



NOTICE OF ORDINARY COUNCIL MEETING
Tuesday 28 January 2025
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 17 December 2024 at 5.30pm
- 2.1.2 Special Council meeting held on Monday 6 January 2025 at 5.30 pm

2.2 Matters arising from previous minutes

- 2.2.1 Nuriootpa Centennial Park Governance Structure 4

3 PROCEDURAL ITEMS

3.1 Petitions

Nil

3.2 Deputations/Visitors to the meeting

Nil

3.3 Notice of Motion

Nil

3.4 Questions with Notice

Nil

4. MAYOR

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5. COUNCILLORS' REPORTS

Nil

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7.3 Infrastructure and Environmental Services

Nil

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9. URGENT OTHER BUSINESS

10. NEXT MEETING

Tuesday 18 February 2025 at 5.30pm

11. CLOSURE

MATTERS ARISING FROM PREVIOUS MINUTES

2.2.1 NURIOOTPA CENTENNIAL PARK GOVERNANCE STRUCTURE

**Author: Chief Executive Officer
24/116467**

After some years of conversations with the Nuriootpa Centennial Park Authority it has been resolved to transition the management and governance arrangements for the park direct to Council.

It is important to note that whilst the Board is an entity, it is subordinate to Council and therefore the legal structure of the Board, its contracts and employees are guaranteed and underpinned by Council in any case.

I draw Council's attention to the prior decision of Council of 19 March 2020, which has taken some time to work through, firstly due to COVID and since then discussions to reach this point.

MOVED *Cr de Vries that Council having considered the requests of the Nuriootpa Centennial Park Authority and considering performance against the business plan and risk mitigation to Council and its ratepayers:*

- (a) *That the internal loan repayments be deferred for 1 year with payments to recommence in the 20/21 financial year subject to COVID-19 relaxation of restrictions and restoration to normal trade and revenue performance on condition interest costs are compounded or paid prior to 30 June 2020.*
- (b) *Note that the financial sustainability of the commercial assets is questionable even prior to COVID-19 when compared to the business case for development and that the Board be directed that over the next 12 months at an appropriate time authorised by the Chief Executive Officer of Council and with the assistance of Council officers, approach the market to ascertain the value of the commercial assets under a lease arrangement, but that no community facilities shall be included and must remain completely separate from any lease arrangement and managed for the community by a new structure .*
- (c) *That the results of a market approach are tabled with Council after assessment by the Board and Council officers for the consideration and final decision by Council.*
- (d) *That the Board undertake a review of the subsidiary framework over the next 12 months with a view to dissolving the duplicative governance and cost structure and make recommendations to Council for an alternative community structure to support the community assets effectively brining the community assets and service management structure in line with all others in the Council area including engagement with relevant stakeholders.*
- (e) *Agree that the current CAD facility of \$1.0M be converted to a principle interest loan with repayment over the next 10 years and authorise the Mayor and Chief Executive Officer to sign and seal any relevant documentation.*

Seconded *Cr Boothby*

CARRIED 2018-22/126

The ongoing development of infrastructure for the future of our communities under The Big Project has seen significant development at the park. There is now a level of investment required to maintain parity and consistency across the Council region that the Authority cannot meet or sustain, requiring direct Council investment for the future.

The management of the commercial caravan park is still to be determined with the Board and there are three possible options at this time: a Section 41 committee, an advisory committee or outsourced delivery model. For the reasons outlined below, a subsidiary just for the commercial assets would lose the advantages of direct Council management and governance.

The transition of recreation park management to the direct control of Council presents outcomes that will align service provision across the whole of the Council region under Council's core policy and funding arrangements and will reduce duplication of administrative effort. For instance, there will be no need for two audit committees, two payroll systems or two finance systems, and the list goes on. However, the involvement and input of the community and the recreation park's stakeholders is paramount, and a future structure would be aligned to all our other Barossa Council recreation parks with appropriate advisory arrangements.

As a result of the NCPA Board decision, we have collectively approached the market to engage a consultant to:

- Develop a transition plan including engagement with stakeholders.
- Assess options and recommend an appropriate governance model for the commercial caravan park.

The quotation process has been completed and BRM Advisory were appointed to commence in January to develop the transition plan and undertake stakeholder engagement. The plan will be brought back to Council and the Board for final review. The target timeframe to have a plan in place is March 2025. Whilst a date to achieve transition is 1 July 2025 to align financial years, this is not likely with the complexity of systems, processes, contracts and the like to be worked through, however that will be explored in plan.

Importantly the plan will facilitate the transition of existing NCPA employees to Council, with the maintenance of all entitlements to be strictly achieved. It is likely that employees will have access to greater benefits than that under the NCPA. All staff and relevant unions will also be engaged and consulted with. During transition the current governance structure will remain in place to ensure continuity of service.

ATTACHMENTS

Attachment 1 Correspondence from the NCPA Board [!\[\]\(cf531ed27e91483460120fcc057b3901_img.jpg\) !\[\]\(34fde9b7c74442c0438f550a41236260_img.jpg\)](#)

SUPPORTING REFERENCES

Nil



28 November 2024

The Barossa Council

Attn: Mr M McCarthy, CEO

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

Dear Martin,

Re: Nuriootpa Centennial Park Authority – Governance Review / Sports and Recreation

The Board of the Nuriootpa Centennial Park Authority (NCPA) voted at the Board meeting held on the 20th of November 2024, to accept the Barossa Council's proposal to resume direct control of the Sports and Recreation facilities of the Nuriootpa Centennial Park.

The Board motioned to move forward with direct negotiations with the Council to determine the formulation of a final plan.

The final arrangement should benefit all stakeholders of the Centennial Park and provide a viable solution to the ongoing running of both the sports and recreation facilities and the Caravan Park.

We look forward to sitting down with the Council administration in pursuit of these goals.

Yours faithfully,

A handwritten signature in blue ink, appearing to read "Guy Martin".

Mr. Guy Martin

NCPA Chairperson

NURIOOTPA CENTENNIAL PARK AUTHORITY

Trading as BIG4 Barossa Tourist Park

08 8562 1404 | www.barossatouristpark.com.au | info@barossatouristpark.com.au

Penrice Road, Nuriootpa, SA 5355 | BIG4 Barossa Tourist Park | ABN 50 231 969 615



Mayor's Report - January Meeting 2025

25/2944

DECEMBER/JANUARY

16/12/2024 Mayor's Forum - Minister Champion in the State planning commission presentation Greater Adelaide Regional Plan.

18/12/2024 Introductory and catch-up meeting with the CEO Martin McCarthy and the new CEO, Bridget Ransome, of the Northern & Yorke Local Government Region.

Meeting representatives from Nuriootpa Traders and Jake McVicar and Aaron Curtis regarding land availability to consolidate their freight business network in the Barossa.

19/12/2024 DTI Concordia Growth Area Project Control Group Update meeting.

8/01/2025 ABC Radio National Interview regarding Barossa Park – Lyndoch construction update.

Barossa Park Lyndoch Site visit – Minister for Recreation, Sport and Racing Katrine Hildyard, Darren Chandler CEO SANFL and Barossa Gawler & Light Football Association Chairman Mick O'Brien.



10/01/2025

2025 Australian Country Cricket Championship - Presentation Night.

James Lang from SACA presenting an Award for the Barossa Council's support for the Event.



16/01/2025

ABC Radio Adelaide Interview regarding the Barossa Stages of the Tour Down Under Event.

20/1/2025

Meeting to discuss opportunities to be involved in the 2025 National Small Towns Conference. Meeting was convened by Member for Light, Tony Piccolo.

ABC Radio Port Pirie Interview regarding the Barossa Stages of the Tour Down Under Event.

MATTERS FOR INFORMATION

6.1 ADELAIDE HILLS COUNCIL - GAWLER RIVER FLOOD MANAGEMENT AUTHORITY MEMBERSHIP

**Author: Chief Executive Officer
24/116459**

Correspondence has been received and is attached of Adelaide Hills Council intention to withdraw from the Gawler River Flood Management Authority.

The correspondence and supporting report outline their reasoning.

Any withdraw requires the approval of the relevant Minister.

ATTACHMENTS

Attachment 1 Correspondence from Adelaide Hills Council [!\[\]\(8bba887393ca45b761e5cb49e755e762_img.jpg\)](#) 

SUPPORTING REFERENCES

Nil



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www.ahc.sa.gov.au

11 December 2024

Mr Martin McCarthy
Chief Executive Officer
The Barossa Council
42 Tanunda Road
NURIOOTPA SA 5502

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

Dear Martin

Adelaide Hills Council – GRFMA Membership

I refer to my previous correspondence dated 18 September 2024 in which Adelaide Hills Council advised that whilst no formal decision had been made, it was actively exploring withdrawing from the GRFMA.

I now wish to advise that at its ordinary meeting held on 26 November 2024, Adelaide Hills Council resolved as follows:

12.5 Gawler River Floodplain Management Authority Membership

Moved Cr Nathan Daniell
S/- Cr Mark Osterstock

419/24

Council resolves:

1. That the report be received and noted.
2. That the CEO formally write to the Minister, by 31 December 2024, seeking approval to withdraw from the GRFMA, as required by Clause 19 of the Charter.
3. That the CEO write to the GRFMA and Constituent Councils, by 31 December 2024, to officially advise of its intention to withdraw from the GRFMA, as required by Clause 19 of the Charter.
4. That the Council approve an initial budget allocation of \$20,000 for consultant fees, enabling Council to obtain expert advice and effectively manage the negotiations required to exit the GRFMA.

Carried Unanimously

Accordingly, I am formally notifying the Barossa Council, as a Constituent Council of the GRFMA, of Council's intention to withdraw its membership by 30 June 2025.

As resolved, and in compliance with the requirements of the GRFMA Charter, the Council has notified the GRFMA of its intention to withdraw and is concurrently seeking Ministerial approval.

This notice satisfies the requirements under clause 19 of the GRFMA Charter, which stipulates that subject to the approval of the Minister, a Constituent Council may withdraw from the GRFMA by giving not less than six months' notice of its intention to do so to all other Constituent Councils and the Executive Officer of the GRFMA.

I would like to propose a joint meeting with all CEOs of the Constituent Council's in the new year to discuss this matter further. My Executive Assistance, Rebekah Lyons, will contact you to arrange a suitable time.

Should you require any further information of clarification, please do not hesitate to contact me.

Yours sincerely,



Greg Georgopoulos
Chief Executive Officer

Enc:

- Council Report on GRFMA membership issue (dated 26 November 2024)

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 26 November 2024
AGENDA BUSINESS ITEM**

Item:	12.5
Responsible Officer:	Zoë Gill Executive Governance Officer Office of the Chief Executive
Subject:	Gawler River Floodplain Management Authority Membership
For:	Decision

SUMMARY

At its meeting on 23 July 2024, Council resolved to formally notify the Gawler River Floodplain Management Authority ('GRFMA') Board, Constituent Councils, and, if appropriate, the Minister, of its intention to explore withdrawal from the GRFMA and to request their views on the matter. Council also directed the CEO to undertake a detailed examination of the implications of withdrawal and report the findings to Council in October 2024.

This report provides a detailed examination of the implications of withdrawal from the GRFMA.

Should Council wish to formally withdraw from the GRFMA, to avoid incurring additional fees in the new financial year, it will need to notify the Constituent Councils and the GRFMA by 31 December 2024, as outlined in Clause 19 of the GRFMA Charter (**Appendix 1**). A formal request to withdraw must also be submitted to the Minister. Both notifications can occur concurrently however, withdrawal is ultimately contingent on Ministerial approval. Until the withdrawal is finalised, Council will remain responsible for all financial obligations, including operating and capital contributions.

RECOMMENDATION**Council resolves:**

- 1. That the report be received and noted.**
 - 2. That the CEO formally write to the Minister, by 31 December 2024, seeking approval to withdraw from the GRFMA, as required by Clause 19 of the Charter.**
 - 3. That the CEO write to the GRFMA and Constituent Councils, by 31 December 2024, to officially advise of its intention to withdraw from the GRFMA, as required by Clause 19 of the Charter.**
 - 4. That the Council approve an initial budget allocation of \$20,000 for consultant fees, enabling Council to obtain expert advice and effectively manage the negotiations required to exit the GRFMA.**
-

Adelaide Hills Council – Ordinary Council Meeting 26 November 2024
Gawler River Floodplain Management Authority

1. BACKGROUND

The GRFMA, established under Section 43 and Schedule 2 of the *Local Government Act 1999*, coordinates flood mitigation for the Gawler River and is comprised of six Constituent Councils: Adelaide Hills, Adelaide Plains, Barossa, Gawler, Light Regional, and Playford, as outlined in the GRFMA Charter.

Financially, Adelaide Hills Council contributes the smallest portion to the GRFMA's capital and maintenance expenses but shares equally in operational costs with the other Constituent Councils. Additionally, recent GRFMA initiatives, including major capital projects and a new Stormwater Management Plan, primarily benefit downstream areas, offering little if any benefit to the Adelaide Hills community.

Moreover, the Gawler River catchment, primarily fed by the North and South Para Rivers, has limited relevance to the Adelaide Hills. Only a small section of the catchment lies within our Council boundaries, with most of this land managed by Forestry SA and SA Water. Water from this section flows into the South Para Reservoir, with SA Water solely managing releases. Adelaide Hills Council has no operational control over the catchment, and downstream flooding does not affect the district.

Since early 2024, the Council has been exploring the option of withdrawing from the GRFMA. This initiative began with a Council resolution on 23 April 2024, directing the CEO to provide to Council, by 31 July 2024, a report that examines the risks and opportunities associated with the Council's ongoing membership of the GRFMA, including details of the process for withdrawing. This is captured in part 4 of resolution 131/24:

**Moved Cr Leith Mudge
S/- Cr Chris Grant**

131/24

Council resolves:

- 1. That the report be received and noted.**
- 2. To advise the Board of the Gawler River Floodplain Management Authority (GRFMA) that it has reviewed the GRFMA Draft 2024-25 Annual Business Plan and Budget and that Council does not approve the budget on the following basis:**
 - a. That the Council sees little if any benefit to the Adelaide Hills community in contributing to the cost of the further development of the flood mitigation works business case.**
 - b. That the Council is opposed to the apportioning of costs for further developing the business case equally among the member Councils.**
 - c. That the cost apportionment should be reflective of the relative contribution to the flood risk and the relative benefits of the flood mitigation works, to each community.**
- 3. That the Chief Executive Officer be authorised to participate in any dispute resolution process arising from this decision, noting that any decisions about funding allocations will need to be considered and approved by the Council.**

Adelaide Hills Council – Ordinary Council Meeting 26 November 2024
Gawler River Floodplain Management Authority

4. That the Chief Executive Officer provide a report to Council by 31 July 2024 which examines the risks and opportunities associated with the Council's ongoing membership of the Gawler River Floodplain Management Authority, including details of the process for withdrawing from the Authority.

Carried Unanimously

This report was provided and considered at Council's meeting on 23 July 2024. Following consideration of the matter, Council resolved:

Moved Cr Mark Osterstock
S/- Cr Leith Mudge

261/24

Council resolves:

1. That this report *Gawler River Floodplain Management Authority Membership Report* be received and noted.
2. In light of the risks and opportunities of continued membership of GRFMA as outlined in this report, the CEO undertake a detailed examination of the implications of leaving the GRFMA, to be brought back to the Council for consideration by October 2024, noting that the CEO will seek additional budget to progress this project based on a cost estimate.
3. That the CEO formally notify the GRFMA Board and Constituent Councils that Adelaide Hills Council is exploring leaving the GRFMA and seek their views of Adelaide Hills Council staying or leaving the GRFMA.
4. That the CEO may, if appropriate, seek the views of the Minister or his office about Adelaide Hills Council staying or leaving the GRFMA.

Carried Unanimously

At the same meeting the Council discussed the GRFMA 2024-25 Draft Annual Business Plan Options Report. Following consideration of the report, Council resolved:

Adelaide Hills Council – Ordinary Council Meeting 26 November 2024
Gawler River Floodplain Management Authority

Moved Cr Leith Mudge
S/- Cr Malcolm Herrmann

262/24

Council resolves:

1. That this report *Gawler River Floodplain Management Authority Annual Business Plan Options Report* be received and noted.
2. That Council notes its decision at the 23 April 2024 Council Meeting to not approve the Draft 2024-25 Gawler River Floodplain Management Authority Annual Business Plan at that time on the following basis:
 - a. That the Council sees little if any benefit to the Adelaide Hills community in contributing to the cost of the further development of the flood mitigation works business case.
 - b. That the Council is opposed to the apportioning of costs for further developing the business case equally among the member Councils.
 - c. That the cost apportionment should be reflective of the relative contribution to the flood risk and the relative benefits of the flood mitigation works, to each community.
3. Notes that Council and the GRFMA have entered into dispute regarding the Draft 2024-25 Gawler River Floodplain Management Authority Annual Business Plan and Annual Budget.
4. For efficiency and resourcing reasons, to now approve the 2024-25 Gawler River Floodplain Management Authority Annual Business Plan and Annual Budget requiring a contribution from Council of approximately \$50,000, while registering its objections to the proposed further development of the flood mitigation works business case.
5. That the Chief Executive Officer advises the Gawler River Floodplain Management Authority Board of Councils resolution and is authorised to undertake all procedures and processes necessary and incidental thereto.

Carried Unanimously

Following the Council resolution 261/24 on 23 July 2024, the CEO formally notified the GRFMA Board, Constituent Councils, and the Minister of the Council's intention to explore withdrawing from the GRFMA, seeking their views of the matter and, in the case of the Minister, the assessment criteria used to assess withdrawal. The correspondence with each entity is outlined in further detail below.

Should Council wish to withdraw from GRFMA by 30 June 2025 and avoid any contribution fees for the next financial year, it will need to formally notify the Constituent Councils and the GRFMA by 31 December 2024 of its request to withdraw. A formal request to withdraw must also be submitted to the Minister. Both notifications can occur concurrently however, withdrawal is ultimately contingent on Ministerial approval.

Correspondence to the GRFMA Board

On 5 August 2024, the CEO sent a letter to the GRFMA Board informing them that, at its 23 July 2024 meeting (resolution 262/24), it reconsidered its stance on GRFMA's draft Annual Business Plan and Budget. While the Council approved the draft 2024-25 ABP and Budget, it also registered an objection to further developing the flood mitigation works business case. The letter advised that the Council's dispute with the GRFMA had ceased, and further correspondence would address the Council's ongoing membership.

On 30 October 2024, the CEO sent a second letter to the GRFMA Board, referencing resolutions from its 23 July 2024 meeting. The letter advised that, while no formal decision has been made, the Council is actively exploring withdrawal from the GRFMA and sought feedback from the GRFMA on this potential course of action.

On 13 November 2024, the GRFMA Board advised that the matter would be considered at the next meeting of the GRFMA, scheduled for 12 December 2024.

Correspondence to Constituent Councils

On 6 August 2024, the CEO notified the Constituent Councils that its dispute with the GRFMA had concluded and that further communication would follow regarding the Council's ongoing membership of the GRFMA.

On 18 September 2024, the CEO sent additional correspondence referencing resolutions from its 23 July 2024 meeting. The letter advised that, while no formal decision has been made, the Council is actively exploring withdrawing from the GRFMA and sought feedback from the Constituent Councils on the potential withdrawal. Additionally, the CEO expressed interest in meeting with each council to discuss the matter.

Council Responses:

- **Gawler Council:** On 6 November 2024, the Acting CEO formally objected to the potential withdrawal, emphasising that the public interest is best served by a GRFMA with full representation from all Constituent Councils. Adelaide Hills Council CEO expressed interest in meeting with the Acting CEO of Gawler Council to discuss their concerns. However, with the appointment of a new CEO on 18 November, a response is still pending.
- **Adelaide Plains Council:** Declined the invitation to meet, suggesting that any response should be provided through the GRFMA Board.
- **Barossa Council:** Also declined a meeting, noting no significant concerns or impacts arising from the proposed withdrawal.
- **Playford Council:** On 20 November 2024, the CEO of Playford Council expressed concerns about the timing of Council's proposed withdrawal. His preference was for the constituent Council's to jointly lobby the State and Federal government's to secure funding commitments to address risks of flooding prior to considering the role and composition of the GRFMA.

Scheduled Meetings:

- **Light Regional Council:** A meeting between CEOs is planned for 25 November 2024.

Administration remains committed to working collaboratively with the Constituent Councils as this matter progresses and will continue to keep stakeholders informed throughout the process.

Correspondence to the Minister

On 4 November 2024, the CEO sent correspondence to the Minister for Local Government, the Hon. Joe Szakcas MP, advising that Council is exploring the option of withdrawing from the GRFMA. The letter outlined the Council's rationale for a potential departure from the GRFMA. It also informed the Minister that Council has written to the GRFMA Board and the Constituent Councils to seek their views on the matter.

The letter indicated that, should Council ultimately decide to proceed, a formal request for approval to cease membership may be submitted to the Minister in the future. In the meantime, the letter sought the Minister's feedback on the potential withdrawal and any guidance on the criteria that would be used to evaluate such a request. The Minister was also informed that, to facilitate a withdrawal by 30 June 2025, Council must provide written notice to both the Constituent Councils and the GRFMA of its intent to withdraw by 31 December 2024. To allow Council adequate time to assess its position and, if necessary, provide notice by 31 December 2024, a response was requested by 19 November 2024. At the time of writing this report, a response had not been received.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Goal 5	A Progressive Organisation
Objective 03	Our organisation is financially sustainable for both current and future generations
Priority 03.2	Ensure that renewal of assets and the associated maintenance is based on current asset management plans which consider reviewed service levels and whole of life costing

➤ Legal Implications

GRFMA is a regional subsidiary established under section 43 and Schedule 2 to the *Local Government Act 1999* (LG Act).

Both Adelaide Plains Council and Barossa Council have previously considered withdrawing from the GRFMA. In 2018, the Adelaide Plains Council formally applied to withdraw, but the then-Minister for Local Government, the Hon. Geoff Brock, denied the request, based upon an expectation that Adelaide Plains Council would raise concerns with GRFMA and the other Constituent Councils, as part of the then "flagged" review of the GRFMA Charter. While Barossa Council also explored withdrawal, it did not proceed, and neither council have since considered withdrawal.

Clause 29 of Schedule 2 to the *Local Government Act 1999*, reflected in clause 19 of the GRFMA Charter, allows councils to leave the GRFMA with Ministerial approval. Withdrawal requires six months' notice, with exit effective on 30 June following the notice period. Until withdrawal is complete, the Constituent Council remains responsible for all financial contributions that, as a Constituent Council, it is liable to make to the GRFMA, including the operating (OPEX) and capital (CAPEX) contributions per the approved budget.

Clause 19 of the GRFMA Charter provides that both the notice to Constituent Councils and the request for Ministerial approval can be undertaken concurrently. Therefore, should

Council wish to withdraw, it must, to facilitate withdrawal by 30 June 2025, provide written notice of its intent to both the Constituent Councils and the GRFMA by 31 December 2024, and submit a request for Ministerial approval to withdraw by this date. The Minister may grant approval at any time up to 30 June 2025. Failure to notify by 31 December 2024, will result in Council remaining liable for all associated fees and contributions in the 2025/26 financial year, effective from 1 July 2025.

➤ **Risk Management Implications**

See discussion under additional analysis

➤ **Financial and Resource Implications**

Council's current financial liability as a GRFMA member is considered to outweigh the benefits of membership. Operational costs are shared equally among member councils (16.66 per cent each), while maintenance and capital works costs vary, as outlined below.

Constituent Council	Capital Works Percentage Share	Maintenance of Assets Percentage Share	Operational Costs Percentage Share
Adelaide Hills Council	1.73%	1.73%	16.66%
Adelaide Plains Council	28.91%	28.91%	16.66%
The Barossa Council	8.67%	8.67%	16.66%
Town of Gawler	17.34%	17.34%	16.66%
Light Regional Council	8.67%	8.67%	16.66%
City of Playford	34.68%	34.68%	16.66%
Total	100%	100%	100%

	2023-24 Operating	2023-24 Asset maint	2023-24 Total	2024-25 Operating	2024-25 Asset maint	2024-25 Total	Total increase
Adelaide Hills Council	\$ 24,938	\$ 2,418	\$ 27,356	\$ 46,228	\$ 2,414	\$ 48,642	78%
Adelaide Plains Council	\$ 24,938	\$ 40,390	\$ 65,328	\$ 46,228	\$ 40,330	\$ 86,558	32%
The Barossa Council	\$ 24,938	\$ 12,117	\$ 37,055	\$ 46,228	\$ 12,099	\$ 58,327	57%
Town of Gawler	\$ 24,938	\$ 24,234	\$ 49,172	\$ 46,228	\$ 24,198	\$ 70,426	43%
Light Regional Council	\$ 24,938	\$ 12,117	\$ 37,055	\$ 46,228	\$ 12,099	\$ 58,327	57%
City of Playford	\$ 24,938	\$ 48,482	\$ 73,420	\$ 46,228	\$ 48,410	\$ 94,638	29%
TOTAL	\$ 149,628	\$ 139,758	\$ 289,386	\$ 277,368	\$ 139,550	\$ 416,918	44%

Potential capital works costs

The GRFMA's 2024/25 Annual Business Plan and Budget has resulted in an increase to council contributions to fund a \$150,000 business case for flood mitigation projects. These projects, including the potential raising of the Bruce Eastick Dam, will require significant additional funding. This has increased Adelaide Hills Council's operating cost contributions from \$24,938 to \$46,228, representing an 85.37 per cent increase— or 78 per cent of total contributions – the highest among all constituent councils.

By comparison, the next largest percentage increases are for Barossa Council and Light Regional Council, both facing a 57 per cent rise. The smallest percentage increase will be incurred by the City of Playford, with contributions rising by 29 per cent, followed by Adelaide Plains Council, with a 32 per cent increase.

Future budget risk

There is no guarantee that future budgets will not see similar increases. The GRFMA's primary focus is on flood mitigation in the Gawler River region, which has limited direct impact on Adelaide Hills residents. Nor does Adelaide Hills Council have any material influence on the extent of flooding. Continued increases in contributions may not align with local community priorities, posing a potential reputational risk.

Asset depreciation

The recent revaluation of the Bruce Eastick Dam has led to a substantial increase in the annual depreciation expense, doubling from \$328,561 in 2022-23 to a forecast \$706,098 in 2024-25. While the GRFMA does not directly fund this expense, it is reflected in the financial statements of member councils, impacting Adelaide Hills Council's results based on its 5.34 per cent equity share.

Impact to other Constituent Councils

If the Adelaide Hills Council were to leave the GRFMA, it is expected that the remaining councils will absorb Council's foregone cost contribution.

Additionally, if Adelaide Hills Council withdraws from the GRFMA its 5.34 per cent equity share in the GRFMA, which was valued at \$2,259,016 as of 30 June 2024, may be redistributed among the remaining Councils. This would increase their individual stakes and overall influence in GRFMA decision-making. The increased financial stake could also help the remaining councils justify and strengthen their own cases for flood mitigation projects and enhance the overall effectiveness of GRFMA initiatives.

Short-term cost of exiting the GRFMA

If Adelaide Hills Council were to exit the GRFMA, there are several immediate costs to consider:

- Legal Fees: Estimated at around \$5,000.
- Consultant Fees: Expected to be \$10,000 - \$15,000 for expertise such as water specialists and business advisors.

Potential cost of equity share

The GRFMA Charter provides limited guidance on the exit process, making negotiations necessary to determine the handling of the Council's equity share. Potential scenarios include:

- Buy-back of the equity share by the GRFMA.
- Sale of the share to other member councils.
- Forfeiture of the equity share, with no financial return. This is \$2,259,016 as of 30 June 2024. The surplus or deficit for 2024-25 will adjust this amount.
- Other potential options to be determined following consultation.

Given the limited guidance in the Charter and the uncertainty around the financial impact, it is recommended that Council approve an initial budget of \$5,000 for legal fees and \$15,000 for consultant fees. This funding will enable Council to secure expert advice and navigate the complex negotiations required.

➤ **Customer Service and Community/Cultural Implications**

The community expects any decision about GRFMA membership to be carefully considered.

➤ **Sustainability Implications**

While GRFMA's flood mitigation efforts address environmental concerns in the lower Gawler River floodplain, they have little direct impact on the Adelaide Hills Council district.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Nil
<i>Council Workshops:</i>	Nil
<i>Advisory Groups:</i>	Nil
<i>External Agencies:</i>	GRFMA, constituent Councils and the Minister for Local Government.
<i>Community:</i>	Nil

➤ **Additional Analysis**

Opportunities of Ongoing Membership

Maintaining membership in the GRFMA may help preserve strong relationships with other Constituent Councils and the GRFMA Board, reducing the risk of conflict and fostering collaboration on future projects and regional initiatives.

Benefit to the GRFMA

If Adelaide Hills Council withdraws from the GRFMA, the remaining Constituent Councils may experience several benefits. The Council's departure could alleviate some of the administrative burden associated with coordinating six councils, leading to streamlined communication and more efficient decision-making processes. With fewer councils needing to reach consensus on strategic directions, budget allocations, and project priorities, operational efficiency within the GRFMA could be enhanced.

Moreover, this reduced complexity may foster greater accountability among the remaining councils. A more focused group could lead to improved engagement in the governance of GRFMA initiatives, strengthening the commitment to collaborative projects that address the specific needs of the councils most affected by flood risks.

The withdrawal of Adelaide Hills Council also presents an opportunity for the remaining councils to better align flood mitigation initiatives with their local objectives. This could enable a more tailored approach to resource allocation and project planning, ensuring that efforts reflect the priorities and concerns of the councils continuing to face flood risks.

Additionally, the departure may allow for the reallocation of the Adelaide Hills Council's share of depreciation expenses, providing the remaining councils with an opportunity to strengthen their cases for additional flood mitigation projects. The increased financial stake and consolidated interests could lead to more cohesive and effective project planning, directly benefiting the councils most impacted by flood risks.

Financially, according to Disaster Relief Australia, a higher number of councils increases the complexity of disaster response coordination. If Adelaide Hills Council exits the GRFMA, it could streamline disaster response efforts across the Gawler River Catchment. With fewer councils involved, there would be a reduction in the number of personnel requiring updates during flood risk scenarios. This would lessen the communication burden on South Australian agencies like the Department for Environment and Water and the State Emergency Service, as well as national bodies such as the Bureau of Meteorology. Consequently, these organizations could allocate resources more efficiently and respond more swiftly to flood events, enhancing the overall effectiveness of emergency management.

Process for leaving the GRFMA

Withdrawal from the GRFMA requires adherence to Clause 19 of the Charter. This process mandates that Council notify both the Constituent Councils and the GRFMA of its intent to withdraw and submit a request for Ministerial approval, as the Minister's consent is necessary for withdrawal. If Council completes these steps by 31 December 2024 and the Minister grants approval within six months, the withdrawal will take effect on 30 June 2025, enabling Council to avoid additional fees in the 2024/25 financial year.

Due to the limited procedural guidance in the Charter for such an action, Council has formally requested clarification from the Minister. A response is pending.

Given the uncommon nature of exiting a subsidiary and the limited guidance available, Council is pursuing these steps to ensure a well-informed decision regarding potential withdrawal from the GRFMA.

Timing of withdrawal

As indicated, to avoid incurring additional contributions in the next financial year, Council must notify the GRFMA and Constituent Councils of intent to withdraw by 31 December 2024. A formal request must also be submitted to the Minister. These notifications can be issued concurrently, but final approval depends on the Minister's consent.

Council is advised to formally proceed with the notification process by 31 December 2024 to preserve its options for withdrawal for 2024/2025.

3. OPTIONS

Council has the following options:

- I. Continue to explore withdrawing from the GRFMA.
- II. Decide to withdraw from the GRFMA.
- III. Decide to remain with the GRFMA.

4. APPENDICES

1. The GRFMA Charter

Appendix 1

The GRFMA Charter

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY**CHARTER****28/1/2020****1. INTRODUCTION****1.1 Name**

The name of the subsidiary is the Gawler River Floodplain Management Authority (referred to as 'the Authority' in this Charter).

1.2 Definitions

'**AASB124**' means Australian Accounting Standards Board's Accounting Standard AASB124 Related Party Disclosure;

'**Act**' means the Local Government Act 1999 and includes all regulations made thereunder;

'**Annual Business Plan**' means the business plan adopted by the Authority pursuant to Clause 12.2;

'**Asset Management Plan**' means the asset management plan adopted by the Authority and approved by the Constituent Councils in accordance with Clause 13.3;

'**Board**' means the Board of the Authority set out at Clause 4;

'**Board Member**' means a member of the Board appointed pursuant to Clause 4.2;

'**Budget**' means the annual budget adopted by the Authority pursuant to Clause 12.1;

'**Chairperson**' means the member of the Board appointed pursuant to Clause 4.4;

'**Constituent Councils**' means those councils identified at Clause 2.2.

'**Council**' means a council constituted under the Act;

'**Council Member**' means a member of a Council;

'**Deputy Board Member**' means a deputy member of the Board appointed pursuant to Clause 4.3;

'Dispute' means a difference between one or more Constituent Councils and the Authority concerning the operations or affairs of the Authority and includes where a Constituent Council fails or refuses to approve the draft asset management plan, budget, long term financial plan, or charter amendment as advised by the Authority;

'Financial Statements' has the same meaning as in the Act;

'Financial Year' means 1 July each year to 30 June in the subsequent year;

'Long Term Financial Plan' means the long term financial plan adopted by the Authority and approved by the Constituent Councils pursuant to Clause 13.1;

'Executive Officer' means the person appointed pursuant to Clause 10.1 as the Executive Officer of the Authority;

'Region' means the collective geographical areas of the Constituent Councils;

'Strategic Plan' means the strategic plan adopted by the Authority pursuant to Clause 13.2.

1.2.1 In the calculation of 'days':

1.2.1.1 the day on which the notice, document, report, etc is given will not be taken into account; and

1.2.1.2 Saturdays, Sundays and public holidays will be taken into account.

1.3 Interpretation

In this Charter, unless the context otherwise requires:

1.3.1 the singular includes the plural and vice versa;

1.3.2 words importing a gender include other genders;

1.3.3 words importing natural persons include corporates;

1.3.4 reference to a section is to a section of the Act and includes any section that substantially replaces that section and deals with the same matter;

1.3.5 headings are for ease of reference only and do not affect the construction of this clause;

1.3.6 an unenforceable provision or part of a provision of this Charter may be severed and the remainder of this Charter continues in force, unless this would materially change the intended effect of this Charter.

1.4 Local Government Act

- 1.4.1 This Charter must be read in conjunction with Parts 2 and 3 of Schedule 2 to the Act.
- 1.4.2 The Authority shall conduct its affairs in accordance with and comply with Schedule 2 to the Act except as modified by this Charter in a manner permitted by Schedule 2.

2. ESTABLISHMENT

- 2.1 The Gawler River Floodplain Management Authority is established by the Constituent Councils as a regional subsidiary pursuant to Section 43 and Schedule 2 of the *Local Government Act 1999*.
- 2.2 The Authority is established by the Adelaide Hills Council, Adelaide Plains Council, The Barossa Council, Town of Gawler, the Light Regional Council and the City of Playford.
- 2.3 The Authority is subject to the joint direction of the Constituent Councils.

