11	$ 185,540
Stormwater Drainage Channel	47	$ 3,022,059
Stormwater Culverts	309	$ 7,087,350
Headwalls	406	$ 459,543
Cross Drain	1905	$ 12,554,907
Total		**$ 56,965,442**

10FLEET, PLANT AND EQUIPMENT ASSETS

10.1 Asset Breakdown

This IAMP covers the fleet, mobile plant and equipment assets under the care and control of Council. These assets are to manage and maintain its infrastructure and are used to provide community services. Assets covered include the following:

- Community transport – buses and light passenger vehicles
- Community Wastewater Management Scheme operations vehicles
- Commercial vehicles, plant and trailers for infrastructure maintenance and operations
- Passenger vehicles used for administration and management of Council's functions

Data describing Council's fleet, mobile plant and equipment assets are stored in Council's Asset Management System, Assetic. In late 2023, a draft Fleet Asset Management Plan (FAMP) was prepared. This IAMP summarises the coverage and outputs of the FAMP.



10.2 Legislative Requirements.

Legislative requirements for management of Council's fleet assets differs from most fixed assets, with the particular requirements set out below:

Federal Legislation and Regulations	Purpose
Road Vehicle Standards Act 2018 (Australian Design Rules)	The Australian Design Rules (ADRs) are national standards for vehicle safety, antitheft and emissions.
National Environment Protection (Diesel Vehicle Emissions) Measure	Supporting legislation to the National Environment Protection Council Act 1994 that requires monitoring and control of emissions from diesel vehicles
Heavy Vehicle National Law Act 2012	Heavy Vehicle National Law is intended to promote safety, manage the impact of heavy vehicles on the environment, infrastructure, and public amenity, and encourage improvement in business practice.
Work Health and Safety Act 2011 and regulations	Legislation relating to workplace health and safety consultation, co-operation, and co-ordination, how to manage work health and safety risks, managing the work environment and facilities.
Accounting Standard AASB 116 Property, Plant and Equipment	Lists the requirements for the content and reporting of financial reports.
Australian Tax Office Legislation and Regulations	Lists organisational responsibilities to report to the Australian Tax Office (ATO) on Fringe Benefit Tax, asset depreciation, fuel tax credits, etc.
Australian Dangerous Goods Code	Dangerous goods are substances and articles that have explosive, flammable, toxic, infectious or corrosive properties. They pose a risk to public safety, property, or the environment.
Relevant state legislation has not been listed at this time and is identified as an improvement opportunity.	

10.3 Technical Levels of Service

Level of Service	Standard	Responsibility	Performance Target
Scheduled Maintenance	All servicing to Original Equipment Manufacturer (OEM)specifications.	Coordinator Fleet and Stores, Co-ordinator Asset Management or Vehicle Assigned Officer.	90% within scheduled month / 100% within 30 days of scheduled month.
	Daily checks of operation vehicles completed.	Operations Officers.	100% prior to operation.
	Monthly check of pool vehicle completed.	Assigned officer.	90% within scheduled month / 100% within 30 days of scheduled month.

	Comprehensive records maintained.	Coordinator Fleet and Stores, Co-ordinator Asset Management or Vehicle Assigned Officer.	85% of scheduled maintenance recorded in Financial Management Information Systems or the Electronic Document Management System.
Unscheduled Maintenance	Respond within timeframes based on criticality.	Coordinator Fleet and Stores, Co-ordinator Asset Management or Vehicle Assigned Officer.	90% adherence to response times.
Safety	All passenger vehicles 5 Star ANCAP.	Coordinator Fleet and Stores or Co-ordinator Asset Management.	100% Passenger Vehicles 5-Star.
	Risk Assessments on all Plant assets.	Coordinator Fleet and Stores.	100% of Plant have current Risk Assessments.
Fleet Replacement	10-year Replacement Plan established and maintained	Co-ordinator Asset Management	Replacement Plan updated annually.
	Asset commissioned as per 10-year Replacement Plan.	Co-ordinator Asset Management.	90% Capital Program expenditure achieved in scheduled year.
Administration	Fuel supply contracts in place.	Manager, Infrastructure and Environment and Co-ordinator Asset Management.	100% current contract in place.
	Registration renewal.	Co-ordinator Asset Management.	100% of road assets registered.

10.4 State of the Assets: Data Collection and Asset Condition

Condition of Major Plant and Equipment assets is monitored by Council staff and while a full condition profile has not yet been developed, the following aspects are considered:

Quality – is operational, fit for purpose to meet agreed Level of Service (LoS) and maintained and managed to industry standards

Function – that is appropriate to meet operational requirements

Capacity / Utilisation – that is available to meet operation requirements

Council maintains a comprehensive database of fleet assets, and this includes the age and nominal useful life of each asset. Where asset age is in excess of nominal useful life, the renewal amount is identified as 'backlog'. The renewal plan identifies how the backlog amount is proposed to be managed in overall expenditure terms. Individual 'backlog' item renewal will be a on a case-by-case basis, considering factors including risk, utilisation and operating cost.

10.5 Operations and Maintenance Plan

Council records kilometres travelled / hours used or the approved service schedule for its fleet and mobile plant and equipment assets. The information collected assists Council to prioritise operating expenditure, future capital expenditure and to guide assessment of major plant upgrades.

Maintenance is recorded and includes scheduled and unscheduled activities necessary to ensure the fleet operates as required, is safe and residual values are retained. Maintenance and repair are generally all outsourced.

10.6 Renewal Plan

Renewal relates to work and expenditure that does not increase the assets capacity but rather restores, replaces, or renews an existing asset, maintaining the original capacity. Routine incremental improvements in safety or efficiency associated with technological development over time and provided in a replacement fleet asset would generally be considered renewals. However, where significant cost increases are associated with improvement, additional funding may need to be sought through funding approval processes. Renewal cost estimates are based on a purchase price and indexed annually from purchase date.

The timing of Fleet asset renewals is generally based on:

- sound fleet management and asset management principles
- the most cost-effective option available to Council,
- internal officer assigned vehicles, depending on the manufacturers' warranty period and vehicle type, are replaced:
  - Between 3 and 5 years of age; or
  - Between 80,000 to 100,000 kilometres use
- Community transport vehicles are renewed on rolling three-year program subject to external funding.

10.7 Upgrade Plan

While it is believed that Fleet enhancements are necessary and expected, a more in-depth review of current service delivery functions is required to provide a detailed forward plan. It is expected that the outcome of this review will be relatively minor.

10.8 Disposal Plan

Every Fleet item replacement has an associated disposal. The revenue realised from disposal is not included in this IAMP. There are 235 Fleet asset renewals proposed over the 10-year planning period (plus FY24).

10.9 Asset Summary

Assets covered by this IAMP include:

ASSET TYPE	QUANTITY	REPLACEMENT VALUE
Vehicles	129	$ 7,637,000
Trailers	19	$ 166,874
Plant & Equipment	239	$ 3,056,198
Total		**$ 10,860,072**

The average asset age is 8.25 years, ranging from 7 months to 59 years. Average nominal useful life 10 years.

11 NURIOOTPA CENTENNIAL PARK AUTHORITY

The Nuriootpa Centennial Park Authority (NCPA) manages a tourism, recreational and sporting precinct, Nuriootpa Centennial Park, on behalf of The Barossa Council as a wholly owned subsidiary under s42 of the Local Government Act 1999.

The precinct incorporates:

- Playing fields (football ovals, soccer pitches and tennis / netball courts)
- Community and sporting buildings
- Reserves (including Coulthard Reserve incorporating the Bush Chapel)
- Barossa Valley Tourist Park: assets and infrastructure:
    - Cabins: 42
    - Powered Sites: 144
    - Ensuite Powered Sites: 12
    - Unpowered Sites: 2
- Supporting infrastructure (roadways, amenities blocks, playgrounds (including new adventure playground), swimming pool, barbeque areas, camp kitchen, meeting room, basketball court, electric charging stations, dump points and power and wastewater infrastructure)
- Prider Street Residential Property

11.1 Managing the Assets

Barossa Valley Tourist Park (BVTP)

Maintain a 4-star AAA Tourism (overall) park rating, remain competitive in the tourist accommodation market and increase park profitability and sustainability by:

- Renewing, replacing or removing (as appropriate) outdated, poor performing and aged infrastructure / assets / facilities
- Developing new infrastructure / assets / facilities determined as required to meet needs of key target markets;

Sporting & Recreation Reserve

Maintain sporting and recreational facilities and infrastructure in partnership with stakeholder user groups to attract visitors to the Barossa region and for sustainable (and increased) utilisation by the Barossa regional community by:

- Supporting user groups in the maintenance, renewal and replacement of existing infrastructure / assets / facilities to continue to meet the needs of users and manage associated risk
- Supporting user groups in the development of new infrastructure / assets / facilities determined as required to meet emerging and future needs of users

Coulthard Reserve (incorporating the Bush Chapel)

Provide recreational reserve open space and facilities for visitors to the Barossa region and for sustainable use by the Barossa regional community by:

- Working with key stakeholders to implement the Master Plan for future management of the reserve to maximise amenity, environmental benefit, visitation, and use (local community and tourists)
- Implement recommendations from the Master Plan

11.2 Asset Summary

ASSET TYPE	QUANTITY	REPLACEMENT
Land	7 Parcels	$ 2,230,868
Buildings and Other Structures	101 Units	$ 10,037,707
Stormwater Infrastructure	60 Units	$ 446,084
Recreation Infrastructure		$ 5,340,596
Plant and Equipment		$ 759,706
Total		**$ 18,814,961**

Appendix 1 – Asset Lives

Asset Class	Asset Groups/Types within Class	Type	Sub-Classification/ Component	Useful Life Range (years)
Land Assets	Land	Land		N/A
Building and Other Structures	Depots, Offices / Libraries, Aged and Disabled Services, Fire Service, Cemeteries, Halls, Community, Recreation, park/Garden, Sporting Reserve, CWMS, Car parks, Transfer Station, Bushgardens.	Buildings – Market Value		20 - 100
		Buildings - valued over $100,000 recorded at component level	Substructure	40 - 300
			Superstructure	20 - 300
			Roofing	40 - 60
			Town Hall solid	150
			Flooring only	
			Internal Fit-out	20 - 25
			Services	20 - 100
		Buildings – not componentised and/or valued under $100,000 recorded as one Asset		20 - 100
		Toilets - recorded as one Asset		20 - 100
		Sheds, Garages, Pavilions and Shipping Containers - recorded as one Asset		20 - 100
		Pergola, Cabins, Carports, Gazebo, Shelters, and other Structures - recorded as one Asset		20 - 100
Leasehold Improvements	Depots, Offices / Libraries, Aged and Disabled Services, Fire Service, Cemeteries, Halls, Community, Recreation, Park/Garden, Sporting Reserve, CWMS, Car parks, Transfer Station, Bushgardens.	Buildings		Term of the lease
Transport	Road – Earth, Pavement, Surface and Seal, Footpath, Kerbing, Car parks	Sealed Roads	Sealed Roads – Earth	Unlimited
			Sealed Roads – Pavement (includes shoulders) - 2 components	1: 40–200
			Sealed Roads – Surface - 2 components	1: 10 – 50
		Sheeted Roads	Sheeted Roads - Earth	Unlimited
			Sheeted Roads – Pavement or Surface - 2 components	1: 12 - 50
		Formed and Unformed Roads	Unformed Roads - Earth	Unlimited
		Footpaths / Kerbs / Car park Structures	Carpark Surfaces - 2 components	1: 30 – 50
			Footpaths – 2 components	1: Up to 100 2: Up to 350
			Kerb	50 - 100
Bridges, Floodways and Major Culverts	Bridges, Floodways, Major Culverts and Footbridges		Road Bridge - 2 components	1: Up to 100 2: Up to 300
			Footbridges - 2 components	1: Up to 100 2: Up to 300
			Floodways, Major Culverts - 2 components	1: Up to 100 2: 250
Community Wastewater	Pipework, Wastewater Treatment Plant, Lagoon, Pumping Stations		CWMS – Pumping Stations	10 - 50
			CWMS – Lagoons - Components	40 - 100