3. PURPOSE AND FUNCTIONS

- 3.1 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:
 - 3.1.1 to raise finance for the purpose of developing, managing and operating and maintaining works approved by the Board;
 - 3.1.2 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;
 - 3.1.3 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;
 - 3.1.4 to facilitate sustainable outcomes to ensure a proper balance between economic, social, environmental and cultural consideration; and
 - 3.1.5 to provide advice as appropriate to the Constituent Councils in relation to development applications relevant to the Authority's roles and functions.
- 3.2 One or more of the Constituent Councils may request the Authority to undertake a function set out in Clause 3.1 of this Charter for the Constituent Council(s), which function will be additional and separate to those undertaken by the Authority for all of the Constituent Councils.

- 3.3 Where one or more Constituent Councils makes a request provided for under Clause 3.2, the Constituent Council(s) and the Authority must enter into a written agreement which amongst other things provides for the Constituent Council(s) to pay to the Authority annual subscription amounts and/or equal percentages of classes of subscription to meet the costs of the Authority in undertaking the additional function(s) and which also provides, with the ownership and maintenance of any resultant infrastructure.
- 3.4 The Authority is not involved in a significant business activity as defined in the Clause 7 Statement prepared under the Competition Principles Agreement of the National Competition Policy.

4. THE BOARD OF MANAGEMENT

4.1 The Board

- 4.1.1 The Authority will be governed by a Board and all decisions of the Board constitute decisions of the Authority.
- 4.1.2 The Board is responsible for the administration of the affairs of the Authority. The Board must ensure insofar as it is practicable, that the Authority complies with all legislative obligations including this Charter, that information provided to the Constituent Councils is accurate and that the Constituent Councils are kept informed of the solvency of the Authority as well as any material developments which may affect the operating capacity and financial affairs of the Authority.

4.2 Board Members

- 4.2.1 The Board will consist of 13 Board Members comprising:
- 4.2.1.1 the Chief Executive Officers of each of the Constituent Councils (including any persons acting in those offices from time to time) or his or her nominee who shall be an employee of the same Constituent Council as the Chief Executive Officer nominating the employee; and
- 4.2.1.2 one member of each Constituent Council appointed by each Constituent Council;
- 4.2.1.3 a Chairperson appointed pursuant to Clause 4.4.
- 4.2.2 A Board Member is at the expiry of his or her term of office eligible for reappointment.
- 4.2.3 Board Members (with the exception of the Chairperson) shall not be entitled to receive a sitting fee or other fee or remuneration for undertaking their role as a Board Member.
- 4.2.4 Written confirmation from the Chief Executive Officer of a Constituent Council will be sufficient evidence of that Constituent Council's appointment or revocation of the appointment of a Board Member.

- 4.2.5 In the event the office of a Board Member becomes vacant, the Constituent Council who appointed that Board Member will appoint another elected member to fill that vacancy:
- 4.2.5.1 if the Board Member whose office has become vacant was an elected member of a Constituent Council;
- 4.2.5.2 if the Board Member whose office has become vacant was a person nominated by the Chief Executive Officer of a Constituent Council, the Chief Executive Officer of that Constituent Council will act as a Board Member or nominate a person to be a Board Member.
- 4.2.6 The Constituent Councils will endeavour as far as practicable to ensure the Board comprises a gender balance and Board Members with a range of expertise including:
- environmental management;
 - corporate financial management;
 - general management;
 - public sector governance;
 - public works engineering management.

4.3 Deputy Board Member

- 4.3.1 Each Constituent Council must appoint:
- 4.3.1.1 an employee of that Constituent Council as a deputy Board Member who may act in the place of the Board Member being the Chief Executive Officer (or his or her nominee) of that Constituent Council as provided for in Clause 4.2.1.1 if that Board Member is unable for whatever reason to attend a meeting of the Board or otherwise able to act as a Board Member whilst the Board Member is unable to attend a meeting of the Board or to act as a Board Member; and
- 4.3.1.2 a member of that Constituent Council as a deputy Board Member who may act in the place of the Board Member appointed by that Constituent Council pursuant to Clause 4.2.1.2 if that Board Member is unable for whatever reason to attend a meeting of the Board or otherwise unable to act as a Board Member whilst the Board Member is unable to attend a meeting of the Board or act as a Board Member.
- 4.3.2 A deputy Board Member in attendance at a meeting of the Board may speak but is only entitled to vote on a matter to be decided by the Board if acting and in attendance at the meeting in accordance with Clauses 4.3.1.

4.4 Chairperson

- 4.4.1 A person who is neither an officer, employee or member of a Constituent Council will be appointed by the Constituent Councils as a Board Member and the Chairperson for a term of up to three years and on such other terms and conditions as determined by the Constituent Councils and who the Constituent Councils consider has expertise in one or more of the following areas:
- (a) environmental management;
 - (b) corporate financial management;
 - (c) general management;
 - (d) public sector governance.
- 4.4.2 In the event the Chairperson is absent or unable for whatever reason to act as Chairperson, the Board will elect a Board Member as the Acting Chairperson for the period the Chairperson is absent or unable to act as Chairperson.
- 4.4.3 The Chairperson is, at the expiry of his or her term of office, eligible for reappointment.
- 4.4.4 The Authority may at the expiry of the Chairperson's term of office as Chairperson appoint the Chairperson for a further term of up to three years and otherwise on the same terms and conditions as the Chairperson's original appointment.
- 4.4.5 The Authority may pay a sitting fee to the Chairperson in such amount as determined by the Authority.
- 4.4.6 The Chairperson will preside at all meetings of the Board and in the event the Chairperson is absent from a meeting, the Board must select a Board Member present to preside at that meeting only.
- 4.4.7 In the event there is a vacancy in the office of Chairperson, the Board will elect a Board Member to act as Chairperson for the balance of the original term or the appointment of a Chairperson, whichever occurs first.

5. TERM OF OFFICE

- 5.1 Subject to Clause 5.2, the term and other conditions of office of a Board Member, will be as determined by the Constituent Council appointing that Board Member.
- 5.2 The Constituent Councils will as far as practicable appoint Board Members, other than those Board Members who are the Chief Executive Officers of the Constituent Councils, following each periodic election of the Constituent Council until the next periodic election of the Constituent Council.

- 5.3 The Board may by a two-thirds majority vote of the Board Members present (excluding the member subject to this clause) make a recommendation to the Constituent Council that appointed the relevant Board Member, that the Constituent Council terminate the appointment of that Board Member in the event of:
- 5.3.1 any behaviour of the Board Member which in the opinion of the Authority amounts to impropriety;
 - 5.3.2 serious neglect of duty in attending to the responsibilities of a Board Member and/or Chairperson of the Board;
 - 5.3.3 breach of fiduciary duty to the Authority;
 - 5.3.4 breach of the duty of confidentiality to the Authority or the Constituent Councils;
 - 5.3.5 breach of the conflict of interest requirements applying to the Board Member; or
 - 5.3.6 any other behaviour which may discredit the Authority or a Constituent Council.
- 5.4 The Authority may by a two-thirds majority vote of the Board Members present at a Board meeting (excluding the Chairperson) make a recommendation to the Constituent Councils that the appointment of the Chairperson be terminated in the event of:
- 5.4.1 any behaviour of the Chairperson which in the opinion of the Authority amounts to impropriety;
 - 5.4.2 serious neglect of duty in attending to the responsibilities of a Board Member and/or Chairperson of the Board;
 - 5.4.3 breach of fiduciary duty to the Authority;
 - 5.4.4 breach of the duty of confidentiality to the Authority or the Constituent Councils;
 - 5.4.5 breach of the conflict of interest requirements applying to a Board Member; or
 - 5.4.6 any other behaviour which may discredit the Authority or a Constituent Council.
- 5.5 The Constituent Council which appointed the member whose term of office has become vacant will be responsible to appoint a Board Member to fill the vacancy.
- 5.6 A Board Member will cease to hold office and his or her office will become vacant:

- 5.6.1 if any of the grounds or circumstances in the Act as to when a Board Member's office becomes vacant arises;
- 5.6.2 if he or she is convicted of an indictable offence punishable by imprisonment;
- 5.6.3 if the Constituent Council which appointed the Board Member ceases to be a Constituent Council;
- 5.6.4 in relation to a Board Member who is the Chief Executive Officer (or his or her nominee) of a Constituent Council, if the Board Member ceases to be an employee of the Constituent Council that he or she was an employee of at the time he or she was appointed or the Constituent Council by which the Chief Executive Officer or his or her nominee is employed ceases to be a Constituent Council;
- 5.6.5 upon the happening of any other event through which the Board Member would be ineligible to remain as a Board Member; or
- 5.6.6 if a Constituent Council revokes the appointment of a Board Member appointed by that Constituent Council.

6. ROLE, FUNCTIONS AND PROCEEDINGS OF THE BOARD

6.1 Role of the Board

The Board is the Authority's governing body and has the responsibility for the administration of the affairs of the Authority ensuring that the Authority acts in accordance with this Charter and all relevant legislation including the Act.

6.2 Functions of the Board

In addition to the functions of the Board set out in the Act, the functions of the Board include:

- 6.2.1 the formulation of Strategic and Business Plans in accordance with Clause 13;
- 6.2.2 providing professional input and policy direction to the Authority;
- 6.2.3 ensuring strong accountability and stewardship of the Authority;
- 6.2.4 monitoring, overseeing and measuring the performance of the Executive Officer of the Authority;
- 6.2.5 ensuring that ethical behaviour and integrity is established and maintained by the Authority, the Board and Board Members in all activities undertaken by the Authority;
- 6.2.6 developing and adopting such policies and procedures as give effect to good governance and administrative practices;

- 6.2.7 exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons; and
- 6.2.8 avoiding investments that are speculative or hazardous by nature.

6.3 **Proceedings of the Board**

- 6.3.1 All meetings of the Authority shall be meetings of the Board.
- 6.3.2 Ordinary meetings of the Board will be held at such times and places as determined by the Board except that there must be at least one ordinary meeting of the Board every two months.
- 6.3.3 An ordinary meeting of the Board will constitute an ordinary meeting of the Authority. The Board shall administer the business of the Authority at the ordinary meeting.
- 6.3.4 For the purpose of this Clause 6.3, the contemporary linking together by telephone, audio-visual or other instantaneous means (telecommunications meeting) of the Board Members provided that at least a quorum is present, is deemed to constitute a meeting of the Board. Each of the Board Members taking part in the telecommunications meeting must at all times during the telecommunications meeting be able to hear and be heard by each of the other Board Members present. At the commencement of the meeting, each Board Member must announce his/her presence to all other Board Members taking part in the meeting. A Board Member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Board Member has previously notified the Chairperson of the meeting.
- 6.3.5 A proposed resolution in writing and given to all Board Members in accordance with procedures determined by the Board will be a valid decision of the Board and will constitute a valid decision of the Authority where a majority of Board Members vote in favour of the resolution by signing and returning the resolution to the Executive Officer or otherwise giving written notice of their consent and setting out the terms of the resolution to the Executive Officer. The resolution will be deemed a resolution of the Board and will be as valid and effective as if it had been passed at a meeting of the Board duly convened and held.
- 6.3.6 Subject to Clause 6.3.7, meetings of the Board will be open to the public and Chapter 6 Part 3 extends to the Authority as if it were a Council and the Board Members were members of the Council.
- 6.3.7 Any Constituent Council, the Chairperson 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. The written request must be accompanied by the agenda for the special meeting and if an agenda is not provided the request has no effect.

- 6.3.8 On receipt of a written request pursuant to Clause 6.3.7, the Executive Officer must give notice to all Board Members at least four hours prior to the commencement of the special meeting.
- 6.3.9 A meeting of the Board must not commence until a quorum of Board Members is present and a meeting must not continue if there is not a quorum of Board Members present. A quorum of Board Members will comprise one half of the Board Members in office, ignoring any fraction, plus one.
- 6.3.10 The Board must adopt a Code of Practice for Meeting Procedures to apply to the proceedings at and conduct of meetings of the Board. The Code of Practice for Meeting Procedures must not be inconsistent with the Act or this Charter.
- 6.3.11 The Code of Practice for Meeting Procedures may be reviewed by the Board at any time and must be reviewed at least once every three years.
- 6.3.12 In the event of any inconsistency between this Charter and the Code of Practice for Meeting Procedures, this Charter shall prevail.

7. PROPRIETY OF MEMBERS OF THE BOARD

- 7.1 Subject to Clauses 20(6) and 20(7) of Schedule 2 to the Act, the provisions regarding conflict of interest prescribed in the Act apply to all Board Members as if they were elected members of a Council and the Authority was a Council.
- 7.2 Board Members must comply with Division 2, Chapter 5 (Register of Interests) of the Act and to use all reasonable efforts to assist the Authority to comply with any obligations including regarding related party disclosures as set out in AASB124.
- 7.3 Board Members must act in accordance with their duties of confidence and other legal and fiduciary duties including honesty and the exercise of reasonable care and diligence to the Authority as required by Part 4, Division 1, Chapter 5 of the Act and Clause 23 of Schedule 2, Part 2 of the Act.
- 7.4 Subject to the express provisions of Schedule 2 to the Act and this Charter, all provisions governing the propriety and duties of members of a Council and public officers under the Act and other South Australian legislation apply to Board Members.

8. POWERS

- 8.1 The Authority is constituted as a body corporate under the Act and in all things acts through the Board.
- 8.2 The Authority has subject, where relevant to Clauses 8.3, 8.4 and 8.5:
 - 8.2.1 the power to acquire, deal with and dispose of real and personal property and rights in relation to real and personal property;

- 8.2.2 the power to compulsorily acquire land in accordance with the Land Acquisition Act 1969, provided that such acquisition is for the purposes of flood mitigation;
 - 8.2.3 the power to sue and be sued in its corporate name;
 - 8.2.4 the power to enter into any kind of contract or arrangement;
 - 8.2.5 the power to return surplus revenue to Constituent Councils in such proportions as the Board considers appropriate at the end of any financial year either by way of cash payment or reduction of annual contribution;
 - 8.2.6 the power to set aside surplus revenue for future capital expenditure;
 - 8.2.7 the power to invest funds and in doing so to take into account Part 4 of Chapter 9 of the Act;
 - 8.2.8 the power to establish committees, in accordance with Clause 9;
 - 8.2.9 the power to delegate any function or duty except for the power to compulsorily acquire land as set out in Clause 8.2.2 and any of the powers set out in section 44 of the Act, (where such powers are applicable to the Authority); and
 - 8.2.10 the power to do anything else necessary or convenient for, or incidental to, the exercise, performance or discharge of its powers, functions or duties.
- 8.3 The Authority has the power to incur expenditure as follows:
- 8.3.1 in accordance with a budget adopted by the Authority under Clause 12.1; or
 - 8.3.2 with the prior approval of the Constituent Councils; or
 - 8.3.3 in accordance with the Act, in respect of expenditure not contained in a budget adopted by the Authority for a purpose of genuine emergency or hardship.
- 8.4 Subject to Clause 8.5, the Authority has the power to borrow money as follows:
- 8.4.1 in accordance with a budget adopted by the Authority under Clause 12; or
 - 8.4.2 with the prior approval of the Constituent Councils.
- 8.5 Unless otherwise approved by the Constituent Councils, any and all borrowings (except overdraft facilities) taken out by the Authority:
- 8.5.1 must be from the Local Government Financial Authority or a registered bank or financial institution within Australia; and

- 8.5.2 the Authority shall not act outside of the areas of the Constituent Councils without their prior approval and that approval shall only be granted upon the basis that the Constituent Councils consider it necessary or expedient for the performance of their or the Authority's functions.
- 8.6 The Authority will have a common seal which may be affixed to documents requiring execution under common seal and must be witnessed by the Chairperson and one other Board Member.
- 8.7 The common seal must not be affixed to a document except to give effect to a resolution of the Board. The Executive Officer will maintain a register which records the resolutions of the Board giving authority to affix the common seal and details of the documents to which the common seal has been affixed with particulars of the persons who witnessed the fixing of the seal and the date.
- 8.8 The Board may by instrument under the seal authorise a person to execute documents on behalf of the Authority. The Executive Officer will maintain a register of such resolutions and details of any documents executed in this way, together with particulars of the person executing the document.

9. ESTABLISHMENT OF COMMITTEES

- 9.1 The Authority may establish committees.
- 9.2 A member of a committee holds office at the pleasure of the Board.
- 9.3 Without limiting the Board's power to establish additional committees, the following committee is established:
 - 9.3.1 Audit Committee.
- 9.4 **Audit Committee**
 - 9.4.1 The Audit Committee shall be composed of no more than three members of whom at least one shall be a person who is not a member of the Board ('Independent Member').
 - 9.4.2 Members of the Audit Committee will be appointed by the Board biennially and at the expiry of a term of appointment are eligible for reappointment.
 - 9.4.3 The Independent Member (or one of the Independent Members if there is more than one) shall be appointed by the Authority as the Chair of the Audit Committee. The Chair of the Audit Committee shall be paid such honorarium as the Authority determines.
 - 9.4.4 Members of the Audit Committee must as far as practicable have recent and relevant financial, risk management or internal audit experience relevant to the functions of the Audit Committee as determined by the Authority.

- 9.4.5 The functions of the Audit Committee include:
 - 9.4.5.1 reviewing annual Financial Statements of the Authority to ensure they provide a timely and fair view of the state of affairs of the Board; and
 - 9.4.5.2 liaising with the external auditors of the Authority; and
 - 9.4.5.3 reviewing the adequacy of the accounting, internal auditing, reporting, internal control and other financial management systems and practices of the Authority on a regular basis;
 - 9.4.5.4 Considering and advising the Authority on risk management.

10. ADMINISTRATIVE MATTERS

- 10.1 There will be an Executive Officer of the Authority appointed by the Authority on terms and conditions to be determined by the Authority.
- 10.2 The Executive Officer will be responsible to the Board:
 - 10.2.1 to ensure that the policies and lawful decisions of the Authority are implemented in a timely manner;
 - 10.2.2 for the efficient and effective management of the operations and affairs of the Authority;
 - 10.2.3 to provide advice and reports to the Board on the exercise and performance of the Authority's powers and functions; and
 - 10.2.4 to give effect to the principles of human resource management generally applicable within the local government industry.
- 10.3 The Executive Officer has such powers, functions and duties prescribed by this clause and as determined necessary by the Authority from time to time to ensure the efficient and effective management of the operations and affairs of the Authority.
- 10.4 The Authority may employ other officers and it may authorise the Executive Officer to employ such other officers on its behalf as are required for the efficient and effective management of the operations and affairs of the Authority.
- 10.5 The Authority may engage professional consultants and it may authorise the Executive Officer to engage professional consultants to provide services to the Authority to ensure the proper execution of its decisions, the efficient and effective management of the operations and affairs of the Authority and for giving effect to the general management objectives and principles of personal management prescribed by this Charter.

11. FINANCIAL CONTRIBUTIONS TO THE AUTHORITY

- 11.1 The contributions of the Constituent Councils shall be based on the percentage shares for capital works, maintenance of assets of the Authority and operational costs of the Authority in accordance with Schedule 1.

Where the capital and/or maintenance cost exceeds \$1 Million in any given year, Clause 11.7 shall apply.

- 11.2 The Authority will be responsible to provide the Constituent Councils with sufficient information for each of them to ascertain the level of and understand the reasons behind the funding required each financial year. This will be achieved via the business plan and the annual budget.
- 11.3 The Authority will determine annually the funds required by the Authority to enable it to function. The Constituent Councils shall contribute the funds requested by the Authority, in the annual budget and approved by the Constituent Councils, and any additional funds that are required for the continuing function of the Authority and approved by the Constituent Council. The Authority must provide full details regarding the need for additional funds to the Constituent Councils.
- 11.4 The annual contribution will be paid by each Constituent Council in advance by six monthly instalments.
- 11.5 Additional contributions (of any) will be paid by each Constituent Council in the manner and at the time determined by the Authority.
- 11.6 The Authority is accountable to each Constituent Council to ensure that the Authority functions in accordance with its business plan and approved budgets.
- 11.7 The Authority may enter into separate funding arrangements with Constituent Councils and with any State or Federal Government or their agencies in respect of any project undertaken or to be undertaken by or on behalf of the Authority.
- 11.8 Where a Constituent Council or Constituent Councils enter into an agreement with the Authority under Clauses 3.2 and 3.3 of this Charter the subscriptions payable under that agreement shall be additional to the subscriptions payable under this Clause.

12. BUDGET AND ANNUAL BUSINESS PLAN**12.1 Budget**

- 12.1.1 The Authority must prepare a budget for each financial year.

- 12.1.2 The Budget must:

- 12.1.2.1 deal with each principal activity of the Authority on a separate basis;

- 12.1.2.2 be consistent with and account for activities and circumstances referred to in the Authority's Annual Business Plan;
 - 12.1.2.3 be submitted in draft form to each Constituent Council before 31 March for approval;
 - 12.1.2.4 not be adopted by the Authority until after 31 May but before 30 September;
 - 12.1.2.5 identify the amount of and the reasons for the financial contributions to be made by each Constituent Council to the Authority.
 - 12.1.3 The Budget may only be adopted where two thirds of the Board Members present vote in favour of the Budget.
 - 12.1.4 The Authority must provide a copy of the adopted Budget to each Constituent Council within five clear days after adoption.
 - 12.1.5 The Authority must reconsider its Budget in accordance with Regulation 9 of the Local Government (Financial Management) Regulations 2011.
 - 12.1.6 The Authority must submit to each Constituent Council for approval, any proposed amendment to the Budget.
 - 12.1.7 Where a Constituent Council has failed to approve a draft budget, or an amended budget, and has not served a notice on the Authority in accordance with Clause 21 within two months of the receipt of the draft budget, or amended budget by the Constituent Council, then the approval of the Constituent Council to the draft budget, or amended budget, will be deemed to have been given.
- 12.2 Annual Business Plan**
- 12.2.1 The Authority shall have an Annual Business Plan in respect of the ensuing 12 months.
 - 12.2.2 The Annual Business Plan must:
 - 12.2.2.1 state the services to be provided by the Authority;
 - 12.2.2.2 identify how the Authority intends to manage service delivery;
 - 12.2.2.3 identify the performance targets which the Authority is to pursue;
 - 12.2.2.4 provide a statement of financial and other resources and internal processes that will be required to achieve the performance targets and objectives of the Authority; and

- 12.2.2.5 specify the performance measures that are to be used to monitor and assess performance against targets.

13. MANAGEMENT FRAMEWORK

13.1 Long Term Financial Plan

- 13.1.1 The Authority must develop and adopt in consultation with the Constituent Councils a Long Term Financial Plan covering a period of at least ten (10) years in a form and including such matters which, as relevant, is consistent with Section 122 of the Act and the Local Government (Financial Management) Regulations 2011 as if the Authority were a council.
- 13.1.2 The Authority must review its Long Term Financial Plan in consultation with the Constituent Councils.
- 13.1.3 The Authority may at any time review the Long Term Financial Plan but must undertake a review of the Long Term Financial Plan as soon as practicable after the annual review of its Business Plan and concurrently with any review of its Strategic Plan.
- 13.1.4 In any event, the Authority must undertake a comprehensive review of its Long Term Financial Plan every four years.

13.2 Strategic Plan

- 13.2.1 The Authority must prepare and adopt in consultation with the Constituent Councils a Strategic Plan for the conduct of its business which will identify the Authority's objectives over the period of the Strategic Plan and the principal activities that the Authority intends to undertake to achieve its objectives.
- 13.2.2 The Authority must review its Strategic Plan in consultation with the Constituent Councils.
- 13.2.3 The Authority must undertake a comprehensive review of its Strategic Plan every four years.

13.3 Asset Management Plan

- 13.3.1 The Authority must prepare and adopt in consultation with the Constituent Councils an Asset Management Plan in a form and including such matters which, as relevant, is consistent with Section 122 of the Act as if the Authority were a council.
- 13.3.2 The Authority must review its Asset Management Plan in consultation with the Constituent Councils.
- 13.3.3 The Authority may at any time review its Asset Management Plan but must undertake a review of the Asset Management Plan as soon as

practicable after the annual review of its Business Plan and concurrently with any review of its Strategic Plan.

- 13.3.4 In any event, the Authority must undertake a comprehensive review of its Asset Management Plan every four years.

14. ACCOUNTING

- 14.1 The Authority must ensure that its accounting records, accounts and financial statements are prepared and maintained in accordance with all relevant Australian Accounting Standards and legislation including the Local Government (Financial Management) Regulations 2011.

15. AUDIT

- 15.1 The Authority must appoint an auditor.
- 15.2 The Audit Committee must approve the audit strategy submitted by the external auditor before submission to the Board.
- 15.3 The Authority must provide its audited financial statements to the Chief Executive Officer of each Constituent Council by 30 September.

16. FINANCE

- 16.1 The Authority may establish and maintain a bank account with such banking facilities and at a bank to be determined by the Authority.
- 16.2 All cheques to be authorised must be signed by two Board Members or one Board Member and the Executive Officer.
- 16.3 Any payments made by Electronic Funds Transfer must be made in accordance with procedures which have received the prior approval of the auditor and been adopted by the Authority.
- 16.4 The Executive Officer must act prudently in the handling of all financial transactions for the Authority and must provide quarterly financial and corporate reports to the Authority and if requested, the Constituent Councils.
- 16.5 The Authority will, at the end of each financial year prepare a schedule of assets and liabilities. In addition, the Authority must maintain a record to be known as the 'Schedule of Constituent Councils' Interests in Net Assets'.
- 16.6 The Schedule of Constituent Councils Interests in Net Assets will reflect the proportionate contribution each Constituent Council has made to capital, operations and maintenance costs incurred by the Authority having regard to the proportionate contribution by way of subscriptions for each function undertaken by the Authority. The Schedule when updated by the Authority at the end of each financial year will reflect the proportionate contribution of each Constituent Council since the establishment 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.

16.7 Where there is any dispute as to the Schedule, Clause 21 shall apply.

17. REPORTS AND INFORMATION

17.1 The Authority must submit an annual report on its work and operations including its audited financial statements, to each Constituent Council before 30 September.

17.2 The Authority shall report at any other time at the written request of a Constituent Council on matters being undertaken by the Authority. Any such report shall be provided to all Constituent Councils.

18. ALTERATION TO THE CHARTER

18.1 This charter may be amended by unanimous resolution of the Constituent Councils.

18.2 Before the Constituent Councils vote on a proposal to alter this Charter they must take into account any recommendations of the Authority.

19. WITHDRAWAL OF A CONSTITUENT COUNCIL

19.1 Subject to the approval of the Minister, a Constituent Council may withdraw from the Authority by giving not less than six months notice of its intention to do so to all other Constituent Councils and the Executive Officer.

19.2 In any event a withdrawal will not become effective until 30 June following the expiry of the six months notice as required by Clause 19.1 in the preceding sub-clause. Until a withdrawal becomes effective, the Constituent Council proposing withdrawal from the Authority will remain liable for all financial contributions whilst still a Constituent Council and will continue to be responsible for ensuring the proper conduct of the affairs of the Authority.

19.3 A withdrawing Constituent Council is not entitled to any refunds of any contributions made.

20. ADDITION OF NEW MEMBER

20.1 The Authority may consider the addition of a Council as a Constituent Council.

20.2 The Constituent Councils must resolve unanimously to approve the addition of a Council as a Constituent Council.

20.3 The Charter shall be amended in accordance with the provisions of this Charter to provide for a Council becoming a Constituent Council.

21. DISPUTES

21.1 In the event of any dispute or difference between the Constituent Councils or between one or more Constituent Councils and the Authority concerning this Charter or the Authority (**the Dispute**), a party may initiate the dispute process set out in this clause by serving a notice of dispute on all other Constituent

Councils with a contemporaneous copy being served on the Authority. The parties:

- 21.1.1 will attempt to settle the dispute or difference by negotiating in good faith;
- 21.1.2 if good faith negotiations do not settle the dispute within one month of the Dispute arising or such longer time as the parties to the Dispute may agree, then the Dispute shall be referred to an expert for determination. The expert shall be a person with the skills and expertise necessary to resolve the dispute and shall be nominated by the President of the Local Government Association of South Australia. The expert's determination shall be final and binding on the Constituent Councils. The costs of the expert will be apportioned and payable in accordance with the expert's determination;
- 21.1.3 if the Dispute is unable to be resolved by the expert within six months then any Constituent Council may request the Minister wind up the Authority; and
- 21.1.4 notwithstanding the existence of a Dispute, the Constituent Councils will continue to meet their obligations to the Authority.

22. LIMIT OF LIABILITY

- 22.1 Except insofar as Clause 3.2 applies the liability of a Constituent Council to the Authority is limited to those functions undertaken by the Authority and to which the Constituent Council has made a financial contribution. The liability of a Constituent Council is proportional to the interest of that Council in the net assets of the Authority as determined under Clause 16 of this Charter.
- 22.2 The liability of a Constituent Council to the Authority for any function undertaken by the Authority under Clause 3.2 is limited to the requesting Constituent Council or Constituent Councils and as reflected in the agreement entered into with the Authority for those purposes.

23. DISSOLUTION OF THE AUTHORITY

- 23.1 The Authority may be dissolved by the Minister in the circumstances envisaged by Clause 33, Part 2 of Schedule 2 of the Act.
- 23.2 In the event of there being net assets upon the dissolution and after realisation of all assets and meeting all liabilities, the net assets will be distributed to the then Constituent Councils on the basis of their current interest in the net assets of the Authority as determined by Clause 16.
- 23.3 In the event of there being an insolvency of the Authority at the time of dissolution, the then Constituent Councils will be responsible jointly and severally to pay the liabilities of the Authority and between themselves in the proportion of their interest in the net assets last determined under Clause 16.

24. NON-DEROGATION AND DIRECTION BY CONSTITUENT COUNCILS

- 24.1 The establishment of the Authority does not derogate from the power of any of the Constituent Councils to act independently in relation to a matter within the jurisdiction of the Authority.
- 24.2 Provided that the Constituent Councils have all first agreed as to the action to be taken, the Constituent Councils may jointly direct and control the Authority.
- 24.3 Where the Authority is required pursuant to the Act or this Charter to obtain the approval of one or more of the Constituent Councils, that approval must only be granted and must be evidenced by a resolution passed by either or each of the Constituent Councils granting such approval.
- 24.4 Unless otherwise stated in this Charter, where the Authority is required to obtain the consent or approval of the Constituent Councils this means the consent or approval of both the Constituent Councils expressed in the same or similar terms.
- 24.5 For the purpose of this Clause 24, any direction given by the Constituent Councils must be communicated by notice in writing provided to the Executive Officer of the Authority together with a copy of the relevant resolutions of the Constituent Councils.

SCHEDULE 1 – FINANCIAL CONTRIBUTIONS

Constituent Council	Capital Works Percentage Share %	Maintenance of Assets Percentage Share %	Operational Costs Percentage Share %
Adelaide Hills Council	1.73	1.73	16.66
Adelaide Plains Council	28.91	28.91	16.66
The Barossa Council	8.67	8.67	16.66
Town of Gawler	17.34	17.34	16.66
Light Regional Council	8.67	8.67	16.66
City of Playford	34.68	34.68	16.66
Total	100%	100%	100%

Capital Works are defined as building and engineering works that create an asset and the renewal of existing assets that has reached the end of its useful life.

Maintenance is defined as recurrent expenditure to ensure that existing assets function as designed and are kept in good condition.

Operational Costs are defined as recurrent expenditure incurred to ensure that the Authority can conduct day to day functions. Depreciation falls within the scope of the Authority's operational costs.

MATTERS FOR INFORMATION

6.2 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY - MINUTES OF MEETING

Author: Executive and Project Support Officer
25/780

Minutes and Key Outcomes Summary of the Gawler River Floodplain Management Authority meeting held 12 December 2024, are attached for information.

ATTACHMENTS

Attachment 1 Minutes and Key Outcome Summary - Gawler River Floodplain Management Authority 12 December 2024 [!\[\]\(17acf1afa8cdf0b67c53d4865a5ed469_img.jpg\) !\[\]\(ece8cabb5adcd402275b8866019cc3b8_img.jpg\)](#)

SUPPORTING REFERENCES

Nil.

MINUTES

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY BOARD

9:45am Thursday 12 December 2024
City of Playford – Civic Centre, 10 Playford Boulevard, Elizabeth

9:56am the meeting commenced.

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 154th 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
- Cr Bruce Preece, The Barossa Council, Board Member
- Cr Paul Koch, Town of Gawler, Board Member
- Ms Whendee Young, Town of Gawler, Board Member
- Mr Richard Dodson, Light Regional Council, Board Member
- Cr Clint Marsh, City of Playford, Board Member
- Mr David Hitchcock, Executive Officer

1.3 Apologies

- Mr David Collins, Adelaide Hills Council, Board Member
- Mr Jake McVicar, The Barossa Council, Board Member
- Cr Michael Phillips-Ryder, Light Regional Council, Board Member
- Mr Greg Pattinson, City of Playford, Board Member

9:58am Ms Whendee Young arrived at the meeting.

1.4 Appointment of Observers

GB70/24 Observers
Moved: Cr Bruce Preece
Seconded: Cr Clint Marsh

That Shaun Fielding and Cr Brian Sambell be appointed as Observers.

CARRIED UNANIMOUSLY

1.5 Declarations of Interest

Nil

2. Confirmation of Minutes**2.1 GRFMA Ordinary Meeting Minutes**

GB71/24 GRFMA Ordinary Meeting Minutes

Moved: Cr Malcolm Herrmann

Seconded: Cr Bruce Preece

That the Minutes of the Gawler River Floodplain Management Authority Board meeting held on 17/10/2024 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.2 GRFMA Special Meeting Minutes

GB72/24 GRFMA Special Meeting Minutes

Moved: Mr Richard Dodson

Seconded: Mr James Miller

That the Minutes of the Gawler River Floodplain Management Authority Board special meeting held on 31/10/2024 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY

2.3 Actions on Previous Resolutions

GB73/24 Actions on Previous Resolutions

Moved: Cr Bruce Preece

Seconded: Ms Whendee Young

That the actions on previous resolutions were noted.

CARRIED UNANIMOUSLY

2.4 Matters Arising from the Minutes

GB74/24 Matters Arising from the Minutes

Moved: Cr Malcolm Herrmann

Seconded: Cr Clint Marsh

That the matters arising from the minutes were noted.

CARRIED UNANIMOUSLY

3. Questions on Notice

Nil

4. Motions Without Notice**4.1 Cr Terry-Anne Keen Contributions to the Board****GB75/24 Cr Terry-Anne Keen Contributions to the Board****Moved:** Mr James Miller**Seconded:** Cr Bruce Preece

That the GRFMA formally acknowledges Cr Terry-Anne Keen's contribution to the Board over the last six years and instructs the Executive Officer to prepare a letter of thanks.

CARRIED UNANIMOUSLY**5. Presentations**

Nil

6. Audit and Risk Committee**6.1 GRFMA Audit and Risk Committee Meeting Minutes 04/12/2024****GB76/24 GRFMA Audit and Risk Committee Meeting Minutes 04/12/2024****Moved:** Cr Malcolm Herrmann**Seconded:** Mr Richard Dodson

That the GRFMA receives the minutes of the Gawler River Floodplain Management Authority Audit and Risk Committee meeting held on 4/12/2024.