Management Systems (CWMS)			CWMS – Wastewater Treatment Plant - Components	5 - 50
			CWMS –Pipes – Gravity Main	60 - 80
			CWMS –Pipes – Gravity Property Connection	80 - 100
			CWMS –Pipes – Rising Main	65
Stormwater and Drainage	Cross Drains, Stormwater Drains, Drainage Channels, Floodways		Swale Earth	Unlimited
			Cross Drains	25 - 150
			Drainage Channels	25 - 150
			Stormwater Other Floodways	150
Recreation	Recreation Infrastructure, Parks and Gardens Infrastructure, Sporting Reserve Infrastructure		Infrastructure - Various	15 - 200
			Oval - earthworks	Unlimited
			Oval - soil and turf	100 - 200
Other Infrastructure	Fire Service, Cemetery, Community, Waste Management, Fence, Monuments and Statues, Bushgardens, Township Entrance Statements		Fences	40
			Monuments / Statues	100
			Other Assets	10 - 200
Plant and Equipment	Plant (Includes vehicles and machines), Community, Recreation, Equipment (Includes computers, printers)	Major Plant and Equipment	Plant and Machines*	3 - 20
			Vehicles (i.e. sedans, utes, vans, trucks etc.)*	3 - 33
		Minor Plant and Equipment	Other Equipment	Up to 15
		Hill and Son Historic Pipe Organ	Other Equipment	300
		ICT and Office Equipment and software (including one off licence fees)	Computer Equipment - Individual hardware Assets/Assets that can be easily grouped.	3 - 33
			Software systems - Purchase and/or significant upgrades of Core software systems **	
Furniture and Fittings	Office and Library, Recreation, Parks and Gardens, Sporting Reserve, Community, Street Furniture, Road Traffic Devices, Main Street			10 - 25
Right of Use Assets	AASB16 - Land, buildings, equipment			3 - 5

Appendix 2 – Long Term Financial Plan

A3 Consolidated Results: Budgeted Capital Expenditure	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	Q4 Forecast	Budget	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP	LTFP
	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000	$' 000
Renewal/Replacement Capital summary: Non-Discretionary											
Land	0	0	0	0	0	0	0	0	0	0	0
Buildings	1,664	5,391	3,003	961	1,171	1,181	1,191	1,692	1,362	1,372	1,382
Recreation	1,665	85	120	329	325	336	346	357	368	379	391
Transport - Roads & Footpaths	4,607	4,418	3,889	4,426	5,092	5,563	5,748	5,941	6,140	6,347	6,802
Stormwater, Bridges & Floodplain	113	0	312	321	331	341	351	362	373	384	395
CWMS	96	782	773	488	606	691	800	809	959	1,065	962
Equipment - Plant & Vehicles	991	958	1,201	929	958	988	1,019	1,051	1,084	1,117	1,152
Other Assets	195	112	152	154	557	568	1,079	1,166	1,189	1,213	1,237
	9,331	11,746	9,450	7,608	9,040	9,668	10,534	11,378	11,475	11,877	12,321
New/Upgrade Capital summary: Discretionary											
Land	1,556	0	0	0	0	0	0	0	0	0	0
Buildings (includes TBP program)	3,613	6,033	6,106	187	0	0	0	341	0	0	0
Recreation (includes TBP program)	4,084	21,984	182	296	187	190	193	196	1,803	203	206
Transport - Roads & Footpaths	1,011	1,591	244	597	98	101	105	109	112	116	120
Stormwater, Bridges & Floodplain	393	1,369	385	388	391	534	397	400	404	407	411
CWMS	535	3,176	271	131	34	33	35	31	81	81	81
Equipment - Plant & Vehicles	0	0	0	0	0	0	0	0	0	0	0
Other	313	959	57	59	60	62	63	65	67	68	70
	11,505	35,112	7,245	1,658	770	920	793	1,142	2,467	875	888
Total Capital Expenditure	20,836	46,858	16,695	9,266	9,810	10,588	11,327	12,520	13,942	12,752	13,209

Appendix 3 – Infrastructure Risk Management Plan

Infrastructure Risk Management Plan

Asset description	Risk	Risk Rating	Risk Mitigation	Residual Risk	Resources / Cost required
Footpaths in poor condition	Injury to pedestrian/cyclists	Major	Complete footpath condition audit complete reactive repair to footpaths as informed by the Customer request management system	High	2 x internal staff for approximately for four weeks Additional maintenance budget/maintenance staff required. Cost TBC
Sealed roads in poor condition	Increased quantity and extend of road surface defects that could result in a vehicle collision and/or personal injury	Major	Undertake road condition audits at regular intervals reactive maintenance informed by Council's Customer Request Management System	Low	2 x internal staff for two weeks
Road resurfacing renewal backlog	Roads continue to deteriorate leading to customer dissatisfaction, increased accidents or road closure	Major	Additional road upgrade projects, increased road infrastructure spend	Moderate	$10M shortfall over forecast 10 year period
Unsealed roads in poor condition	Poor surface condition could result in vehicle collisions and possible injury	Major	Undertake regular road surface condition audits including material depthing and testing Reactive maintenance informed by councils customer request management system	Low	
Buildings and recreational assets in poor condition	Structural failure, flooding, loss of service	Major	Undertake condition audit to inform maintenance and renewal costs	Moderate	
Building financial management	Increased financial pressure to adequately maintain the full building portfolio	Major	Annual budget and Long Term Financial Planning process. The Big Project new community assets financial modelling includes provision for maintenance and operations	Moderate	
Building Asbestos	Risk of exposure to asbestos from disturbance	Major	Annual inspections, active asbestos register and warning signs in place	Low	
Building utilisation	Low utilisation for some community building facilities . Buildings not suiting the needs of service providers	Minor	Documented service levels risk rating process and prioritisation for establishing future maintenance work	Low	
Road and footbridges in poor condition	Poor surface condition could result in vehicle collisions and possible injury	Major	Condition audit undertaken by professional engineering consultants in 2017	Moderate	Additional funding approved for FY20/21 financial year with further review during the annual budget and business plan review process
Floods	Flooding caused by inadequate or lack of flood management systems	Major	Flood infrastructure is in place for Nuriootpa, flood operations and maintenance manual has been developed	Low	
Community Waste water management system	Loss of service	Major	Preventive maintenance programme in place, SCADA system to advise faults, On-call staff and system Safety, Reliability Maintenance & Technical Management Plan (SRMTMP) in place	Low	

Appendix 4 – Extract from Barossa, Light and Lower Northern Region – Open Space, Recreation, and Public Realm Strategy 2013.

The following table is pages 52 and 53 from the Barossa, Light and Lower Northern Region – Open Space, Recreation, and Public Realm Strategy 2013 (OSRPRS 2013).

Barossa Council - Local Strategies		
Open Space & Trails	**Recreation and Sport**	**Public Realm**
BOS 1 The Barossa's predicted growth to 2036 will require an additional 89ha of open space to meet the 9ha/1000 benchmark. Applying the 30% Local & Neighbourhood / 70% District distribution, 27 ha should be passive and 62 ha structured.	**BRS 1** Investigate the development of a sporting precinct in Tanunda to consolidate sporting infrastructure.	**BPR 1** Reduce on street car parking numbers to allow space for people oriented activities on footpaths such as outdoor dining, safe pedestrian crossings and local parks, meeting places, seating and shade on Main Streets in - Tanunda - Angaston - Springton - Mount Pleasant
BOS 2 Investigate access agreements for state land, forestry and water bodies for local and regional tourism opportunities at: - Warren Reservoir - Whispering Wall - Kaiserstuhl Conservation Park - Develop cycle path through to Gawler	**BRS 2** Create appealing destinations that support socialisation and activity by integrating active recreation spaces that include places for play, exercise, fitness, walking and cycling, informal sporting activities, picnicking, community events and improved landscape amenity at : - Tanunda: Recreation Reserve and Heinemann Park - Angaston Recreation Reserve - Springton: Miller Street Reserve - Mount Pleasant: Pioneer Settler Site, Main Street and Recreation Area/Oval	**BPR 2** Reduce the speed of traffic travelling on main streets in Tanunda, Nuriootpa, Angaston, Eden Valley, Springton, Mount Pleasant and the Herbig Pullover through a combination of design treatments and earlier speed limit reductions plus reduce the speed to 40km/h in some towns (or parts of towns)
Nuriootpa **BOS 3** Improve linear open space between the western section of town and Murray Street.	**BRS 3** Develop an equitable fees and charges policy for all community land and assets.	**BPR 3** Increase street tree planting numbers and shade in Main Streets and around areas of passive recreation / picnicking in - Kapunda -Davidson Reserve, - Tanunda - Recreation Reserve, Main Street and Heinemann Park, - Angaston, Eden Valley and Mount Pleasant Main Streets.
Angaston **BOS 4** Improve O/S along eastern section of township.	**Nuriootpa** **BRS 4** Master Plan Coulthard Reserve to regional level precinct. **BRS 5** Master Plan Tolley Reserve to a regional level play space **BRS 6** Play space required in newly developed section of town.	**BPR 4** Use indigenous planting palettes to reinforce township character and that of the surrounding natural landscape and improve habitat / biodiversity opportunities in - Kapunda: Davidson Reserve, - Tanunda: Recreation Reserve, Main Street and Heinemann Park, - Angaston, Eden Valley and Mount Pleasant Main Streets.
Tanunda **BOS 5** Improve local open space in the southern area of township.	**Angaston** **BRS 7** Develop Dean Street Reserve into family recreation area.	**BPR 5** Reflect authentic township character through thoughtful entrance signage, local artwork and local material selection suitable for a moving car or for a pedestrian to walk up to and read.
Lyndoch **BOS 6** Secure additional open space around housing development.	**Tanunda** **BRS 8** Improve access for south eastern residents to district level facilities. **BRS 9** Considerations for growth and potential gaps in play facilities in the north east and south east sections of township.	**BPR 6** Consider hard surface materials, footpath widths, linking pram ramps and logical routes to and through open space at - Greenock Recreation Park, - Tanunda Recreation Reserve and Heinemann Park, - Nuriootpa: Bush Gardens, - Angaston: Main Street and Recreation Reserve, - Springton: Miller Street Reserve and Herbig Pullover, - Mount Pleasant: Main Street, - Lyndoch: Recreation Park

Barossa Council - Local Strategies		
Open Space & Trails	**Recreation and Sport**	**Public Realm**
Williamstown **BOS 7** Improve walking accessibility to district precinct.	**Lyndoch** **BRS 10** Play facility needed in the western area of township.	**BPR 7** Enliven public realm by building on established community practises such as markets by providing space, power and shelter in retail areas for stalls to encourage activity and that complement existing businesses in main streets of - Greenock, - Tanunda, - Eden Valley and - Springton.
Eden Valley **BOS 8** Local O/S area or public realm improvement required.	**Williamstown** **BRS 11** Master plan for district sports precinct. **BRS 12** Playground along Victoria Terrace or Memorial Drive.	**BPR 8** Upgrade and provide ongoing maintenance for interesting activities, trails, spaces and places including - Greenock Recreation Park, - Tanunda Recreation Reserve and Heinemann Park, - Nuriootpa Bush Gardens, - Angaston Main Street, Springton Main Street and Herbig Pullover, - Mount Pleasant – Pioneer Settler Site and Main Street
Mount Pleasant **BOS 9** Local O/S required east of main road in residential development	**Springton** **BRS 13** Upgrading of play spaces at the district sports ground.	**Nuriootpa** **BPR 9** Investigate development of a town square in Nuriootpa
	Stockwell **BRS 14** Another play space and seating/shade area should be provided at the centrally located open space.	**Eden Valley** **BPR 10** Small local space required in proximity to general store and hotel.
		Springton **BPR 11** Upgrade visitor area at Herbig Family Tree
		Mount Pleasant **BPR 12** Master plan Talunga Park Road Facility.

DEBATE REPORT

7.4 Development and Community Services

7.4.1 EARLY CHILDHOOD STRATEGY ENDORSEMENT

Author: Manager Library Services
24/91574

PURPOSE

To seek Council endorsement of The Barossa Council Early Childhood Strategy.

RECOMMENDATION

That Council approves The Barossa Council Early Childhood Strategy as per Attachment 1 and that it be reviewed annually against performance targets and that the scope shall not expand as Council is not an education provider or funder.

REPORT

Background
At the Ordinary Council Meeting on 21 May 2024, Elected Members endorsed a proposal to develop an Early Childhood Strategy for The Barossa Council. That Strategy has since been presented at an Elected Members Workshop, endorsed as suitable for public consultation, and undergone a 21 day public consultation.

The Strategy demonstrates the value The Barossa Council places on the early years and early childhood development, and its commitment to supporting young children and their families. The Strategy identifies four strategic priorities and a suite of actions to be delivered collaboratively across Council teams, with external stakeholders and service providers, and with neighbouring Councils. It also clearly defines The Barossa Council's role in supporting early childhood development, and what is out of scope.

Introduction
The draft Early Childhood Strategy was shared with the community via social media, posters in Library buildings and emails directly to key stakeholders. Members of the public were invited to provide feedback via the YourSay platform or email to Manager, Library Services during the 21 days the consultation was open.

Discussion
Written feedback on the Strategy was received from nine members of the community during the consultation (Table 1).

Feedback was mainly positive and expressed gratitude to Council for focussing on early childhood in this way. Suggestions for the Strategy included requesting a more focussed approach to promoting breastfeeding, supporting fathers and young parents, and providing parenting workshops to support parents to improve the emotional maturity and mental health of their children. Responses to each comment

are included in Table 1. No changes have been made to the Strategy following the consultation period.