CARRIED UNANIMOUSLY**7. Technical Assessment Panel**

Nil

8. Reports**8.1 Gawler River Flood Management Business Case****GB77/24 Gawler River Flood Management Business Case****Moved:** Cr Bruce Preece**Seconded:** Mr James Miller

That the GRFMA:

- 1. Notes the report.*
- 2. Receives a verbal update.*
- 3. Notes the endorsement of the previous Gawler River Flood Management Steering Committee to replace it with an updated governance arrangement; and The Department for Environment and Water Chief Executive, in support of the GRFMA, has sent invitations to State Government agencies requesting nominations for members of the new committee focusing on the business case coordination and upgrading of the flood control dam.*
- 4. Notes the GRFMA should be able to convene the new governance arrangements in the first quarter of 2025 to refocus efforts on implementing the business case.*

5. *Notes that governance arrangements for other aspects of flood mitigation, including improving levee bank management and the Community Flood Awareness and Preparedness project, will meet in 2025.*
6. *Agrees that membership of the new Steering Committee includes the CEOs of Adelaide Plains Council, Town of Gawler and City of Playford.*

CARRIED UNANIMOUSLY

GB78/24 Gawler River Flood Management Business Case

Moved: Cr Paul Koch

Seconded: Mr Richard Dodson

That the GRFMA notes that the GHD information will be provided to the ISA with supporting information seeking agreement to progress past Gate 2, subject to full investigation of the dam integrity being undertaken as part of the Gate 3 process.

CARRIED UNANIMOUSLY

8.2 Schedule of Meetings

GB79/24 Schedule of Meetings

Moved: Cr Malcolm Herrmann

Seconded: Cr James Miller

That the Schedule of ordinary GRFMA meetings, each commencing at 9:45am, for 2025 be:

- *Thursday 20 February 2025, Light Regional Council*
- *Thursday 17 April 2025 Adelaide Hills Council*
- *Thursday 19 June 2025, The Barossa Council*
- *Thursday 21 August 2025, Town of Gawler*
- *Thursday 16 October 2025, Adelaide Plains Council*
- *Thursday 4 December 2025, City of Playford*

CARRIED UNANIMOUSLY

8.3 Financial Report and BR1

GB80/24 Financial Report and BR1

Moved: Cr Malcolm Herrmann

Seconded: Cr Bruce Preece

That the GRFMA:

1. *Receives the financial report as of 30 November 2024 showing a cash at bank balance of \$13,442.74*
2. *Notes internal cash lending for CAD offset is \$323,437.65*
3. *Adopts the GRFMA 2024/20245 Budget Review 1 documents November 2024, and the variances contained as its amended and current budget for the period ended 30 June 2025.*

CARRIED UNANIMOUSLY

The Board noted that the amount of variance for the Chairman honorarium is \$6000 rather than \$600.

8.4 Executive Officer Report**GB81/24 Executive Officer Report****Moved:** Cr Bruce Preece**Seconded:** Mr Richard Dodson*That the GRFMA:*

1. *Receives the report.*
2. *Notes the GRFMA Strategic Plan and Business Plan 2024/2025 progress report.*

CARRIED UNANIMOUSLY**9. Correspondence****9.1 Correspondence – Adelaide Hills Council Membership of GRFMA****GB82/24 Correspondence – Adelaide Hills Council Membership of GRFMA****Moved:** Cr Paul Koch**Seconded:** Mrs Whendee Young*That the GRFMA Board:*

1. *Receives the correspondence.*
2. *Further discusses the Adelaide Hills membership of the GRFMA at Confidential item 10.3.*

CARRIED UNANIMOUSLY**10. Confidential****10.1 Gawler River Flood Management Business Case – Funding Strategy Options and Funding Principles****GB83/24 Gawler River Flood Management Business Case – Funding Strategy Options and Funding Principles****Moved:** Cr Bruce Preece**Seconded:** Mr Richard Dodson*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 Options and Funding Principles, 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 the consideration of Gawler River Flood Management Business Case – Funding Strategy Options and Funding Principles*
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

10:25am confidential session commenced.

**GB84/24 Gawler River Flood Management Business Case – Funding Strategy
Options and Funding Principles**

Kept in confidence

**GB85/24 Gawler River Flood Management Business Case – Funding Strategy
Options and Funding Principles**

Moved: Cr Malcolm Herrmann

Seconded: Mr Richard Dodson

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 item 10.3 Adelaide Hills Council membership of GRFMA 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.
 - Report 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

10:48am Confidential session concluded.

10.2 Review of the Register of Confidential Items

GB86/24 Review of the Register of Confidential Items

Moved: Cr Clint Marsh

Seconded: Mr James Miller

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

10:51am Confidential session commenced.

Review of the Register of Confidential Items

Moved: Cr Malcolm Herrmann

1. That this report 10.2 'Review of the Register of Confidential Items' be released from confidence immediately following this meeting.
2. That the GRFMA Board releases the following items from confidence:
All matters aside from the Chairperson matters be released.

Lapsed due to lack of a Seconded

GB87/24 Review of the Register of Confidential Items

Moved: Cr Bruce Preece

Seconded: Cr Paul Koch

That:

1. *That this report 10.2 'Review of the Register of Confidential Items' be released from confidence immediately following this meeting.*
2. *That the GRFMA Board releases the following items from confidence:*

Meeting Date	Item No.	Order Motion No.	Item Title	Items Held Under Order	Legislative Section	Order Terms	Last Review	Action
15/06/2023	10.2	54/23	GRFMA Chairperson, Independent Member	Report and attachments	90(3)(d) (e)	Annual Review	Oct-23	Release
19/10/2023	10.1	91/23	Bruce Eastick North Para Flood Mitigation Dam (BENPFM) Dam Maintenance	Report and attachments	90(3)(k)	Annual Review	N/A	Release
14/12/2023	10.2	119/23	Gawler River Stormwater Management Plan	Minutes, report and attachments	90(3)(k)	Annual Review	N/A	Release
15/02/2024	10.1	19/24	GRFMA Chairperson	Report	90(3)(a)	Annual Review	N/A	Release

Gawler River Floodplain Management Authority

15/08/2024	10.1	54/24	Gawler River Flood Mitigation Business Case - Funding Strategy	Discussion and presentation	90(3)(b)(i)(II)	Annual Review	N/A	Release
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CARRIED

11:04am Confidential session concluded.

10.3 Adelaide Hills Council – Membership of GRFMA**GB88/24 Adelaide Hills Council – Membership of GRFMA****Moved:** Mr Richard Dodson**Seconded:** Cr Clint Marsh*That:*

- 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 10.3 Adelaide Hills Council membership of GRFMA, 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.*
- This matter is confidential because the information herein provides information regarding the consideration of Adelaide Hills Council advice of its resolution to seek withdrawal of membership of the GRFMA*
- 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

11:05am Confidential session commenced.

11:12am Cr Malcolm Herrmann left the meeting.

GB89/24 Adelaide Hills Council – Membership of GRFMA**Kept in confidence****GB90/24 Adelaide Hills Council – Membership of GRFMA****Moved:** Cr Bruce Preece**Seconded:** Mrs Whendee Young*That:*

- Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the GRFMA orders that the following aspects of item 10.3 Adelaide Hills Council membership of GRFMA 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 10.3.*
 - Report for Item 10.3.*
- 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

Gawler River Floodplain Management Authority

11:27am Confidential session concluded.

11. Urgent Matters Without Notice

Nil

12. Next Meeting

Date and Time: 20 February 2025, 9:45am
Host: Light Regional Council

13. Closure

The Chairperson thanked the members for their attendance and contributions and closed the meeting at 11:28am.

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 – 12 December 2024

Gawler River Flood Management Business Case

The meeting endorsed establishment of an updated Gawler River Flood Management governance arrangement, with membership representation to be invited from State Government agencies and the CEOs of Adelaide Plains Council, Town of Gawler and City of Playford.

GRFMA Chairman, Mr Lino Di Lernia will chair the meetings.

It is anticipated that the GRFMA will convene the new governance arrangements in the first quarter of 2025 to refocus efforts on implementing the business case.

The meeting also noted Dam integrity information provided by GHD will be forwarded to Infrastructure SA with supporting information seeking agreement to progress past Gate 2, subject to full investigation of the dam integrity being undertaken as part of the Gate 3 process.

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 key funding principles that will guide the Business Case and discussions with stakeholders, including State Government Ministers and bureaucracy, the Federal Government and bureaucracy, other politicians, and Council Elected Members and Administrations.

Correspondence

Correspondence of 5 December 2024 from Adelaide Hills Council was received, to officially advise of its intention to withdraw from the GRFMA, as required by Clause 19 of the Charter.

Further discussion on this matter was undertaken in confidence.

Schedule of Meetings

The schedule of ordinary GRFMA meetings, each commencing at 9:45am, for 2025 will be:

- Thursday 20 February 2025, Light Regional Council
- Thursday 17 April 2025 Adelaide Hills Council
- Thursday 19 June 2025, The Barossa Council
- Thursday 21 August 2025, Town of Gawler
- Thursday 16 October 2025, Adelaide Plains Council
- Thursday 4 December 2025, City of Playford

Financial Report and BR1

The financial report as of 30 November 2024 was received which showed a cash at bank balance of \$13,442.74. It was noted internal cash lending for CAD offset is \$323,437.65.

The GRFMA 2024/2025 Budget Review 1 documents November 2024, and the variances contained were adopted as the amended and current budget for the period ended 30 June 2025.

Gawler River Floodplain Management Authority

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

GRFMA Executive Officer Report

The meeting received the GRFMA Strategic Plan and Business Plan 2024/2025 progress report.

Review of the Register of Confidential Items

Following review of the Register of Confidential Items the following items were released from confidence

Meeting Date	Item No.	Order Motion No.	Item Title	Items Held Under Order	Legislative Section	Order Terms	Last Review	Action
15/06/2023	10.2	54/23	GRFMA Chairperson, Independent Member	Report and attachments	90(3)(d) (e)	Annual Review	Oct-23	Release
19/10/2023	10.1	91/23	Bruce Eastick North Para Flood Mitigation Dam (BENPFM) Dam Maintenance	Report and attachments	90(3)(k)	Annual Review	N/A	Release
14/12/2023	10.2	119/23	Gawler River Stormwater Management Plan	Minutes, report and attachments	90(3)(k)	Annual Review	N/A	Release
15/02/2024	10.1	19/24	GRFMA Chairperson	Report	90(3)(a)	Annual Review	N/A	Release
15/08/2024	10.1	54/24	Gawler River Flood Mitigation Business Case - Funding Strategy	Discussion and presentation	90(3)(b) (i)(II)	Annual Review	N/A	Release

Recognition Cr Keen

Members unanimously formally acknowledged Cr Terry-Anne Keen's contribution to the Board over the last six years and instructed the Executive Officer to prepare a letter of thanks.

Next Meeting

Thursday 20 February 2025, Light Regional Council

MATTERS FOR INFORMATION

6.3 GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY - PROGRESSION OF BUSINESS CASE

**Author: Executive and Project Support Officer
25/805**

Correspondence has been received from Lino Di Lernia (Chairperson/Independent Member, Gawler River Floodplain Management Authority), in relation to the further development of the GRFMA Business Case (refer attached).

The ISA Assurance Report identified several deficiencies in the Business Case documented in late 2023. Several deficiencies have been addressed however key remaining issues are still unresolved.

To assist in the process, a Steering Committee is being established and will include key stakeholders such as representatives from the Department of Infrastructure and Transport, SA Water, Department of Housing and Urban Development, the South Australian State Emergency Service, as well as an invitation to the CEO's of Town of Gawler, Adelaide Plains Council and City of Playford to participate.

A further report will be submitted to Council in due course.

ATTACHMENTS

Attachment 1 GRFMA Business Case update - December 2024  

SUPPORTING REFERENCES

Nil

GAWLER RIVER FLOODPLAIN MANAGEMENT AUTHORITY

PO Box 366 Seacliff Park, SA 5049

P: 0407 717 368

E: eo@grfma.comW: www.gawler.sa.gov.au/grfma

16 December 2024

Martin Mc Carthy
Chief Executive Officer
The Barossa Council
43-51 Tanunda Road
NURIOOTPA SA 5355
By email barossa@barossa.sa.gov.au

Dear Martin,

Gawler River Flood Mitigation

I write to provide a brief update on how the GRFMA is progressing toward finalising the Gawler River Flood Management Business Case.

You will recall the GRFMA received support from all six constituent councils for inclusion of \$150,000 in the 2024/2025 GRFMA budget, to support further development of the Business Case, as recommended by the Infrastructure SA Assurance Review Report.

The Department for Environment and Water have also provided a grant to the GRFMA of \$140,000 toward completion of the Business Case.

The ISA Assurance Report identified several deficiencies in the Business Case documented in late 2023. Many of these deficiencies have now been addressed, including finalising an updated hydrology study, risk register and risk management process, multi-criteria analysis, and economic analysis.

The key remaining issues are ensuring the existing Bruce Eastick North Para Flood Mitigation Dam has the structural integrity to support an increase in height of up to 10 metres, which I expect to resolve by March 2025, and the development of a feasible funding arrangement, which I consider the most important and challenging issue we face.

To assist the completion of the Business Case, a Steering Committee is being established comprising representatives from the Department of Infrastructure and Transport, SA Water, Department of Housing and Urban Development, the South Australian State Emergency Service

CEOs of three of the GRFMA's constituent councils (Town of Gawler, Adelaide Plains Council, and City of Playford) will also be invited to participate.

I will chair this new Steering Committee.



The Barossa Council

Gawler



Gawler River Floodplain Management Authority

The GRFMA has determined several key principles that will guide development of the funding strategy aimed at securing over \$200 million in capital to raise the dam and upgrade levees downstream along the Gawler River.

These principles include the long-term ownership of the dam, the importance of working collaboratively with the State and Federal Governments, and the need to raise significant funding from the beneficiaries of the flood mitigation works especially property developers.

I have commenced discussion with Mr Nick Champion MP, Minister for Housing and Urban Development, Minister for Housing Infrastructure, Minister for Planning, on how we can secure the necessary funding to deliver what is critical State and local infrastructure.

I expect to have a further discussion with the Minister early 2025.

Clearly any funding principles will require final support of the constituent councils of the GRFMA, and I will contact you further following my discussions with Minister Champion.

Yours sincerely



Lino Di Lernia

CHAIRMAN/INDEPENDENT MEMBER, GRFMA

chair@grfma.com

MATTERS FOR INFORMATION

6.4 ITEMS OF BUSINESS FOR THE 2025 ORDINARY GENERAL MEETING

**Author: Executive Business Partner
25/2628**

Councils can now submit items of business for the 2025 Ordinary General Meeting. The 2025 LGA Ordinary General Meeting is being held on Friday 23 May.

The Ordinary General Meeting considers items of strategic importance to local government and the Local Government Association SA (LGA).

Councils can submit items of business for recommendation by South Australian Regional Organisation of Councils (SAROC), Greater Adelaide Regional Organisation of Councils (GAROC) or the Board of Directors to shape the agenda of this event.

To be included on the agenda for a General Meeting, all proposed items of business should follow the proposed items of business guidelines in the link below.

Proposals must be received by 5:00 pm, Friday 7 February 2025 to be considered for the 2025 Ordinary General Meeting. Any item submitted after this date will be considered for the next LGA General Meeting.

The OGM agenda will be provided to councils at least 30 days prior to the meeting.

To submit a proposal:

1. complete the [proposed item of business form \(DOCX 103.2 KB\)](#)
2. email the form to lgasa@lga.sa.gov.au

ATTACHMENTS

Nil

SUPPORTING REFERENCES

[LGA Guidelines Considering Proposed Items of Business for LGA General Meetings](#)

[Frequently asked questions on items of business](#)

MATTERS FOR INFORMATION

6.5 SISTER CITIES ADVISORY COMMITTEE AGENDA - 23 JANUARY 2025

Author: Executive Business Partner
25/2648

Please find the link below for the agenda for the Sister Cities Advisory Committee

ATTACHMENTS

Nil

SUPPORTING REFERENCES

[Agenda for the Sister Cities Advisory Committee - Thursday, 23 January 2025](#)

MATTERS FOR INFORMATION

6.6 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL GENERAL ASSEMBLY 2025

**Author: Chief Executive Officer
25/2841**

The ALGA (Australian Local Government Association) has called for any motions for the 2025 National General Assembly. Motions are not binding on ALGA, if passed by the assembly.

Should a member/s wish to make a proposed motion please discuss with the Mayor and CEO to allow a report to be provided to the February meeting of Council. Motions are due by 31 March 2025 and have to be aligned to the discussion paper. The discussion paper is provided at the link in supporting references.

As Councils delegate the Mayor may attend once he reviews the final agenda and program, this is approved as part of the Elected Members' Training and Development Policy and supporting Plan of Council.

ATTACHMENTS

Nil

SUPPORTING REFERENCES

[2025-NGA-Discussion-Paper.pdf](#)

DEBATE REPORT

7.1 Office of the Mayor and CEO

7.1.1 REPRESENTATION REVIEW 2024/25 - FINAL REPORT

Author: Executive Business Partner
25/875

PURPOSE

For Council to review the outcomes of the community engagement on its representation review process, as well as the Final Representation Review Report prepared by Kelledy Jones Lawyers, and adopt the same for referral to the Electoral Commissioner in accordance with Section 12(11) and (12) of the *Local Government Act 1999*.

RECOMMENDATION

That Council:

1. Note the outcomes of the Community Engagement, included at Appendix 6 to the Final Representation Review Report at Attachment 1 to this Agenda Report.
2. Having considered the 11 submissions received as part of the public consultation undertaken for the representation review process, the Council determines that the future composition and structure of Council be as follows:
 - the name of the Council remains unchanged;
 - that the Council area not be divided into Wards;
 - 11 Area Councillors to be elected from the Council area as a whole; and
 - a Mayor elected from the Council area as a whole.
3. Council now endorses the final Representation Review Report at Attachment 1 to this Agenda Report, to be referred to the Electoral Commissioner of South Australia (ECSA) pursuant to the provisions of Section 12(11) and 12(12) of the *Local Government Act 1999*.
4. That Council authorises the CEO (or his delegate) to make any necessary administrative amendments to the Representation Review Report, prior to submitting the Report to the ECSA

REPORT

Introduction

Councils in South Australia are required to undertake regular reviews of their elector representation arrangements (Representation Review).

A representation review is held to determine whether a Council would benefit from a change to its composition or ward structure. The Act sets out the requirements for a

representation review and each Council must manage the representation review in the context of the prescribed process.

A prescribed review must comprehensively examine:

- all aspects of the composition of the council, and
- the potential division of the council area into wards, or the abolishment of existing wards, and
- a notice under this section may also change the name of a council.

The process includes:

- initiating the preparation of a representation options paper
- detailed public consultation processes
- preparing a report on the public consultation and council's response to the issues arising from the written submissions
- providing a final representation review report to the Electoral Commissioner.

A Council must undertake a reviewed once in every eight years in accordance with the published schedule.

The Barossa Council (Council) undertook its last Representation Review during the period April 2016 to April 2017.

On 9 July 2020, and in accordance with Section 12(4) of the Act and Regulation 4 of the *Local Government (General) Regulations 2013*, the, then, Minister determined the Council was required to undertake a representation review in the period April 2024 – April 2025.

On the 19 March 2024 Council meeting, Council engaged Kelledy Jones Lawyers as the suitably qualified person to address the governance issues that arise with respect to the matters under review.

In June 2024 the Council commenced preparations for its 2024-2025 Representation Review as required under section 12 of the Act.

The following activities have occurred as part of the representation review process:

5 June 2024

Elected Member Information or Briefing Session.

Provided information regarding the review process, legislative timeframes, and considerations required to be addressed in the preparation of a draft representation review report.

Members were requested to respond to a questionnaire, setting out their views on proposed composition and structure of the Council.

15 October 2024

At its meeting of 15 October 2024, at Agenda item 7.1.1, following is consideration of the same, the Council resolved to adopt the proposal set out in the draft Representation Review Report, for the purposes of the public consultation process.

14 November 2024 Community consultation was undertaken, including the
- 6 December 2024 following engagement activities:

- Notice in the Government Gazette on 14 November 2024;
- Public Notices in The Leader and The Bunyip;
- Dedicated Your Say Barossa page;
- Information Sheet uploaded to the Council's website with the Representation Review Report;
- Social Media Posts; and
- Visual displays, including A4 posters for Council buildings and a display on the screen at the Principal Office.

Discussion

At its meeting of 15 October 2024, the Council resolved to adopt the proposal set out in the draft Representation Review Report, for the purposes of the public consultation process.

The public consultation process commenced on Thursday 14 November 2024 and concluded at 5:00pm on Friday 6 December 2024.

This report provides the outcomes of the public consultation, as well as the final Representation Review Report prepared by Kellady Jones Lawyers for the Council's consideration, and adoption, to refer to the ECSA.

Public Consultation Summary

The engagement achieved its objective of facilitating community input, meet legislative requirements, and was well-promoted across multiple channels.

All contributions were captured on the Your Say Barossa platform. Hard copy question forms and copies of the draft Representation Review Report were available at the Council office, however, no written submissions were received during the engagement.

As part of the consultation process, there were 41 'visitors' to the Your Say Barossa webpage for the Representation Review Report and eleven responses we received, of which two (2) persons / entities identified themselves and nine (9) chose to remain anonymous.

The responses can be summarised as follows:

- one (1) response focussed on the approval of housing developments (not being a matter that falls within the jurisdiction of the Council as a governing body, nor relevant as part of a Representation Review process);
- one (1) response recommended the number of Members be reduced to nine (9) Members and the Mayor, but to retain a 'no ward structure';
- one (1) response was a general concern that electors in the Council's area 'North of Nuriootpa' were not being appropriately represented;
- one (1) response recommended that there be 'at least one young councillor' to benefit the community 'by giving a voice to barossa's youth';
- two (2) respondents declined to provide feedback;

- two (2) responses proposed the Council area ought be divided into Wards, with one of those proposing the number of Member should be reduced to 10 Ward Councillors across five (5) Wards; and
- three (3) responses supported the Council's proposal to retain its current composition and structure.

That is, of the six (6) relevant responses received, three (3) supported the Council's' proposal, and the remaining three (3) supported a variation of a; reduction of Members in a no Ward structure; a reduction of Members in a Ward structure; or the same number of Members in a Ward structure.

Copies of the original consultation outcomes are included as Appendix 6. To the Final Representation Review Report

It is important to note that during the engagement, 678 persons visited the Your Say platform and were aware of the Representation Review process and offered the opportunity to provide feedback.

Draft Final Representation Review Report

In accordance with Section 12 of the Act, the Representation Review is required to examine the advantages and disadvantages of various options that are available to the Council, taking into consideration the following key areas:

- the number of Councillors
- whether the Council is divided into wards, or no wards and the name of wards
- how Councillors are elected, from Wards; across the whole of the Council area; or a combination of both
- the name of the Council.

Having undertaken the representation review process in accordance with the Act, taking into consideration the submissions received through the Your Say Community Engagement platform, the Council is now required to consider and endorse the draft Final Representation Review Report, at Attachment 1 to this Agenda Report for submission to ECSA to obtain a certificate of compliance in concluding its process.

Finalisation of the report involves the inclusion of information relating to the final formal decision made by Council and the provision of supporting documentation, such as copies of all documents including Council Agendas and Minutes, demonstrating Council's compliance with the legislative requirements of the Representation Review process.

Preferred Composition Structure

The Council proposes as follows with respect to composition and structure on this Review:

- the name of the Council remains unchanged;
- the Council area remains undivided, that is, no Wards are to be created;
- the elected body of the Council to continue to comprise a total of 11 Area Councillors, elected from the Council area as a whole; and
- a Mayor elected from the Council area as a whole.

Summary and Conclusion

Having undertaken the representation review process in accordance with the Act, taking into consideration the submissions received through the Your Say Community Engagement platform, the Council is now required to consider and endorse the draft Final Representation Review Report, at Attachment 1 to this Agenda Report for submission to ECSA to obtain a certificate of compliance in concluding its process.

Finalisation of the report involves the inclusion of information relating to the final formal decision made by Council and the provision of supporting documentation, such as copies of all documents including Council Agendas and Minutes, demonstrating Council's compliance with the legislative requirements of the Representation Review process.

Should Council endorse the draft Final Representation Review Report, the Report will be finalised and submitted to ECSA for certification.

Upon receipt of certification from ECSA, Members will be advised.

Any changes to Council's composition, or, alternatively, its proposal to maintain its existing composition and structure will come into effect from polling day for the next Local Government periodic elections, scheduled for November 2026.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 The Barossa Council - Final Representation Review Report including Appendices - January 2025 [↓](#) 

Supporting references

Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTSCorporate 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
- 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 12 of the Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Project costs for the review have been budgeted for and are within budget.

Risk

Identify	Mitigation
Statutory requirements not met	Ensure all requirements are met: • Timely placement of public notices • Preparation of a Representation Review Report • Appropriate consideration of representation principles and matters outlined in the Act.
Complex review process	The engagement of a qualified person as described in the Act ensures the review process is performed in accordance with legislation, including as amended.
Transparency and accountability	The Act provides for the requirement of public consultation during the review process. Council's engagement framework and a comprehensive community consultation strategy will be developed to ensure adherence to the legislation.

In accordance with Section 12(4) of the *Act and Regulation 4 of the Local Government (General) Regulations 2013*, the Minister determined the Council is to undertake a review from April 2024 – April 2025. The Council is on track to meet these timing requirements.

COMMUNITY ENGAGEMENT

Already has been undertaken with public consultation and engagement with Elected Members.



The Barossa Council

FINAL REPRESENTATION REVIEW REPORT

January 2025

Prepared in accordance with section 12 of the *Local Government Act 1999*

Prepared by
Kelley Jones

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APPENDIX 2 -	EXTRACT OF MINUTES COUNCIL MEETING 19 MARCH 2024
APPENDIX 3 -	EXTRACTS MINUTES COUNCIL MEETING 15 OCTOBER 2024
APPENDIX 4 -	DRAFT PUBLIC CONSULTATION NOTIFICATIONS
APPENDIX 5	PUBLIC CONSULTATION POLICY
APPENDIX 6	CONSULTATION OUTCOMES
APPENDIX 7	AGENDA REPORT AND EXTRACT OF MINUTES FROM COUNCIL MEETING OF XX JANUARY 2055

The Barossa Council

This paper has been prepared for The Barossa Council for the purposes of section 12 of the *Local Government Act 1999* by Kelledy Jones Lawyers.

Disclaimer

This Report has been prepared by Kelledy Jones Lawyers for The Barossa Council's Representation Review for use by the Council and its constituents. The opinions, estimates and other information contained in this Report have been made in good faith and, as far as reasonably possible, are based on data or sources believed to be reliable. The contents of this Report are not to be taken as constituting formal legal advice.

1 INTRODUCTION

Councils in South Australia are required to undertake regular reviews of their elector representation arrangements (the **Representation Review**).

The Barossa Council (the **Council**) undertook its last Representation Review during the period April 2016 to April 2017.

A Representation Review must be conducted in accordance with sections 12, 26(1)(c) and 33 of the *Local Government Act 1999* (the **Act**).

This Report sets out the Council's proposed elector representation and the process it has undertaken to reach its proposed adopted composition and structure.

1.1 Legislative Requirements

In accordance with section 12(4) of the Act:

A review may relate to a specific aspect of the composition of the council, or of the Wards of the council, or may relate to those matters generally - but a council must ensure that all aspects of the composition of the council, and the issue of division or potential division, or the area of the Council into Wards, are comprehensively reviewed under this section at least once in each relevant period that is prescribed by the regulations.

Pursuant to regulation 4 of the *Local Government (General Regulations) 2013*, the relevant period for the Council to undertake its Representation Review was determined by the Minister, by notice in the Government Gazette (the **Gazette**) on 9 July 2020, being the period from April 2024 to April 2025 (**Appendix 1**).

The Council resolved at its meeting of 19 March 2024 to appoint Kellady Jones Lawyers to assist it with its Representation Review (**Appendix 2**) and commenced its process by way of a workshop in June 2024.

1.2 Matters to be Considered

In accordance with section 12 of the Act, the Representation Review is required to consider the composition of the Council and the advantages and disadvantages of the options available for elector representation under the Act.

The key areas for consideration are:

- the number of Councillors;
- whether the Council should have Wards or no Wards (and if it has Wards, the name of the Wards);
- how Councillors are elected, whether it be from Wards; across the whole of the Council area; or a combination of both;
- the name of the Council.

The Representation Review Report must also take into account the principles set out in section 26 of the Act, in particular:

- the resources available to local communities should be used as economically as possible while recognising the desirability of avoiding significant divisions within a community;
- a council should have a sufficient resource base to fulfil its functions fairly, effectively and efficiently;
- a council should offer its community a reasonable range of services delivered on an efficient, flexible, equitable and responsive basis;
- a council should facilitate effective planning and development within an area, and be constituted with respect to an area that can be promoted on a coherent basis;
- a council should be in a position to facilitate sustainable development, the protection of the environment and the integration of land use schemes;
- a council should reflect communities of interest of an economic, recreational, social, regional or other kind, and be consistent with community structures, values, expectations and aspirations;
- a council area should incorporate or promote an accessible centre (or centres) for local administration and services;
- the importance within the scheme of local government to ensure that local communities within large council areas can participate effectively in decisions about local matters;
- residents should receive adequate and fair representation within the local government system, while over-representation in comparison with councils of a similar size and type should be avoided.

The Representation Review Report must also have regard to section 33 of the Act, which lists the matters that must be taken into account, as far as practicable, if the Council proposes to change the Ward representation of the Council. These include:

- the desirability of reflecting communities of interest of an economic, social, regional or other kind;
- the population of the area, and of each Ward affected or envisaged by the proposal;
- the topography of the area, and of each Ward affected or envisaged by the proposal;
- the feasibility of communication between electors affected by the proposal and their elected representatives;
- the nature of substantial demographic changes that may occur in the foreseeable future; and
- the need to ensure adequate and fair representation while at the same time

avoiding over-representation in comparison to other councils of a similar size and type (at least in the longer term).

Any proposal that relates to the formation or alteration of Wards must observe the principle that the number of electors represented by a Councillor must not, at the relevant date (assuming the proposal was in operation), vary from the Ward quota by more than 10% (+ or – across each Ward).

1.3 Representation Review Process

In undertaking this review, and in accordance with section 12 of the Act, the Council is required to:

- prepare a Representation Review Report, representing the Council's preferred Representation option, to be adopted by the Council for public consultation purposes;
- undertake a minimum three-week public consultation on the Representation Review Report (the **public consultation**);
- review the submissions received during the public consultation process and, if submissions are received, include those submissions in the Representation Review Report;
- consider and adopt a representation structure, having regard to the submissions received during the public consultation processes;
- have prepared, and adopt, the Final Representation Review Report;
- submit the Final Representation Review Report to the Electoral Commissioner of South Australia (the **ECSA**) to obtain a certificate of compliance; and
- on receipt of a certificate of compliance, publish a notice in the Gazette notifying of the future composition and structure of the Council, to come into effect on polling day for the November 2026 Local Government periodic elections.

2 BACKGROUND

The last 'relevant period' for the Council in undertaking a Representation Review was April 2016 to April 2017, at which time it determined to retain its existing 'no Wards' structure, and to be comprised of eleven (11) Area Councillors and a Mayor.

The Council commenced its current Representation Review process in June 2024.

3 CONSIDERATION OF REPRESENTATION AND COMPOSITION

At Agenda item 8.1.2 at its meeting of 19 March 2024, the Council resolved to appoint Kelledy Jones Lawyers, as a 'person' who, in the opinion of the Council was qualified to address the representation and governance issues that may arise with respect to the matters under review, and, in the first instance, to prepare this draft Representation Review Report (the **Review Report**) for the Council's consideration.

A copy of the relevant page of the Minutes from the Council meeting of 19 March 2024 is **Appendix 2**.

At a workshop of 5 June 2024, in the nature of an information and briefing session for the purposes of section 90A of the Act, Members received information with respect to the Representation Review Process and provided feedback to assist in preparation of this Report.

4 ADOPTION OF DRAFT REPRESENTATION REVIEW REPORT

Following the feedback received from Members on a draft Representation Review Report was prepared for the Council's consideration.

Pursuant to sections 12 (6) and (7) of the Act, at Agenda item 7.1.1 at its meeting of 15 October 2024, when the Council reached the item in question, and following its consideration of the same, the Council resolved to adopt the proposal set out in the draft Review Report, for the purposes of the public consultation process.

A copy of the Agenda report for item 7.1.1, which includes a copy of the draft Representations Review Report received and considered by the Council, can be accessed at the following link:

https://www.barossa.sa.gov.au/assets/meetings/2024/10-October/ordinary-council-meeting-15-oct-2024/agendas/15-October-2024-Ordinary-Council-Meeting-Agenda_2024-10-31-004257_vcih.pdf

A copy of the relevant pages of the Minutes from the Council meeting of 15 October 2024, evidencing its decision in this respect, is **Appendix 3**.

As a result of recent amendments to the Representation Review process under section 12 of the Act, the Council is only required to undertake public consultation for the purposes of section 12(7) of the Act, in accordance with section 50 of the Act (in addition to any further discretionary matters set out under the Council's *Public Consultation Policy*).

A copy of the Council's *Public Consultation Policy* is **Appendix 4**.

There is nothing under the Council's *Public Consultation Policy* that would otherwise displace (or operate to supplement) the provisions under section 50 of the Act.

In accordance with the Council's resolution and pursuant to section 12(7) of the Act, the public consultation on the Representation Review Report was commenced.

The consultation was notified by notices published in the Government Gazette, as well as in *The Leader* and *The Bunyip*, being local newspapers circulating in the Council area, as well as on the Council's website www.barossa.sa.gov.au.

A copy of the draft, and final, public consultation notifications, as well as an information Sheet prepared for the Council's website, are **Appendix 5**.

In addition, the public consultation process included:

- posts made to the Council's Facebook page, notifying of the availability of the Review Report and inviting interested persons to make a submission;

- a copy of the Review Report was available to view at the Council's Civic Centre located at 43-51 Tanunda Road, Nuriootpa and available for download from the Council's website;
- feedback forms and further information on the Review process could be accessed online via *Your Say Barossa*;
- visual displays, including A4 posters for Council buildings and a display on the screen at the Principal Office .

5 CONSULTATION OUTCOMES

As part of the consultation process, there were 41 'visitors' to the *Your Say Barossa* webpage for the Representation Review Report and eleven responses, of which two (2) persons /entities identified themselves and nine (9) chose to remain anonymous.

No hard copy submissions were received.

The responses can be summarised as follows:

- one (1) response focussed on the approval of housing developments (not being a matter that falls within the jurisdiction of the Council as a governing body, nor relevant as part of a Representation Review process);
- one (1) response recommended the number of Members be reduced to nine (9) Members and the Mayor, but to retain a 'no ward structure';
- one (1) response was a general concern that electors in the Council's area '*North of Nuriootpa*' were not being appropriately represented;
- one (1) response recommended that there be '*at least one young councillor*' to benefit the community '*by giving a voice to barossa's youth*';
- two (2) respondents declined to provide feedback;
- two (2) responses proposed the Council area ought be divided into Wards, with one of those proposing the number of Member should be reduced to 10 Ward Councillors across five (5) Wards; and
- three (3) responses supported the Council's proposal to retain its current composition and structure.