Table 1: Public feedback on the Early Childhood Strategy and response from Manager, Library Services

	Feedback	Response
1	Method of feeding and access to lactation support is an important consideration to children's development, health, wellbeing, attachment connections, parental responsiveness, emotional and social development, education opportunities and intelligence. I believe that breastfeeding statistics could be included and strategies to support increasing breastfeeding rates to protect and promote children's wellbeing should be included within the strategy (to also align with the COAG Health Council Australian National Breastfeeding Strategy: 2019 and Beyond- Australian National Breastfeeding Strategy: 2019 and beyond | Australian Government Department of Health and Aged Care	Council acknowledges the importance of breastfeeding but notes that providing support to increase breastfeeding rates falls into providing allied health services which is out of scope for the strategy. However, breastfeeding rates may be indirectly supported by Action 10 (advocating for community spaces for childhood development checks).
2	The Draft Early Childhood Strategy policy looks excellent, and I'm both very happy and grateful that the Barossa Council is providing the support and recognition into this area for the greater good of the community. I have no further suggestions to make as it looks very comprehensive.	Noted
3	Firstly I congratulate the Council on producing a comprehensive and well researched Draft Early Childhood Strategy and in so doing provide Community Leadership in helping all our 0-5yo community members get the best start possible in the early years as they grow and develop within a wide range of family circumstances in our community . The Strategy also shows a strong focus on data collection and a Collaborative approach to improve measurable	Noted

	outcomes in an areas of concern for our 5yo here in the Barossa Region children . The results of the AEDC Survey of 5yo students gives us with a challenge to help improve outcomes for the Barossa Region 5yo in the survey and research data and help reduce some possibly predicted poor adult outcomes as described. Families are reported to be under increasing stress and this impacts on the young children . I strongly support Council adopting this Early Childhood Strategy which promotes a spirit of Collaboration to help improve Community Wellbeing for our youngest community members . I would like to especially thank Melissa from the Library for her work in preparing this draft and her work through the Library in developing programs to promote early Language and Literacy skills for children is really appreciated Bob Modra ....Retired Community Child and Adolescent Mental Health Nurse Over 40 years service to Barossa Families and supporting services collaboration . The Sunflower Man 2023 Barossa Council Citizen of The Year	
4	The AEDC data, emphasize this is publicly available Barossa data. I challenge that mental health issues only 3%?? It's more like 1 in 7 or 13.9%. There is work to do to help inform parents of their options to help and improve their health literacy. Service providers can be found on the 0-12 roadmap to wellbeing support. Opportunities exist for parenting workshops. Talk more about managing difficult emotions and co-regulation. We are missing an opportunity to talk about meltdowns, naming a feeling and think before you act. Christine Morgan's work on mental health of children is worth looking at. Reducing childhood trauma, abuse Environmental and familial/genetic factors, physical and psychological Support for parents to enable their children reach their full	The figure of 3% of children aged 0-14yrs with mental health conditions is from the Australian Bureau of Statistics. It is possible that the figure underestimates the true prevalence due to under reporting and diagnosis. Providing professional allied health services is beyond the scope of the Strategy. However, Actions 3 to 8 and 10 provide opportunities to engage with and support parents and guide child skills in managing big emotions.

	potential ADHD and autism Bill Gransbury	
5	Overall the Strategy is well balanced and is responding to the needs of the Community's young families and children. The value and role of young, new and expectant fathers and the inclusion of services and strategies to support them do not seem to have been have been incorporated into the strategy. Taking an wholistic "wrap around" approach to providing services and supports for young families and children that includes both parents and their engagement with their children from birth would provide a positive early intervention and integrated model of care for the whole family.	
6	A great strategy. Would like to see it implemented with more family-centric sites. The libraries in the Barossa are really great, but they need to be bigger and better equipped to meet the demands of a growing population. Would like to see community spaces imbedded in these places that are family focused. Too many of our buildings are outdated and not suitable for children.	Noted and this feedback will be included when reviewing Council's community spaces.
7	Yes	n/a
8	I fully agree with needing to consult the community regarding the playground planning - at times the playground equipment is too 'advanced'/ large for smaller children. -playgrounds being fully fenced would make the experience a lot less stressful for caregivers and therefore more enjoyable and safer for children. -we need a 'push to exit' button on the Nuriootpa Library front doors or an enclosed space for the children's sessions. The doors open to the carpark and toddlers who tend to be 'runners' are not safely contained. When caregivers have more than one child or are U able to run, it is very difficult to attend the sessions. I agree, there is limited available space for health professionals to complete checks or collaborate within the	Playground and health professional spaces feedback noted. The suggestion about having a 'push to exit' button on the front door is noted and will be considered as part of Council's WHS Committee.

	community. -For example, the Child and Family Health building behind St Petri church is now no longer big enough to support all clients in a timely manner and waiting lists are exorbitant for the Nuriootpa and Evanston clinic. Thankyou!	
9	All the Early Years learning programs run at Nuriootpa Library are fantastic, always well thought out.	Noted

Summary and Conclusion
It is recommended that Elected Members endorse the Early Childhood Strategy (Attachment 1) for implementation, lead by Manager, Library Services, and where applicable, subject to future budget allocation and grant funding.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Barossa Council Early Childhood Strategy - November 2024

Supporting references
Nil.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Legislative Requirements
Libraries Act 1982

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil.

COMMUNITY ENGAGEMENT

Consultation has been described above. The final Strategy will be made available on The Barossa Council website.


TheBarossaCouncil
Early Childhood Strategy
The Barossa Council

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

Early childhood matters

Early childhood (birth to five years) 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 and refined, and behaviours and responses to stress are established. 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 Australian Early Development Census (AEDC), is 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. (AEDC Research Snapshot, 2014). Children who begin school developmentally behind their peers are likely to continue to remain 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).

The lifelong impact of early childhood experiences means interventions delivered at this time will have the maximum influence on outcomes. The early years present a window of time to set children on a positive life trajectory and build a foundation for their future, and provides an opportunity for The Barossa Council to bring about positive long term change in our community.

This strategy demonstrates the value The Barossa Council places on the early years and early childhood development. Supporting, empowering and respecting the rights of the youngest members of our community and their families will increase the likelihood of a healthy, vibrant and prosperous Barossa community both now and in the future.

Our community

What do we know about families with young children in our region?

The Barossa Council is home to an estimated residential population of 25,869 (2022). This includes 1243 children aged 0 to 4 years (estimated residential population, Social Health Atlas of Australia 2023) and an average of 240 births per year.

Family demographics are for the region are reported for households with children aged under 15 years. Of the 2395 families (4217 children); 474 are single parent families (20%), 167 families are considered jobless (7%), 449 children are living in families where the female parent's highest level of education is Year 10 or below (10%), and 125 children live in households without internet access (3%).

How are young children faring?

Early life exposures (both in utero and in the early years) are known to influence health and wellbeing throughout the life course. Between 2017 and 2019, an estimated three quarters of Barossa mothers did not access antenatal care within the first 10 weeks of their pregnancy (490 mothers, 75%), 59 smoked during the pregnancy (9%) and 39 babies were born at low birthweight (6% of births).

In 2021, the estimated prevalence of long-term health conditions in children aged 0-14 years was 7.3% for asthma, 3% for mental health conditions, and 4.5% for any other long term health condition (Australian Bureau of Statistics). Modelled, age standardised, estimates of overweight or obesity in Barossa children aged 2-17 years are 17% and 11% respectively (combined rate of 28%).

How are young children developing?

The most recent AEDC data was collected on 298 children starting school in the region in 2021. Sixty-five percent (65%) 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 particular 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.

Research has found that supporting children's development takes a multi-faceted community approach. Integrated community hubs that enable families to engage with a range of support (e.g. literacy, health, parenting, social connection) at the same time as their child participates in positive experiences (e.g play, social interaction) impact childhood development in a dose response manner (that is, the more hours spent at the service, the greater the impact) (Patel et. al., 2016). Conversely, inequitable access to low cost community services, materials and programs all contribute to emotional immaturity (Dept of Education Western Australia, 2017).

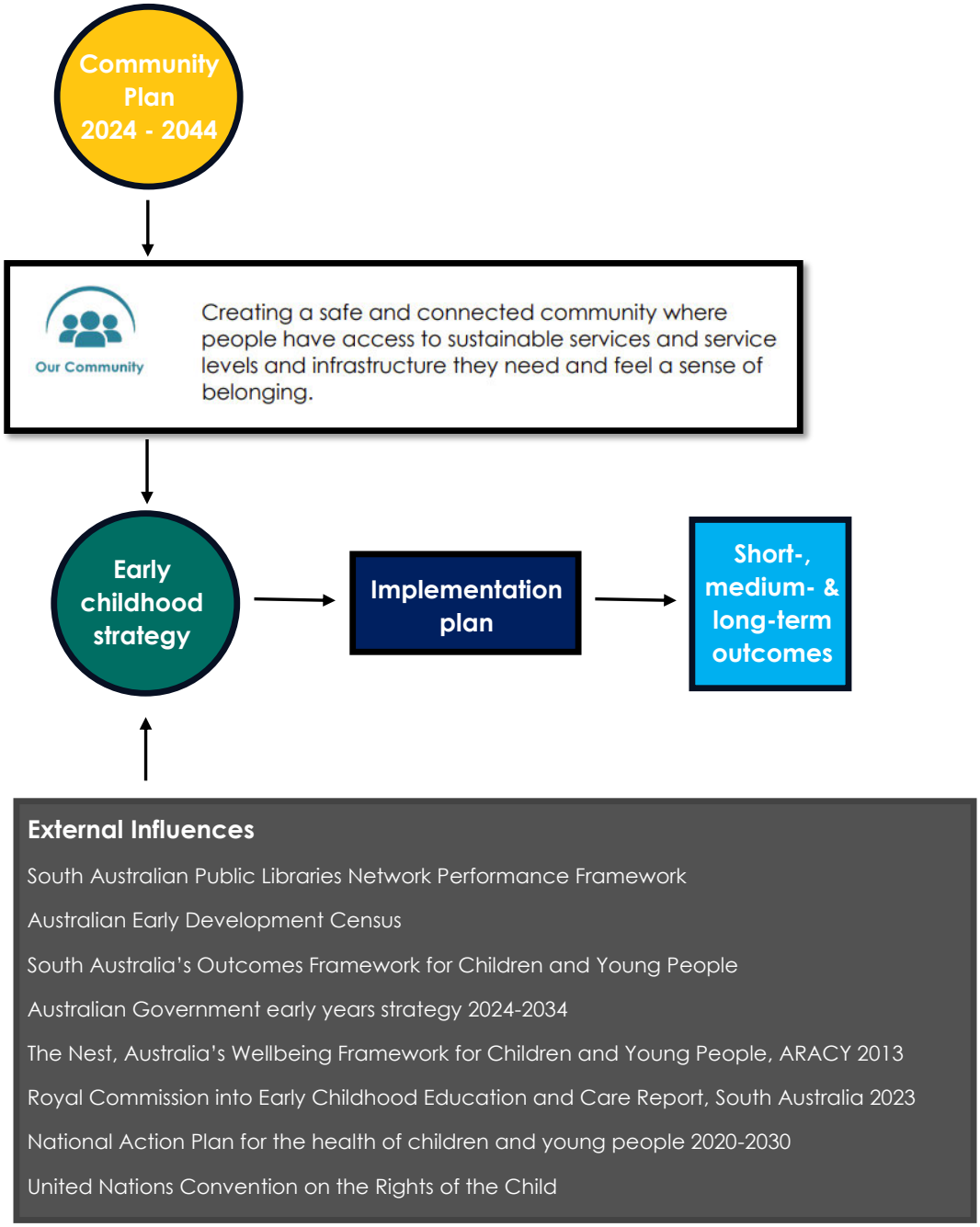
Six percent (6%) of children started school with an identified need for special assistance in the classroom (a medically diagnosed chronic medical, physical or intellectually disabling condition). A further 20% were identified by their teacher as requiring further assessment. This has increased since 2015 (7% and 13% respectively) and 2018 (4% and 12%).

Approximately one third (35%) of children starting school had attended playgroup in the proceeding years, and two thirds (67%) had been in centre based or family day care.

AEDC data will be collected again in 2024, and in three-year intervals thereafter.

Policy context

The Barossa Council's vision is 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. Providing support for the youngest members of our community and their families sets the foundation to deliver on this vision now and in the future. The figure below illustrates the internal and external context for our Early Years Strategy.



Our role

The Barossa Council's role in supporting young children and their families to thrive varies across four categories:



Existing Council services focus on **providing** early learning programs and resources for parents/caregivers and their young children via the Library, Bushgardens and Art Gallery services, and **providing** outdoor and indoor spaces for young children to use to play and learn, and families to connect socially with each other (such as libraries, gallery, playgrounds, parks, swimming pools and other community and recreational facilities). A summary of the relevant service levels from Council's Corporate Plan is provided in Appendix 1.

The Barossa Council does not provide education services that overlap with those delivered by the Department of Education or formal early childhood care, with the exception of **partnering** with these services to provide one-off incursions and excursions that promote Council services and encourage learning and play, as well as **providing** extracurricular programs outside of formal education hours.