That is, of the six (6) relevant responses, three (3) supported the Council's' proposal, and the remaining three (3) supported a reduction of Members in a no Ward structure, a reduction of Members in a Ward structure; or the same number of Members in a Ward structure.

Copies of the original consultation outcomes are **Appendix 6**.

It is important to note that during the engagement, 678 persons visited the *Your Say* platform and were aware of the Representation Review process and offered the opportunity to provide feedback.

Accordingly, it is submitted the engagement met the Council's statutory obligations to provide an opportunity for interested persons to provide feedback on the proposed composition and structure of the Council.

It was well promoted, through a variety of channels and medium and the *Your Say* platform captured all of the contributions.

6 ADOPTED REPRESENTATION AND COMPOSITION PROPOSAL

Based on the consultation outcomes, the Council now proposes to **retain its existing structure and composition** being:

- no Wards;
- 11 Area Councillors elected from the whole Council area; and
- a Mayor elected by electors from the whole Council area.

As above, as the Council does not have Wards, it was not required to examine any realignment of Ward boundaries, to ensure Ward quotas remained within the statutory tolerances.

Based on the current number of electors in the Council area, being 19,347¹, the elector representation ratios under the Council's proposal will be 1,758 electors per Councillor.

7 PROPOSAL RATIONALE

7.1 Council Name

The Barossa Council was proclaimed on 1 July 1996, having been formed through the amalgamation of the, then, District Council of Angaston, the District Council of Barossa, and the District Council of Tanunda. The amalgamation of a portion of the District Council of Mount Pleasant also took effect on 1 July 1997.

Whilst section 12(2) of the Act provides that the Council may consider the alteration of its name as part of the Review process, the current name of the Council reflects both the geographic location of the Council area and, in part, the local government history of the region.

The Council does not propose to change its name as part of this Representation Review.

As the name of Council has no impact upon the provision of fair and adequate representation, no changes to the name of the Council are proposed as part of this Review.

¹ Statistics for Elector Representation Review 4 November 2024 ECSA

7.2 Composition

7.2.1 Number of Area or Ward Councillors

There are two (2) key factors the Council must consider in relation to the number of Councillors:

- whether the current number of Councillors (11) has an impact on decision making by the Council; and
- ensuring adequate and fair representation, whilst avoiding overrepresentation in comparison to other councils of a similar size and characteristic.

The Council's proposal is to continue with 11 Area Councillors, to be elected from the Council as a whole on the basis that it considers this number is appropriate and does not hinder the ability of the Council in its decision-making functions.

In relation to the consideration of adequate and fair representation, a table demonstrating a comparison of the Council against other councils classified as 'Group 2' in accordance with the Remuneration Tribunal of SA's *Determination No.2 of 2022 on Elected Member Allowances*, by reference to the updated ECSA elector figures as of November 2024, is set out in the below.

Table 1: Comparison of elector ratios with other councils²

Council	Area	Councillors (not including Mayor)	Electors	Elector Ratio
Port Augusta	1,153 km ²	9	9,796	1 : 1,088
Barossa	912 km²	11	19,347	1 : 1,758
Whyalla	1,032 km ²	9	15,993	1 : 1,777
Murray Bridge	1,830 km ²	9	16,027	1 : 1,785
Prospect	7.81 km ²	8	15,204	1 : 1,900
Norwood, Payneham and St Peters	15 km ²	13	26,053	1 : 2,004
Gawler	41 km ²	10	20,487	1 : 2,048
Unley	14.29 km ²	12	28,038	1 : 2,336
Mount Gambier	308 km ²	8	20,515	1 : 2,564
Alexandrina	1,827 km ²	9	23,185	1 : 2,576
Adelaide Hills	795 km ²	12	30,926	1 : 2,577
Burnside	27 km ²	12	32,362	1 : 2,696
Mount Barker	595 km ²	10	30,108	1 : 3,010
Campbelltown	24 km ²	10	37,208	1 : 3,720

² **Table 1** Group 2 Councils for the purposes of and in accordance with the Remuneration Tribunal of SA's *Determination No.2 of 2022 on Elected Member Allowances*.

The above comparisons demonstrates the Council sits at the lower end with respect to representation of electors, but certainly does not indicate there is 'over representation' in the Council area, necessitating a consideration of a reduction in number of Members. This is particularly noting projected development in the Council area, to be addressed further below.

In arriving at the decision to retain 11 Area Councillors plus a Mayor at its last Review, a decision it proposes to maintain on this Review, the Council took into consideration its own experiences as a representative governance body and comparisons with other similar councils.

The Council's experiences demonstrate that as an elected body:

- it has been able to make informed, transparent and accountable decisions effectively for the community; and
- it provides appropriate, proportionate, representation for various interest groups/areas in the Council, having particular regard to the physical size of the Council; and
- each Councillor feels that their workload is appropriate and manageable.

The rationale for continuing with 11 Area Councillors:

- the Council has found 11 Area Councillors to be an appropriate number to provide:
 - appropriate elector representation for the different areas of the Council, taking into account the specific characteristics and demographics of the population of the Council area;
 - it provides for a diversity of skills, knowledge and life experiences amongst the elected member body; and
 - provides for different views points on matters to be raised and debated, to ensure all relevant considerations are taken into account in representing the interests of the community;
- this is a sufficient number to share the workload in giving effect to the Council's governance functions, as well as the individual roles and responsibilities of Councillors; and
- the number of Members is favourable when compared against similar councils in South Australia. That is, it could not be said that the electors in the Council area are under, or over, represented, when compared to other councils of a similar size and composition (refer **Table 1**).

The feedback from the Council and an analysis of the data prior, demonstrates that 11 Area Councillors, with a total elected member group of 12 (including the Mayor), is both a reasonable and suitable number to ensure that each member can carry out their role in accordance with section 59 of the Act, including that members:

represent the interests of residents and ratepayers, to provide community leadership and guidance and to facilitate communication between the community and the council.

7.3 Ward Structure

7.3.1 Wards or No Wards

'Ward' is the name given to an electoral division within a council area in South Australia. Wards exist solely for electoral purposes and are similar in concept to electorates in the Australian and South Australian Parliaments.

The Council area has never been divided into Wards.

As part of its Review process, the Council was required to consider whether to retain its existing no-Ward structure or whether it proposed to introduce Wards (and if so, how many).

The issue of whether a council is divided into Wards will also impact on the number and manner in which Councillors are elected, including:

- whether elected from within Wards as Ward Councillors;
- across the whole Council area as Area Councillors; or
- a combination of Ward Councillors and Area Councillors.

There is no difference in the roles and responsibilities of Councillors elected as Ward Councillors and those elected as Area Councillors, save for, Ward Councillors are generally understood to have specific expertise and experience in their particular Ward and are considered to be representative of those electors, residents and ratepayers in that Ward. However, there is no impediment to a member of the community approaching another Councillor, from outside of their Ward.

The Council proposes **to continue with its current structure of no Wards, with 11 Area Councillors to be elected from within the Council as a whole.**

In making this decision, the Council has considered the arguments regarding the options available to it and feedback from Members overwhelmingly favoured the retention of the no-Ward structure.

The Council acknowledges the factors that support the introduction of a Ward structure, include that:

- Ward Councillors may provide enhanced representation for specific Council areas, including smaller communities, communities of interest and those communities that may need additional assistance;
- Councillors may be said to enhanced local knowledge of their Ward area and understanding of local issues;
- reduces concerns that 'at large' elections do not guarantee that Councillors will have any empathy for, or affiliation with, all communities within the Council area, or be a representative of the same;

- more prominent or popular Councillors, or those perceived to have more 'power' or 'control', are not disproportionately called upon more frequently by community members, ensuring equity in demands on time and resources;
- Councillors having a smaller area to manage an appropriate workload;
- reduces the perceived risk of lack of representation in some areas and over representation in others;
- ensures Councillors do not all come from one area, reducing the risk of dominance by factional groups or 'stacking' of the Council;
- keeps costs of campaigning for candidates lower, as they only need to campaign within their Ward area. This is particularly relevant given the geographical and population size of the Council;
- face to face communication between Councillors and electors, residents and ratepayers ,may be facilitated more easily; and
- the cost of a supplementary elections is, marginally, lower for a Ward than across the whole Council area.

However, the Council's preference is to continue with its current structure of not dividing the Council area into Wards, and in so determining, is persuaded that such a structure:

- affords electors the opportunity to elect more than a restricted number of nominal representatives from within a Ward (for example, only two (2) for each Ward);
- it gives electors the opportunity to vote for any candidate at an election, and judge the performance of all candidates (not just the candidates in their Ward);
- the suggestion that Ward Councillors may provide 'enhanced' representation must be considered in light of the fact that a Ward Councillor is not required to live in their 'representative' Ward;
- Councillors can be challenged to find the right balance between corporate governance duties and their representative role, with the desire to make decisions in the best interests of their Ward sometimes seen to outweigh the requirements to make decisions in the interests of the community as a whole;
- potential reduction in electoral accountability, where periodic elections are required for all Wards of a Council area, with the result that sometimes, incumbent members in some Wards are returned unopposed;
- the lines of communication between the Council and the community may be enhanced, given that members of the community consult with all Members of the Council, rather than feel obliged to consult with specific Ward Councillors;
- such a structure automatically 'absorbs' any fluctuations in elector numbers and adjusts the elector ratio accordingly. That is, specified quota tolerance

limits do not apply, and the Council is not required to adjust its Ward boundaries as part of any subsequent Representation Review, particularly

- noting proposed development in the area over the next few years and an existing Boundary Reform process, the outcome of which is currently unknown; and
- in some circumstances the Council can carry a casual vacancy and avoid the cost of a Supplementary Election.

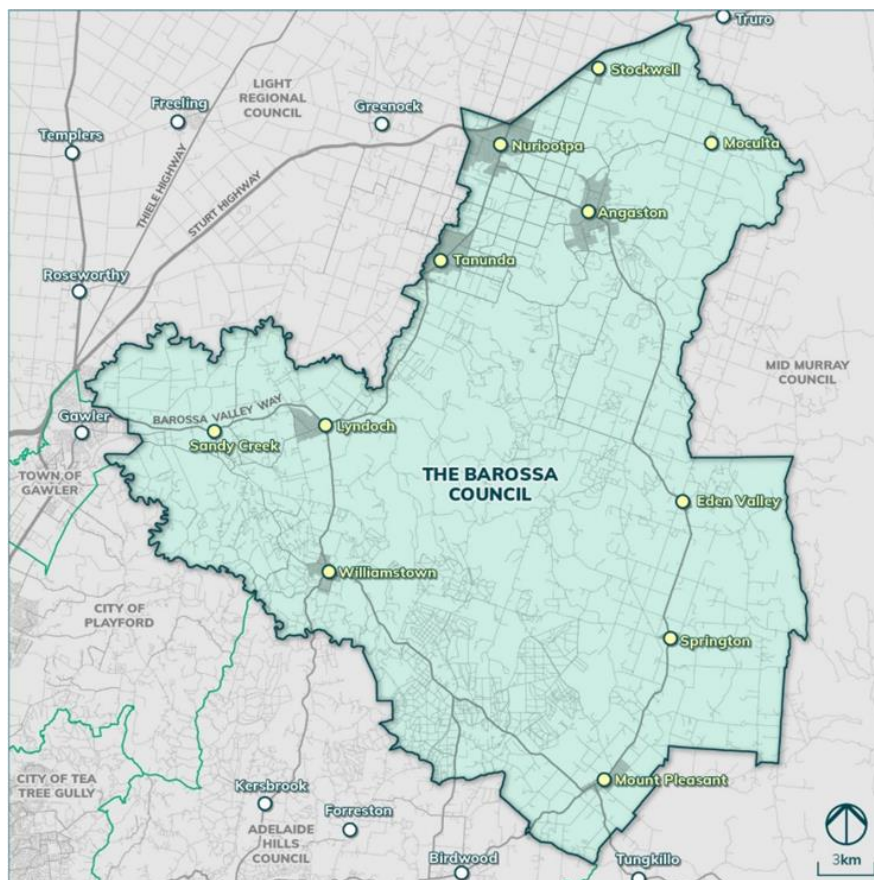
For these reasons, continuing with the current structure of no Wards is the preferred option for the Council at this time.

7.3.2 Ward Representation and Quotas

The elector ratio is the average number of electors represented by each Councillor, who represent Wards. The Mayor is not included in these calculations.

Where a Council does not propose a Ward structure, it is not required to observe the principle outlined in section 33(2) of the Act, where the number of electors represented by each Councillor must not vary from the Ward quota by more than 10%.

A copy of the existing Council map is depicted below:



The Table below demonstrates the Council’s current elector statistics, including the ration of representatives to electors, being 1:1,758.

Table 2: Elector Statistics³

Statistics for Elector Representation Review							
043 The Barossa Council Mayor/Chairperson: M Area Councillors: 0							
Ward Code	Ward Name	HA Electors	Council Voters Roll	Total	No. of Rep	Quota	% Difference
1	Barossa	19274	73	19347	11	1758	0.00%
Total:		19274	73	19347	11	Average: 1758	
Last Review: 09-05-2017				Next Review: 01-04-2024			

As the Council does not propose to divide the Council area into Wards, it is not required to consider Ward boundaries or quotas for the purposes of section 33 of the Act.

8 LEGISLATIVE PRINCIPLES TO BE CONSIDERED

In arriving at its preferred composition and structure, in addition to section 33 of the Act, the Council is also required to consider the principles set out at section 26(1)(c).

The following factors have been taken into account in considering the number of electors in the Council area and the proposed no-Ward structure.

8.1 Demographic Trends

Demographic trends have also been considered as part of this Review, together with the potential for these trends to impact on the population of the Council area.

Data from the Australian Bureau of Statistics 2021 Census, demonstrates the Council is experiencing, and expected to continue experiencing, significant increases in both the size and diversity of its population.

The below Table sets out the pattern of international migration within the Council population over the past five (5) years. It demonstrates consistent annual net increase in overseas migrants settling into the Council area, with a more significant increase in the past 12 months.

Table 3: Overseas Migration Figures

Description	2018	2019	2020	2021	2022	2023
Overseas arrivals	102	115	121	25	132	177
Overseas departures	44	44	49	34	42	47
Net overseas migration	58	71	72	-9	90	130

³ Statistics for Elector representation Review ECSA 4 November 2024

ABS data from the 2021 Census also records that 34,379 of the Council's 127,440 residents were born overseas, representing 28.2% of the population of the area, an increase from the 2016 Census.

In light of the Council comprising a substantially diverse and multicultural population, it is important that the wide range of cultural considerations are able to be received and considered by the Council, including through diversity amongst the Elected Member body, which is not served by a reduction in Members, nor the division of the Council area into Wards in the circumstances.

8.2 Development Trends

The Council has experienced an increase in the number of new residential dwellings approved for construction in the Council area over the past few years, which is consistent with trends across other councils and Australia as a whole, noting, of course, continued pressure in the construction industry that may otherwise have seen greater increase.

The below Table sets out the number of dwellings **approved** by the Council over the past two (2) years.

Table 4: Private Sector Approvals

Description	2022	2023
Private sector houses	105	126
Private sector dwelling (exc. Houses)	12	1
Total	117	127

This table indicates the residential developments approved throughout the Council area, which, once completed, will contribute to the increasing population and, in turn, elector numbers (noting, of course, not every 'resident' is an 'elector' for the purposes of the Representation Review process)

The Council has also considered the 30 Year Plan for Greater Adelaide as part of this Review, which includes the communities of Nuriootpa, Angaston, Tanunda, Lyndoch, Williamstown and Mount Pleasant within the designated 'planned urban lands to 2038', specifically:

- the inclusion of Concordia within the 'future urban growth areas'; and
- estimated targets for an additional 46,400 dwellings and 110,000 people within the Barossa region by the year 2038.

The Council has also considered more recent development and demographic data, produced as part of the Greater Adelaide Regional Plan.

8.3 Population and the Greater Adelaide Regional Plan

Traditionally, data from the Department for Infrastructure and Transport (formally the Department for Planning, Transport and Infrastructure) prepared in December 2019 has been relied on with respect to population projections.

From this data, the estimated population projections for the Council area are as follows:

- 2031 – 27,352 (+871); and
- 2036 – 28,428 (+4,841).

However, the population projections and proposed development opportunities that have been determined as part of the Plan for the Greater Adelaide Region, published in September 2024 are now to be considered.

The Plan identifies key future demographic and development data relevant to the Council, that will have an impact on its and its proposed representation structure.

The Plan identifies residential greenfield supply within the Council area, being the urban development of broad hectare farming land on the edge of suburbia. The Plan estimates greenfield supply within the region totals, including development-ready lots and proposed/undeveloped lots, to be 4,224 lots.

The Council, and the township of Barossa, is recognised in the Plan as a place of significance to the State, with its long history, tourism development and agricultural areas. The Plan highlights the importance balance that the Council must achieve in managing future population growth and land supply, whilst retaining its character and cultural importance.

The Plan's medium-series projection of population growth within the Council region (together with the northern plains region) over the next two decades will be, approximately, an increase of 603 people every year.

With significant development opportunities identified in Concordia and projected population and housing figures for the Council, there will be a need for sufficient Member representation to ensure responsible and attentive consideration is given to the needs of each community within the Council, as well as the Council as a whole.

The Council considers can be achieved through maintaining its existing composition of 11 Area Councillors and a Mayor, to ensure the needs of its diverse and growing community are met.

Over the next decade, being between 2021-31, the Council's housing target has been identified at 1,100 dwellings. This figure increases to 1,300-1,400 for the following two decades. For the Council, these developments are likely to come from the identified opportunities at Concordia, Tanunda and Nuriootpa.

The Plan highlights the need for the Council to retain its existing composition, in for not only strategic decision making purposes for these developments, but also to ensure appropriate and responsive representation for the increased population.

7.4 Communities of Interest

Communities of interest are factors relevant to the physical, economic and social environment, and include consideration and analysis of:

- neighbourhood communities;
- history/heritage of the Council area and communities;
- sporting facilities;
- community support services;
- recreation and leisure services and centres;
- retail and shopping centres;
- industrial and economic development; and
- environmental and geographic areas of interest.

Local knowledge is always the best tool to identify and determine communities of interest, along with development characteristics of the Council area.

7.5 Topography

The Barossa Council covers 912 km², extending from Nuriootpa and Stockwell in the north and Moculta, Eden Valley and Springton in the east, Williamstown and Mount Pleasant in the south, and Sandy Creek, Cockatoo Valley and Kalbeeba (near Gawler) in the west.

The area includes the Barossa Valley floor, the Barossa Range, and the Flaxman Valley, encompassing parts of the catchments of the North Para River, South Para River, River Torrens and Marne River. The topography varies from the gently sloping plains of the Barossa Valley floor through the more undulating Flaxman Valley and upper Torrens Valley to the steeper more elevated areas of the Barossa Range and Mount Crawford.

The topography of the City is not a primary factor in the Council's decision to maintain a no Ward structure, Members consider the accessibility of the Council area supports such a structure.

7.6 Communication

The Council considers the retention of the existing level of representation will continue to provide adequate and proven lines of communication between the elected member body of Council and the community, and the size of the Council area is not prohibitive to effective representation.

7.7 Adequate and Fair Representation

For the reasons set out above in this Review Report, the Council is confident that its proposed representation composition and structure will continue to:

- provide an adequate number of Councillors to manage and meet the demands of its community and give effect to its representative role under the Act;
- provide an appropriate level of elector representation for local areas;
- maintain desired diversity in the skill set, experience and expertise of the elected member body; and
- ensure adequate lines of communication between the community and the Council.

7.8 Section 26 of the Act

Section 26(1)(c) of the Act requires that a number of broader principles are taken into account during the Review process, including:

- the desirability of avoiding significant divisions within the community;
- proposed changes should, wherever practicable, benefit ratepayers;
- a council having a sufficient resource base to fulfil its functions fairly, effectively and efficiently;
- a council should offer its community a reasonable range of services delivered efficiently, flexibly, equitably and on a responsive basis;
- a council should reflect communities of interest of an economic, recreational, social, regional or other kind, and be consistent with community structures, values, expectations and aspirations;
- ensure that local communities can participate effectively in decisions about local matters; and
- residents should receive adequate and fair representation within the local government system, while over-representation in comparison with Councils of a similar size and type should be avoided (at least in the longer term).

The proposed adopted composition and structure of the Council's elected representation is considered to comply with these legislative provisions, specifically in:

- ensuring there are a sufficient number of Councillors to undertake their representative roles fairly, effectively and efficiently;
- little to no detrimental impact upon ratepayers and/or existing communities of interest;
- continuing to provide adequate and fair representation to all electors;

- ensuring that communities, through its elected representation, can participate in decision making; and
- compares favourably with the composition and elector ratios of other Councils of a similar size (in terms of elector numbers) and characteristics.

8 CONCLUSION

This Final Representation Review Report has been prepared to:

- provide information to the ECSA on the process undertaken by the Council in conducting its Representation Review;
- set out the rationale for selecting the proposed composition and structure;
- set out the feedback received from interested persons as part of the public consultation process; and
- to submit to the ECSA for certification.

8.1 Preferred Composition and Structure

At its meeting of [DATE], the Council adopted the structure and composition set out in this Representation Review Report, proposing as follows:

- the name of the Council remains unchanged;
- that the Council area not be divided into Wards;
- 11 Area Councillors elected from the Council area as a whole; and
- a Mayor elected by electors from the whole Council area.

A copy of the Agenda report and relevant page of the Minutes from the Council Meeting of [DATE] are **Appendix 7**.

8.2 Referral

This Report is now referred to the ECSA under section 12(11) and (12) of the Act for certification.

KELLEDY JONES LAWYERS

7 January 2024

APPENDICES

Kelley Jones

APPENDIX 1

No. 58 p. 3796

THE SOUTH AUSTRALIAN GOVERNMENT GAZETTE

9 July 2020

LOCAL GOVERNMENT ACT 1999

NOTICE OF DETERMINATION OF RELEVANT PERIOD

Review of Council Compositions and Wards

Pursuant to section 12(4) of the *Local Government Act 1999* and Regulation 4 of the *Local Government (General) Regulations 2013*, I, Stephan Karl Knoll, Minister for Transport, Infrastructure and Local Government in the state of South Australia, hereby revoke the Notice of Determination of Relevant Period published in the *Government Gazette* on 1 August 2019, pages 2883 to 2885 (inclusive) and determine the relevant period for the next review of council compositions and wards, to be the date as contained in the table listed hereunder.

Council	Last Review	Next Review Period
Adelaide	19/11/2013	June 2020–October 2021
Adelaide Plains	26/11/2013	June 2020–October 2021
Alexandrina	26/11/2013	June 2020–October 2021
Burnside	8/01/2013	June 2020–October 2021
Charles Sturt	5/09/2013	June 2020–October 2021
Coorong	18/09/2013	June 2020–October 2021
Flinders Ranges Council	14/05/2013	June 2020–October 2021
Goyder	16/08/2013	June 2020–October 2021
Light	14/11/2013	June 2020–October 2021
Marion	27/11/2013	June 2020–October 2021
Mid Murray	05/11/2013	June 2020–October 2021
Mitcham	12/11/2013	June 2020–October 2021
Mount Remarkable	29/11/2013	June 2020–October 2021
Murray Bridge	8/07/2013	June 2020–October 2021
Robe	18/09/2013	June 2020–October 2021
Unley	19/08/2013	June 2020–October 2021
Elliston	14/11/2013	October 2020–October 2021
Franklin Harbour	9/07/2013	October 2020–October 2021
Gawler	26/11/2013	October 2020–October 2021
Holdfast Bay	5/11/2013	October 2020–October 2021
Mount Barker	26/08/2013	October 2020–October 2021
Port Pirie	05/11/2013	October 2020–October 2021
Prospect	28/11/2013	October 2020–October 2021
Streaky Bay	28/11/2013	October 2020–October 2021
Tatiara	05/11/2013	October 2020–October 2021
Tumby Bay	12/11/2013	October 2020–October 2021
Wakefield Regional	26/11/2013	October 2020–October 2021
Wattle Range	26/08/2013	October 2020–October 2021
West Torrens	06/11/2013	October 2020–October 2021
Wudinna	26/08/2013	October 2020–October 2021
Yorke Peninsula	19/11/2013	October 2020–October 2021
Adelaide Hills	30/11/2017	April 2024–April 2025
Barossa	1/05/2017	April 2024–April 2025
Berri Barmera	29/06/2017	April 2024–April 2025
Campbelltown	1/05/2017	April 2024–April 2025
Clare & Gilbert Valleys	7/07/2017	April 2024–April 2025
Grant	8/05/2017	April 2024–April 2025
Kangaroo Island	14/02/2017	April 2024–April 2025
Kimba	5/06/2017	April 2024–April 2025
Mount Gambier	1/05/2017	April 2024–April 2025
Northern Areas	21/08/2017	April 2024–April 2025
Norwood, Payneham & St Peters	31/08/2017	April 2024–April 2025
Onkaparinga	7/12/2017	April 2024–April 2025
Playford	16/10/2017	April 2024–April 2025
Port Adelaide Enfield	3/07/2017	April 2024–April 2025
Port Lincoln	6/04/2017	April 2024–April 2025
Salisbury	21/11/2017	April 2024–April 2025
Southern Mallee	1/06/2017	April 2024–April 2025
Victor Harbor	27/07/2017	April 2024–April 2025
Yankalilla	27/07/2017	April 2024–April 2025
Barunga West	31/07/2017	October 2024–October 2025
Ceduna	5/10/2017	October 2024–October 2025
Cleve	26/10/2017	October 2024–October 2025
Cooper Pedy	21/11/2017	October 2024–October 2025
Copper Coast	3/10/2017	October 2024–October 2025
Karoonda East Murray	6/11/2017	October 2024–October 2025
Kingston	4/09/2017	October 2024–October 2025
Lower Eyre Peninsula	26/10/2017	October 2024–October 2025
Loxton Waikerie	31/07/2017	October 2024–October 2025
Naracoorte Lucindale	4/09/2017	October 2024–October 2025
Orroroo Carrieton	6/11/2017	October 2024–October 2025
Peterborough	15/12/2017	October 2024–October 2025
Port Augusta	3/10/2017	October 2024–October 2025
Renmark Paringa	3/10/2017	October 2024–October 2025
Tea Tree Gully	28/11/2017	October 2024–October 2025
Walkerville	26/10/2017	October 2024–October 2025
Whyalla	21/11/2017	October 2024–October 2025

Dated: 7 July 2020

HON STEPHAN KNOLL MP
Minister for Transport, Infrastructure and Local Government
Minister for Planning

Kelley Jones

APPENDIX 2

2024/178

8.1.2 ELECTOR REPRESENTATION REVIEW 2024-25
24/29279

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 so as to appoint a qualified consultant to undertake the Representation Review 2024-25 on behalf of Council and that it assess and appoint the consultant who will be appointed under the quotation processes issued to the market requiring maintenance of confidential tender pricing information.

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.

MOVED Cr Preece

That Council:

- (1) Under the provisions of Section 90(2) of the *Local Government Act 1999*, make an order that the public be excluded from the meeting with the exception of the Chief Executive Officer, Director Corporate Services and Business Innovation, Director Development and Community Services, Director Infrastructure and Environmental Service and the Minute Secretary, in order to consider in confidence a report relating to being information that must be considered in confidence pursuant to:

Section 90(3)(k) of the Local Government Act 1999:

- tenders for the supply of goods, the provision of services or the carrying out of works;

- (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 so as to appoint a qualified consultant to undertake the Representation Review 2024-25 on behalf of Council and that it assess and appoint the consultant who will be appointed under the quotation processes issued to the market requiring maintenance of confidential tender pricing information.

SECONDED Cr de Vries

CARRIED 2022-26/404

The meeting moved into confidence at 7.08pm

2024/179

MOVED Cr de Vries

That Council:

- (1) Council Resolution
- (2) Council Resolution
- (3) Council Resolution
- (4) Having considered this matter in confidence under Sections 90(2) and 90(3)(h) and (i) of the *Local Government Act 1999*, makes an order pursuant to Section 91(7), that the minutes, agenda report and attachments and minutes relating to this confidentiality order of the Confidential Council Meeting held on 19 March 2024 in relation to item 8.1.2 - Elector Representation Review 2024-25 be kept confidential and not available for public inspection and authorise the Chief Executive Officer to review and revoke the order.

SECONDED Cr Hurn**CARRIED CO 2022-26/405***Resumption of open council meeting at 7.09pm***8.2 Infrastructure and Environment Services****8.2.1 NURIOOTPA CWMS TREATMENT PLANT UPGRADE - TENDER**
24/28861

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 the disclosure would unreasonably expose commercial in confidence information provided by tenderers through the tender process for the Tender T0235/2023 - Nuriootpa CWMS Treatment Plant Upgrade-and the Council Report, attachments and associated documentation; and the disclosure would give an unfair advantage to a person with whom Council proposes to do business.

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.

Kelley Jones

APPENDIX 3

2024/518

6.12 Williamstown Queen Victoria Jubilee Park - Tabling of Report and alerting to future consideration needs relating to safety

6.13 State Development Coordination and Facilitation Bill

7. DEBATE REPORTS

7.1 Office of the Mayor and CEO

7.1.1 REPRESENTATION REVIEW 2024/25 - OPTIONS PAPER 24/88916

MOVED Cr Angas

That Council endorse the draft Representation Report, as set out in [Attachment 1](#) to go out to public consultation as per Council's Public Consultation Policy.

SECONDED Cr de Vries

CARRIED 2022-26/535

PURPOSE

This report provides the opportunity for Council to consider the Draft Representation Report. The report also seeks Council's approval for the Draft Representation Report to go out for public consultation as required under section 12 of the Local Government Act 1999 (the Act).

REPORT

Introduction

Councils in South Australia are required to undertake regular reviews of their elector representation arrangements (Representation Review).

A representation review is held to determine whether a Council would benefit from a change to its composition or ward structure. The Act sets out the requirements for a representation review and each Council must manage the representation review in the context of the prescribed process.

A prescribed review must comprehensively examine:

- all aspects of the composition of the council, and
- the potential division of the council area into wards, or the abolishment of existing wards, and
- a notice under this section may also change the name of a council.

2024/519

The process includes:

- o initiating the preparation of a representation options paper
- o detailed public consultation processes
- o preparing a report on the public consultation and council's response to the issues arising from the written submissions
- o providing a final representation review report to the Electoral Commissioner.

A Council must undertake a reviewed once in every eight years in accordance with the published schedule.

The Barossa Council (Council) undertook its last Representation Review during the period April 2016 to April 2017.

On 1 August 2019, the Minister for Local Government gazetted a schedule of dates by which Councils are to commence and complete their next Elector Representation Review. The Barossa Council is required to undertake their review from April 2024 – April 2025.

Discussion

On the 19 March 2024 Council meeting, Council engaged Kelledy Jones Lawyers to undertake the Representation Review and prepare an 'Options Paper'.

The Options Paper provided the following options for consideration as to the Council's composition and structure:

This Review Report has been prepared to:

- provide information on the process undertaken by the Council in conducting its Representation Review;
- set out the rationale for selecting the proposed composition and structure;
- seek feedback from interested persons as part of the public consultation process.

Preferred Composition Structure

The Council proposes as follows with respect to composition and structure on this Review:

- the name of the Council remains unchanged;
- the Council area remains undivided, that is, no Wards are to be created;
- the elected body of the Council to continue to comprise a total of 11 Area Councillors, elected from the Council area as a whole; and
- a Mayor elected from the Council area as a whole.

Summary and Conclusion

Council is now asked to endorse the Draft Representation Review – Options Paper for public consultation.

2024/520

Following which, the Council will receive and take into account the outcomes of the consultation, in determining its proposed representation and composition, for submission to the ECSA, requesting an exemption certificate.

Submissions can be made via:

- completing the feedback form online at <https://yoursay.barossa.sa.gov.au/>
- or collecting a copy from a Customer Service office located at 43-51 Tanunda Road, Nuriootpa.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1	Representation Review Report - Oct 2024 - Kelledy Jones 
Attachment 2	Representation Review Report - Appendix 1 - Oct 2024 - Kelledy Jones 
Attachment 3	Representation Review Report - Appendix 2 - Oct 2024 - Kelledy Jones 

Supporting references

[Public-Consultation-Policy.pdf \(barossa.sa.gov.au\)](#)

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTSCorporate 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 - Division 2—Powers of councils and representation reviews

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Costs associated with advertising in the local newspaper and the costs for the required independent support both these items have been budgeted.

COMMUNITY ENGAGEMENT

A period of public consultation will be conducted in accordance with Council's Public Consultation Policy.

Engagement methods are to include Council's yoursay.barossa.sa.gov.au consultation platform, Council website, a Public Notice in a local newspaper, hard copy documents at Council offices and social media posts inviting responses from the community. Interested residents, community groups and industry bodies will be invited to submit their feedback during the consultation period.

Kelley Jones

APPENDIX 4

THE BAROSSA COUNCIL PUBLIC CONSULTATION POLICY



1.	Purpose
1.	The purpose of this Policy is to ensure that The Barossa Council ("Council") meets its legislative obligations in regard to public consultation by: - Using appropriate and cost effective methods which are relevant to the specific circumstances of each consultation topic - Informing and involving the local community, key stakeholders and interested parties - Using feedback to enhance decision making.
2.	Scope
2.1	This Policy applies to Elected Members sitting as the Elected Body, Council Employees, contractors, agents and consultants acting on behalf of Council.
2.2	Where there are legislative requirements for consultation under other legislation applicable to Council, such as the <i>Development Act 1993</i> or <i>Freedom of Information Act 1991</i> , these specific processes take precedence over this Policy, should there be any inconsistency.
2.3	The Chief Executive Officer is responsible for the implementation of this Policy, establishing the consultation level, reporting outcomes of the consultations to Council, reviewing the Policy, and determining elements within the supporting process.
3.	Policy Statement
3.1	Council is committed to open, accountable and responsive decision making, which is informed by public consultation.
3.2	In carrying out its consultation processes, Council applies the following principles: - Council decision making will be informed, transparent and accountable. - Members of the community have a right to be informed about issues affecting their area and their lives and to influence Council's decisions about these issues. - Community interest will vary depending on the issue and the number of people affected, and Council's level of consultation will reflect this. - Community involvement in Council decision making should result in greater confidence in the Council and responsive decision making.
3.3	The preparation and adoption of this Policy fulfils Council's obligations under section 50(1) of the <i>Local Government Act 1999</i> ("the Act"). Section 50 provides that: - Council <i>must</i> set out the steps that it will follow in cases where the Act requires consultation on a matter, and - Council <i>may</i> set out the steps that it will follow in other cases involving its decision making.



Approval date:
19/07/2022

Review date:
1/06/2024

Approved by: Council
Council Minute Book Ref: 2018-22/800

Ref:
13/16094*

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3.4 Council has the following obligations where it is required by the Act to follow its Public Consultation Policy:

- Council must provide interested persons with a reasonable opportunity to make submissions regarding relevant matters;
- Council where required under the Act shall provide opportunity to present at a public meeting or formal meeting of Council;
- Council must publish a notice in a newspaper circulating in the area and on its website, describing the matter under consideration and invite interested persons to make submissions within a period (which must be at least 21 days) stated in the notice; and
- Council must consider any submission received from the public during the prescribed consultation period.