The Barossa Council does not provide allied health services to families with young children, but does **advocate** for services in the region and **partner** with these services to deliver one off programs or supplementation to ongoing programs.

The development and implementation of this early childhood strategy will empower Council to become **leaders** in maximising opportunities for young children and their families to thrive in the Barossa region.

Our strategic priorities

The strategic priorities were derived with reference to what is known about young children and their families in the region, evidence-based best practice, existing state and federal strategies, alignment with Council's Community and Corporate Plans, and the benefits of a place-based approach (local, community lead solutions for local issues).

Underlying these early childhood priorities is our knowledge of the social determinants of health, the dimensions of wellbeing and concept of 'thriving' in childhood, and a life course approach that values the importance of early childhood in lifelong learning, health and wellbeing.

The Barossa Council will strive to ensure

1) *Our young children*
   a) *have opportunities to play, learn and be active,*
   b) *are physically, mentally and emotionally healthy, and*
   c) *feel empowered, heard and connected to the community.*
2) *Families with young children have access to the services and resources they need to help their children thrive.*
3) *Professionals working with young children and their families feel connected and have opportunities to collaborate.*
4) *The Barossa community understands the importance of early childhood development.*

Appendix 2 provides an action plan to assist Council to deliver on these priorities in the next five years alongside existing service provisions as outlined in the Corporate Plan (see Appendix 1 and 'Our Role' for business as usual services).

In delivering on these strategies, the Barossa Council will not provide or encroach on services currently being delivered by existing markets and providers in the region. This includes, but is not limited to, childcare services, formal education provision (e.g. kindergartens), allied health services, mental health support, and individual casework such as that provided by non-government organisations. This does not preclude the development of connections, partnerships, and collaborations with these groups.

Implementation

Where possible the actions in Appendix 2 will be delivered collaboratively across Council areas using existing resources. Where additional funding or resources are required a business case will be developed and presented to request additional Council funds or permission to seek external funding (e.g. sponsorship, grants). Implementation of the action flagged as requiring additional funding will proceed subject to securing appropriate resourcing. Annual progress reports will be provided to Council, and the Strategic Plan will be reviewed and revised in three years.

Appendix 1: Relevant Council Service Levels

Service Area	Output	Service Action	Service Standard	Comments
CS2 Art and Culture	1 – Barossa Regional Gallery	Provide Opportunities to engage with arts culture heritage and music	Children's Creative Workshops: 2 to 3 per year	* Service level under review in 2024
CS3 Assets	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	
CS16 Libraries	1 – Library Services and Spaces	Provide inviting, inclusive public library spaces	No specific relevant standard, but includes parents and young children	* Service level under review in 2024
CS16 Libraries	2 – Collections	Maintain library connection	No specific relevant standard, but collection includes items targeted to parents and young children	* Service level under review in 2024
CS16 Libraries	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	* Service level under review in 2024
CS19 – Social Inclusion	Strategic action 19-5	Undertake review of the Disability Access and Inclusion Plan to align with the new State level plan		Does not explicitly mention early childhood but may be relevant.
CS19 – Social inclusion	3 – Social planning and advocacy	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	Does not explicitly mention early childhood but may be relevant.

Appendix 2: Priority Actions 2025-27

Issue: Accessibility and inclusion practices are not currently embedded into all Council run early years services.

How do we know?

- The Barossa Council has legislative requirements to deliver accessible and inclusive programs; our Disability Access and Inclusion Plan specifies that we Build on existing community and Council programs, projects and events to increase access and inclusion opportunities
- Access and inclusion in Council's programs for young children has not been assessed and is not specifically addressed in current service levels
- Actions designed to improve access and inclusion have not been formally identified and implemented

What Council will do

1. Assess whether all families feel welcome in our early years' spaces and programs and represented in programs and collections using state and federal benchmarks. This includes, but is not limited to, families from ethnic minority groups, those with members identifying as LGBTIQA+, young/teenage parents, and families with members who have a disability.
2. Develop actions based on the findings in 1.

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Lead – Library Services Provide – Library Services, Arts & Culture Facilitate – Community Development	Mid term (1-2 years)	Report – existing Recommendation delivery – existing & additional as requested	1, 2

Outputs and Outcomes

Early years access and inclusion report delivered, including recommendations and implementation plan

Families with young children engage with Council early years services

- Increased attendance at early childhood programs
- Services provide opportunities for all children to play, learn and be active
- Families feel welcome in Council spaces
- Families view spaces as community hubs that helps them feel socially connected
- Families feel they have access to resources that support them in their parenting.

Issue: There is an increasing propensity for children to start school at risk or vulnerable for the AEDC emotional maturity domain.

How do we know?

- AEDC Data 2021, 12% of children vulnerable, 11% at risk on the emotional maturity domain, Barossa community, significant increase since 2009
- The child development and social benefits of attending playgroup are well documented (Lam, 2023)

What Council will do

3. Embed activities that promote and improve emotional maturity into existing early years programs.
4. Collaborate with health and education providers to develop programs that develop social emotional maturity in young children and provide advice for caregivers.
5. Collaborate with relevant services to provide low cost professional development, outreach (as demonstrations) and programming advice for volunteer playgroup coordinators in the region to enhance key messaging from 'Words Grow Minds' and other key programs.

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Lead – Library Services Provide – Library Services, Arts & Culture, Bushgardens Facilitate – Library Services	Short term (<1 year) and ongoing	Embed activities, collaborate – existing Professional development and outreach - existing & additional if demand requires	1, 2, 3, 4

Outputs and Outcomes

Reduction in the number of children in the vulnerable and at-risk domains of the AEDC data in 2027 and 2030; particularly the emotional maturity domain.

Families with young children are aware of the importance of AEDC domains and actions they can take to assist their child's development.

Health and education professionals co-deliver early years programs (min. four per year) and provide advice on content as required.

Playgroup coordinators have a greater understanding of child development and feel more confident to use this information to enhance their playgroup programs.

Playgroup attendees hear about and understand library service offerings.

Issue: Families with young children do not have low-cost access to play resources that directly relate to AEDC outcome measures.

How do we know?

- No toy library and limited toy shops in the region

What Council will do

6. Initiate and run a Toy Library that provides access to a range of toys in a sustainable, low-cost way, and increase the awareness of the importance of play and the participation of adults in play.

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Provide – Library Services	Subject to securing funding	Additional funding will be sought	1, 2, 4

Outputs and Outcomes

Reduction in the number of children in the vulnerable and at-risk domains of the AEDC data after toy library introduced.

Families with young children are aware of the importance of play for child development.

Families with young children engage with and feel socially connected to library services and identify the library as a trusted place.

Parents/carers who are toy library members engage in play daily with their young children.

Toy Library engagement – membership, visitation, and loan statistics.

Issue: A low proportion of families with young children regularly access Council early years services and local playgroups.

How do we know?

- The benefits of attending playgroup and early years library programs are well documented (e.g. Brinkman, 2023).
- An average of 28 children under 5 years attend the library's early childhood program with a parent or carer each week (23/24 financial year).
- Sixty-five percent of children starting school in the region have not attended a playgroup (AEDC 2021).

What Council will do

7. Coordinate an annual Child and Family Expo with the Enhance Barossa Mental Health Community Group to promote local services and raise the library profile in this demographic.
8. Provide regular (4 per year) programs in an outreach format to encourage community participation. Focus on areas which are geographically isolated from usual Council delivered programs.
9. Collaborate with Libraries SA and external organisations on projects that promote library and Council as destinations, connectors and service providers for families with young children.

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Lead – Library Services Provide – Library Services Partner – Library Services	Short term (<1 year) and ongoing	Existing & additional funding	1, 2, 4

Outputs and Outcomes

Families with young children engage with and feel socially connected to library services and identify the library as a trusted place (library membership, collection loans, participation in and access of early year's services).

Families with young children seek out and attend playgroups in the region.

Issue: There is a lack of available spaces for visiting health and development professionals to see local clients.

How do we know?

- Feedback provided by health and education professionals during the discussion forum at the AEDC Barossa conference day, November 2023.

What Council will do

10. Advocate for community spaces to be used for early childhood health and developmental checks (including exploring opportunities to use Council owned buildings).

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Advocate – Library Services, Community Services	Mid to long term (2-3years)	Existing	2, 3

Outputs and Outcomes

The review of Council spaces being undertaken by Community Services will include identification of spaces that could be used for visiting health and education professionals on a temporary basis.

Issue: The varying geographical boundaries governing early childhood services is a barrier to developing a collaborative approach.

How do we know?

- Feedback provided by health and education professionals during the discussion forum at the AEDC Barossa conference day, November 2023.
- Known cases of families travelling (or requiring transport) within and across Council areas to access services.

What Council will do

11. Encourage a collaborative approach to early childhood by forming an early childhood alliance with neighbouring Councils.
12. Connect Council employees who work with young children and their families in the Barossa, and neighbouring Councils via networking events and information sharing.

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Lead – Library Services Facilitate – Library Services	Long term (3 years)	Existing	3, 4

Outputs and Outcomes

Meetings and workshops with defined, measurable outcomes held twice per year.

One or more collaborative project proposals developed.

Issue: There is limited capacity or resourcing for Barossa Council teams to implement external strategies, programs and promotions, or expand existing programs beyond current service levels.

How do we know?

- Raising Literacy Australia programs such as Words Grow Minds have been implemented within existing library programs rather than being more widely promoted.
- Rattle & Rhyme and Playtime at Nuriootpa Library are regularly at capacity (15 child/parent pairs, 30 total).
- The successful 0-5y program 'Art Play with Sam Cowley' was unable to continue due to cost and lack of resourcing. This program was fully booked

What Council will do

13. Apply for available grants to fund short term and ongoing projects, promotions and programs relevant to the priorities in this strategy, subject to approval from the Executive Leadership Team.
14. Explore opportunities for corporate and community sponsorship of early childhood promotions, programs, projects and other interventions.
15. Seek matched or top up internal funding where required via business plans.
16. Address the needs of young children and their families when developing The Barossa Council Arts and Culture Strategy.

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Partner – Library Services, Arts and Culture, Bushgardens Facilitate – Library Services, Arts and Culture, Bushgardens	Short to long term (1-3 years)	Additional	1, 2

Outputs and Outcomes

Funding is obtained from a variety of sources to deliver additional projects and services that align with the priorities of the Early Years Strategy.

Development and endorsement of The Barossa Council Arts and Culture strategy.

Issue: The needs of all families with young children are not formally considered when considering playground and open space design.

How do we know?

- Council does not have a Playground or Open Space Strategy.

What Council will do

17. Develop a Playground Strategy and Open Space Strategy collaboratively that considers priorities, equity of access and physical distribution across the region.

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Lead - Infrastructure	Short to mid term (1-2 years)	Existing	1

Outputs and Outcomes

Development and endorsement of The Barossa Council Playground and Open Spaces Strategies.

Issue: The importance of arts and culture for development and wellbeing in the early years is not formally considered when planning and delivering Council art and culture programs.

How do we know?

- Council does not have an Arts and Culture strategy.

What Council will do

18. Develop an Arts and Culture Strategy collaboratively that includes consideration of the needs of families with young children.

Delivery

Role and responsibilities	Timeframe	Resourcing	Priority
Lead – Community Services, Arts and Culture	Short term (<1 year)	Existing funding allocated to the Barossa Creative Industries Centre	1

Outputs and Outcomes

Development and endorsement of The Barossa Council Arts and Culture Strategy.

References

Commonwealth of Australia, 2014. Australian Early Childhood Development Census Research Snapshot, The impact of socio-economics and school readiness for life course educational trajectories (aedc.gov.au)

Dept of Education Western Australia, 2017. AEDC Domain Guide: Emotional Maturity, Domain guide – emotional maturity (education.sa.gov.au)

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Lam B, Terauds V, Brinkman S. (2023). Playgroups post pandemic, a snapshot of playgroup attendance and child development from 2012 to 2021. Commissioned report for Playgroup Australia.

Patel, S., Corter, C., Pelletier, J., & Bertrand, J. (2016). 'Dose-response' relations between participation in integrated early childhood services and children's early development. Early Childhood Research Quarterly, 35, 49- 62

DEBATE REPORT

7.4 Development and Community Services

7.4.2 REVIEW OF THE ENVIRONMENT PROTECTION (WASTE TO RESOURCES) POLICY 2010

Author: Sustainability Officer
24/105931

PURPOSE

The Environment Protection Authority (EPA) is reviewing the Environment Protection (Waste to Resources) Policy 2010 (W2R EPP) to modernise South Australia's approach to the regulation of resources and waste. The discussion paper has been considered and draft responses prepared to relevant questions in the EPA's Feedback Form. Consultation closes 20 December 2024. Seeking Elected Member endorsement of the response to the discussion paper.

RECOMMENDATION

That Council endorse the responses as prepared in attachment one, the EPA Detailed Feedback Form, for submission to epawastepolicy@sa.gov.au before 20 December 2024.