3.5 **Specified consultation requirements**

Council is also required by the Act to undertake particular types and levels of minimum consultation in relation to the following issues (except where an exemption is provided for in the Act such as a minor variation):

- Carrying out representation reviews (section 12(5))
- Considering a change of status of Council or name change (section 13)
- Determining the manner, places and times of its principal office (section 45) –
- Carrying out commercial activities - Prudential Arrangements (section 48)
- Adopting or varying a public consultation policy (section 50)
- Altering the Code of Practice relating to the principles, policies and processes that Council will apply to enable public access to Council and Committee Meetings, their minutes and release of documents (section 92)
- Adopting Strategic Management Plans (section 122)
- Annual Business Plans (section 123) –
- Excluding land from classification as community land (section 193)
- Revoking the classification as community land (section 194)
- Adopting, amending or revoking a management plan for community land (section 197)
- Amending or revoking a management plan for community land (section 198)
- Alienating of community land where the management plan does not allow it (section 202)
- Alienating roads (section 223)
- Planting vegetation where it will have a significant impact on residents, the proprietors or nearby residents (section 232)
- Making Bylaws (section 249)
- Making Orders (section 259)

3.6 Council may undertake additional consultation and community engagement on general or specific matters of interest to the community or specific stakeholders of the community e.g. changes to road names, proposal to remove a tree, road construction projects not covered by section 223 of the Act, or investment in particular projects. The level of consultation should be, at a minimum, in accordance with clause 3.4 above.

3.7 At Council's discretion, depending on the matter under consideration, the resources available to Council and the level of interest the matter is anticipated to generate, other consultation and engagement methods may include:

- Publication in a regular newsletter
- Letters to residents and other stakeholders



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- Other direct mail publications or letterbox drops, as appropriate
- Advertising in media outlets as deemed appropriate
- Media releases to appropriate media outlets and community groups
- Community forums and stakeholder meetings.
- Direct consultation with community representative groups
- Active and passive use of Council's website and social media
- On-line engagement portal
- Use of a community email database
- Customer Surveys
- Fixed displays, e.g. community notice boards
- Community group representations to Council workshops

Whichever consultation method(s) is/are selected, Council is committed to ensure that all possible stakeholders are provided the opportunity to engage in consultation processes to provide comment to Council on matters being considered.

- 3.8 Council may, from time to time, alter this Policy or substitute a new policy. In the instance that any significant changes are being proposed to the public, Council must submit the proposal to a public consultation process as described in clause 3.5 above. In the event that the Council deems that the alteration is of only minor significance and would attract little (or no) community interest, no consultation is required.
- 3.9 After consideration of community feedback, the final decision on any matter before Council rests with Council.
- 3.10 Those parties aggrieved by a decision of the Council are entitled to lodge a request for review under Council's *Internal Review of Council Decisions Policy* or lodge a complaint with the Ombudsman or Office of Public Integrity.

4. Supporting Processes and Documents

All consultation processes are prescribed within the Local Government Act as per clauses 3.5 - 3.7 above.

5. Related Policies

Internal Review of Council Decisions Policy

6. Legislation and References

Local Government Act 1999, section 50
 Local Government Association's Model Public Consultation Policy
 Local Government Association's Community Engagement Handbook
 Public Access and Public Consultation Notice (No 2) 2020 (Notice No 2)

7. Review

This Policy will be reviewed by [the Council in consultation with the relevant stakeholders, within four years or more frequently if legislation or Council's need changes.

8. Further Information

- 8.1. This Policy is available on Council's website at www.barossa.sa.gov.au. It can also be viewed electronically at Council's principal office at 43-51 Tanunda Road, Nuriootpa and all Council branches, during ordinary business hours. A copy of this Policy can be obtained at those venues upon payment of a fixed fee.
- 8.2. Complaints regarding this Policy or its application can be made to the Customer Service team on 8563 8444 or barossa@barossa.sa.gov.au at first instance, who will



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refer you to the most appropriate officer according to Council's *Customer Service Policy* (see clause 8.1 above for availability).

9. Document Control

Community Plan Link:		2.8 Provide opportunities for the community to participate in local decision-making.			
Document Owner:	Chief Executive Officer			Document Control Officer:	Governance Advisor
Consultation Rating:	N/A	Audience:	External	Next Review Date:	1/06/2024
Version history					
Version No.	Date		Description of Change		
5.0	19/7/2022		Removal of COVID-19 Pandemic legislative changes no longer applicable from 21 June 2022.		
4.0	19/05/2020		Policy updated to incorporate the <i>Public Access and Public Consultation Notice (No 2) 2020</i> , issued by the Minister for Transport, Infrastructure and Local Government pursuant to section 302B of the <i>Local Government Act 1999</i> in response to the COVID-19 public health emergency		
3.0	26/09/2016		Significant re-work of policy due to amendments from the <i>Local Government (Accountability and Governance) Amendment Act 2015</i>		
2.0	16/04/2013		Policy was significantly updated to provide details of requirements and occasions when Council must follow its Policy and where there are specific alternate processes.		
1.0	16/03/2010		New Policy		

10. Definitions	
Community Engagement	To involve the community in the decision making processes of Council through informing, consulting, involving and collaborating.
Employee	All full-time, part-time and casual employees of The Barossa Council including trainees and on-hire employees.
Public Consultation	Two way communications between Council and the community designed to obtain public feedback about ideas on rationale, alternatives and proposals to inform decision making.



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Kelley Jones

APPENDIX 5

BAROSSA COUNCIL

Review of Elector Representation

NOTICE is hereby given that The Barossa Council is undertaking a review to determine whether a change of arrangements is required in respect to elector representation, to ensure the electors of the area are being adequately and fairly represented.

Pursuant to the provisions of Section 12(7) of the *Local Government Act 1999*, notice is hereby given that Council has prepared a Representation Review Report that:

- examines the advantages and disadvantages of the various arrangements available to the Council in regard to its future composition and structure; and
- sets out the proposal that the Council considers should be carried into effect from polling day of the next Local Government Periodic Elections, proposed to be held in November in 2026.

A copy of the Representation Review Report is available on the Council's website (www.barossa.sa.gov.au) or a copy can be inspected or obtained at the Council's Principal Office at 43-51 Tanunda Road, Nuriootpa.

Written submissions are invited from interested persons and should be directed to the Chief Executive Officer, P.O. Box 867, Nuriootpa, SA 5355, or emailed to barossa@barossa.sa.gov.au, to be received by 5:00pm on Friday 6 December 2024.

Further information regarding the Elector Representation Review can be obtained by email at barossa@barossa.sa.gov.au.

Dated 14 November 2024

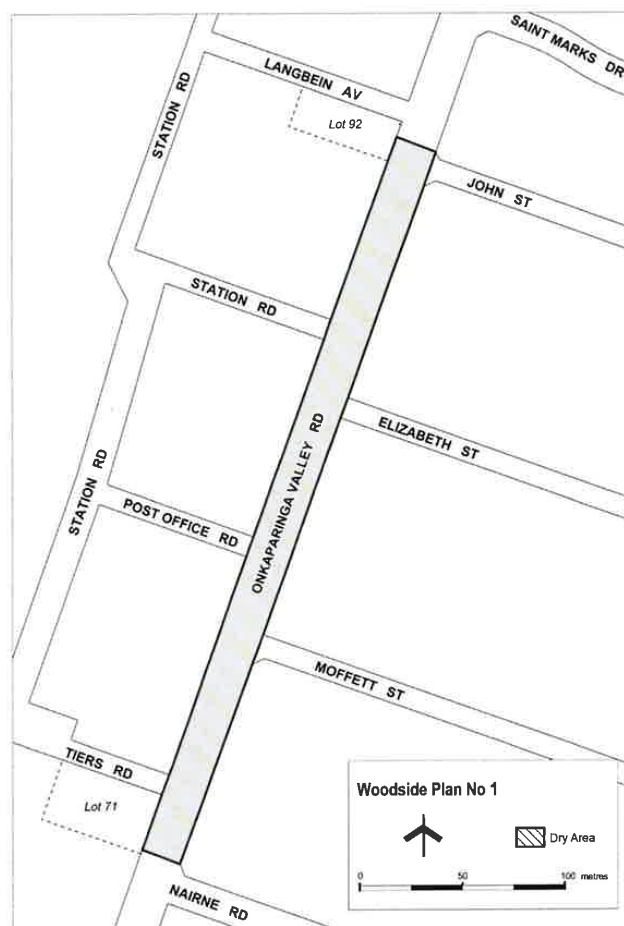
Martin McCarthy

Chief Executive Officer

No. 75 p. 4208

THE SOUTH AUSTRALIAN GOVERNMENT GAZETTE

14 November 2024



Dated: 14 November 2024

GREG GEORGOPOULOS
Chief Executive Officer

BAROSSA COUNCIL

Review of Elector Representation

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Further information regarding the Elector Representation Review can be obtained by email at barossa@barossa.sa.gov.au.

Dated: 14 November 2024

MARTIN MCCARTHY
Chief Executive Officer

NOTICE FOR NEWSPAPER**2024/25 Representation Review**

Every relevant period, South Australian councils are required to undertake a Representation Review to determine whether the community would benefit from an alteration to the council's composition or ward structure.

The Barossa Council is currently undertaking such a Review.

Pursuant to section 12(5) and (6) of the *Local Government Act 1999*, the Council has initiated the preparation of a Representation Review Report, examining the advantages and disadvantages of various options available to it regarding its composition and structure, setting out the proposal the Council considers should be carried into effect.

Visit yoursay.barossa.sa.gov.au to learn more about the Review process and to access a copy of the Representation Review Report.

Feedback is now sought from interested persons as part of the Review process, which can be provided in the following ways:

- completing a survey online at yoursay.barossa.sa.gov.au
- posting a written submission marked to the attention of the Chief Executive Officer, PO Box 867, Nuriootpa, SA 5355; or
- emailing barossa@barossa.sa.gov.au

All feedback must be received by 5pm on Friday 6 December 2024.

For more information, contact the Barossa Council by telephone on (08) 8563 8444 or by email at barossa@barossa.sa.gov.au.

Martin McCarthy, Chief Executive Officer



2024/25 Representation Review

Every relevant period, South Australian councils are required to undertake a Representation Review to determine whether the community would benefit from an alteration to the council's composition or ward structure.

The Barossa Council is currently undertaking such a Review.

Pursuant to section 12(5) and (6) of the Local Government Act 1999, the Council has initiated the preparation of a Representation Review Report, examining the advantages and disadvantages of various options available to it regarding its composition and structure, settling out the proposal the Council considers should be carried into effect.

Visit yoursay.barossa.sa.gov.au to learn more about the Review process and to access a copy of the Representation Review Report.

Feedback is now sought from interested persons as part of the Review process, which can be provided in the following ways:

- completing a survey online at yoursay.barossa.sa.gov.au
- posting a written submission marked to the attention of the Chief Executive Officer, PO Box 867, Nuriootpa, SA 5355; or
- emailing barossa@barossa.sa.gov.au

All feedback must be received by 5pm on Friday 6 December 2024.

For more information contact Council by telephone on (08) 8563 8444 or email barossa@barossa.sa.gov.au

Martin McCarthy
Chief Executive Officer

#M2722

Public Consultation

2024/25 Representation Review

The Barossa Council invites interested persons to provide feedback as part of its Representation Review process.

Background

Approximately every eight (8) years, South Australian councils are required to undertake a Representation Review to determine whether the community would benefit from an alteration to the Council's composition or ward structure.

The Barossa Council completed its last Representation Review in May 2017, the outcome of which took effect following the Local Government Elections in 2018.

Any changes to the Council's structure and composition arising from the current Representation Review process will take effect from the next periodic Local Government Elections, currently set for November 2026.

At its meeting of 15 October 2024, the Council adopted a Representation Review Report, setting out its proposed composition and ward structure for that next period.

The Barossa Council is currently comprised of the Mayor and eleven (11) Council Members, each of which are elected by the electors of the area as a whole. The Council proposes to maintain this structure and composition.

The Council now seeks the views and feedback of any interested persons regarding the Council's proposed representation structure and composition.

Have Your Say

The Representation Review Report can be viewed at The Barossa Council's Principal Office at 43-51 Tanunda Road, Nuriootpa during business hours; or online at barossa.sa.gov.au.

Written submissions should be addressed to the Chief Executive Officer, The Barossa Council, PO Box 867, Nuriootpa SA 5355 or by email to barossa@barossa.sa.gov.au or at yoursay.barossa.sa.gov.au

All feedback must be received by 5pm on Friday 6 December 2024.

Next Steps

Following the conclusion of the public consultation process, the Council will receive and take into account submissions received, in determining its final proposed representation structure and composition.

The Final Representation Review Report will then be submitted to the Electoral Commissioner SA, inclusive of the consultation results, for final approval.

More Information

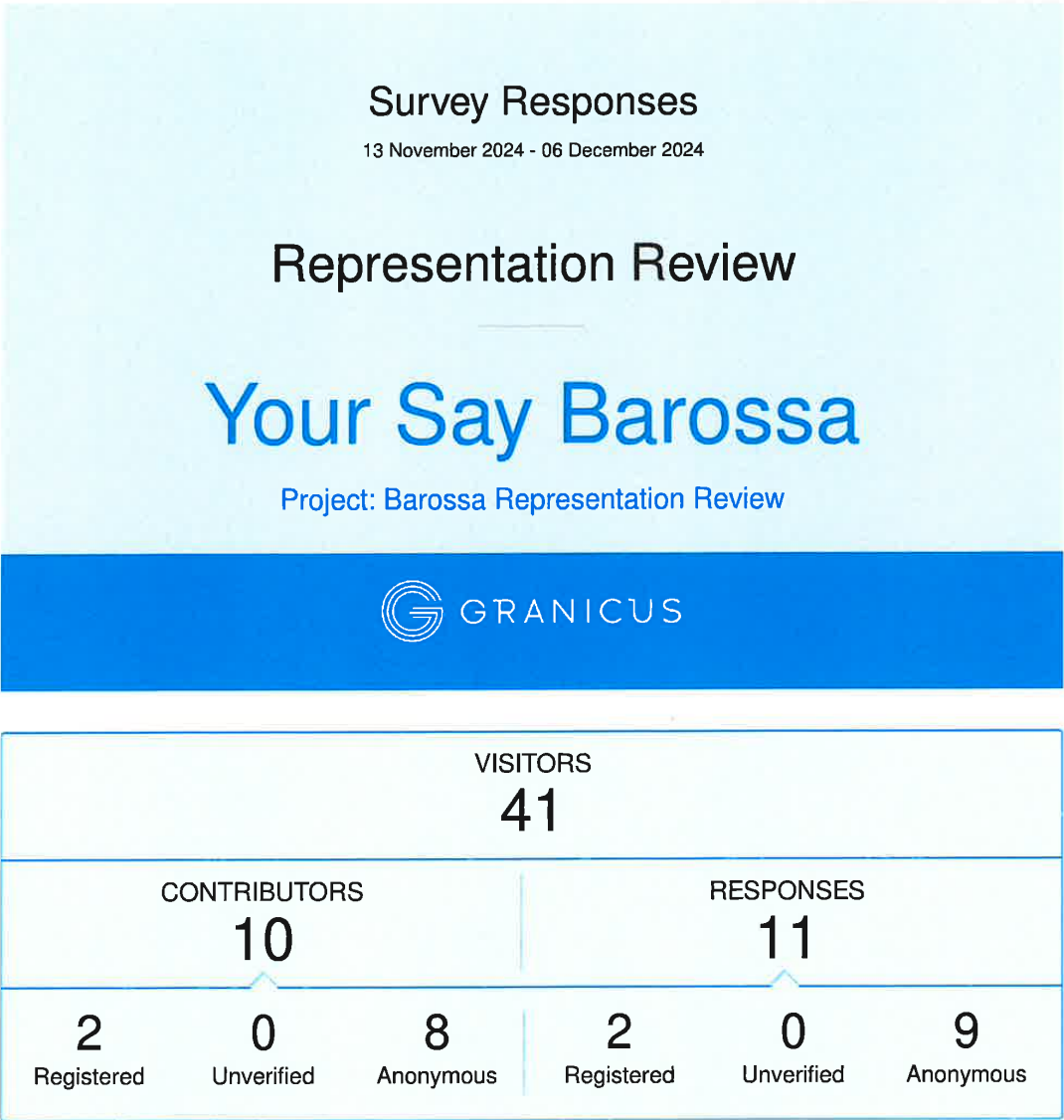
Contact the Council at barossa@barossa.sa.gov.au or (08) 8563 8444 if you have any questions.

(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



Kelley Jones

APPENDIX 6





Respondent No: 1

Login: Anonymous

Email: n/a

Responded At: Nov 14, 2024 05:31:37 am

Last Seen: Nov 14, 2024 05:31:37 am

IP Address: n/a

Q1. Provide feedback on The Barossa Council's Representation Review.

N



Respondent No: 2

Login: Anonymous

Email: n/a

Responded At: Nov 16, 2024 12:24:14 pm

Last Seen: Nov 16, 2024 12:24:14 pm

IP Address: n/a

Q1. Provide feedback on The Barossa Council's Representation Review.

Do you actually want feedback because this is rubbish



Respondent No: 3
Login: Anonymous
Email: n/a

Responded At: Nov 16, 2024 18:23:51 pm
Last Seen: Nov 16, 2024 18:23:51 pm
IP Address: n/a

Q1. Provide feedback on The Barossa Council's Representation Review.

Why does the council approve such ugly housing developments? On Menge rd you have 2 developments both with access and exit on Menge rd, the latest on closer to Magnolia rd is very close to a super busy intersection at school time, whoever approved that has no idea about the amount of congestion that happens every school day, you people panda to the local real estate people who only care about their wallet, Fucked really



Respondent No: 4
Login: Anonymous
Email: n/a

Responded At: Nov 19, 2024 19:16:06 pm
Last Seen: Nov 19, 2024 19:16:06 pm
IP Address: n/a

Q1. Provide feedback on The Barossa Council's Representation Review.

My view from working across many Councils with many Elected bodies is that The Barossa Council should comprise of 9 Elected Members and a Mayor. I believe in retaining area councillors NOT wards and I currently witness those Elected Members who want wards, only want what's best for their own towns and not the wider areas. It can result in poor resolutions of Council.

**Respondent No:** 5**Login:** Anonymous**Email:** n/a**Responded At:** Nov 20, 2024 21:28:08 pm**Last Seen:** Nov 20, 2024 21:28:08 pm**IP Address:** n/a**Q1. Provide feedback on The Barossa Council's Representation Review.**

Submission to the Barossa Council Representation Review 2024/25 To: Chief Executive Officer, The Barossa Council PO Box 867, Nuriootpa, SA 5355 Email: barossa@barossa.sa.gov.au

Introduction I, Joseph Mark Betros, of Unit 2/87 Gilbert Street, Lyndoch, as a community member and advocate for balanced representation, submit this response to the Barossa Council Representation Review Report for 2024/25. My feedback is provided in the context of my experience as a resident, Non-Executive Board Member at Wirraminna Care Inc, mentor to youth, and my engagement in community-focused activities like horticultural advocacy and local development issues. This submission addresses key elements of the proposed structure and composition, emphasizing adequate and fair representation, community inclusiveness, and governance efficiency.

Endorsement of Retained Structure I support the Council's recommendation to retain the current structure comprising a Mayor and 11 Area Councillors, elected at large, for the following reasons: 1. Continuity and Stability: Retaining the existing structure ensures uninterrupted governance and provides consistency for residents and stakeholders. The current model has demonstrated the ability to effectively meet community needs. 2. Representation Ratios: With 19,397 electors represented by 11 Councillors, the current ratio (1:1,763) aligns well with similar councils. This structure balances workload and representation while ensuring decision-making inclusivity. 3. Development and Demographics: The Barossa region is experiencing growth through urban development in areas like Concordia and Nuriootpa. Maintaining the current representation allows for balanced decision-making to manage this growth responsibly.

Recommendation Against Ward Structure I agree with the Council's decision to avoid introducing a ward structure for these reasons: 1. Flexibility in Representation: The at-large election model encourages Councillors to represent the entire community rather than specific areas. This holistic approach avoids potential parochialism and promotes broader community interests. 2. Cost Efficiency: The no-ward structure eliminates the need for boundary reviews and adjustments due to population shifts, thus saving administrative costs. 3. Accessibility: The existing system allows all residents to approach any Councillor, fostering openness and reducing barriers to communication.

Community Inclusion and Participation While I endorse the proposed structure, there are areas where the Council can enhance its inclusiveness and community participation: 1. Diverse Representation: The increasing cultural diversity within the Barossa region, as highlighted by Census data, underscores the need for diverse voices on the Council. Proactive efforts, such as community workshops or outreach programs, could encourage candidates from underrepresented groups to run for office. 2. Youth Engagement: As a mentor to youth, I recognize the value of empowering younger residents. Council initiatives targeting youth participation in decision-making processes could bridge generational gaps and align governance with emerging needs.

Community Engagement in Decision-Making To further strengthen the relationship between the Council and its constituents, I propose: 1. Enhanced Communication: In addition to traditional methods, leveraging social media and digital platforms can improve public awareness of Council activities and encourage more feedback. 2. Consultation Accessibility: While the Council's online consultation tools are commendable, providing physical feedback options at libraries or community centers could engage residents less familiar with digital platforms.

Conclusion The Barossa Council's proposed structure and composition strike a reasonable balance between representation and governance efficiency. I appreciate the Council's effort to engage the community in this process and am confident that with ongoing enhancements in inclusiveness and communication, this model will continue to serve the region effectively. Thank you for considering this submission. Please do not hesitate to contact me at mark.betros@outlook.com for further clarification or to discuss these points in more detail.

Thank you and Kind Regards, J Mark Betros mob: 0411 176 799 eMail mark.betros@outlook.com Address: Unit 2/87 Gilbert Street, Lyndoch



Respondent No: 6
Login: Anonymous
Email: n/a

Responded At: Nov 23, 2024 03:10:18 am
Last Seen: Nov 23, 2024 03:10:18 am
IP Address: n/a

Q1. Provide feedback on The Barossa Council's Representation Review.

Yes

**Respondent No:** 7**Login:** ozpendragon**Email:** mattycat@gmail.com**Responded At:** Nov 27, 2024 22:04:44 pm**Last Seen:** Nov 27, 2024 11:24:51 am**IP Address:** 14.203.50.8**Q1. Provide feedback on The Barossa Council's Representation Review.**

I respectfully submit that the election of councillors from the general area disadvantages the representation of smaller town communities. It leads to a generalised focus without connecting with local community groups in any meaningful way. Real representation would arise from a system that ensured all smaller towns and villages had a councillor. Communities would benefit from local projects that would grow the valley in general, buses that connect all towns, bike trails that follow all old train routes, right up to Stockwell and Mt Pleasant. Preserving history, old stations, the only silos in the valley, local projects that matter. Not flash in the pan football. Let's see a campaign to get a local thinking, forward looking council, with real local vision.



Respondent No: 8

Login: Anonymous

Email: n/a

Responded At: Dec 02, 2024 17:24:22 pm

Last Seen: Dec 02, 2024 17:24:22 pm

IP Address: n/a

Q1. **Provide feedback on The Barossa Council's Representation Review.**

Who actually is responsible for sharing feedback regarding the Northern areas of the Barossa, anything North of Nuriootpa, who is our representative who are the residents and ratepayers of this area able to get feedback and discuss issues with. As a ratepayer in the area we receive no feedback, responses, or visits by any so called ratepayer representative !



Respondent No: 9
Login: Anonymous
Email: n/a

Responded At: Dec 03, 2024 19:27:44 pm
Last Seen: Dec 03, 2024 19:27:44 pm
IP Address: n/a

Q1. Provide feedback on The Barossa Council's Representation Review.

I think the councils representation is lacking in younger members, with all members being at least over 30 years old, and most significantly older than that. I think having at least one young councillor could benefit the community by giving a voice to barossa's youth.



Respondent No: 10

Login: ADorrian

Email: Aidan_dorrian@outlook.co
m

Responded At: Dec 05, 2024 11:40:03 am

Last Seen: Dec 05, 2024 01:01:30 am

IP Address: 144.6.21.219

Q1. Provide feedback on The Barossa Council's Representation Review.

Like that your not changing the proven working structure of Council Representation, ... but, was wondering, with the 11 person representation if decisions are based on a 10 person approval/with 1 dissenter... as in the Cabinet of Israel, where 1 person is actually delegated to present the (or a) alternate view/opposite view, to the proposal on the table? As, I think, it is always helpful to be mindful of limitations to particular projects. Not to say the Project dosen't go forward, it is just argued about, and scrutinised better, ... leading to a better outcome Thank you

**Respondent No:** 11**Login:** Anonymous**Email:** n/a**Responded At:** Dec 05, 2024 12:16:30 pm**Last Seen:** Dec 05, 2024 12:16:30 pm**IP Address:** n/a**Q1. Provide feedback on The Barossa Council's Representation Review.**

The Southern Barossa Alliance Incorporated (SBA) submits the following in response to the public consultation for the Barossa Valley Council Representation Review process. The SBA begins by expressing disappointment that at the Council's meeting of 15 October 2024, the meeting minutes stated that 'Council proposes to continue with its current structure of no Wards, with 11 Area Councillors to be elected from within the Council as a whole'. The Council also stated that 'In making this decision, the Council has considered the arguments regarding the options available to it and feedback from Members overwhelmingly favoured the retention of the no-Ward structure.' Section 26(1)(c) of the Act requires that a number of broader principles are taken into account during the Representation Review process, including the following: • ensure that local communities can participate effectively in decisions about local matters; and • residents should receive adequate and fair representation within the local government system. SBA does not believe the current position taken by the Council meets these requirements. In particular the requirement to participate effectively in decisions about local matters is severely hampered by a Council publicly adopting a position entirely based by 'feedback from Members'. At the least this could be seen as a Council in direct opposition to the spirit of community feedback. At its worst it may be perceived as silencing opposition. While the SBA wishes Council to note its disappointment, it is primarily concerned with the requirement that residents should receive adequate and fair representation within the local government system. The SBA believes that moving to a Ward structure would best achieve this requirement as demonstrated by our neighbouring Councils – Light Regional Council and Mid Murray Council. We live in a world experiencing rapid change and while maintaining the status quo is understandable during such times, it is not desirable in the short or medium term. The SBA believes that the current 11 Area Councillor structure currently disadvantages those residents who live or work outside the two main townships of Nuriootpa and Tanunda and that this disadvantage will become more apparent over the next 10 years. That is one Representative Review away. The Barossa Council Community Plan 2024-2044 projects population growth within the current Council boundary to be just over 27,000, more than doubling the Barossa regional population. A significant proportion of this projected population growth is contributed to by the Concordia Land development (25,000 people residing in Concordia once completed located at the southern end of the Barossa Council boundary). Now is the time for the Council to demonstrate the courage to commit fully to a future Barossa that retains its heritage while actively managing the changes that are inevitable. Making structural changes now gives Council the chance to achieve its Environment, Social and Governance Outcomes as outlined in the Barossa Community Plan 2024-2044. This is the most effective way to put in place strategic long-term plans to best serve residents, ratepayers and the community across the region while also working to maintain what makes the Barossa unique. For these reasons the SBA supports: • the name of the Council remains unchanged • Council area to be divided into 5 Wards (each Ward approximately 3,880 electors) • 10 Ward Councillors, 2 Councillors from each Ward equates to approximately 1 Councillor per 1,900 electors) • a Mayor elected by electors from the whole Council area

Kelley Jones

APPENDIX 7

DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.1 MONTHLY FINANCE REPORT AS AT 31 DECEMBER 2024

Author: Senior Accountant
25/694

PURPOSE

The Monthly Finance Report provides information on the financial position of Council, including notes on material financial trends and transactions.

RECOMMENDATION

That Council receives and notes the Monthly Finance Report as at 31 December 2024 as provided at Attachment 1.

REPORT

The Monthly Finance Report as at 31 December 2024 is attached. The report has been prepared comparing actuals to the original adopted budget 2024/25.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Monthly Finance Report Council December 2024 [!\[\]\(e9474ce1d70442456f8fe9c393ea149c_img.jpg\) !\[\]\(ffe2f3b8164b215a6319685156ac6550_img.jpg\)](#)

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 December 2024

For Year Ending 30 June 2025

	Notes	% Actual Expenditure to Original Budget	Original Budget (Full-Year) \$'000	Revised Budget (Q1) (Full-Year) \$'000	Actual Result (Year-to-Date) \$'000
Uniform Presentation of Finances					
OPERATING ACTIVITIES:					
			<i>Operating</i>		
Operating Income			49,517	50,316	45,423
Less Operating Expenses		46.66%	(49,954)	(50,580)	(23,308)
Operating Surplus / (Deficit)			(437)	(264)	22,115
CAPITAL ACTIVITIES:					
Net Outlays on Existing Assets					
			<i>Capital</i>		
Capital Expenditure on Renewal and Replacement of Existing Assets	2	27.25%	(11,202)	(12,092)	(3,053)
Add back Depreciation, Amortisation & Impairment			10,816	10,816	5,408
Add back Proceeds from Sale of Replaced Assets			368	368	124
Subtotal			(18)	(908)	2,479
Net Outlays on New and Upgraded Assets					
Capital Expenditure on New and Upgraded Assets	2	71.74%	(29,484)	(29,016)	(21,151)
Add back Amounts Received Specifically for New and Upgraded Assets	1		6,725	7,349	3,332
Add back Proceeds from Sale of Surplus Assets			0	0	0
Subtotal			(22,759)	(21,667)	(17,819)
Net Lending/(Borrowing) for the Financial Year					
			(23,214)	(22,839)	6,775
Total % Capital Budget Spent		59.49%			

NOTES

'Lyndoch Rec Park SA Government Contributions - \$11.5M

2) 2024/25 Capital Expenditure to end of December includes:

- The Big Project -Barossa Rugby Park - \$106k
- Drainage \$277k
- Footpaths & Kerbing \$384k
- Sealed Roads \$1.2M
- Lyndoch Rec Park Redevelopment - \$30M
- Nuriootpa Soccer - \$1.4M
- Parks and Gardens - \$253k
- Unsealed Roads - \$928k

DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.2 REVIEW OF PUBLIC CONSULTATION POLICY

**Author: Team Leader Corporate Governance and Information Services
25/1961**

PURPOSE

To seek endorsement for the rolling over of the Public Consultation Policy for 12 months.

RECOMMENDATION

That Council endorse formatting changes to the Public Consultation Policy and roll over the policy for 12 months.

REPORT

Background

Council's Public Consultation Policy was adopted in May 2020 and is now due for review in accordance with periodic review requirements.

Introduction

There are proposed reforms to community engagement provisions within the *Local Government Act 1999* (the Act) which will trigger significant changes to public consultation. A key component of the reforms is the publication of a Community Engagement Charter by the Minister for Local Government which will heavily shape policy provisions for Public Consultation. As a result, Council endorsement is being sought to roll over the current policy for a further 12 months pending the release of reforms.

Discussion

Whilst community engagement changes within the Act have not yet been proclaimed, it is expected within the next 6 to 12 months. The reforms will trigger a comprehensive review of our public consultation policy as there will be new requirements that Council will be required to implement.

Due to the proposed changes, the investment of resources to undertake a full review of the policy now, including a formal consultation process, is considered unnecessary and wasteful. Instead, it is proposed that minor formatting and grammatical changes are made as at Attachment 1, and the remaining policy settings are rolled over for an additional 12 months under Council approval with no public consultation at this time. This approach is consistent with Section 50(7) of the Act in that consultation on the Public Consultation Policy is not required as follows:

"A council is not required to comply with subsection (6) in relation to the alteration of a public consultation policy if the council determines that the alteration is of only minor significance that would attract little (or no) community interest."

Summary and Conclusion

Minor formatting and grammatical changes have been implemented in the Draft Public Consultation Policy, updating the policy to the current template. It is recommended that the policy be rolled over for 12 months as the release of the community engagement provisions under the Act will trigger a comprehensive review.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1 Draft - Public Consultation Policy [↓](#) 

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 50 of the Local Government Act 1999

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil

COMMUNITY ENGAGEMENT

Not recommended as outlined in the report. The policy is due for review and the revision is an administrative tidy up, it does not alter the policy position and can be considered of minor significance.

THE BAROSSA COUNCIL

PUBLIC CONSULTATION POLICY



1 Purpose

- 1.1 The purpose of this Policy is to ensure that The Barossa Council (Council) meets its legislative obligations regarding public consultation by:
- Using appropriate and cost-effective methods which are relevant to the specific circumstances of each consultation topic.
 - Informing and involving the local community, key stakeholders and interested parties.
 - Using feedback to enhance decision making.

2 Scope

- 2.1 This Policy applies to Elected Members sitting as the Elected Body, Council Employees, contractors, agents, and consultants acting on behalf of Council.
- 2.2 Where there are legislative requirements for consultation under other legislation applicable to Council, such as the *Development Act 1993* or *Freedom of Information Act 1991*, these specific processes take precedence over this Policy, should there be any inconsistency.
- 2.3 The Chief Executive Officer is responsible for the implementation of this Policy, establishing the consultation level, reporting outcomes of the consultations to Council, reviewing the Policy, and determining elements within the supporting process.

3 Policy Statement

- 3.1 Council is committed to open, accountable, and responsive decision making, which is informed by public consultation.
- 3.2 In carrying out its consultation processes, Council applies the following principles:
- Council decision making will be informed, transparent and accountable.
 - Members of the community have a right to be informed about issues affecting their area and their lives and to influence Council's decisions about these issues.
 - Community interest will vary depending on the issue and the number of people affected, and Council's level of consultation will reflect this.
 - Community involvement in Council decision making should result in greater confidence in the Council and responsive decision making.
- 3.3 The preparation and adoption of this Policy fulfils Council's obligations under section 50(1) of the *Local Government Act 1999* (the Act). Section 50 provides that:
- Council *must* set out the steps that it will follow in cases where the Act requires consultation on a matter, and
 - Council *may* set out the steps that it will follow in other cases involving its decision making.

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- 3.4 Council has the following obligations where it is required by the Act to follow its Public Consultation Policy:
- Council must provide interested persons with a reasonable opportunity to make submissions regarding relevant matters;
 - Council where required under the Act shall provide opportunity to present at a public meeting or formal meeting of Council;
 - Council must publish a notice in a newspaper circulating in the area and on its website, describing the matter under consideration and invite interested persons to make submissions within a period (which must be at least 21 days) stated in the notice; and
 - Council must consider any submission received from the public during the prescribed consultation period.
- 3.5 **Specified consultation requirements**
- Council is also required by the Act to undertake particular types and levels of minimum consultation in relation to the following issues (except where an exemption is provided for in the Act such as a minor variation):
- Carrying out representation reviews (section 12(5))
 - Considering a change of status of Council or name change (section 13)
 - Determining the manner, places and times of its principal office (section 45) –
 - Carrying out commercial activities - Prudential Arrangements (section 48)
 - Adopting or varying a public consultation policy (section 50)
 - Altering the Code of Practice relating to the principles, policies, and processes that Council will apply to enable public access to Council and Committee Meetings, their minutes and release of documents (section 92)
 - Adopting Strategic Management Plans (section 122)
 - Annual Business Plans (section 123)
 - Excluding land from classification as community land (section 193)
 - Revoking the classification as community land (section 194)
 - Adopting, amending, or revoking a management plan for community land (section 197)
 - Amending or revoking a management plan for community land (section 198)
 - Alienating of community land where the management plan does not allow it (section 202)
 - Alienating roads (section 223)
 - Planting vegetation where it will have a significant impact on residents, the proprietors, or nearby residents (section 232)
 - Making Bylaws (section 249)
 - Making Orders (section 259)
- 3.6 Council may undertake additional consultation and community engagement on general or specific matters of interest to the community or specific stakeholders of the community e.g. changes to road names, proposal to remove a tree, road construction projects not covered by section 223 of the Act, or investment in particular projects. The level of consultation should be, at a minimum, in accordance with clause 3.4 above.
- 3.7 At Council's discretion, depending on the matter under consideration, the resources available to Council and the level of interest the matter is anticipated to generate, other consultation and engagement methods may include:
- Publication in a regular newsletter
 - Letters to residents and other stakeholders
 - Other direct mail publications or letterbox drops, as appropriate

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- Advertising in media outlets as deemed appropriate
- Media releases to appropriate media outlets and community groups
- Community forums and stakeholder meetings.
- Direct consultation with community representative groups
- Active and passive use of Council's website and social media
- On-line engagement portal
- Use of a community email database
- Customer Surveys
- Fixed displays, e.g. community notice boards
- Community group representations to Council workshops

Whichever consultation method(s) is/are selected, Council is committed to ensure that all possible stakeholders are provided the opportunity to engage in consultation processes to provide comment to Council on matters being considered.

- 3.8 Council may, from time to time, alter this Policy or substitute a new policy. In the instance that any significant changes are being proposed to the public, Council must submit the proposal to a public consultation process as described in clause 3.5 above. In the event that the Council deems that the alteration is of only minor significance and would attract little (or no) community interest, no consultation is required.
- 3.9 After consideration of community feedback, the final decision on any matter before Council rests with Council.
- 3.10 Those parties aggrieved by a decision of the Council are entitled to lodge a request for review under Council's *Internal Review of Council Decisions Policy* or lodge a complaint with the Ombudsman or Office of Public Integrity.

4 Supporting Processes and Documents

- 4.1 All consultation processes are prescribed within the Local Government Act as per clauses 3.5 - 3.7 above.

5 Related Policies

Internal Review of Council Decisions Policy

6 Legislation and References

Local Government Act 1999, section 50
 Local Government Association's Model Public Consultation Policy
 Local Government Association's Community Engagement Handbook
Public Access and Public Consultation Notice (No 2) 2020 (Notice No 2)

7 Review

- 7.1 This Policy will be reviewed by [the Council in consultation with the relevant stakeholders, within four years or more frequently if legislation or Council's need changes.

8 Further Information

- 8.1 This Policy is available on Council's website at www.barossa.sa.gov.au. It can also be viewed electronically at Council's principal office at 43-51 Tanunda Road, Nuriootpa and all Council branches, during ordinary business hours. A copy of this Policy can be obtained at those venues upon payment of a fixed fee.

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- 8.2 Complaints regarding this Policy or its application can be made to the Customer Service team on 8563 8444 or barossa@barossa.sa.gov.au at first instance, who will refer you to the most appropriate officer according to Council's *Customer Service Policy* (see clause 8.1 above for availability).

9 Definitions

Community Engagement	To involve the community in the decision making processes of Council through informing, consulting, involving and collaborating.
Employee	All full-time, part-time, and casual employees of The Barossa Council including trainees and on-hire employees.
Public Consultation	Two-way communications between Council and the community designed to obtain public feedback about ideas on rationale, alternatives, and proposals to inform decision making.

10 Document Control

Community Plan Link:		2.8 Provide opportunities for the community to participate in local decision-making.			
Document Owner:	Chief Executive Officer				
Document Control Officer:	Governance Advisor				
Audience:	External	Approval Date:	DD/MM/YYYY	Next Review Date:	DD/MM/YYYY
Version history					
Version No.	Date	Description of Change			
6.0	DD/MM/2024	Updated template with minor formatting and grammatical changes			
5.0	19/7/2022	Removal of COVID-19 Pandemic legislative changes no longer applicable from 21 June 2022.			
4.0	19/05/2020	Policy updated to incorporate the <i>Public Access and Public Consultation Notice (No 2) 2020</i> , issued by the Minister for Transport, Infrastructure and Local Government pursuant to section 302B of the <i>Local Government Act 1999</i> in response to the COVID-19 public health emergency			
3.0	26/09/2016	Significant re-work of policy due to amendments from the Local Government (Accountability and Governance) Amendment Act 2015			
2.0	16/04/2013	Policy was significantly updated to provide details of requirements and occasions when Council must follow its Policy and where there are specific alternate processes.			
1.0	16/03/2010	New Policy			

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DEBATE REPORT

7.2 Corporate Services, Strategy and Innovation

7.2.3 AUDIT AND RISK COMMITTEE APPOINTMENT OF INDEPENDENT MEMBERS

**Author: Team Leader Corporate Governance and Information Services
25/2292**

PURPOSE

To make recommendation to Council regarding the appointment of four independent members to the Audit and Risk Committee

RECOMMENDATION

That Council:

- (1) Adopts the Audit and Risk Committee Terms of Reference as amended at Attachment 2; and
- (2) Appoints the following Independent Members to the Audit and Risk Committee for a two-year term concluding on 28 January 2026:
 - a. Christine Hahn
 - b. David Paprzycki
 - c. Wendy Haydon
 - d. Peter Brass

REPORT

Background

At its Ordinary Meeting of 20 August 2024, Council adopted revised arrangements for the Audit and Risk Committee to move to a fully independent membership comprising of four members with all appointments of members to be skills-based appointments. Proposed updates to The Terms of Reference for the Audit and Risk Committee at *Attachment 1* removes clause 5.2.2.1 that outlines the requirements of Elected Members appointed to the committee, as moving to a fully independent membership renders this clause redundant.

There are currently three vacancies on the Audit and Risk committee. Independent member Ellen Ewing and Presiding Member Peter Brass concluded their two-year term on 27 January 2025. Independent member Ian Swan has 12 months of his two-year term remaining and is set to conclude on 27 January 2026.

Introduction

In December 2024, expressions of Interest were sought for three suitably qualified individuals to serve as independent members to Council's Audit and Risk Committee commencing in early 2025.

The selection panel, comprising of Deputy Chief Executive Officer and Director Corporate Services Strategy and Innovation, Manager Financial Services, Manager Corporate Services and Team Leader Governance and Information Services have assessed the expressions of interest and provide the recommendations in this report.

Discussion

A total of six expressions of interest were received. Attachment 2 provides a summary of the submissions, outlining the skills, knowledge, and experience of each candidate. All expressions of interest were of a high standard and meet the requirements under section 126(2) of the Local Government Act 1999:

- (b) *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;*

Based on the calibre and diversity of the applicants, the selection panel propose that Council appoint four independent members taking the total Committee membership to five members. Part 5, 17 of the Local Government (Financial Management) Regulations 2011 stipulates:

- (1) the Audit and Risk Committee of a Council –
- (a) *must have between 3 and 5 members (inclusive); and*
 - (b) *must not include, as a member, the council's auditor under section 128 of the Act*

Adding an additional member would allow flexibility and breadth to the committee. Under the Audit and Risk Committee Terms of Reference, the quorum is determined by dividing the number of Committee Members by two, ignoring any fraction and adding one. This sets our quorum to three. Adding the fifth member provides additional redundancy during member absences.

If this is supported, clause 5.1 of the Terms of Reference for the Audit and Risk Committee should be updated as per Attachment 1 to reflect that the committee will comprise of five members.

Summary and Conclusion

It is recommended that the following candidates be appointed to the Audit and Risk Committee for a two-year term concluding on 28 January 2026 and that the Committee Membership be amended to five members:

- Wendy Haydon
- David Paprzycki
- Christine Hahn
- Peter Brass

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

- Attachment 1 Terms of Reference - The Barossa Council Audit and Risk Committee - January 2025 [!\[\]\(098e47036f78288d477e334896a43770_img.jpg\)](#) [!\[\]\(4eae4ca9e3bdd839cea72df3843a6754_img.jpg\)](#)
- Attachment 2 Audit and Risk Committee Summary of Candidates [!\[\]\(85c10fe0ae97c3e2f0e940987ab0a900_img.jpg\)](#) [!\[\]\(886bb00f68a0102765319f7e3e73d979_img.jpg\)](#)

Supporting references

Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTSCorporate 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

Legislative Requirements

Local Government Act 1999

Local Government (Financial Management) Regulations 2011

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONSFinancial

Sitting Fees for the Audit and Risk Committee are set annually and budgeted for. Sitting fees for Independent Members for the 2024/2025 financial year are set at \$435 per meeting. A minor increase to budget may be required for financial year 2025/2026 to cater for a fifth member, which would be identified within the annual budget and business plan for 2025/2026.

Resource

Managed within existing officer resourcing.

Risk Management

Creating a robust Audit and Risk Committee is a key pillar to ensuring best practice in the mitigation and management of risk. The endorsement of suitably qualified independent members is a risk management tool.

COMMUNITY ENGAGEMENT

Nil

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

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- 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.

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;

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- 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

- 3.5.1 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 Council's 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.

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- 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.
- 4.1.6 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:

- 4.2.1 Oversee the conduct of Committee Meetings in accordance with the Act and Council's Code of Practice for Meeting Procedures.
- 4.2.2 Ensure all Committee Members have the opportunity to participate in debate and discussions in an open and encouraging manner.
- 4.2.3 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:

- 4.3.1 Actively participate in debate and discussion as a representative of Council in a professional manner at all times.
- 4.3.2 Ensure the Member is prepared and informed of meeting matters prior to the meeting.
- 4.3.3 Utilise the skills and experience of the Committee Members to effectively carry out the Committee's role.

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5 Membership

5.1 Members:

- 5.1.1 The Committee shall comprise of ~~four (4) members~~ five (5) members all being independent of Council.

5.2 Committee Members

- 5.2.1 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.
- 5.2.2 Independent Members will have recent and appropriate experience in finance, risk management and/or internal auditing.

~~5.2.2.1 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.~~

- 5.2.3 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.
- 5.2.4 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.
- 5.2.4.1 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.
- 5.2.5 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.
- 5.2.5.1 Independent Members will be paid per meeting, upon receipt of an invoice.
- 5.2.6 The Committee will be supported by the Chief Executive Officer and other staff members who shall attend the Committee meetings in an advisory capacity.
- 5.2.7 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.

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5.2.8 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.

5.2.9 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.

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:

- can hear all other members present at the meeting;
- can be heard by all other members present at the meeting; and
- 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.

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- 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 8.3, 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 Access to Council and Committee Meetings and Associated Documents

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- Council's Code of Practice for Council Meetings
- 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

13.1 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.

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15 Document Control

Corporate Plan Link:		 Our Council	BS7 - Governance			
Document Owner:		Director, Corporate Services and Business Innovation				
Document Control Officer:		Team Leader, Corporate Governance and Information Services				
Audience: External	Approval Date:	20/08/2024	Review	Due:	November 2026	
Version history						
Version No.	Date		Description of Change			
<u>4.0</u>	<u>28/1/2025</u>		<u>Removal of references to elected members appointed to the committee. Update to number of members on the committee</u>			
3.0	20/8/2024		Amendment to support the committee moving to all members independent of Council			
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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Name	Experience	Understanding of Local Government	Accreditations	Membership on other A&R committees or boards	Presiding Member Interest	Comments	Recommend appointment
Wendy Haydon	Internal Audit, Procurement activities, Contract management, Financial reporting, Governance and Risk and Compliance, Employee Management Systems	Yes	Certified Public Accountant	- Port Augusta City Council Audit and Risk Committee - Northern Adelaide Local Health Network (NAHLN) Corporate Governance Committee - NAHLN Consumer Representative	Not stated	The candidate demonstrated extensive experience in the South Australian Public Sector at a Senior level and multidisciplinary knowledge across core enterprise risk and governance functions. Also demonstrated knowledge and experience in employee management systems.	Yes
Rob Reiman	Finance, Governance, Human Resources, extensive audit and risk committee experience	Yes		Independent Member of Audit and Risk Committees – Clare and Gilbert Valleys Council, District Council of Orroroo Carrieton, Mid Murray Council and Northern Areas Council	Not stated	While the candidate demonstrated sound audit and risk committee experience, other Candidates were able to demonstrate more extensive knowledge and experience and were therefore rated overall more desirable in this highly competitive candidate pool.	No
David Paprzycki	Financial management & performance, risk assessment, and auditing, business systems/IT and strategic planning.	Yes	Full Member of Chartered Accountants ANZ	Nuriootpa Centennial Park Authority Board Member	Not stated	The candidate demonstrated technical strengths in IT, business systems and audit functions in addition to Board experience, providing diversity and additional knowledge in the recommended committee composition. The candidate also provides local community and business knowledge and connection.	Yes

Christine Hahn	Finance, risk management systems, strategic planning, governance and risk management frameworks	Yes	Fellow member of both the Australian Institute of Company Directors and Chartered Accountants Australia & New Zealand,	- Chair and Independent Member, District Council of Yankalilla Audit & Risk Committee - Deputy Chair and Member, Town of Gawler Audit & Risk Committee - Independent Member, City of Mitcham Audit & Risk Committee - Independent Member, Clare & Gilbert Valleys Council Audit & Risk Committee - Director, Rural Business Support Inc and Convenor Audit, Risk and Compliance Committee - Director, Uniting SA Ltd (previously Uniting Care Wesley Port Adelaide) and Member Finance & Audit Committee - Member, Advisory Board, Ennio Pty Ltd	Yes	The candidate demonstrated extensive experience in chairing committees and possesses high level executive experience across audit and risk functions. The candidate is also a long standing member of both the business and general Barossa Community increasing the Committees insight into the local operational and political risk environment.	Yes
Peter Brass	Finance, Risk Management & Internal Audit functions. Business System Development, business continuity and disaster recovery.	Yes	Associate Fellow – RMIA (AFRMIA) Certified Practicing Risk Manager (CPRM) Fellow - CPA Australia (FCPA)	- The Barossa Council - Chair and Independent Member - Regional Council of Murray Bridge - Chair and Independent Member - City of Charles Sturt – Independent Member - City of Playford – Independent Member - Central Adelaide Waste and Recycling Authority - Independent Member - Gawler River Floodplain Management Authority - Chair and Independent Member - Riverland Mallee Coorong Local Health Network – Chair and Independent Member	Yes	The candidate has a proven track record as a current (expiring) member and Chair of Council's Audit and Risk Committee. He has comprehensive senior experience and strengths in risk and financial management.	Yes

Kym Holman	Finance, Risk Management, Business Continuity, Policy and Planning management	No	Fellow of both CPA Australia and Institute of Public Accountants	Community Corp 28115 - Treasurer, (14 property community title development)	No	The candidate demonstrated limited experience with committees and does not possess experience in audit and risk committee positions. There is a demonstrated lack of alignment with the core remit of the committee, with the submitted expression of interest was more alluding to aspiration more in line with the role of an Elected Member.	No
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DEBATE REPORT

7.4 Development and Community Services

7.4.1 COMMUNITY GOVERNANCE & FUNDING MODEL - PROPOSED FRAMEWORK REFORM

**Author: Manager Community Services
25/316**

PURPOSE

To seek Council approval to temporarily pause the Community Assistance Scheme (CAS) and the operations of current formal council-led community groups to enable the development and implementation of a reformed Community Governance and Funding Model.

RECOMMENDATION

That Council:

- (1) Approves the temporary pause of the Community Assistance Scheme (CAS) and the operations of the current formal council-led community groups from January 2025 to June 2026 to enable the development and implementation of a reformed Community Governance and Funding Model; and
- (2) Endorses the reallocation of resources for stakeholder engagement, framework development, and pilot implementation during Phase 2 for the period of the temporary pause.

REPORT

Background

An internal review of Council's Community Assistance Scheme (CAS) and Community Governance was initiated in July 2024 ([Attachment 1](#)) with a view to creating a sustainable, equitable, and participatory Community Governance and Funding Model. Recognising the need for a modernised approach, this initiative was driven by the Council's commitment to:

- Empower communities.
- Address systemic inefficiencies.
- Align funding processes with strategic objectives.

The review of CAS includes the Community and Youth Grants and Heritage Grants as well as the operations of current council-led community groups.

Introduction

Council's recent review of the Community Assistance Scheme (CAS) and Community Governance arrangements has identified several key opportunities for improvement and objectives, including:

Community Governance – Ways of Working Together

1. Ensuring Equity, Clarifying Roles, and Expectations:
 - Establish clear guidelines and frameworks to facilitate effective collaboration between the Council, officers, and the community.
 - Foster transparency and understanding of responsibilities at all levels.
2. Building on Community Pride:
 - Leverage the community's strong sense of pride and belonging to drive engagement and participation in governance processes.
3. Balancing Community Needs:
 - Streamline funding processes to accommodate diverse requests, ensuring flexibility and fairness in resource allocation.
4. Enhancing Responsiveness:
 - Develop clear goals, workflows, and communication methods to enable officers to respond effectively to community needs and priorities.

Community Funding Initiatives - Improving Funding Structures

1. Streamlining Administrative Processes/Workflows:
 - Simplify and optimise processes to increase efficiency and reduce administrative burdens.
 - Save time for community groups and Council staff by minimising red tape.
2. Expanding Community Reach:
 - Create mechanisms to support a wider range of community groups, ensuring inclusivity and accessibility for all.
3. Enhancing Resource Allocation:
 - Strengthen collaboration across Council departments to allocate resources based on strategic priorities and community needs.
4. Aligning with Community Goals and Council's Strategic Outcomes:

- Realign funding models to reflect shared initiatives and aspirations between the community and the Council.

5. Modernising Funding Models:

- Innovate funding approaches to increase relevance and effectiveness, making them adaptable to evolving community and regional needs.

By analysing insights, Officers have identified key issues and priorities to inform next steps in maturing the Community Governance and Funding Model. A framework has now been proposed to transform how the Council supports and collaborates with community stakeholders, ensuring:

- Greater equity in resource allocation and decision-making.
- Maturing partnerships between the Council and community groups.
- A foundation for long-term sustainability that aligns local initiatives with broader community goals.

Discussion

A Community Governance and Funding Model Framework Concept Plan ([Attachment 2](#)) has been developed in response to initial findings and research arising from the Council's recent review as contained in [Attachment 1](#). It is a foundational framework with a baseline to drive detailed planning and collaboration. While this model provides a high-level structure to guide the development of action plans, strategies, and implementation steps, it must be further refined and built out with input from the appropriate stakeholders to ensure its effectiveness and relevance.

The early concept for the Community Governance and Funding Model Framework has been designed to empower communities, promote equitable resource distribution, and streamline collaboration between community stakeholders and the Council. It establishes a foundation for aligning local initiatives with strategic objectives and supporting community-led projects and funding priorities through structured and participatory governance. By engaging key stakeholders during Phase 2—Concept Validation and Refinement, this model will evolve to address local needs, strengthen inclusivity, and maximise impact, creating an adaptable, equitable, and sustainable governance structure.

A temporary pause in the Community Assistance Scheme (CAS) and existing community governance structures is now proposed to enable the refinement of the proposed concept plan for the design and implementation of an alternate funding and community governance model. This pause is necessary to:

1. Redirect resources from CAS operations to focus on designing a high-quality framework that meets community needs.
2. Address underlying challenges and implement long-term, strategic solutions.

3. Create space for meaningful stakeholder engagement, ensuring the new model reflects shared priorities and incorporates shared visions and improved processes.

The proposed temporary pause (January 2025 – June 2026) will allow for a collaborative design process with input from key stakeholders, including community groups, Councils, and external organisations.

To ensure continuity during the pause, an interim support plan will be implemented from February 2025 to June 2026, as follows:

1. Support for Current Council-Supported Community Groups:
 - Groups like Reconciliation Barossa and the Disability Access and Inclusion Advisory Group will receive support through workshops and co-creation sessions to shape the new framework.
2. In-Kind Support:
 - Continued access to Council resources, such as venues, equipment, and staff expertise.
 - Support from Event Management, Lease, Licensing, and Community Development teams to assist groups in identifying and securing alternative resources.
3. Interim Community Support by developing a dedicated webpage to explain:
 - the project's purpose and provide FAQs,
 - guide the community to additional funding opportunities,
 - offer grant writing resources,
 - and support applications with letters of endorsement.

These interim measures are anticipated to reduce the impact of the pause by ensuring that community initiatives remain active during the transition, that the Council maintains and strengthens its connections with community groups, and that resources and services are sustained.

Individual ad-hoc requests for assistance may still be presented to Council for consideration during the temporary pause.

The proposed timeframe for the Community Governance and Funding Model is designed to establish sustainable foundations for a participatory, equitable, and impactful approach to community development. This timeline ensures that resources are effectively utilised to achieve long-term benefits.

Phase	Timeframe
Phase 1: Information gathering and realignment.	Current and on-going
Phase 2: Structure Formation and Community Engagement	Feb 2025 to August 2025
	May 2025 to July 2025
	August 2025 to December 2025

Phase 3: Policy development	January 2026
	February 2026
	March 2026 to April 2026
	May 2026
	June 2026
Phase 4: Implementation	July 2026 Ongoing
Evaluation and continuous improvement	July 2026 Ongoing

Conclusion

A Community Governance and Funding Model Framework Concept Plan has been developed in response to initial findings and research arising from the Council's recent review. Council approval is now sought to temporarily pause the Community Assistance Scheme (CAS) and the operations of current formal council-led community groups to enable the development and implementation of a reformed Community Governance and Funding Model.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

- Attachment 1 Community Governance and Community Funding - Report and Recommendations [!\[\]\(7a8011739ec4e250e2f89a547d75fb0a_img.jpg\)](#) 
- Attachment 2 Community Governance and Funding Program - Concept Plan [!\[\]\(44ee86b940d3a0ca166486da8985875e_img.jpg\)](#) 

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

- CS6 Community - To help the prosperity and wellbeing of the community. Community grants programs. Support for community groups – networking, advice, input to The Big Project

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Resources from CAS operations will be redirected to focus on designing a high-quality framework that meets community needs. The current budget allocation for community and youth grants is \$25,000.00 and for heritage grants is \$10,100.00. Current formal council-led community groups have individual budget allocations and are supported by in-kind staff support. Council is requested to endorse the reallocation of these resources to enable stakeholder engagement, framework development and pilot implementation during Phase 2 for the period of the temporary pause.

A later report will be prepared for Council that presents a new budget framework to support the reformed Community Governance and Funding Model.

Interim support measures are proposed to be implemented to reduce the impact of the temporary pause by ensuring that community initiatives remain active during the transition, that the Council maintains and strengthens its connections with community groups and that resources and services are sustained.

COMMUNITY ENGAGEMENT

To ensure continuity during the pause, an interim support plan will be implemented from February 2025 to June 2026. General communication of the temporary pause to CAS will take place on Council's website and through social medial channels and written communication will take place with current formal council-led community groups. Structure formation and community engagement in relation to the proposed Community Governance and Funding Model will take place from February 2025 to December 2025.

Community Funding & Community Governance: Report & Recommendations



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Executive Summary

This report represents the initial phase in a comprehensive evaluation of the Council's community governance and funding initiatives. The review examines the effectiveness and alignment of current Community Funding Initiatives (CFIs) with identified community needs and the Council's strategic priorities.

Key findings reveal that \$523,488.61 has been allocated over the past three years, emphasising funding areas such as Sports and Leisure, Arts and Culture, Community Group Support, and Heritage. This data highlights opportunities to streamline processes, enhance equity, and improve strategic alignment.

From the findings focus on collaborating with the economic development team to develop a new Community Governance and Funding Model. This model aims to allocate resources more effectively, build community capacity, and enhance alignment with Council goals.

In conclusion, this report highlights the importance of integrating current funding programs into a new structured governance framework. Such an approach will address existing challenges, provide greater clarity and strategic alignment, and support long-term community economic, wellbeing, and development initiatives.

1. Introduction

This report marks the first phase of assessing community governance and funding initiatives within the Council. It highlights and categorises a snapshot of community funding initiatives, providing key observations and recommendations for developing a new funding model and framework for community governance. The evaluation focuses on the strategic alignment, efficiency, and effectiveness of existing Community Funding Initiatives (CFIs) in addressing community needs and aligning with Council priorities.

The findings and recommendations presented in this report need further development. They are a guided snapshot to inform the second phase of creating a Community Governance and Funding Model alongside the Economic Development team. This model will inform decision-making on funding allocations and establish a Community Governance Framework that supports ongoing initiatives to enhance community and economic development.

The report also defines key concepts:

Community Funding Initiatives refers to the Council's efforts to mobilise and build the capacity of our community through financial and in-kind investments in Community Capital. These initiatives include:

1. Community Grants (CASC): Financial support for Community, Heritage, and Youth initiatives *(included in this report)*
2. Council-Endorsed Initiatives: Funding and resources for event activation and infrastructure improvements *(limited in this report)*
3. Ad-hoc Community Funding: Additional funding opportunities that arise to address specific community needs or projects *(limited in this report)*
4. Community Loans: Low-interest loans provided to support local organisations and businesses *(not included in this report)*
5. Subsidies: Financial incentives offered in the form of rebates, reduced lease rates, and waived or reduced fees for licenses and permits *(not included in this report)*

Community Governance refers to the processes and structures through which the Council collaborates with community members to make decisions, establish policies, and manage resources to achieve collective goals. It emphasises residents' participation in shaping the direction of their community.

2. Scope

The information we gathered focused on identifying key areas of Council support, including examining financial support provided during Financial Year 21/22 through to Financial Year 23/24 YTD June 01.

1. Council Grant Program:
 - a) Community Grants Program: The Community Assistance Scheme Committee (CASC) manages this program quarterly and offers grants of up to \$5,000 for non-profit community organisations.
 - b) Youth Grants: Administered quarterly by CASC, providing grants ranging from \$200 to \$250.
 - c) Heritage Grants: Up to \$10,000 in financial funding is allocated to the owner(s) of property of Local Heritage significance as listed within the Planning and Design Code for maintenance, conservation, or improvement. The grant is administered annually. These funds must be used for the maintenance, conservation, or improvement of a property and can be sought by private individuals, commercial entities, community groups, church bodies, etc.
2. Sponsorship: Council sponsorship of activities or events through cash or In-kind support upon request from organisations.
3. Community Development Budget (Cost Centre 199).
4. Cost Centres linked to community groups.
 - a) Cost Centre 184 – Williamstown Historical Society

- b) Cost Centre 200 – Williamstown Community Council
- c) Cost Centre 196 – Lyndoch & District Community Committee
- 5. Event funds allocated to various Cost Centres
 - a) Cost Centre 015 Community Events
 - b) Cost Centre 201 Mt Pleasant Xmas Parade
 - c) Cost Centre 183 Lyndoch Street Party

Stakeholder Engagement

Internal: Internal stakeholder engagement was conducted to gather insights on challenges related to the delivery of community-funded initiatives and community governance structures. Commonly identified issues were discussed, drawing input from various departments

External: The council has been provided with previous work and consultation related to the issues outlined in this report. We intend to leverage the Community Assistant Scheme, Youth Grants, Sponsorship, and Exceptional Funding Review Discussion Paper to enhance our recommendations.

Additionally, the Regional Development Australia (RDA)'s Regional Leadership Development Case Study has identified challenges regarding the lack of community governance support. These reports will help us outline options for change moving forward.

4. Data Analysis

The collected data has been analysed to identify key themes that inform the development of future community needs and align with Council priorities.

4.1. Overview of Funding Initiatives

This section summarises financial support distributed over three financial years (FY 21/22, FY 22/23, and FY 23/24), categorised by funding source:

Source of Support	FY 21/22	FY 22/23	FY 23/24	Total	In-Kind Support
Council Grants	\$40,330	\$84,095	\$33,865	\$158,290	
Community Development	\$4,451	\$11,000	\$3,750	\$19,201	
Cost Centre Allocated	\$2,350	\$19,793	\$2,328	\$24,471	
Council-Approved Funds	\$128,000	\$87,000	\$135,409	\$350,409	\$84,600
Total	\$175,131	\$201,888	\$175,352	\$552,371	\$84,600

Notes:

- These figures represent a portion of the total funding landscape. Additional funding sources will be explored in Phase 2.
- In-kind support is not consistently documented in categories such as CAS Community, CAS Heritage, CAS Youth, Community Development budgets, and Cost Centres. The Community Services team provides informal in-kind support to assist community groups with grant applications and ad hoc projects.

4.2. Thematic Categories

Funding distribution has been categorised into four primary themes: Sports & Leisure, Arts & Culture, Community Group Support, and Heritage. This thematic approach reflects community priorities and aligns funding with Council objectives.

Sports & Leisure

Sports and leisure play a vital role in fostering social cohesion, promoting physical fitness, and enhancing community well-being across the Barossa region.

Financial Year	Financial Support	In-Kind Support	Key Recipients
21/22	\$55,000	\$30,000	Variety Bash, Barossa Triathlon, SANFL Footy
22/23	\$62,000	\$20,000	AFL Inclusion Carnival, Tour Down Under
23/24	\$105,000	\$5,000	ACCC Cricket, TDU, Tanunda Bowls
Total	\$222,000	\$55,000	

Arts & Culture

Arts and culture initiatives celebrate creativity, heritage, and traditions while enhancing community identity.

Financial Year	Financial Support	In-Kind Support	Key Recipients
21/22	\$73,000	\$12,800	Barossa Contemporary, Pipe Band, Winter Flame
22/23	\$25,000	\$16,800	Vintage Festival, Barossa Arts
23/24	\$30,409		Arts Festival
Total	\$141,752	\$29,600	

Community Group Support

Funding supports capacity building, infrastructure improvements, and the activation of local areas.

Financial Year	Financial Support	Key Recipients
21/22	\$13,815	Angaston Bowling Club, Mount Pleasant RSL, Rechner Cottage
22/23	\$40,044	Men's Sheds, Tutti Arts, Williamstown Action Group, Youth Life Australia
23/24	\$12,196	Barossa Go-Kart Club, Moculta District History Society
Total	\$66,056	

Key Initiatives:

- Infrastructure improvements: \$34,788
- Community activation: \$24,850
- Equipment support: \$16,689

Heritage

Heritage funding focuses on preserving historical sites and supporting community-led storytelling initiatives.

Financial Year	Financial Support	Key Projects
21/22	\$10,100	Rechner Cottage, Tabor Lutheran Church
22/23	\$6,000	Zion Lutheran Church, Trinity Church
23/24	\$9,600	Tanunda Railway Station, Springton Hotel
Total	\$33,650	

5 CASC Grants (Breakdown)

5.1 Youth Grants

Youth grants are designed to support young people participating in sports, cultural, or recreational activities at state or national levels. These grants aim to foster personal growth, community representation, and active participation in events.

Grant Overview	Total Supported	Funds Disbursed
Individuals Supported	70	\$12,250
Typical Grant Amounts	\$200–\$250	

Key Areas of Support:

- Sports and recreational activities: Athletics, basketball, cheerleading, cricket, gymnastics, and swimming.
- Consistent funding for recurring activities supports youth development and community engagement.

5.2 Heritage Grants

Heritage funding supports conserving significant sites and buildings, preserving the region's cultural identity. It also aids educational initiatives and community-led heritage projects.

Grant Type	Total Disbursed	Recipients and Key Projects
Heritage Site Conservation	\$25,700	Rechner Cottage, Tanunda Railway Station, Springton Hotel, Collingrove Homestead
Community Engagement	\$7,950	Barossa History Fair, Vintage Festival History Book
Total	\$33,650	

Key Highlights:

- Funding for conservation works includes roof replacements, stonework restoration, and timber repairs.
- Support for storytelling and heritage education initiatives, fostering community appreciation for the region's history.

5.3 Community Assistance Grants

The Community Assistance Scheme (CAS) supports non-profit groups, clubs, and organisations that enhance the community's development and vitality.

Funding Overview	Total Disbursed	Purpose
Infrastructure Improvements	\$34,788	Upgrading community spaces.
Community Activations	\$24,850	Supporting events and programs.
Equipment Support	\$16,689	Providing tools and resources for groups.
New Initiatives	\$8,563	Supporting innovative community projects.
Ongoing Programs	\$5,865	Enhancing existing initiatives.
Total	\$90,956	

Key Achievements:

- Funded 34 organisations over three years, including Angaston Bowling Club, Barossa Food Network, Nuriootpa Scout Group, and more.
- Supported projects ranging from community events to infrastructure development, enhancing local capacity and engagement.

5.4 Summary of CASC Grants

Grant Type	Requested	Granted	In-Kind Contributions
Community Assistance	\$134,298	\$90,956	Informal and not documented
Heritage	\$26,200	\$26,200	
Youth	\$12,250	\$12,250	
Total	\$172,748	\$129,406	Undocumented

6 Summary of In-Kind Support

In-kind support is presently allocated and recorded during Council Meetings. Additionally, Council Officers provide some in-kind assistance in a more informal and ad hoc manner. As a result, accurately documenting the specific in-kind support offered poses significant challenges.

Total In-kind support documented: \$29,600.

It is recommended that the In-kind support provided to community groups be investigated and the impact of In-kind support on community initiatives be analysed. These explorations will provide valuable insights and support in developing a vital Community Assistance Scheme (CAS) and Community Governance framework. There has been some recent work in this space; refer to [Desktop Research – Community Funding Initiatives](#)

Redefining and introducing an In-kind fee structure to a CAS and community governance framework will enhance transparency and equity across all departments and Community Groups.

We would need to collaborate with internal departments (Works & Infrastructure, Tourism & Events) to scope an integrated process and clear guidelines.

7 Community Governance and Funding Review

Informal internal consultation took place, and the review of discussion papers and insights from [RDA's Regional Leadership Development Case Study](#) has been considered to help build recommendations to support the need to align the Community Assistance Scheme with Community Governance.

Based on the data collected in the early stages of information gathering, the following was outlined in liaising with Council Officers:

7.1 Optimising Roles and Responsibilities

- Establishing clear, strategically aligned guidelines for financial support, sponsorships, and event organisation will enhance collaboration and resource sharing among community groups.
- Creating a central point of contact for community engagement will strengthen coordination, streamline communication, and ensure timely support tailored to community needs.
- A proactive approach to communication channels and designated contact points will empower community groups to access resources more effectively and support their goals.

7.2 Enhancing Strategic Equity in Funding and Support

- Developing a consistent framework for financial support requests will help align resources with community priorities, ensuring that funding decisions are equitable and impactful.
- Introducing in-kind fee structures and improving communication of funding opportunities will enable community groups to understand better and access support.
- Collaborating with groups to review funding allocation and usage will maximise their contributions to the broader community and promote more equitable distribution across similar groups.
- Building a culture of shared responsibility will address recurring requests and support sustainable partnerships

7.3 Strengthening Grant Management and Community Support Structures

- Simplifying and digitising the Community Assistance Scheme (CAS) application and approval process will make grant access more efficient and user-friendly for community groups.
- Leveraging tools like SmartyGrants to streamline grant management and automate processes may reduce administrative workloads and enhance capacity for strategic oversight.
- Considering Adjusting grant durations and introducing flexible timelines will better meet community needs while optimising resource allocation.
- Accelerating payment processes, particularly for youth initiatives, will support implementation timeframes and community outcomes.