REPORT

Background
The Environment Protection (Waste to Resources) Policy 2010 (W2R EPP) provides the framework for South Australia's waste management objectives, such as those outlined in the SA Waste Strategy. This policy has not been varied since 2010 and this review has been initiated to explore policy that will contribute to the South Australian Government's commitments to a circular economy and achieving zero net emissions by 2050.

This Policy influences the organisation of kerbside waste and recycling collections, including public place bins, that Council delivers for community. Kerbside collection and disposal for financial year 2023 – 2024 were valued at approximately $2.7 million.

Discussion
Responses have been prepared for some, but not all the questions presented in the detailed EPA Feedback Form. All questions are included in attachment one. Focus has been put on responding to the areas that have greater relevance to The Barossa Council and its community. These are highlighted in yellow in attachment one.

The general sentiment of the responses indicate that reform and modernisation is welcomed and acknowledges local government's crucial role in helping the state achieve its goals, but also cautions against increasing direct or indirect costs to councils without adequate funding support.

Support for adding circular economy and climate change mitigation to policy objectives and expanding the waste management hierarchy has been noted. Adding circular economy will assist with elevating focus on retaining resource value and improving product design to avoid waste creation, which in time, should reduce community reliance on the Council's kerbside red waste bin service. Connecting climate change mitigation to policy objectives will support optimal decision making that considers whole of life-cycle for materials. The expanded waste hierarchy also will give greater attention to waste prevention activities, distinguish more clearly between activities, and provide more guidance about practical application.

Other sections and questions that have been responded to include:

- 7.3.1 Managing resources to preserve value, which includes discussion about advising caution about implementing levies on green waste.
- 7.7.2 Modification of outer regional and rural area systems, barriers and opportunities for recycling and organics recovery.
- 7.7.4 Standardising kerbside bin lid colours.
- 7.8.2 Source separation and collections of food waste, including consideration for extending mandatory requirements on businesses that generate food.
- 7.8.5 and 7.8.7 Public place recycling and organic waste bins.
- 7.8.6 Event and venues recycling and organic waste bins.
- 7.8.8 Requirement for treatment of waste prior to disposal to landfill.
- 7.9 Circular procurement.
- 7.10.9 Materials prohibited to landfill.
- 7.17.1 Reporting by local government.
- 7.18 Waste levy disclosures.
- Additional questions. Final comments.

Summary and Conclusion

The Environment Protection (Waste to Resources) Policy that provides the framework for South Australia's waste management objectives is reviewed periodically, but not frequently.

Council is directly accountable for some of the organisation and costs that arise from the goals and requirements of this policy document. As a result, it is appropriate that Council would contribute to providing feedback as part of the formal engagement process initiated by State Government.

With Councils endorsement, responses prepared will be submitted through the authorised channels before the consultation closes on 20 December 2024.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 EPA detailed feedback form - The Barossa Council Response - Beyond recycling moving SA towards a circular economy ⇩

Supporting references

Review of the Environment Protection (Waste to Resources) Policy 2010 | YourSAy
Environment Protection (Waste to Resources) Policy 2010

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Natural Environment and Built Heritage

Goal

3 We take a proactive approach in responding to key environmental challenges such as climate change, water security and waste management.

Strategies

3.2 Collaborate with partners and our community to support innovative approaches to waste minimisation, and increase reuse and recycling opportunities.

Legislative Requirements

Nil

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

No financial, resource and risk management concerns identified related to responding to this this State Government discussion paper.

COMMUNITY ENGAGEMENT

No community engagement requirements apply to responding to this State Government discussion paper.

Beyond recycling: Moving SA towards a circular economy

Public consultation survey/feedback form

This feedback form covers all the key reform areas and questions as set out in the discussion paper.

We strongly recommend reading the discussion paper prior to completing this form.

You can skip any key policy reform areas and/ or questions you don't wish to answer.

Key policy reform areas

If you prefer to focus on the key policy review areas that interest you the most, please follow the hyperlinks below. To know which key policy reform areas may be relevant to you, please visit our FAQs on our engagement page on YourSAy.

- Supporting the transition to a more circular economy
- Avoiding waste generation
- Maximising resource recovery
- Supporting a strong market for recovered resources
- Protecting the environment and human health from waste pollution
- Circular economy metrics, reporting and transparency
- Additional questions

When completed, please return this form via email to: epawastepolicy@sa.gov.au

About You (optional)

1 What is your name?

Jake McVicar
Director Development and Community Services
The Barossa Council

2 What is your email address (if different from the one you are using to submit this form)?

Jake.mcvicar@barossa.sa.gov.au

3 How would you best describe yourself?

☐ Responding as an individual

☒ Responding as an organisation or business

☐ Other (Please specify)

4 Name of organisation or business (if you selected 'Responding as organisation or business')

The Barossa Council

5 How would you describe your interest to the review of the *Environment Protection (Waste to Resources) Policy 2010* (e.g., recycler, brand owner, council)?

Local Government Council

6 I would like to receive email updates on this consultation project.

☒ Yes ☐ No

7 I would like to subscribe to the EPA Newsletter to stay up to date with the latest news and information.

☐ Yes ☒ No

7 Key policy review areas

Key area 1: Supporting the transition to a more circular economy

7.1 Broadening the policy objective

1 Do you agree that 'circular economy' should be an objective of the W2R EPP? If not, please explain your reasons.

Council supports adding 'circular economy' to the objectives of the W2R EPP.

2 Do you agree that 'climate change mitigation' (i.e., limiting, reducing, or preventing greenhouse gas emissions) should be an objective of the W2R EPP? If not, please explain your reasons.

Council supports adding 'climate change mitigation' to the objectives of the W2R EPP.

3 Are there other objectives for this W2R EPP that should be considered?

7.2 Expanding the waste management hierarchy

1 Do you have any comments on the proposed expanded SA waste management hierarchy set out in Table 2 and depicted at Figure 7?

Council supports expanded waste management hierarchy.

7.3 Managing resources to preserve value

1 If the concept of highest value use or reuse is defined and incorporated into the W2R EPP to inform decision making, how general or prescriptive should it be, and why? Please explain your reasons.

The concept of 'highest value use or reuse' should be clearly defined to distinguish between lower value recycling, such are processing materials for one-time use, and higher order recycling that promotes best practice. Sustainability must be a key consideration, but decision-makers should have to prioritise higher-value uses or reuses when feasible and when markets are readily available, even if it leads to a higher cost. Purchasers like local government councils, will likely continue to buy products that utilise mixed recycled materials of low value, for one-time uses, such as mixed soft plastics in public place bollards and tables. However, industries involved in creating or processing these materials should be held more accountable or incentivised to design and separate materials for higher-value uses, driving stronger circular economy outcomes.

a Should a reuse proposal be rejected if there is a higher value reuse option available for that material?

b What mechanisms should be considered when thinking of maximising higher value reuse of materials?

c How can SA businesses and organisations (e.g., waste food generators and organic processors) contribute to higher value reuse of materials like organics? Should specific regulations or incentives (e.g., waste levy) be mandated to encourage their higher value reuse?

Council advise caution around levies on green waste, if the funds collected are not reinvested directly into the industry. Without reinvestment, these levies may not benefit system improvements or reduce long-term service costs for the community. Typically, waste levies imposed on kerbside collections are passed directly from contractors to local government councils. This is a standard condition in most, if not all, contracts between x and waste and recycling contractors.
The current cost differentiation between kerbside green organics and kerbside red waste currently also provides an incentive for councils to advocate for and retain a 3-bin service to community. Additionally, outer regional and rural councils are less likely to benefit from higher-value reuse activities. Even if levies could stimulate change in this area, these regions generally receive less direct investment due to lower volumes, and there is limited choice of organics processors.

2 Do you agree that proposals to reuse waste-derived materials should be required to demonstrate that it is a beneficial and genuine reuse, in addition to not posing a risk of environmental harm or undermining resource recovery markets? Please explain your reasons.

3 If dilution of waste with other materials (source separated recovered materials or virgin materials) is prohibited, are there any situations where diluting waste with other materials should be acceptable, and what are these?

4 If source separation of waste is incorporated into the EPP as a requirement, who should this requirement apply to? Please explain your reasons.

Council supports continued investment and policy in source separation that makes low value recycling activities where the material is destroyed the last option, not the preferred option.

5 What additional concepts could be introduced to support the practical application of circular economy principles?

7.4 Defining waste

1 Should waste only cease to be waste if it complies with an approved EPA standard or specification? If so, what would be the benefits and costs of this approach? If not, why?

2 What waste-derived materials are currently in use which do not have an approved EPA standard or specification under clause 4(1)(a) of the W2R EPP?

3 Which wastes or waste materials containing harmful chemicals or contaminants are high risk and should be captured by regulation?

4 What principles, or combination of principles, should be used in determining whether material is waste (aside from when it meets an approved EPA standard or specification)?

For example,

- it is being reused for the purpose consistent with the product or material's original intended purpose
- it is intended for imminent use for beneficial purposes
- it has genuine market value
- there is no potential for environmental harm
- there is no potential for harm to human health.

Please explain your reasons.

a How should 'genuine market value' be defined or determined?

b How should 'beneficial use or reuse' be defined or determined?

5 What materials would benefit from greater clarification regarding the status of 'waste'?

6 Should the EPA adopt a cost-recovery model for the assessment of new resource recovery proposals? Please explain your reasons.

a Are there other cost recovery options which could be implemented?

b What barriers might need to be addressed when adopting a cost-recovery model for the assessment of new resource recovery proposals?

Key area 2: Avoiding waste generation

7.5 Product stewardship requirements

1 Should SA establish a product stewardship legislative framework to enable action to be taken at the state level for certain products/items? Please explain your reasons.

a Should these actions include product *bans*, *design standards* and/or *product stewardship requirements*, and why?

b What specific requirements could be included in a list of potential *product stewardship requirements?*

c What should be included as a reason for a *design standard*?

2 Is there an alternative approach for action to be taken to address problematic products at the state level, in the absence of a national solution? Please outline.

3 Are there specific problematic items, materials, or products (e.g., that contain hazardous material) that should be considered for regulation at the state level, either through a *ban, design standard* or *product stewardship requirement*? Please list and explain why.

7.5.1 Product stewardship requirements | Tethered single-use drink bottle lids

1 Should a *design standard* requiring single-use plastic bottles to have tethered lids be considered? Why or why not?

2 Should a *design standard* also require that the materials used in the plastic lid and bottle are designed for recyclability in Australia?

7.5.2 Product stewardship requirements | Plastic microbeads

1 Do you agree that the use of microbeads in rinse-off personal care products and cleaning products that are washed down the drain should be phased out? If not, why not?

2 What would be an appropriate timeframe for *bans* on these products to commence, and why?

7.5.3 Product stewardship requirements | Plastic microfibres

1 Should there be a *design standard* for new residential and commercial washing machines that are sold in SA requiring that they be fitted with a microfibre filter? Why or why not?

7.5.4 Product stewardship requirements | CCA treated timber posts

1 Should the use of copper chrome arsenic (CCA) treated timber be restricted or regulated? If so, should this apply to viticulture only or to other uses also? Please explain your reasons.

2 Should producers of CCA treated timber be required to develop solutions to address the end-of-life stage of their products in order to prevent environmental harm? Please explain your reasons.

7.5.5 Product stewardship requirements | Liquid paperboard beverage containers

1 While there are limited pathways for liquid paperboard beverage container waste generated in SA to be recycled, should these containers be subject to a *product stewardship requirement* to ensure they are more easily recycled and more circular? Please explain your reasons.

7.6 Edible food donations

1 Do you agree that food waste generating businesses should be required to donate unsold edible food to food rescue charities or recipient agencies? If not, please outline why?

2 What criteria should be used to determine which businesses this would apply to?

a Business type: what type of food waste generating businesses should be captured?

b Businesses that generate over a certain threshold amount of food waste: what should this threshold be, and should this threshold be reduced over time to capture additional food waste generating businesses?

c Business floor plan size: should this apply only to businesses over a certain size?

d Location: what areas should this requirement cover (i.e., metropolitan Adelaide, regional centres, all regional areas) and why?

e Other criteria: what else should be considered?

3 What is the optimal timeframe for this proposed requirement to commence and why?

4 How should 'unsold edible food' be defined? In other words, what edible foods should be included or not included in this proposed requirement?

5 What would be the implications for current food rescue models arising from the implementation of a mandatory food donation policy?

6 What is the extent that existing systems, infrastructure, and capacity would need to change to enable businesses and charities to implement an unsold edible food donation policy?

7 What are the opportunities arising from this proposed policy?

8 What are the challenges or barriers for this proposed policy and how can these be addressed?

9 What needs to be in place to support the success of this proposed policy?

10 Do you have alternative views on how unsold edible food may best be redirected?

Key area 3: Maximising resource recovery

7.7 Municipal solid waste

7.7.1 MSW | Household waste – metropolitan Adelaide, large regional centres and townships

1 If a requirement to provide a standardised three-bin system (recyclables, organics, and general waste) to all residential premises, in particular metropolitan Adelaide areas, was mandated, which councils or which areas should this apply to and why?

2 Should a requirement to provide a standardised three-bin system to all residential premises in metropolitan Adelaide apply to multi-unit dwellings serviced by private waste contractors?

a If so, what needs to be considered?

b If not, what should the requirement be?

3 If separate collections for recyclables or organics, whether by council or private waste contractors, are unable to be provided due to lack of access or infrastructure, should this trigger a requirement for the waste collected to be treated for resource recovery prior to disposal to landfill?

4 What additional areas, townships, or regional centres should be included in Stage 2 and when should this stage commence? Please explain your reasons including whether there is current or planned local processing capacity.

5 What can be learned from the results of local government trials (and council-wide rollouts) aimed at increasing diversion from landfill and improving resource recovery outcomes, including changing the default residential kerbside waste collection service to a weekly organics collection with fortnightly general waste collection and fortnightly recycling collection?

6 Are there other policy measures that could support enhanced resource recovery outcomes through any or all of the following:

- consistency in kerbside services
- source segregation and collections
- reduction in contamination of recyclable and organics waste bins.

7.7.2 MSW | Household waste – Outer regional and rural areas

1 How might waste and resource recovery collection services in outer regional and rural areas be modified to achieve cost-effective improvements in rates of resource recovery and diversion of organics? Please explain your reasons and the area that your response relates to.

Establishing local composting capability in regions could be beneficial to improving cost-effective diversion of organics. Contamination from kerbside green organics bins remains highly challenging however, and investment in localised solutions would need to be sufficient to manage this effectively so that the quality and saleability of compost is not compromised. If managing contamination from the kerbside bins is cost-prohibitive, commercial investment in tailored solutions for agriculture, horticulture, viticulture industries, and food producers could be beneficial and support greater circular economy outcomes.

2 What are the barriers to improving resource recovery outcomes in outer regional and rural areas? Please explain your reasons and the area that your response relates to.

Some of the barriers to improvement are:

- Efficiency of collection routes.
- Transport distance to processing facilities.
- Limited local government to influence reduce waste generation and contamination.
- No or limited long term beneficial reuse markets established within the local region.
- Expanding services to the community without significantly increasing costs.
- Limited or no extended producer responsibility programs or financial support for additional material recovery.

3 What are the opportunities for these areas that may arise from improved resource recovery outcomes (e.g., new local enterprises, skills development, job creation)? Please explain your reasons and the area that your response relates to.

Long term investment in equipment, facilities, and skill development for pre-processing waste and recycling, could help establish localised markets for some materials and stimulate local job creation, while reducing transport cost to community for hauling the remaining materials to other end markets.

7.7.3 MSW | Household waste – Remote Aboriginal and unincorporated outback communities

1 What are the challenges and/or barriers to achieving improved waste management and resource recovery outcomes in remote Aboriginal and outback communities?

2 How might these challenges or barriers be addressed?

3 Are there opportunities that could be explored that facilitate cost-effective resource recovery (e.g., using reverse logistics/backloading to utilise the space in the food trucks returning to Adelaide empty)?

4 Are there opportunities to develop local skills and create jobs?

5 What support would assist communities in the management of waste and the recovery of valuable materials for recycling? Please specify the community or area that your response relates to.

7.7.4 MSW | Household waste – Standardisation of waste bins

1 What is a reasonable approach and timeframe for standardising the colour of kerbside collection bin lids in compliance with the *Australian Standard AS4123.7−2006 Mobile waste containers, Part 7: Colours, markings, and designation requirements*.

The Barossa Council complies is already compliant with bin lid colours per the Australian Standard.

7.8 Commercial & industrial waste

7.8.1 C&I | Source Separation and collection of co-mingled recyclable

1 For South Australian businesses and organisations that do not have access to council collected kerbside bins, what recyclable materials should be required to be separated for resource recovery collection? For example:

- food waste
- organics (such as garden waste from commercial operators)
- paper and cardboard
- glass bottles, jars, and containers (non-deposit items)
- empty drink cans and bottles
- metal cans and non-ferrous metal
- aluminium foil
- hard plastic items, plastic trays and pots, and plastic food containers.

2 Should all South Australian businesses or organisations be required to separate their recyclable materials for collections, and if not, why, who should be and why?

3 If a mandate for separation and collection of recyclables were to be phased in over time, which businesses or organisations should be included in the first phase and what are the criteria that would help identify them? For example:

- type of organisation/ business
- size of organisation/ business
- volume of waste generated per annum
- proximity to resource recovery infrastructure.

4 If a mandate for separation and collections of recyclables were to be phased in over time, which businesses or organisations should be included in the second phase and what are the criteria that would help identify them?

5 What would be appropriate timeframes for each phase to commence, and why?

6 What are the barriers (e.g., space, infrastructure) that businesses or organisations might need to address to enable source separation and collections?

7 What support might businesses or organisations need to implement this requirement?

8 What are the opportunities created by this requirement (e.g., shared infrastructure, precincts)?

7.8.2 C&I | Source separation and collections of food waste

1 Should the separation and collection of food waste for businesses that generate food waste be mandatory? Please explain your reasons.

If the necessary infrastructure is available, food waste collection should be mandatory for businesses that generate food waste. Composting facilities and markets are well-established in South Australia, and requiring waste separation would encourage food businesses to reduce food waste generation and secondary donation options. However, some caution is needed, and further investigation into the cost impact on small businesses should be considered. Small businesses may face disproportionate costs if smaller volume waste contracts remain standardised per bin flip or on a fixed schedule, rather than based on the weight of the bin or offering flexible, on-call services. For example, waste contractors are not yet providing weight scales on side-lift or rear-lift collection vehicles that service local government contracts.

2 How should 'food waste' be defined? In other words, are there particular foods or types of foods (e.g., packaged food, food processing wastes) that should be included or not included in this proposed requirement?

Packaged food should not be excluded from this requirement, as it is likely increasing, if not remaining steady, due to its role in community convenience and safe food transport.

3 Which businesses/ organisations should be given the priority for applying the threshold requirement? Should the criteria for businesses/organisations to be included in the mandate be determined by the quantity of food waste or the amount of general waste they generate?

4 What should the thresholds be for:

a large food waste generators?

b small food waste generators?

5 Should this requirement apply to:

a Metropolitan Adelaide only?

b Metropolitan Adelaide and major regional centres where collections and processing capacity are in place?

6 Should this be extended to other parts of SA through a phased-in approach?

7 If mandatory separation and collection of food waste was phased in over time, commencing first for large food waste generators, and then extending to smaller food waste generators, what would be the appropriate time frames for each phase to commence?

Smaller food waste generators should be provided a minimum of 12 – 18 months to prepare. Smaller food waste providers would benefit from a central education resource like, 'Replace the Waste' initiative established for single-use plastics legislation reform.

8 What other options should be considered?

9 Do you have alternative views on how to divert food waste from landfill?

7.8.3 C&I | Business waste reduction plans

1 Should South Australian businesses and organisations be required to prepare waste reduction plans? If not, why?

2 Should this apply to all South Australian businesses and organisations? If not, who should be excluded and why?

3 What are the opportunities relating to this approach?

4 What are the barriers that need to be considered?

5 Do you have other ideas on how the EPA could require producers of waste to identify opportunities to reduce and reuse waste?

7.8.4 C&I | Prohibiting the recombining of separately collected materials

1 Do you agree that the recombining of waste and resource recovered materials that have been collected separately should be prohibited? Please explain your reasons.

2 Are there any situations where prohibition should not apply? Please outline and explain your reasons.

7.8.5 C&I | Public place recycling and organic waste bins

1 Do you agree that recycling and organic waste bins should be provided in public places? Please explain your reasons.

Recycling and organic waste bins should not be provided in all public places. Although it's known the types of materials in public spaces are changing, particularly with an increase in compostable service ware, contamination remains a significant challenge to manage. Public place bins for resource recovery should be non-mandatory and at the discretion of local councils, who are responsible for the costs and maintenance of these systems. The primary purpose of public bins is to maintain public amenity and health, with resource recovery as a secondary goal.

Consideration should be given to whether commingled recycling in public spaces is still appropriate or could be refocused to collecting only 10-cent container deposit materials. The volume and value of commingled recycling material in public place bins is very low, even if uncontaminated, and the percentage of compostable items in public places that can now be diverted to green organics bins is increasing due to changes in single-use plastics legislation.

In some public precincts, it may make strategic sense to invest in bins for red waste, yellow 10c container deposits, and green organics. This should be non-mandatory and at the discretion of local councils. This could help raise the profile of resource recovery and support additional opportunities and outcomes such as increased public education, and collaboration among commercial entities to reduce waste, resource sharing, and promoting the use of organic recycling and reusable service ware. In these cases, the value of the bins does not lie in the amount of non-contaminated material recovered in the public place bin system, but in the broader progress made toward creating a low-waste, sustainable public precinct, where the bins are just one small part of a larger system.

Greater diversion of organics and recycling from landfill may be achieved by focusing on policy and incentives to support food businesses to reduce waste generation in food preparation and increase food waste recovery.

2 Should the materials in public place recycling or organic waste bins be prohibited from disposal to landfill? If so, should there be any exceptions to this? Please explain your reasons.

Materials placed in public recycling or organic bins should generally be kept out of landfills. Public confidence in recycling is easily undermined where yellow bin materials are seen to be collected by a red waste vehicle. However, contamination continues to be a significant challenge. Frequently, contamination levels in public place bins are still too high though for current processors to handle.

7.8.6 C&I | Event and venues recycling and organic waste bins

1 Should three-bin systems be provided at all major events and large venues?

Major events and large venues should be encouraged to adopt a three-bin system: red for waste, yellow for 10c container deposits (not commingled), and green for organics, where appropriate collection and processing infrastructure is available. While local councils may assist in providing access to these systems, the cost should be borne by event organisers, not by the councils. Events and venues also present a unique opportunity to apply higher-level waste management strategies, such as reducing waste generated, promoting reusable service ware, or requiring compostable items. Incentivising these options should be explored further.

7.8.7 C&I | Resource recovery treatment for public place bins

1 Should public place general waste bins require treatment for resource recovery prior to disposal to landfill where recycling and organic waste bins have not been provided?

Contamination of public recycling and organic bins will likely remain a challenge. The industry should aim to develop processing technology that can screen red waste bins and remove recyclable and organic materials. However, this will likely increase costs for the local government councils providing the service.

7.8.8 C&I | Requirement for treatment of waste prior to disposal to landfill

1 Should the requirement for waste or other matter to be treated prior to disposal to landfill be expanded beyond metropolitan Adelaide?

Treating waste or other materials before disposal in landfill should be encouraged outside metropolitan Adelaide, but not made mandatory. Access to local processing technology is limited or not readily available to non-metropolitan councils, reducing competition, and long transport distances further decrease efficiency, which could increase costs. In practice, public place bins in our council are collected by the same trucks and along the same routes as residential kerbside bins, making it impractical to differentiate treatment requirements between these services.

2 If so, what areas should be included?

3 What might be the barriers to implementing this requirement in areas beyond metropolitan Adelaide, how might these be overcome, and what support might be needed?

The Regional Transport Subsidies Program is valuable and instrumental to reducing the cost of kerbside commingle recycling to residents.

4 What would be an appropriate timeframe for the commencement of this requirement in the area(s) identified?

7.8.9 C&I | Standardising bins to Australian Standard AS4123.7-2006

1 What is a reasonable approach and timeframe for standardising the colour of C&I mobile waste bins in compliance with the *Australian Standard AS4123.7−2006 Mobile waste containers, Part 7: Colours, markings, and designation requirements*?

Key area 4: Supporting a strong market for recovered resources

7.9 Circular procurement

1 Should there be a South Australian whole-of-government circular procurement policy, or a sustainable procurement policy that incorporates circular economy principles?

a If so, should this be mandatory and regulated by the EPA?

If introduced, whole-of-government circular procurement should be incentivized rather than made mandatory.

2 Should a requirement for government reporting of performance against adopted circular procurement standards, criteria, or targets, be regulated by the EPA?

3 Should a circular procurement policy also be mandated and regulated by the EPA for industry/business?

- If yes, should this be limited to businesses over a certain size?

If so:

a What business size should this apply to?

b What would be an appropriate reporting mechanism for businesses?

c What is a reasonable lead time for businesses to commence and undertake this requirement?

4 What collaborative actions by government, industry and the community should be prioritised to grow sustainable markets for recycled materials and products?

To prioritise and grow sustainable markets for recycled materials and products, the government and industry should consider.