7.4 Building Resilience Through Strategic Community Governance

- Establishing a Community Governance Framework will empower groups to proactively plan for activations and initiatives, reducing reliance on last-minute emergency funding requests.
- Strengthening decision-making processes and communication will support clarity and mutual understanding, reducing grant misalignment.
- Focusing on placemaking initiatives as a core element of community activation will enhance connections and local identities, ensuring alignment with the region's broader strategic goals.
- Empowering community groups through capacity-building will enable them to take ownership of their initiatives and contribute more effectively to shared community outcomes.

8. Regional Development Australia Study

RDA's Regional Leadership Development Case Study identified challenges from peak community groups in our region with the following highlights to consider redefining Community Governance and Funding Models. [What We've Heard from the Community:](#)

- Ageing and burnt-out volunteers: Relying on dedicated individuals who may be ageing or experiencing volunteer fatigue risks the group's continuity and innovation capacity.

- Lack of time: Volunteers often face time constraints from juggling their community commitments with personal and professional responsibilities, which can impact project execution and overall productivity.
- Communication barriers: Inadequate communication channels or strategies can hinder effective collaboration and coordination among community members, leading to misunderstandings and a lack of stakeholder engagement.
- Financial pressures: Community groups often face financial constraints in covering administrative expenses, diverting resources from core activities, and impacting financial sustainability.
- Activating main streets: Efforts to revitalise main streets require strategic planning and financial resources, which community groups may struggle to initiate or sustain due to resource limitations or regulatory hurdles.
- Risk management: Community projects involve inherent risks, and without adequate risk management practices, groups may struggle to identify, assess, and mitigate potential risks, jeopardising project success.
- Community connection and well-being: Fostering community well-being is crucial, but groups may lack resources or expertise to effectively address social isolation and mental health issues, impacting community cohesion.
- Project initiation: Initiating new projects requires effective planning and stakeholder buy-in, but community groups may face barriers such as limited funding or a lack of project management skills.
- Working with the Council: Establishing productive partnerships with local government authorities is essential, but groups may lack clarity on engaging with council members or effectively navigating bureaucratic processes.

During a recent Leadership Forum, Community Groups provided the following solutions they believe will help them provide better community outcomes. They suggested that they:

- Formulate a comprehensive business case for presentation to the council, elucidating potential avenues of support (e.g., administration costs) and elucidating the reciprocal value these groups could offer. This presentation should distinctly outline the group's objectives, its inherent value, and, critically, the strategic initiatives and data collection required to realise these objectives and outcomes.
- Systematise communication with the council to showcase their capacity and willingness to effect positive changes within their respective communities.
- Invite the council to participate in their regional forums and explore plausible methods for the groups to alleviate some of the council's current responsibilities, such as community consultations and providing a centralised point of contact for each locality.

9. Overview Community Groups

This section summarises the funding channels for various community groups and how they have received money to support their initiatives over the **three years**. It details the financial support these groups received, the projects or activities funded, and the role these initiatives play in our community.

Figure 11. Support Summary by Community Group

Name	F/Year	Funding Source	Financial	In-Kind	Purpose
Barossa & District Pipe Band***	21/22	Council Meeting	\$ -	\$ 1,800.00	Activate community through events or program
Barossa & District Pipe Band	21/22	CAS Community	\$ 2,500.00	\$ -	Activate community through events or program
Barossa & District Pipe Band	22/23	Council Meeting	\$ -	\$ 1,800.00	Activate community through events or program
TOTAL			\$ 2,500.00	\$ 5,400.00	
Barossa Christmas Parade***	21/22	Com Dev Budget	\$ 3,300.00	\$ -	Activate community through events or program
Barossa Christmas Parade	22/23	Com Dev Budget	\$ 3,300.00	\$ -	Activate community through events or program
TOTAL			\$ 6,600.00		
Lyndoch & Districts Community Committee	23/24	Cost Centre 196	\$ 538.28	\$ -	Provide Community Group Financial Support
Lyndoch & Districts Community Committee	22/23	Cost Centre 196	\$ 9,615.00	\$ -	Provide Community Group Financial Support
Lyndoch & Districts Community Committee	21/22	Cost Centre 196	\$ 488.00	\$ -	Provide Community Group Financial Support
Lyndoch & Districts Community Committee	22/23	CAS Community	\$ 4,000.00	\$ -	Support a new initiative.
TOTAL			\$ 14,641.28		
Lyndoch Street Party***	23/24	Cost Centre 183	\$ 1,508.04	\$ -	Activate community through events or program
Lyndoch Street Party	22/23	Cost Centre 183	\$ 1,358.00	\$ -	Activate community through events or program
Lyndoch Street Party	21/22	Cost Centre 183	\$ 1,377.00	\$ -	Activate community through events or program

Name	F/Year	Funding Source	Financial	In-Kind	Purpose
TOTAL			\$ 4,243.04		
R.O.A.R Event Triathlon ***	21/22	Com Dev Budget	\$ 3,000.00	\$ -	Activate community through events or program
R.O.A.R Event Triathlon	22/23	CAS Community	\$ 1,500.00	\$ -	Activate community through events or program
Southern Barossa Alliance	22/23	Com Dev Budget	\$ 7,700.00	\$ -	Provide Community Group Financial Support
Southern Barossa Alliance	21/22	CAS Community	\$ 3,000.00	\$ -	Activate community through events or program
TOTAL			\$ 15,200.00		
Stockwell Community Association	23/24	CAS Community	\$ 1,063.50	\$ -	Support a new initiative (heritage app)
Stockwell Community Association	21/22	Com Dev Budget	\$ 1,451.91	\$ -	Provide Community Group Financial Support (PLI)
TOTAL			\$ 2,515.41		
Williamstown Action Group	23/24	CAS Community	\$ 3,394.00	\$ -	Infrastructure/maintenance improvements
Williamstown Action Group	22/23	CAS Community	\$ 3,500.00	\$ -	Infrastructure/maintenance improvements
TOTAL			\$ 6,894.00		
Williamstown Community Council	23/24	Cost Centre 200	\$ 282.36	\$ -	Provide Community Group Financial Support
Williamstown Community Council	22/23	Cost Centre 200	\$ 8,174.00	\$ -	Provide Community Group Financial Support
Williamstown Community Council	21/22	Cost Centre 200	\$ 254.00	\$ -	Provide Community Group Financial Support
TOTAL			\$ 8,710.36		
Williamstown Historical Society	23/24	Cost Centre 184	\$ -	\$ -	Provide Community Group Financial Support
Williamstown Historical Society	22/23	Cost Centre 184	\$ 646.00	\$ -	Provide Community Group Financial Support
Williamstown Historical Society	21/22	Cost Centre 184	\$ 231.00	\$ -	Provide Community Group Financial Support
TOTAL			\$ 877.00		

Name	F/Year	Funding Source	Financial	In-Kind	Purpose
OTHER					
Angaston AH&F Show Society***	22/23	CAS Community	\$ 5,000.00	\$ -	Support an existing program
Angaston Bowling Club	21/22	CAS Community	\$ 5,000.00	\$ -	Equipment to support programs/community groups
Barossa Ark Incorporated	22/23	CAS Community	\$ 2,500.00	\$ -	Infrastructure/maintenance improvements
Barossa Film Club	22/23	CAS Community	\$ 1,650.00	\$ -	Activate community through events or program
Barossa Food Network	21/22	CAS Community	\$ 2,330.00	\$ -	Equipment to support programs/community groups
Barossa German Language Association Inc.	22/23	CAS Community	\$ 2,500.00	\$ -	Activate community through events or program
Barossa Go-Kart Club	23/24	CAS Community	\$ 1,874.00	\$ -	Equipment to support programs/community groups
Barossa History Fair	23/24	Com Dev Budget	\$ 450.00	\$ -	Activate community through events or program
Barossa History Fair	23/24	CAS Community	\$ 3,000.00	\$ -	Activate community through events or program
Barossa Triathlon Events	21/22	Council Meeting	\$ -	\$ 4,000.00	Activate community through events or program
Dash 4 Cash	21/22	CAS Community	\$ 1,000.00	\$ -	Activate community through events or program
Moculta District History Society	23/24	CAS Community	\$ 865.00	\$ -	Support an existing program
Mount Pleasant Farmers Market	23/24	CAS Community	\$ 2,200.00	\$ -	Activate community through events or program
Mount Pleasant Men's Shed	22/23	CAS Community	\$ 10,000.00	\$ -	Infrastructure/maintenance improvements
Mount Pleasant RSL	21/22	CAS Community	\$ 1,485.52	\$ -	Equipment to support programs/community groups
Mount Pleasant Christmas		Cost Centre 201	\$ 1,322.00	\$ -	Activate community through events or program
Nuriootpa Bowling Club Inc.	23/24	CAS Community	\$ 3,000.00	\$ -	Equipment to support programs/community groups
Nuriootpa Rovers Football Club	23/24	CAS Community	\$ 1,500.00	\$ -	Equipment to support programs/community groups
Nuriootpa Scout Group	21/22	CAS Community	\$ 1,500.00	\$ -	Equipment to support programs/community groups

Name	F/Year	Funding Source	Financial	In-Kind	Purpose
Nuriootpa Town Band	21/22	CAS Community	\$ 2,000.00	\$ -	Infrastructure/maintenance improvements
Rechner Cottage	21/22	CAS Community	\$ 1,500.00	\$ -	Support a new initiative
Total			\$ 133,020.20	\$ 9,400.00	

Please take note of the following information:

*** In addition to the above, the following groups receive in-kind support that is not recognised in CAS or council meetings:

- **Barossa & District Pipe Band** receives in-kind support for road closures, which are not documented through CAS or Council meetings.
- The **Barossa Christmas Parade** (Tanunda) receives in-kind support for the parade, including road closures, waste management, waiver of site hire, and other support valued at (add value here), which is requested/expected each year.
- The **Lyndoch Street Party** receives in-kind support for their Christmas event, including waste management and venue hire.
- The **Angaston AH&F Show Society** received support for the show through in-kind event support, including site management/tidying, waste management, traffic restrictions implemented by the council, and waiver of hire fees.
- **Tanunda Show** received support for the show through in-kind event support, including site management/tidying, waste management, and waiver of hire fees.
- **Mt. Pleasant Show:** The show received in-kind event support, including site management/tidying, waste management, traffic restrictions implemented by the council, and waiver of hire fees.

10. REFLECTIONS AND KEY INSIGHTS FOR FUTURE STRUCTURE

10.1 Key Findings and Insights

This report identifies opportunities to strengthen Council support for community groups and enhance existing engagement. Key findings include:

1. **Regional Equity in Funding:**
 - o Some areas consistently receive more funding than others. Aligning support with regional needs can ensure all groups benefit equitably.
2. **Improving Data Use:**
 - o Centralising and simplifying data collection will help track and allocate resources effectively, ensuring no gaps or duplications in support.
3. **Balancing Funding Distribution:**
 - o Adjusting funding models can address discrepancies and ensure groups with similar goals and needs are supported relatively.
4. **Streamlining Processes:**
 - o Clear guidelines and simpler processes will reduce administrative burdens for community groups seeking funding or resources.
5. **Valuing In-Kind Contributions:**
 - o Properly documenting and tracking in-kind contributions will ensure they are utilised effectively and avoid double-counting.
6. **Encouraging Community Engagement:**
 - o High levels of repeat applications reflect strong community interest and commitment. Streamlined processes will support this momentum and foster further participation.
7. **Improved Coordination:**
 - o Establishing a central contact point within the Council will make it easier for groups to access guidance and support, improving communication and efficiency.
8. **Simplifying Grant Applications:**
 - o Shorter, user-friendly applications with clear guidelines will help ensure all groups can access funding more efficiently, regardless of size or experience.

10.2 Opportunities for Improvement

To address these findings and build on community strengths, the Council can:

- **Align Funding with Regional Needs:** Conduct assessments to identify gaps and adjust funding to ensure all areas receive adequate support.
- **Centralise Support Systems:** Create a simple tracking system for funding and in-kind contributions to streamline management and improve access.
- **Provide Clear Guidance:** Develop user-friendly resources and templates for grant applications and other support processes.
- **Establish a Central Contact Point:** Assign a dedicated contact for community groups to simplify the navigation of Council processes and resources.
- **Encourage Feedback and Collaboration:** Regularly engage with community groups to understand their needs and refine Council processes.
- **Recognise Community Contributions:** Highlight and support initiatives demonstrating strong local engagement to build momentum.

10.3 Opportunities for Further Research

- Conduct a desktop exercise to asset map existing community groups within the region, documenting their focus areas, activities, leadership, and membership.
- Gather further internal feedback from relevant Council departments on their observations, concerns, and priorities regarding community development and governance.
- Explore the specific needs and challenges of different community groups to develop tailored strategies for support and engagement.

- Increase internal stakeholder engagement and refine data collection processes.
- Investigate the underlying reasons for disengagement among specific community segments to identify practical solutions for enhancing participation.
- Identify and emphasise key messages about the value of community initiatives that resonate with diverse audiences to improve communication efforts.
- Gather insights to guide funders and community organisations in their charitable efforts to maximise the impact of donations.

10.4 Recommendations

Develop a **Community Governance and Funding Program** to support community groups and organisations in the Barossa Region.

Integrating the grants program into the governance framework can:

- Mitigate the variation observed in funding requests, reducing the Council's risk and ensuring equity and aligned resource allocation
- Encourage simplicity and clarity in funding processes, emphasising alternative funding avenues more.
- Incorporate clear criteria and financial controls into the framework to enhance the evaluation and allocation of funds, promoting effective resource utilisation and budget management.

This merged framework can:

- Alleviate the burden on Council staff by streamlining administrative processes and policies, enhancing efficiency.
- Address challenges such as limited volunteers, time constraints, and financial pressures community groups face.
- Facilitate better communication and collaboration between the Council and community organisations, promoting community connection, well-being, and strategic alignment with Council goals.

Community Governance and Funding Program Concept Plan



Community Services

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Introduction

The following outlines a concept plan informed by initial findings and research arising from the Council's review of the Community Assistance Scheme (CAS) and Community Governance arrangements. It is a foundational framework with a baseline to drive detailed planning and collaboration. While this model provides a high-level structure to guide the development of action plans, strategies, and implementation steps, it must be further refined and built out with input from the appropriate stakeholders to ensure its effectiveness and relevance.

This Community Governance and Funding Model Framework has been designed to empower communities, promote equitable resource distribution, and streamline collaboration between community stakeholders and the Council. It establishes a foundation for aligning local initiatives with strategic objectives, supporting community-led projects and funding priorities through structured and participatory governance.

By engaging key stakeholders throughout the project, this model will evolve to address local needs, strengthen inclusivity, and maximise impact, creating an adaptable, equitable, and sustainable governance structure.

Purpose and Objectives

The Community Governance and Funding Model aims to:

1. **Empower Communities:** Enhance local decision-making capacity and community ownership through participatory governance.
2. **Ensure Equity:** Establish fair and evident resource allocation considering diverse regional needs.
3. **Strengthen Collaboration:** Active stakeholder participation will strengthen connections between community members, local groups, peak bodies, and the Council.
4. **Align Funding with Strategic Goals:** Develop funding mechanisms that address local priorities while aligning with broader regional and strategic plans.
5. **Build Capacity:** Equip community leaders and organisations with tools, resources, and knowledge to drive impactful initiatives.

At a practical level, the model seeks to:

1. **Streamline Funding Processes:** Simplify procedures to enhance efficiency and equity.
2. **Enhance Collaboration:** Strengthen engagement between Council and community groups.
3. **Deliver Measurable Outcomes:** Align initiatives with the Council's strategic objectives and community priorities.
4. **Address Inefficiencies:** Reduce administrative burdens and effectively utilise resources.

Long-Term Benefits

- Improved equity and simplicity in funding processes.
- Enhanced capacity to measure the impact of community initiatives.
- A governance structure capable of addressing future growth and evolving needs.
- Alignment with the Council's strategic objectives and community aspirations.

Framework Development and Delivery Plan

Phase	High-Level Actions	Timeframe
Phase 1: Information gathering and realignment.	- Community Group Assessment and Grant Program Evaluation/ Strategic Categorisation - Internal Stakeholder Engagement and Initial Structure Development	Current and on-going
Phase 2: Structure Formation and Community Engagement	Co-creation and adjustment of conceptual Community Governance and Funding Program Structure – Key Stakeholder Engagement	Feb 2025 to August 2025
	Realign and reset Community Development Roles to align with the proposed framework.	May 2025 to July 2025
	Community Governance and Funding Framework Completion	August 2025 to December 2025
Phase 3: Policy development	Create and align Guidelines/ Policy.	January 2026
	Council Workshop	February 2026
	Community consultation	March 2026 to April 2026
	Council Report/Endorsement	May 2026
	Launch of adopted framework.	June 2026
Phase 4: Implementation	- Training and Development Workshops - Build District Actions Plan - Mentorship and Networking Opportunities	July 2026 - Ongoing
Evaluation and continuous improvement	Establishment of ongoing engagement processes with Peak Body / Advisory Groups	July 2026 - Ongoing

Phase 1 Outcomes – Draft Concept Identification

A review has been undertaken, culminating in the identification of the following key elements of a draft concept as follows:

Governance Structure and Framework:

The conceptual governance structure (see Figure 1) consists of interconnected elements that encourage a bottom-up approach to governance while ensuring oversight and strategic alignment by the Council and Elected Members. These include:

- Community Members:**
Individuals residing in the community contribute ideas, initiatives, and priorities that reflect local needs.
- Community Groups and Local Businesses:**
Organisations representing specific demographics or interests drive projects and initiatives, feeding into District/Strategic Action Plans.
- Peak Bodies:**
Umbrella groups represent geographical or thematic areas, collaborating with community groups to develop District/Strategic Action Plans.

4. **Peak Body Network:**
A representative body facilitates collaboration between peak bodies and acts as a conduit for advocacy, reporting to the Council.
5. **Council and Elected Members:**
Oversee governance and funding, ensuring alignment with strategic objectives while maintaining regional equity and sustainability.

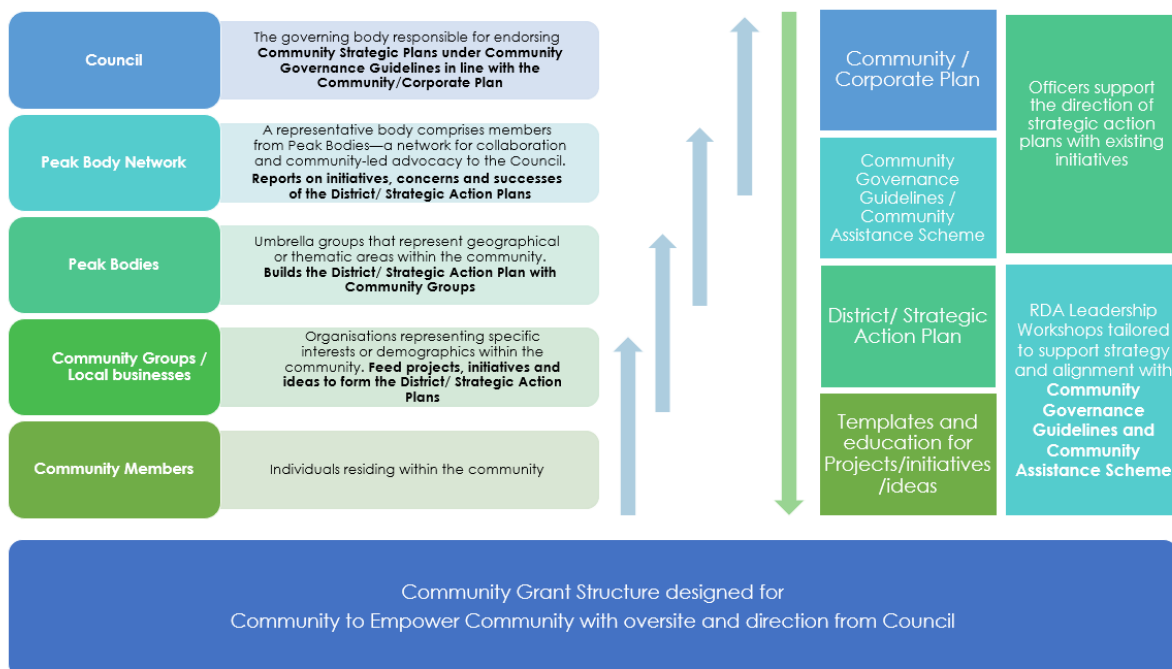


Figure 1: Proposed Community Governance and Funding Model Interactions

This visual representation outlines the relationships between community members, groups, peak bodies, the peak body network, and the Council. It illustrates how grassroots initiatives feed into District/Strategic Action Plans while Council and Elected Members provide oversight and strategic direction.

High-Level Approach:

- **Participatory Governance:** Community members actively shape decision-making through contributions to District/Strategic Action Plans.
- **Resource Mapping and Integration:** Strengthen data collection and integration to align funding with community assets and needs.
- **Capacity Building:** Provide workshops, templates, and education to equip community leaders and organisations for effective participation.
- **Strategic Oversight:** The Council ensures that community initiatives are consistent and feed initiatives to and with the overarching Community/Corporate Plan.

Key Funding Mechanisms:

The current funding models will be reviewed and restructured into a new, cohesive funding initiative to mobilise financial and in-kind resources across multiple streams. The streams to be reviewed include:

1. **Community Grants (CASC):** Financial support for community, heritage, and youth initiatives.
2. **Council-Endorsed Initiatives:** Funding for event activation and infrastructure improvements.
3. **Ad-hoc Funding Opportunities:** Targeted funds to address emerging community needs or projects.
4. **Community Loans:** Low-interest loans for local organisations and businesses.
5. **Subsidies:** Incentives such as rebates, reduced lease rates, or waived fees.

Outcomes and Impact:

Figure 2 highlights the flow and balance between advisory, subject matter expertise and participatory governance, which supports localised and regional needs and asset analysis. Evidence-based outcomes and resources support this.

This supports high-level outcomes and impacts in:

- **Enhanced Collaboration:** Stronger connections between community stakeholders and the Council.
- **Equity in Resource Distribution:** Visible processes that support regions and groups relatively.
- **Increased Community Capacity:** Empowered leaders and organisations with the skills to drive sustainable development.
- **Strategic Alignment:** Community initiatives that align with broader regional and Community plans.

Concept Plan - Community Governance and Funding Model

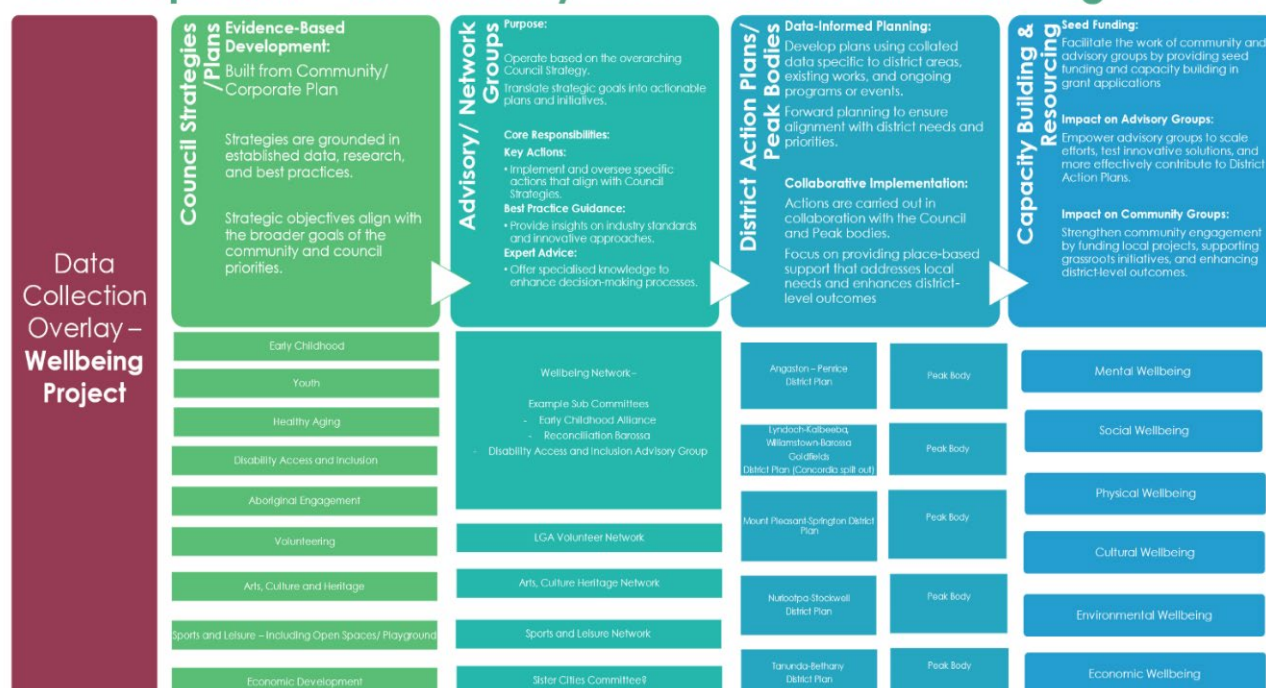


Figure 2: Concept Plan - integration of evidence-informed data and analysis, subject matter expertise and participatory governance

Phase 2 – Concept Validation and Refinement

Phase 2 Concept Build Out	
Phase 1 Key Findings and Priorities	Recommended Actions for Phase 2 - We will scope, create & implement:
Opportunities for Improved Documentation and Resource Awareness:	Develop Community Asset Mapping Develop a comprehensive asset map to document community resources and infrastructure. This will include: • Community Wellbeing Priorities: Identify key concerns and aspirations within each district.

	• Barriers to Access: Highlight challenges communities face in utilising local resources, services, and infrastructure. • Places of Connection: Map locations where communities gather, such as green spaces, local businesses, programs, services, groups, and sports activities/clubs. • New Opportunities: Understand community needs regarding development, services, and resources. • Demographic and Health Data: Identify population trends and health needs at individual and district levels. • Council Assets: Map physical infrastructure, public facilities, and resources supporting community life. • Community Assets: Identify local skills, networks, institutions, and social infrastructure. Community Group Asset Map • Map Community Groups: Create a comprehensive asset map of community groups within each district area. This map should document each group's focus areas, activities, leadership, and membership. • Support Workflow Integration: Use the asset map to improve workflows and connections between community groups and peak bodies. This will help identify synergies, address gaps, and foster collaboration.
Roles that support communication and capacity building:	Refine Community Development Roles (Community Planning) • Community Planners: Community planners act as channels between the Council, Advisory and Peak Body groups. They will facilitate communication, provide guidance, and ensure alignment with district action plans. • Community Engagement: Regular and structured engagement with community groups and Council officers to gather input on needs, challenges, and priorities.
Enhanced Decision-Making and Responsibility:	Develop a Community Governance Framework • Community Governance Framework translate regional goals into district-specific actions alongside the community to enhance community voices through governance processes. • Develop detailed guidelines outlining roles, responsibilities, and processes for community groups, peak bodies, and Council officers. These guidelines should cover consultation procedures, decision-making processes, and reporting requirements. • Ensure that peak bodies, officers, and the Council collaborate throughout the process to ensure continuity, access to resources, and support for effectively consulting their communities. Engage and leverage key partnerships • Collaborate with RDA: Partner with organisations such as Regional Development Australia to provide education and skill development for community groups. This collaboration should focus on enhancing planning skills, strategic thinking, and understanding of funding processes. It should also provide training on community engagement, planning, and the application process. • Develop Training Programs: Create training programs that address the specific needs of community groups, including workshops on grant writing, project management, and data collection. Create District Action Plans • Develop Action Plans: Formulate district action plans based on identified needs, priorities, and strategies for community support. These plans should be informed by input from community groups and data gathered through the asset mapping process.

	• Align Funding with Plans: Ensure that grant applications align with the priorities outlined in the district action plans, promoting a more targeted and effective use of funds.
Streamline Funding Processes	Implement Grant Application (Seed Funding) System • Community Funding Program: Community Funding is Wellbeing-focused to ensure resources are allocated and advocated for in alignment with wellbeing priorities. • Establish an Online Portal: Scope a user-friendly online grant application system where the community can submit requests. The portal should have council funding and external funding opportunities to ensure resource allocation. The portal should include clear guidelines, eligibility criteria, and application status tracking. • Ensure Clarity: Provide clear and easy-to-read information on funding opportunities, application processes, and decision-making criteria. • Collaborate with the Economic Development team to create a new Community Initiatives Funding Model. This model will inform decision-making on funding allocations and establish a Community Governance Framework that supports ongoing initiatives to enhance community and economic development.
Enhance Data Management for Better Impact Measurement	Enhance Data Collection and Impact Measurement • Centralise Data Management: Implement a centralised data management system to track funding applications, allocations, and outcomes aligned to the district action plans. Ensure this system is accessible to all relevant stakeholders. • Develop and Monitor Metrics: Establish metrics for evaluating the impact of funded projects and regularly review these metrics to assess effectiveness and make necessary adjustments.
Improve equity in Funding Allocations.	Promote equity and impact. • Publish District Action Plan Information: To enhance transparency and accountability, make information about funding allocations, applications, and outcomes publicly available. • Create Feedback Mechanisms: Implement feedback mechanisms for community groups and stakeholders to provide input on the funding process and its outcomes through the Community Governance Structure.
Need for Regular Review and Adaptation of Funding Systems	Monitor and Evaluate the System • Establish Monitoring Processes: Develop processes for monitoring the implementation of district action plans and the allocation of seed funding. Include regular reviews and audits to ensure compliance and effectiveness. • Evaluate and Adjust: Regularly evaluate the funding integration system, gather feedback, and adjust processes to improve efficiency and address emerging issues.

Project Deliverables

By the end of the project, the following key deliverables are expected:

1. A Refined Community Governance Framework:
 - o Updated policies and processes aligned with best practices and Council objectives.
 - o Integrated internal and external processes to improve collaboration, responsiveness, and community impact.
2. Enhanced Funding Program:

- Alignment with broader strategic objectives.
- A stronger connection between governance structures and funding priorities to maximise impact.

DEBATE REPORT

7.4 Development and Community Services

7.4.2 THE BAROSSA COUNCIL WELLBEING PROJECT - COMMUNITY ENGAGEMENT REPORT

**Author: Manager Community Services
25/1369**

PURPOSE

To endorse the Community Engagement Report associated with Phase 1 of The Barossa Council Wellbeing Project and to endorse a Grant Agreement with Preventative Health SA to facilitate Phases 2 and 3.

RECOMMENDATION

That Council:

- (1) Endorse the Community Engagement Report contained in Attachment 1.
- (2) Endorse the Grant Agreement between the Minister for Health and Wellbeing (as represented by Preventative Health SA) and The Barossa Council (as contained within Attachment 2 to facilitate the development and implementation of a Wellbeing Strategy and Action Plan associated with Phases 2 and 3 and delegate authority to execute the Grant Agreement to the Chief Executive Officer.

REPORT

Background

At its meeting on 20 February 2024, Council endorsed the Grant Agreement between the Minister for Health and Wellbeing (as represented by Wellbeing SA) and The Barossa Council providing seed funding for project planning support, consultation, and engagement and to assist the development of a Wellbeing Program concept for the Barossa.

The Wellbeing Project is a three-phase initiative to enhance the Barossa region's health, happiness, and connectedness. Each phase builds on the previous one, forming a strategic, community-driven approach to embedding wellbeing into the region's everyday practices.

Introduction

Phase 1 of the Barossa Council Wellbeing Project, 'Let's Shape Wellbeing Together – Listen and Learn', focused on engaging the community, gathering regional data, and reviewing and mapping existing assets and processes. This phase identified the region's priorities, strengths, and gaps through consultation, culminating in the development of a Wellbeing Project Engagement Report (see *Attachment 1*). This foundational phase essentially explored how to embed wellbeing initiatives into everyday practices.

Building on insights from Phase 1, Phase 2: Let's Build Wellbeing Together – Best Practice, will focus on the development of tools and resources to create sustainable, community-driven approaches. It will aim to establish a Council-wide strategy with measurable outcomes, addressing the evolving needs of the Barossa region.

Phase 3: Let's Grow Wellbeing Together – Strategy and Action Plan, will bring the strategy to life by embedding wellbeing into Council planning and delivering place-based plans and projects. Through activating spaces and implementing inclusive programs, this phase transforms ideas into tangible outcomes that enhance local wellbeing.

Endorsement of the Wellbeing Project Engagement Report associated with Phase 1 of The Barossa Council Wellbeing Project is now sought along with endorsement to enter into a further agreement with Preventative Health SA to facilitate Phases 2 and 3.

Discussion

Phase 1 of The Wellbeing Project has successfully laid the groundwork to enhance our approach to improving health, happiness, and connectedness across the Barossa region. The project identifies key priorities and challenges through community engagement and data collection, establishes guiding principles, and develops foundational tools to support the subsequent implementation phases.

Community consultation ran for period of six weeks from 1 July to 9 August 2024. An online survey was the primary tool for gathering feedback. Consultation was distributed widely and included:

- Yoursay landing page which received 1,063 visits;
- Social media campaign, the sponsored posts reached 22,738 people, generating 654 interactions, 105 likes, 10 comments and 57 shares;
- Flyers with Rates Notices were distributed to 10,000 households;
- Emails sent to 219 key community stakeholders;
- Public signage QR code signs were installed at prominent locations across the Barossa region;
- Newspaper articles in The Leader and The Bunyip;
- Press releases sent to local radio stations and a newsletter in The Grapevine;
- Posters and Flyers distributed to hospitals, medical centres, post offices, businesses and town halls;
- Face to face engagement via outreach to post offices, primary schools, daycare centres and aged care facilities.

Qualitative and quantitative data within the survey was collected so that people could express their thoughts and feelings openly, resulting in various responses and

insights. In total, 862 responses were received, thereby representing 3.3% of the Barossa representation. A further 29 Easy Read Surveys were returned.

The Report captures insights into the region's unique wellbeing landscape, highlighting the community's aspirations, barriers, and opportunities alongside secondary data showing demographic, health, and wellbeing statistics to support evidence-based need and resourcing.

Based on community feedback, we heard that the following were the highest priorities:

Key Health and Wellbeing Priorities

- Being mentally well – 88%
- Access to affordable health food – 85%
- Safe and welcoming spaces – 80%
- Being physically well & active – 78%

Utilisation of Community Resources

- Green Spaces – 69%
- Sports/Sports Clubs – 45%
- Local Traders – 40%
- Council Programs & Facilities – 34%

Barriers to Participation

- Cost – 52%
- No suitable activities or programs – 37%
- Not knowing what is available – 33%
- Limited facilities or unsuitable infrastructure – 32%

New Opportunities for Community Wellbeing

- Be Active – 49%
- Pursue Interests of Their Own – 41%
- Learn or Grow New Skills – 38%
- Meet and Talk to Other People – 36%

The engagement aimed to connect with our community to understand what matters most to their wellbeing. By listening and learning, we aimed to uncover key priorities, challenges and aspirations to guide the Wellbeing Strategy.

The next phase of the project will attract further grant funding in the amount of \$90,000 and Council is requested to endorse the Grant Agreement and to delegate authority to the Chief Executive Officer to enter into the Grant Agreement with the Minister for Health and Wellbeing (as represented by Preventative Health SA) for the period 2025/26. The draft Grant Agreement is contained in [Attachment 2](#).