- Extending producer responsibility schemes to ensure that those who place products on the market are held more accountable for the entire life cycle of the materials.
- The development of affordable certification for recycled content that prevent against greenwashing or false claims and maintain confidence in recycled content. The certification should also provide the necessary information to track sustainability and other benefits like carbon savings in line with international reporting protocols.
- Implement price-point legislation to prioritise local recycled content. Manufacturing businesses should be required to use locally sourced recycled materials, for example plastic pellets, if available, even if they are slightly more expensive than imported alternatives. This support local job creation.

5 How can SA incentivise markets that extract the highest value from recovered materials?

a What incentives could be implemented to encourage SA councils and businesses to use recycled content?

For local government councils, incentives should address the lifecycle cost differences between using virgin materials and recycled content.

7.10 Prohibited landfill waste

7.10.1 Prohibited landfill waste | aggregated organics

1 Should organic matter that has been aggregated for recycling be prohibited (banned) from disposal to landfill in SA?

2 Is there capacity for additional organic materials recovered from the C&I sector to be received and processed by compositing facilities or is a delay in commencement of this proposed ban required to enable additional capacity to be developed?

7.10.2 Prohibited landfill waste | Clothing textiles

1 Should unwearable clothing textiles be prohibited (banned) from disposal to landfill in SA?

2 What is the current or planned capacity for clothing textiles recycling and reprocessing within SA, and what markets exist for this recycled material?

3 What are the opportunities if unwearable clothing textiles were prohibited from disposal to landfill in SA?

4 What are the risks if clothing textiles were prohibited from disposal to landfill in SA?

5 If clothing textiles were to be prohibited from disposal to landfill, when should this commence?

7.10.3 Prohibited landfill waste | Batteries

1 Should single-use alkaline batteries be prohibited (banned) from disposal to landfill in SA, and when should this commence?

2 Should button cell batteries be prohibited from disposal to landfill in SA, and when should this commence?

3 Are there any other batteries that should be prohibited from disposal to landfill in SA? What are these and why? (Note that Lithium-ion batteries are discussed in the next section).

7.10.4 Prohibited landfill waste | Lithium-ion batteries

1 Noting that Li-ion batteries are prohibited from disposal to landfill in SA, what is needed at the state level to support their safe recovery and provide a pathway for recycling at their end-of-life?

2 Noting that it is an offence to place Li-ion batteries in kerbside collection general waste bins (bins designated for disposal to landfill), should this be extended to include all kerbside collection waste bins (i.e., to include co-mingled recycling and food organics and garden organics bins)?

3 Are there Li-ion batteries that are not already included or proposed to be included in a national product stewardship scheme (other than electronic medical devices and vapes that are considered a biohazard)?

4 Should SA consider establishing a state-based product stewardship scheme, in the absence of effective action being taken at the national level? Please outline your reasons.

7.10.5 Prohibited landfill waste | E-waste

1 What additional e-waste items should be included in the existing prohibition (ban) on disposing e-waste to landfill in SA?

2 Should small solar photovoltaic (PV) systems be included in the definition of e-waste?

7.10.6 Prohibited landfill waste | wind turbine blades

1 Should wind turbine blades be prohibited (banned) from disposal to landfill in SA?

2 What are the potential risks associated with prohibiting wind turbine blades from being disposed to landfill?

3 What are the opportunities arising from prohibiting wind turbine blades from being disposed to landfill and how can these opportunities be utilised?

4 If wind turbine blades were to be prohibited from disposal to landfill, when should this commence, and why?

7.10.7 Prohibited landfill waste | Mattresses

1 Should mattresses be prohibited (banned) from disposal to landfill in SA?

2 Should there be a minimum level requirement for resource recovery for mattress recycling, and if so, what should that be?

3 If mattresses were to be prohibited from disposal to landfill, when should this commence?

7.10.8 Prohibited landfill waste | Child car seats

1 Should child car seats be prohibited from disposal to landfill in SA?

2 What are the opportunities arising from prohibiting child car seats from being disposed to landfill in SA?

3 What are the potential risks associated with prohibiting child car seats from being disposed to landfill?

4 If child car seats were to be prohibited from disposal to landfill, when should this commence?

What else

7.10.9 Prohibited landfill waste | What else

1 Are there any other priority products or materials that should be prohibited from disposal to landfill? Please outline what these are, the rationale and a suitable timeframe.

Council supports initiatives that reduce reliance on the kerbside red waste bin service and keep valuable resources in circulation for as long as possible. However, it is cautious about the costs and efforts involved, particularly in aggregation and transport to recycling facilities. The council is concerned that these responsibilities should not disproportionately fall on local government or the community.

Key area 5: Protecting the environment and human health from waste pollution

7.11 Unlawful disposal of waste

1 In what circumstances is it appropriate for a person to dispose of waste to their own land without a licence?

2 In what circumstances is it appropriate for a person to dispose of waste to land with permission of the landowner and without a licence?

3 Are there specific types of waste that should always be allowed to dispose to your own land? If so, please list and explain the reasons.

4 Are there specific types of waste that should never be allowed to dispose to your own land? If so, please list and explain the reasons.

5 Given the existence of standards, such as the WDF Standard which define when material ceases to be waste, is it still necessary or appropriate for unlicensed sites to receive and dispose of waste to land?

7.12 Contaminants and chemicals of concern

1 Are there aspects of the PFAS NEMP which could be useful to incorporate explicitly into the EPP?

2 Would it be appropriate for the EPP to incorporate emerging chemicals as they are added to national or international agreements, such as the Stockholm Convention or the National Strategy for the Management of Scheduled Wastes?

7.13 Greenhouse gas emissions from landfill

1 Does the current reduced licence fee for landfill gas capture offer a sufficient incentive?

2 Are there other factors acting as a disincentive for final capping and installation of landfill gas capture systems?

3 Would a waste levy reduction or rebate be an appropriate tool to incentivise landfill gas capture? How should this be applied?

7.14 Medical waste

1 Are there any clauses in Division 2 relating to the management of medical waste that are problematic?

2 Are there any additional matters that the EPP might address relating to the management of medical waste?

Key area 6: Circular economy metrics, reporting and transparency

7.15 Circular economy metrics

1 What additional metrics would help measure the state's progress in the areas of waste avoidance, resource recovery and material flow?

7.16 Waste depot reporting

1 Should waste depots be required to report certain information on a public facing website, to enable users of their services to consider performance outcomes when selecting their preferred waste contractors and resource recovery facilities?

a Should this include all waste recovery facilities, waste reprocessing facilities, and waste disposal facilities? Please explain your reasons.

b What information should be reported publicly for each of the waste depot types:

- waste levy facilities
- waste reprocessing facilities
- waste disposal facilities

c Should this information be reported annually of more frequently?

d Should this information require independent auditing?

e What are the barriers (e.g., commercially sensitive information), to this policy measure and how might these barriers be addressed?

2 Noting the confidentiality provisions in Section 121 of the *Environment Protection Act* 1993 and that mass balance reporting data is currently included in the CERR report, should the EPA publish any of this data on its website in order to increase transparency? Why, or why not?

a How often should this data be reported?

3 Is the current mass balance reporting threshold of 20,000 tonnes per annum the right threshold required for providing mass balance reporting data? Please explain your reasons.

4 Are there particular materials or types of waste depots currently not captured in mass balance data reporting that should be included? Please specify.

5 Should mass balance reporting be extended to include reporting on where materials are coming from, and being sent to, including end fates of wastes and materials, to provide a fuller picture of material flows in SA and nationally?

6 What specific information should be included in the reports to clarify the end fates of recyclables and organics?

7 What mechanisms should SA implement to create more transparency around the end fates of recyclables and organics? What challenges or barriers are there?

8 Should Lithium-ion batteries be included in intra and inter-sate waste tracking requirements?

9 Should waste levy reporting be extended to include detail on waste streams and material types being disposed to landfill?

7.17 Reporting by local government

7.17.1 Reporting by local government | Kerbside waste collection performance

1 Should local government be required to report on household waste generation and resource recovery performance, in order to provide an accurate and timely circular economy metric for all levels of government?

Council supports state investment in the current annual reporting requirements set by the Local Government Grants Commission (LGGC) and/ or Green Industries SA to minimize delays in processing information, ensuring that insights are delivered in a more timely and relevant manner.

a What information should be required to report and why?

b How frequently should local government be required to report, i.e., monthly, or quarterly?

2 Should local government be benchmarked or ranked publicly on the basis of their kerbside performance? Why or why not?

7.17.2 Reporting by local government | Standardising kerbside waste collection bin audits

1 Should kerbside waste collection bin audit methodologies be standardised to ensure consistency and enable comparison of results across councils? What are the opportunities and barriers to this policy option?

2 For councils undertaking kerbside waste collection audits:

a what audit methodologies are currently used and what range of waste types are covered? Do they measure and reflect householder behaviour and if so, how?

b should any other measures be reported through kerbside collection waste bin audits, e.g., bin placement at kerbside, number and relative fullness of the bins presented for collection? What are the impacts of including additional measures in the audits?

3 How frequent should a kerbside waste collection bin audit be undertaken and why?

Kerbside waste collection bin audits and or visual bin inspections should be at the discretion of local government councils unless funded in full by the State Government.

7.17.3 Reporting by local government | Waste management plans and performance outcomes

1 Should local governments be required to publish their waste management plans and strategies on their websites? Please explain your reasons.

2 Should local governments be required to publish kerbside waste collection performance outcomes and related circular economy outcomes on their websites? Please explain your reasons.

a what information should be included in this online reporting?

b should this information include results of kerbside waste bin audits?

c when and how often should this information be updated?

3 Should the tendering of local government waste contracts be required to be public information in SA? What are the benefits and/ or potential barriers of making this information accessible to the public?

4 What specific details of the tender should be made public (e.g., criteria for selection, contract terms etc)? In what format should this information be presented to ensure clarity and accessibility for the general public?

5 What are the challenges associated with integrating ESG into waste contracts? How can these challenges be addressed?

7.18 Transparency in waste levy component of service fees and charges

1 Should operators of landfill depots be required to disclose the waste levy component of fees and charges on customer invoices? Please explain your reasons.

2 Should a requirement to disclose the waste levy component of fees and charges on customer invoices extend to other waste and resource recovery operators? If so, who should it apply to and why?

Increasing transparency requirements for recycling processors could help regional and outer metropolitan councils, who often face significant costs transporting recyclable materials to metropolitan treatment facilities, be reassured that costs for contamination or residual waste are not being inflated, while the recycling facility benefits from the lower waste levy.

Additional questions

1 Are you impacted by the current W2R EPP? Please describe how you are impacted and what effect this has.

2 Do you have any feedback on the current South Australian regulatory framework for rescue recovery and waste management?

3 Are there any other policy measures that would help increase waste avoidance, improve resource recovery, and support a circular economy?

4 Are there any other comments you would like to make in response to the discussion paper?

The Barossa Council extends thanks the State Government for the opportunity to respond to this discussion paper. Council welcomes the reform and modernization of the W2R EPP and supports the active role of local government in helping the state achieve its' goals. However, cautions against increasing direct or indirect costs to councils without adequate funding support.

DEBATE REPORT

7.4 Development and Community Services

7.4.3 LYNDOCH CHRISTMAS STREET PARTY - REQUEST TO LAND HELICOPTER ON VILLAGE GREEN

Author: Executive and Project Support Officer
24/107418

PURPOSE

Council has received a request from Barossa Helicopters to 'deliver' Father Christmas via Helicopter, landing at the Lyndoch Village Green as part of the Lyndoch Christmas Street Party to be held on Friday 13 December 2024.

RECOMMENDATION

That Council approve the request from Barossa Helicopters to land a Helicopter on the Lyndoch Village Green on Friday 13 December 2024, as part of the Lyndoch Christmas Street Party.

REPORT

Background
The Lyndoch Christmas Street Party is planned for Friday 13 December 2024 and will feature family-friendly entertainment, local foods and live music and entertainment for all ages.

To ensure safety, it is proposed that Lyndoch's main street will be closed to traffic from 5pm to 10:30pm.

Introduction
Barossa Helicopters have requested to utilise the Lyndoch Village Green for a short period, to 'deliver' Father Christmas to the Street Party. The Helicopter will not shut down and will depart as soon as all persons are at a safe distance, and it is expected to take approximately five minutes.

Barossa Helicopters have been operating for nearly 40 years and the Crew are well trained in the operation of landing a Helicopter at large Events.

Discussion
As the land is Local Government Land and use of the land is controlled by Council By-Law 4. The By-Law stipulates under Part 4, that "*a person must not, without permission, on local government land….subject to the Civil Aviation Act 1988, land or take off any aircraft on or from the land*"

The power to grant the required permission has not been delegated to any Council Officer, and as such, a decision needs to be made by resolution of Council.

In support of their request, Barossa Helicopters have provided Council with the following documentation:

- Air Operating Certificate (covering CASA requirements);
- Public Liability Certificate of Currency;
- Risk Assessment; and
- Off-site Emergency Response Plan

It is considered that, on balance, all reasonable steps have been taken to mitigate the risk involved with landing the helicopter on Council land.

Summary and Conclusion
Barossa Helicopter have submitted a request to land a Helicopter at the Lyndoch Village Green on Friday 13 December 2024, as part of the Lyndoch Christmas Street Party.

Barossa Helicopters have provided the following documentation, which is included at Attachment 1:

Air Operating Certificate which covers CASA Regulations
Public Liability Certificate of Currency
Risk Assessment
Off-site Emergency Response Plan (noting that the Event will have CFS and Police in attendance).

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Barossa Helicopters Documentation - Request to utilise Lyndoch Village Green for Helicopter Landing ⇩

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Legislative Requirements
Local Government Act 1999
Civil Aviation Act 1988
Council By-Law 4.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Barossa Helicopters Ground Crew will be on the ground at the Lyndoch Village Green prior to the landing to ensure there are no people or other obstacles (and be in contact with the Pilot via radio to advise when it is safe to land). The Helicopter will not be shutting down and will depart as soon as the Crew and Father Christmas are at a safe distance.

The Main Street will be closed to traffic from 5-10:30pm, and CFS and Police will be in attendance.

COMMUNITY ENGAGEMENT

Not required.

Australian Government
Civil Aviation Safety Authority

AIR OPERATOR'S CERTIFICATE

Australia

Civil Aviation Safety Authority

Phone: +(61) 131 757
Internet: www.casa.gov.au
Address: GPO Box 2005
Canberra ACT
Australia 2601

This Air Operator's Certificate (AOC) is issued to:

BAROSSA HELICOPTERS PTY LTD

ARN: 427499 ACN: 008 203 727

AOC#: CASA.AOC.0315

Revision: Initial

Operational Points of Contact:

Contact details, at which operational management can be contacted without undue delay, are listed in the Exposition/Operations Manual.

Date of expiry: 31 May 2027

Address: 261 Hoffnungsthal Rd
LYNDOCH SA 5351

Phone: 08 8524 4209

BAROSSA HELICOPTERS PTY LTD is authorised to perform the activities listed in this certificate pursuant to section 27 of the *Civil Aviation Act 1988* and Part 119 of the *Civil Aviation Safety Regulations 1998*.

Date of issue: 30 May 2022

Laura Jane Carlton
National Manager Regulatory Services
Regulatory Oversight Division

Delegate, Civil Aviation Safety Authority

AIR OPERATOR'S CERTIFICATE

BAROSSA HELICOPTERS PTY LTD

ARN: 427499 ACN: 008 203 727

AIR TRANSPORT OPERATIONS

OPERATIONS SPECIFICATIONS

(Subject to conditions in the Exposition)

CIVIL AVIATION SAFETY AUTHORITY, AUSTRALIA

Telephone: + (61) 131 757 Email: regservices@casa.gov.au

AOC#:	CASA.AOC.0315
Operator name:	BAROSSA HELICOPTERS PTY LTD
Date of expiry:	31 May 2027

Laura Jane Carlton
National Manager Regulatory Services
Regulatory Oversight Division

Delegate, Civil Aviation Safety Authority

Aircraft Model: Single-engine class helicopters

Types of operation: Air Transport ☒ Passengers ☒ Cargo ☒ Other Medical Transport Operations

Area(s) of operation: Domestic Australian operations

Special limitations:

SPECIFIC APPROVAL	YES	NO	DESCRIPTION	REMARKS
Dangerous goods	☐	☒		
Low visibility operations				
Approach and Landing	☐	☒		
Take-off	☐	☒		
Operational credit(s)	☐	☒		
RVSM ☒ N/A	☐	☐		
EDTO ☒ N/A	☐	☐		
AR navigation specifications for PBN operations	☐	☒		
Continuing airworthiness			Jetpoint Pty Ltd - ARN 566811	

AOC #: CASA.AOC.0315 Revision: Initial

Effective Date: 30 May 2022

AOC Expiry Date: 31 May 2027

Page 2 of 3

AIR OPERATOR'S CERTIFICATE

BAROSSA HELICOPTERS PTY LTD

ARN: 427499 ACN: 008 203 727

OPERATIONS SPECIFICATIONS

(Subject to conditions in the Exposition)

SPECIFIC APPROVAL	YES	NO	DESCRIPTION	REMARKS
EFB	☒	☐		
Other	☐	☒		

CONDITIONS

Nil

Doug Williamson
Risk Advisor
Marsh Advantage Insurance Pty Ltd
ABN 31 081 358 303
One One One Eagle Street
Level 13, 111 Eagle Street
GPO Box 2743
BRISBANE QLD 4001
Tel 61 7 3115 4579
Fax 61 7 3115 4557
Doug.williamson@marsh.com

02 February 2024

CERTIFICATE OF INSURANCE

AIRCRAFT & PREMISES LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE HOLDER. IT DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY. IT IS PROVIDED AS A SUMMARY ONLY OF THE COVER PROVIDED AND IS CURRENT ONLY AT THE DATE OF ISSUE. FOR FULL PARTICULARS, REFERENCE MUST BE MADE TO THE CURRENT POLICY WORDING

Insured

Barossa Helicopters Pty Ltd and/or its/their subsidiary companies and/or related bodies corporate, as defined in the Corporations Act 2001, (including those acquired or incorporated during the Period of Insurance) for their respective rights, titles and interests.

Period of Insurance

From 8th February 2024 to 8th February 2025

Insurer

NAME	POLICY NUMBER	PARTICIPATION %
QBE Insurance (Australia) Ltd	04 Q01 0059096	100%

Geographical Limits

Commonwealth of Australia

Location/Home Base

Premises at 261 Hoffnungsthal Road, Lyndoch SA

Interest Insured

The Insured's legal liability to third parties and passengers for accidental bodily injury, including death and accidental damage to property arising out of the Insured's operation and/or ownership of the aircraft described in the Schedule.

Premises Liability – Section 1 – The insured's legal Liability to third parties arising from the use/ownership of airside premises.

SOLUTIONS...DEFINED, DESIGNED, AND DELIVERED.

MARSH & McLENNAN COMPANIES

Aircraft & Liability Limits

Equipment

MAKE	REG NO	LEGAL LIABILITY	PAX/CREW SEATS
2005 Robinson R44 Clipper II	VH-BHV	$20,000,000	4 / 1
2012 Robinson R44 Clipper II	VH-YBI	$20,000,000	4 / 1
2007 Robinson R44 Clipper II	VH-FRL	$20,000,000	4 / 1
2007 Robinson R44 Clipper II	VH-IPS	$20,000,000	4 / 1

Aircraft Liabilities: Combined Single Limit - Third Party Liability, Passenger Legal Liability, Bodily Injury/Property Damage any one occurrence - $20,000,000

Premises Legal Liability – $10,000,000 any one occurrence

Pilots

As declared and approved

Uses

Private Business and Pleasure, Commercial, Rental

Special Uses

Industrial Aid, Commercial Charter, Endorsements / Check and Training of Company Pilots, Aerial Survey and Photography, Baiting / Feral Animal Control / Aerial Shooting and Crop Inspections and Slung Loads, but EXCLUDING Aerial Agriculture and Frost Control

Principle Conditions

AVN 48B War, Hi-Jacking and Other Perils Exclusion Clause
AVN 52E Extended Coverage Write-back (Aviation War Liabilities)
AVN57A Civil Aviation (Carriers Liability) Act
AVN 73 Liability to Pilots Clause
AVN 74 Pilot Indemnity Clause

SUBJECT TO policy terms conditions, limitations and exclusions.

In accordance with the ongoing commitment by Marsh to quality management philosophies, this certificate has been verified for accuracy of content by

Authorised Signatory



02 February 2024
. . . . . .

Signed *Date*

BAROSSA HELICOPTERS PTY LTD
OFF SITE RISK ASSESSMENT

Form SMS04

Activity: Helicopter Landing at various times and days to drop off or pick up clients.	**Site:** *Selected wineries and other off-site locations listed in the HLS register.*
People at Risk: *Staff, Members of the public*	
Name of Person Completing Form: Bridgette Hasting **Job Title:** Chief Pilot **Date:** 21 May 2021 **Review Date:** May 2022	

HAZARD	RISK	INITIAL RATING	EXISTING CONTROL MEASURES	FINAL RATING	ADDITIONAL ACTION REQUIRED
Debris being blown about by helicopter.	Injury sustained by debris striking bystanders. Damage to vehicles or buildings.	M	Litter pick the landing site prior to helicopter's arrival. Consider use of Marshall to await helicopter's arrival in sheltered site away from direction of approach of helicopter. Landing pad/area sufficient distance from parked cars.	L	Litter pickers, gloves, and suitable bags to be used. Warnings in case sharps encountered. Staff to check all clear.
People/animals too close to helicopter.	Injury to bystanders	H	Designated landing area/pad. Marshal to keep people away from landing area and to ensure dogs are kept under control. People to remain at least 30m away from landing site. Make staff of venue aware of helicopter landing time. Staff will remain vigilant and warn off if necessary.	M	Distance recommended by Company – approx. 30 m. Do not publicise unduly to avoid gate-crashing.
Helicopter crash.	Helicopter damage Injury to bystanders. Damage to vehicles or buildings.	M	Windsock deployed (if fitted). Competent pilot using properly maintained aircraft. E-mail from pilot/Company detailing his safe procedure for landing. Evacuate building(s) if applicable.	L	Agreed exchange of information between pilot/company and staff of venue. See attached emergency response plan.
Collision with obstacle	Helicopter damage Injury to bystanders. Damage to vehicles or buildings.	M	Appropriate inspection from the ground prior to use to ensure there is enough space for safe arrival and departure. Ensure pilot in command is aware of the Helicopter landing site register approved for the company.	L	Agreed exchange of information between pilot/company and staff of venue. See attached emergency response plan.

OFF SITE EMERGENCY RESPONSE

IMMEDIATELY contact Barossa Helicopters Head of Flying Operations

–

Bridgette Hasting on 08 85244 209 or 0408544209

(1) Contact emergency services on 000.

(2) Use whatever means possible to suppress/extinguish any fire.

(3) Rescue injured personnel, at no time do you put yourself in danger.

(4) Place injured in the recovery position and administer first aid.

(5) Secure the area to allow free access of emergency services.

(6) Do not allow public or media access

(7) Do not touch or move aircraft wreckage or debris

SAFEGUARDING AIRCRAFT

Barossa Helicopters Staff will be in attendance to ensure the following:

(8) If the aircraft is not presenting a hazard or at risk of further damage do not commence dismantling or removal until approval has been given.

(9) Take all the possible steps to safeguard the wreckage. Where possible, take a photo of the panel before removing all documentation for safe keeping.

(10) Although in the initial stages the aircraft will, in all probability, be under the control of the Australian Transport Safety Bureau, it is essential to maintain a "watching brief" in the absence of the surveyor to ensure the security of the aircraft following its release.

MEDIA POLICY

Barossa Helicopter's request that any person at the site does NOT speak with media or post any photos or comments on social media. Barossa Helicopters will make the media statement once all facts are in place about the incident or accident.

(11) The media liaison is either ***Sandra Kies or Bridgette Hasting***. Only one person will be available for comment to media.

(12) Should any other person on the site, company, employee, family, or family of employee's make your statement "no comment" and direct them to either Sandra or Bridgette.

(13) No comments will be made on social media.

(14) A media release should be made available as soon as practical after official matters have taken place.

(15) To avoid being harassed by media, give as much detail as allowed by CASA, ATSB or other relevant authorities.

(16) In the event of a serious or fatal incident, the company will appoint an external media liaison.

COVER SHEET

CONFIDENTIAL REPORT

19 November 2024

Council Meeting

8.1 Office of the Mayor and CEO

8.1.1 CONCORDIA - PLANNING

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 Inclusion of information that has been provided in confidence by State Government and for which Council and its officers are subject to a Non-Disclosure Deed with the State.

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, Strategy and 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)(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 Inclusion of information that has been provided in confidence by State Government and for which Council and its officers are subject to a Non-Disclosure Deed with the State.

COVER SHEET

CONFIDENTIAL REPORT

19 November 2024

Council Meeting

8.2 Corporate Services, Strategy and Innovation

8.2.1 BAROSSA PARK DEVELOPMENT STATE AND COUNCIL PROJECT AGREEMENT

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 Matter relates to an agreement between the Premier of South Australia and The Barossa Council which is subject to confidentiality provisions.

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, Strategy and 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)(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 Matter relates to an agreement between the Premier of South Australia and The Barossa Council which is subject to confidentiality provisions.

COVER SHEET

CONFIDENTIAL REPORT

19 November 2024

Council Meeting

8.3 Development and Community Services

8.3.1 WASTE MANAGEMENT SERVICES - CONTRACT EXTENSION PROPOSAL

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 it contains detailed pricing information and commercial negotiations information related to the contract extension of the current tender with Council's waste supplier and would expose the negotiating position of Council.

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, Strategy and

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;

(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 it contains detailed pricing information and commercial negotiations information related to the contract extension of the current tender with Council's waste supplier and would expose the negotiating position of Council.