Building on the learnings gained from Phase 1, the second phase focuses on developing foundational tools and resources to establish sustainable community development approaches. A Concept Plan has been built through the engagement phase with Council staff and community and is contained in [Attachment 3](#).

The Concept Plan identifies the guiding principles for Working Together, Building Community Capacity, Sharing Knowledge, Evidence-Informed Practice, a Sense of Place, and Innovation and Inclusion to provide a clear framework for the Council's role in delivering sustainable wellbeing outcomes. These principles, coupled with tools like district profiling, a wellbeing network, and a live data platform, ensure the strategy is practical and responsive to community needs.

A high-level Implementation Framework has been developed and is contained in [Attachment 4](#). The Framework seeks to strategically align the Council's resources, frameworks, and strategies with the community's specific needs. As a council-wide initiative, it provides a clear roadmap for addressing immediate priorities while outlining long-term improvements for the Community Development Team, ensuring sustainable and impactful outcomes.

Summary and Conclusion

Building on the foundational work completed in Phase 1 of The Barossa Council Wellbeing Project, Phase 2 will translate insights into actionable initiatives and embed wellbeing into operations. This phase will refine the concept plan, strengthen partnerships, and deliver a cohesive strategy addressing immediate priorities and long-term aspirations.

Endorsing the findings and direction outlined in the Wellbeing Engagement Report, along with the information for the next steps in the Concept and High-Level Implementation plan, represents a step forward, positioning the Wellbeing Project as an initiative that enhances the region's social, physical, and mental wellbeing. Through collaboration, evidence-based approaches, and inclusive practices, the Council can continue to build a healthier and more connected Barossa community with the data and insights to adapt and grow as needed.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

Attachment 1	The Barossa Council - Wellbeing Project- Engagement Report 2024 ↓ 
Attachment 2	Barossa Wellbeing Hub - Implementation - Grant Agreement 25-26 - PDF Version ↓ 
Attachment 3	The Barossa Council - Wellbeing Project Concept Plan - Phase 2 ↓ 
Attachment 4	The Barossa Council- High Level Implementation Plan ↓ 

Supporting references

Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTSCommunity Plan

Health and Wellbeing

Goal

- 9 Our community has fair and equitable access to the resources and services they need to lead a safe, healthy, inclusive and connected lifestyle

Strategies

- 9.2 Promote a healthy community through a planned approach to public health, and sustainable access to allied, primary and mental healthcare services and facilities.

Legislative Requirements*Local Government Act 1999***FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS**

The next phase of the project will attract further grant funding in the amount of \$90,000 from Preventative Health SA and no additional financial contribution will be required. Staff will provide in-kind support to undertake phases 2 and 3.

COMMUNITY ENGAGEMENT

Community consultation in relation to Phase 1 was undertaken for a period of six weeks from 1 July to 9 August 2024. It is proposed that the Wellbeing Engagement Report will be released to all participants and stakeholders and the public generally. Implementation as per Phase 3 will involve further targeted engagement with key stakeholders and community groups.



The Barossa Council Wellbeing Project

Let's shape Wellbeing together!

Engagement Report - 2024



Government of South Australia
Preventive Health SA



This is a joint project between The Barossa Council and Preventive Health SA

Ngadjuri, Peramangk, and Kurna Acknowledgement of Country

The Barossa Council and Preventive Health SA acknowledge and pay respect to the Ngadjuri, Peramangk, and Kurna peoples, the Traditional Custodians of the lands within the Barossa Council region. We honour the Ngadjuri, Peramangk, and Kurna communities' past, present, and future and connections to the lands across the Barossa region.

Gratitude for Collaboration and Commitment

We extend our genuine thank you to everyone who has contributed to the Wellbeing Project so far. This includes community members, stakeholders, and partner organisations whose valuable insights, time, and effort have helped shape our shared vision for a healthier and more connected future.

We also acknowledge the ongoing support and collaboration from individuals and groups who continue to champion this work. Your commitment to wellbeing, community engagement, and collective action is the foundation of our success.

Together, we look forward to building on this progress, fostering partnerships, and creating lasting impacts for the benefit of all.



What's Inside

	Wellbeing Project Overview & Report Introduction	An introduction to the project and report, its purpose, and scope.
	Creating a Full Picture: Population Representation and Data Insights	Insights into data collection, community representation, and survey results across districts.
	Connecting with Our Community: How We Engaged	Our engagement approach includes pre-launch planning, workshops, creative outreach, and targeting priority groups.
	Insights and Interpretations: What We Heard & Analysing the Data	Key data findings include wellbeing priorities, barriers to participation, and opportunities across all life stages.
	Our Key Learnings & Takeaways	Lessons learned from the project, focusing on sustainable outcomes and integrated frameworks.
	The Next Steps in Our Wellbeing Journey	Look at Phase 2, including the high-level implementation plan for continuing our wellbeing efforts.

The Wellbeing Project Overview

The Wellbeing Project is an initiative to enhance our region's health, happiness, and community connectedness. It represents a step toward embedding wellbeing into the fabric of our community through targeted engagement, strategic planning, and resourced actionable implementation.

This is not a short-term fix or designed to provide quick solutions to complex challenges. Instead, it focuses on building the right foundations to ensure that wellbeing initiatives are sustainable, impactful, and responsive to evolving community needs. The project addresses immediate priorities while laying the groundwork for lasting change.

With a long-term vision and commitment to collaborative partnerships, this initiative recognises that real change takes time but delivers benefits when grounded in strategy and community-driven action.



86% of respondents supported creating a plan to promote wellbeing, while 12% were unsure.

This overwhelming support highlights the community's commitment to growing a healthier and more inclusive environment!

Why the Wellbeing Project?

The Barossa Council recognises community development as a fundamental practice to delivering the region's social, economic, and environmental wellbeing. The Council develops long-term strategies to meet community needs while aligning with government policies and objectives.

Acting as a facilitator, the Council brings together diverse stakeholders—residents, businesses, non-profits, and government agencies—to collaborate on projects that reflect local priorities. Through community engagement, advisory groups, and partnerships, we ensure that initiatives address local needs while building best practices.

- This project focuses more on social impact, emphasising measurable outcomes that enhance community resilience, equity, and overall wellbeing.
- By embedding social impact as a core principle, the Council seeks to create meaningful, sustainable change that benefits individuals and the broader community.

Partnership with Preventive Health SA

The project was motivated through a joint partnership with Preventive Health SA, providing initial seed funding and allowing for the modification of the traditional Community Hub Model into a Barossa-specific framework that reflects the region's unique characteristics:

- A community of communities: Acknowledging the Barossa's diversity of interests and needs
- Belonging to place: Harnessing the region's strong sense of identity and connection to place
- Dispersed demographics: Addressing challenges posed by geographically spread populations through localised approaches

Guiding Questions

The Wellbeing Project is guided by a set of key questions aimed at shaping a sustainable future-focused strategy:

- **Harnessing Wellbeing:** How do we measure, capture, and effectively communicate wellbeing outcomes?
- **Empowering the Community:** What tools, resources, and processes are required to build community capacity and enable meaningful grassroots action?
- **Aligning with Council Objectives:** How can community-led wellbeing initiatives deliver measurable impacts that align with strategic Council priorities?
- **Embedding Social Policy:** What social policies and governance structures are needed to underpin and sustain long-term wellbeing efforts?

By reshaping community development and embedding social impact into The Barossa Council's practices, the Wellbeing Project establishes a more integrated and collaborative framework. This ensures that our efforts deliver measurable improvements to community wellbeing, create equitable access to opportunities, and build resilience for the future.

Our Wellbeing Journey - A Phased Approach

The Wellbeing Project has been structured into three phases, each building on the insights of the previous:



Introduction to the Wellbeing Engagement Report

This report documents our initial steps to engage with the community and our ongoing commitment to that engagement. It details how we analyse regional data and review existing practices to understand the region's wellbeing landscape better.

It explains how we ensured voices were heard by combining community consultation with secondary data analysis, highlighting key themes, wellbeing priorities, opportunities, barriers and places of connection. The report also includes the lessons learned and identifies the groundwork required to guide future initiatives, providing a roadmap for what's next in the Wellbeing Project.



Success



Learning

Note: This report includes highlight blocks showcasing key successes and lessons from this phase. These blocks emphasise the innovative concepts trialled and the insights that informed the development of the concept plan and high-level implementation strategies.

Creating a Full Picture: Population Representation and Data Insights

Data Collection Methodology

We reviewed a wide range of information, including secondary data about The Barossa Council area and its community. Some of the key sources we used were:

- [Australian Bureau of Statistics \(ABS\) – Community Profile](#)
- [Torrens University Social Atlases](#)
- [South Australian Population Health Survey](#)
- [Profile ID - Barossa](#)
- [Australian Early Development Census \(AEDC\)](#)

We also reviewed previous community consultations run by The Barossa Council and other local services, such as:

- Nuriootpa High School and Faith Wellbeing Day Consultations
- [Addressing the Unmet Need for Psychosocial Support in the Barossa Valley](#)
- [Foundation Barossa – Barossa Region Vital Signs- 2021](#)

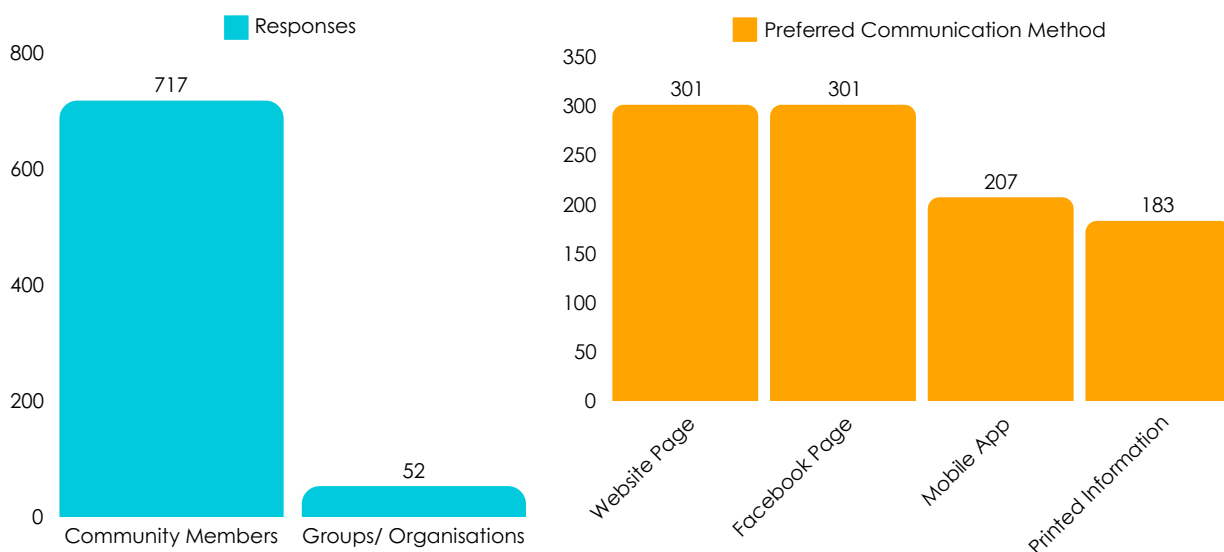
Ensuring Reliable Data and Strategic Engagement

To ensure our data represented the Barossa population, we aimed for a sample size of 587 people, which ensured the results accurately reflected the community's views. We collected qualitative and quantitative data so people could express their thoughts and feelings openly, resulting in various responses and insights.

Wellbeing Engagement Responses and Insights

862 responses were received, representing 3.3% of the Barossa population

Respondents & Preferred Communication Method:



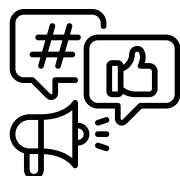
Engagement and Communication Insights:



29 Easy Read Surveys returned



217 emails to key community groups, organisations and businesses



Social Media reached 22,738 people with 654 interactions & 57 shares



10,000 households received flyer with Rates Notice



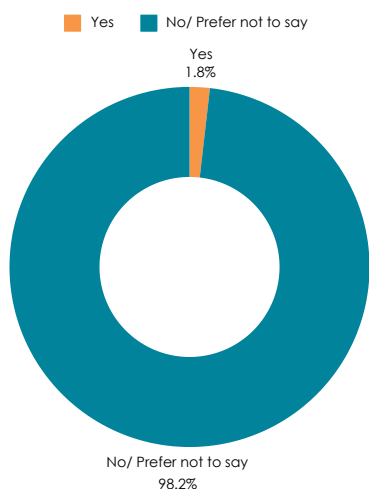
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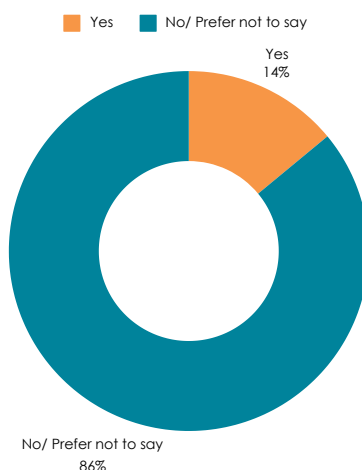
9 corflutes posters across various locations

Engagement Representation

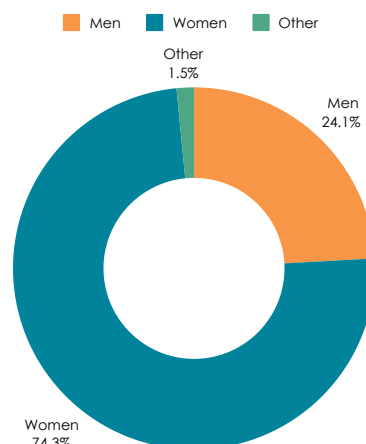
Aboriginal and Torres Strait Islander Peoples



People with Disability



Gender



Learning: Further Targeted Engagement

This data highlights an excellent starting point and further opportunities for targeted engagement to address these communities' specific needs and priorities, promoting greater equity and participation.

District Breakdown for Targeted Engagement

Using a place-based approach, we mapped the Barossa Council region into six district areas (see Figure 1) to create an overarching picture of the regional strengths and opportunities and how these apply to each district. By mapping responses using postcode data, we identified areas with lower engagement, enabling targeted efforts to enhance community input and ensure regional representation.

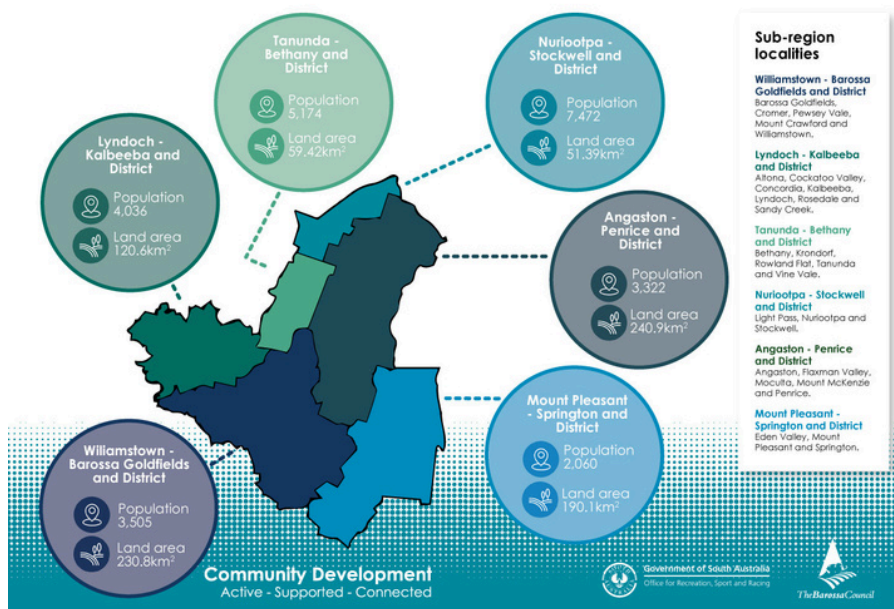


Figure 1: The Barossa Council Sub Region Districts

(Profile ID, 2021)

Results of Population and Survey Responses by District

Figure 2, compares each district's share of the total Barossa population (Population %) with the percentage of total survey responses from each district (Survey Response %).

While some areas, such as Nuriootpa-Stockwell, are overrepresented in the survey responses and others, like Williamstown-Barossa Goldfields, are underrepresented, the data breakdown highlights engagement within each area.

Comparing population data and survey responses within each district provides insights into local engagement and ensures that future wellbeing initiatives can be localised to a district-level need and priority.

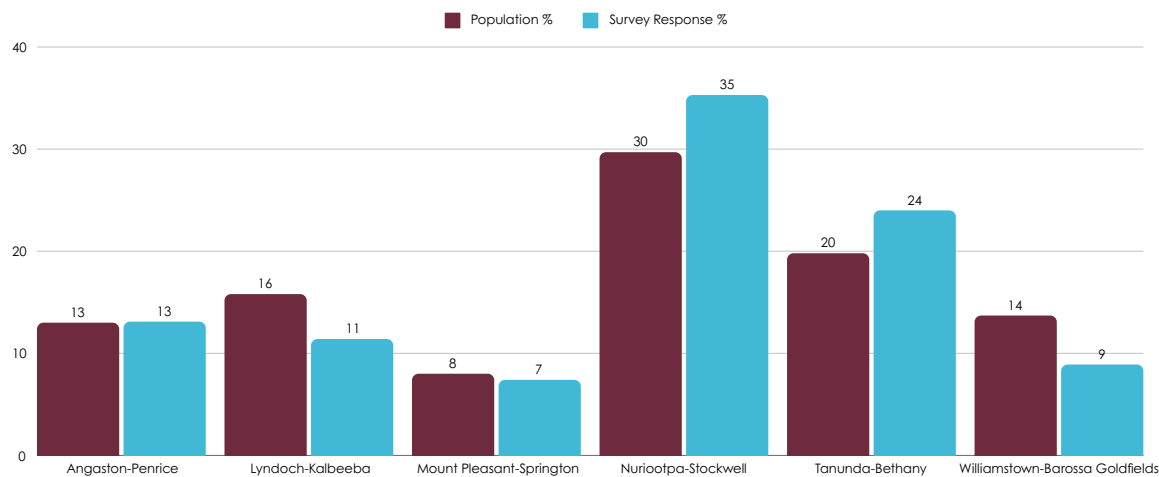


Figure 2: Total population and engagement comparison.



Success: Population Reach Tool

Creation of **Population Reach Tool (PRT)** identifies the reach of organisations and services by categorising them as Regional, District, or Local based on their assumed impact on the community. For example, a regional health service might reach a broader area, while a local business or neighbourhood program targets a smaller, specific group. This approach helps focus outreach efforts where they are most effective.



Success: Community / Stakeholder Engagement

Building on the success of the district breakdown trial, we plan to enhance future consultations and engagements by using a regional and local approach.

Connecting with Our Community: How We Engaged

We focused on meaningful connections with the Barossa community through differing engagement platforms for inclusion, including face-to-face and outreach efforts.

Pre-Engagement

Pre-launch Awareness Campaign

We collaborated with staff, volunteers, and community organisations (see face-to-face engagements section) to ensure widespread awareness of the Wellbeing Project. Through community outreach, we created community champions and encouraged involvement across the Barossa. Having key Council hubs on board, such as the Bush Gardens, Library, Gallery, Barossa Visitor Centre, Men's Shed, and The Rex, helped to support broader community participation.

Community Stakeholders Workshop and Survey Development

Before launching our engagement process, we hosted a workshop with key community stakeholders to review and refine our wellbeing questions. This group shaped the survey content, ensuring it aligned with evidence-based wellbeing frameworks, including the Social Determinants of Health, the 5 Ways to Wellbeing, and the Livability Index.

Participants included:

- Cr Kathryn Schilling (Youth Barossa)
- Dr Bill Gransbury (Enhance Barossa Mental Health)
- Cr Jane Evans (Barossa Districts Health Advisory Council)
- Katrin Lohner (Southern Barossa Alliance)
- Jenny O'Brien (Barossa Wellness)
- Helen Walker (Lutheran Care)
- Kate Blacksell (DHS Safer Family Services)

During the workshop, the group provided valuable feedback and proposed adjustments to improve the survey's clarity and relevance, such as:

- Separating employment and volunteering options
- Rephrasing "place" to "space" when referring to areas outside the home
- Including options to identify carers for people with disabilities

In addition to refining the survey, the group identified key target areas for engagement, including:

- Schools, education facilities, and childcare centres
- Community organisations, churches, and aged/disability programs
- Healthcare providers, mental health, and wellbeing services
- Sporting clubs, businesses, community leaders, and council programs

Two survey versions were developed, which included customised questions (gender and disability) to inform the next Disability Access and Inclusion Plan consultation:

1. Individual Survey for personal responses
2. Community Group Survey for collective input from groups and organisations

Primary Engagement

The community consultation ran for six weeks, from July 1 to August 9, 2024.

An online survey was the primary tool for gathering feedback. It was made easily accessible via a QR code or link on the YourSay platform and promoted through multiple channels to maximise participation:

- Council Website: The YourSay landing page received 1,063 visits
- Social Media Campaigns: Sponsored posts reached 22,738 people, generating 654 interactions, 105 likes, 10 comments, and 57 shares
- Flyers with Rates Notices: Distributed to 10,000 households
- Emails: Sent to 219 key community stakeholders
- Public Signage: QR code signs were installed at prominent locations across the Barossa region:
 - Tanunda - Gomersal Road / Barossa Valley Way
 - Nuriootpa - Tolley Reserve Roundabout, Tanunda Road
 - Nuriootpa - Dog Park, Penrice Road
 - Nuriootpa - Council Office, Tanunda Road
 - Angaston - Memorial Playground, Murray Street
 - Lyndoch - Lyndoch Oval, Barossa Valley Way
 - Williamstown - Queen Street and Victoria Terrace
 - Mount Pleasant - Talunga Park, Melrose Street
- Newspapers: Articles were published in The Leader and The Bunyip
- Media Outreach: Press releases were sent to local radio stations, and a newsletter insert was included in The Lyndoch Grapevine
- Posters and Flyers: Distributed to hospitals, medical centres, noticeboards, post offices, businesses, and town halls
- Face-to-face engagement: Direct outreach to post offices, primary schools, daycare centres, and aged care facilities

Creative Expression

We created a fun and interactive activity to include children under 12 in the engagement (see Appendix) to encourage self-reflection and creativity. The activity asked children to think about what makes them happy, healthy, and connected, like playing with friends, enjoying a favourite toy, or visiting a special place.

Each child received a character outline to draw themselves and add illustrations or write about what brings them joy.

This activity collected 64 responses, showing what children value most and helping them identify the sources of their happiness and wellbeing.

Easy-to-Read Surveys

To further promote inclusivity, an easy-to-read version of the survey was distributed. This survey was shared with key stakeholders, resulting in 29 additional responses (see Appendix).

Incentivising Engagement

To encourage participation, we offered random prize draws for the individual survey respondents, including:

- 1st prize: \$500 EFTPOS gift card
- 2nd prize: \$250 EFTPOS gift card
- 3rd prize: \$150 EFTPOS gift card

A separate prize draw for children involved in the activity awarded a \$100 voucher to a local store, Kids Unite.

Face-to-Face Engagements

Face-to-face conversations continued throughout the engagement phase with local stakeholders:

Local Churches	Tutti Arts
Lutheran Care	Barossa Hockey Association
Enhanced Barossa Mental Health	Nuriootpa Netball Club
Youth Barossa	TAFE SA
Barossa Community Services Network	Belgravia Leisure
Local schools	Mt Pleasant Market
JFA Purple Orange Disability Peer Network	Barossa Enterprises

Targeting Priority Groups

We visited childcare centres, kindergartens, and primary schools with the children's activity packs to discuss the Wellbeing Project concept with education leaders. Direct engagement within local schools drove 22.6% of total responses in the 13 – 17 age group.

We collaborated with local Aged Care and Disability services to provide on-site support, assisting individuals in completing the survey. With this personalised 1:1 assistance, many individuals could participate and have their voices heard. Highlighting the importance of continuously refining our community engagement strategies.



Post-Community Engagement

Reviewing and Designing Future Strategy

A follow-up key stakeholder workshop was held to review the survey findings and identify common themes.

- Cr Kathryn Schilling – Elected Member, Youth Barossa
- Dr Bill Gransbury – Enhance Barossa Mental Health
- Cr Jane Evans – Elected Member, Barossa Districts Health Advisory Council
- Katrin Lohner – Southern Barossa Alliance
- Jenny O'Brien – Barossa Wellness
- Bec Normington – Barossa Village
- Kate Blacksell – DHS Safer Family Services
- Kate Shelby-Jones – Pilates Barossa
- Simon Taylor – Southern Barossa Alliance
- Tahlia Blythman – UniSA
- Layla McCormack – Nuriootpa High School, Mental Health Practitioner

In breakout groups, participants reviewed the top three priorities and barriers to community wellbeing, including many suggestions for food security, mental health, and safety, which we have included in our broader data set for opportunities.

Key strategies to strengthen resources and collaboration for the next phase of the Wellbeing Project included:

1. Improving Access to Information:

- Create platforms for community directories available in differing formats
- Utilise multiple communication platforms such as social media, websites, noticeboards, and newspapers
- Strengthen connections by engaging directly with communities at a local level

2. Encourage Collaboration and Participation:

- Partner with local businesses, volunteers, and organisations to expand existing programs
- Develop community-led workshops and initiatives to address shared challenges and opportunities
- Empower grassroots groups with tools, resources, and support to drive local projects

3. Building Community Capacity:

- Provide education and workshops on practical skills such as budgeting, cooking, and resilience-building
- Facilitate knowledge-sharing opportunities that connect people with expertise and resources
- Encourage community-driven problem-solving and innovation

4. Enhancing Infrastructure and Accessibility:

- Invest in safe, functional spaces that encourage engagement and activity
- Explore opportunities to improve transport options and access to key services
- Ensure public spaces are well-lit, welcoming, and easy to navigate

5. Data-Driven Decision Making:

- Use insights from community engagement and regional data to tailor initiatives to specific needs
- Identify overlaps and synergies to optimise resource allocation and program impact
- Continuously evaluate and adapt strategies based on measurable outcomes

6. Encouraging Preventive Approaches:

- Focus on proactive education and engagement to address challenges
- Highlight opportunities for participation in local programs and initiatives
- Promote awareness of available support and resources through targeted outreach

Insights & Interpretations: What We Heard and Analysing the Data

Snapshot of Community Engagement Responses

We aimed to connect with our community to understand what matters most to their wellbeing. By listening and learning, we aimed to uncover key priorities, challenges, and aspirations to guide the Wellbeing Strategy.

Key Health and Wellbeing Priorities

Objective: Based on community feedback, determine the most important factors contributing to our community's health and wellbeing.

Being mentally well

88%

This was the highest priority for respondents, reflecting a strong need for mental health services and social support systems to address stress, anxiety, and emotional wellbeing.

Access to affordable healthy food

85%

Ensuring that all community members have access to nutritious and affordable food emerged as a major priority.

Safe & welcoming spaces

80%

Safe and welcoming spaces are essential for social connection and community participation. The community values accessible parks, centres, and public spaces promoting inclusion.

Being physically well & active

78%

Physical wellbeing is closely linked to community engagement in outdoor activities and recreational facilities such as parks, walking trails, and sports clubs.

Utilisation of Community Resources

Objective: Understand which spaces, activities, or community groups residents engage with to support their happiness, health, and sense of connection.

Green Spaces

69%

Green spaces are the top priority for respondents in outdoor recreation. Accessible parks, reserves, and trails are important to the community for physical and emotional health.

Sports/ Sports Clubs

45%

Sports clubs promote social connection and physical activity, offering a sense of belonging, community engagement, and health through team involvement and recreation.

Local Traders

40%

Local traders play an important role in building community identity and economic sustainability. Cafes, markets, and local traders are seen as hubs for interaction and support local livelihoods.

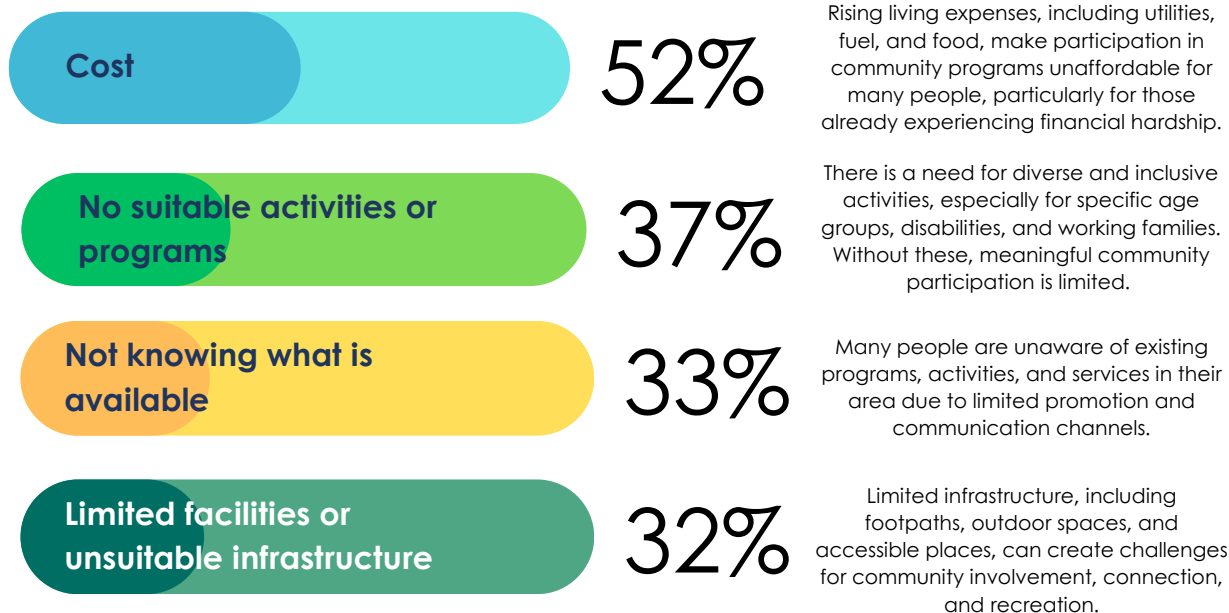
Council Programs & Facilities

34%

Council-managed programs and facilities contribute significantly to community life, offering spaces and activities that foster engagement, learning, and recreation for residents of all ages.

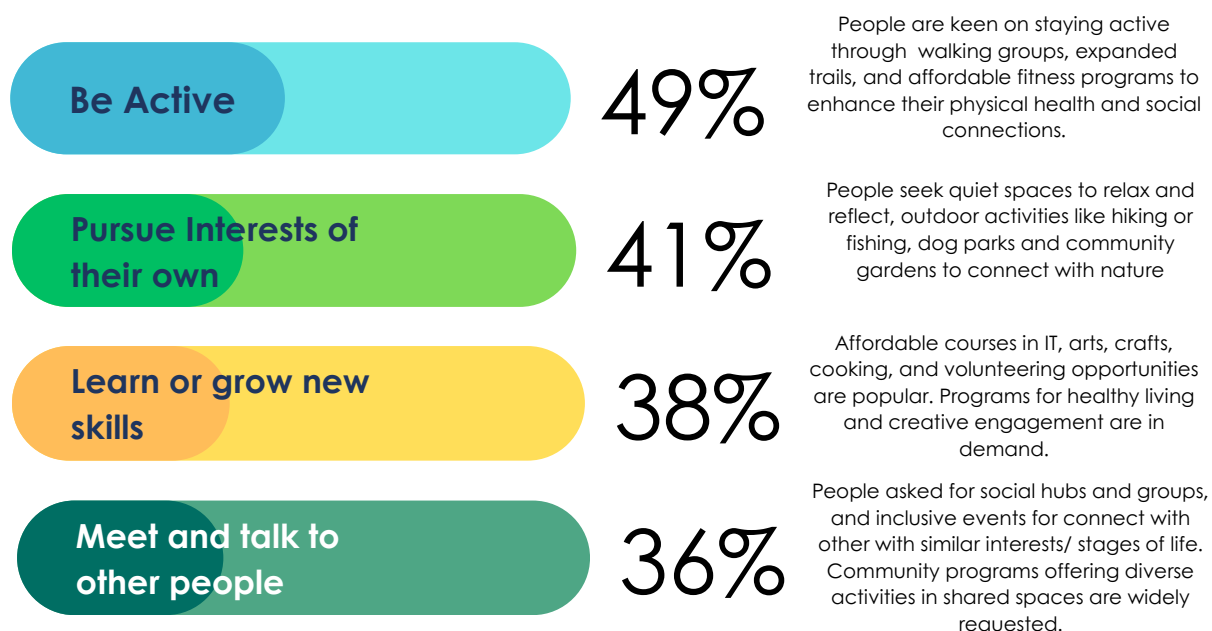
Barriers to Participation

Objective: Uncover the obstacles preventing residents from accessing community spaces, activities, or groups that could enhance their wellbeing.



New Opportunities for Community Wellbeing

Objective: Gather ideas and suggestions from the community on new initiatives that could enhance their health, happiness, and connectedness.



Lifespan Approach to Wellbeing

Children & Youth (Under 18 Years)

“

Children and young people are in a key stage of growth where social, mental, and physical development shapes their future wellbeing. Programs like school activities, sports, and family-focused events are vital for building resilience, fostering a sense of belonging, and promoting mental and physical health

(Biddle et al., 2019; Bronfenbrenner, 1979)

”

	12 years and under	13 -17 Years
Children and Youth made up 22.6% of overall respondents	 16.04% of responses	 6.56% of responses
Top Priorities	1. Family and Friends 2. Access to affordable and healthy food 3. Having space outside the home where I feel safe	1. Family and Friends 2. Sports and Youth Activities 3. Being mentally well 4. Access to affordable and healthy food
Primary Barriers	1. Cost of recreational activities 2. Feeling nervous about new things 3. Lack of options	1. Mental health 2. No suitable activities 3. Cost of recreational activities 4. Transport availability
New Opportunities	1. Be active 2. Learn and grow new skills 3. Meet and talk to other people	1. Be active 2. Learn about healthy eating 3. Learn and grow new skills

Young Adults (18 - 34 Years)

“ Young adulthood is a time of independence and transitions, such as entering the workforce or pursuing higher education (Arnett, 2000). Peer relationships and supportive environments are crucial for emotional and social wellbeing. (Smith, 2017) ”

	18 - 24 Years	25 - 34 Years
Young Adults made up 8.8% of overall respondents	 2.1% of responses	 6.7% of responses
Top Priorities	1.Access to affordable and healthy food 2.Being mentally well 3.Having space outside the home where I feel safe	1.Being mentally well 2.Access to affordable and healthy food 3.Having space outside the home where I feel safe
Primary Barriers	1.Cost of recreational activities 2.Lack of time 3.Not knowing what is available	1.Cost of recreational activities 2.No suitable facilities or infrastructure - footpaths 3.Feeling nervous about trying something new
New Opportunities	1.Pursue interests on my own 2.Learn and grow new skills 3.Be active	1.Be active 2.Pursue interests on my own 3.Meet and talk to other people

Adults (35 - 54 Years)

“

Adults in this group often juggle work, family, and community responsibilities. Volunteering and access to family-oriented programs play a vital role in maintaining a sense of purpose and connection.
(Erikson, 1950; Putnam, 2000)

”

	35 - 44 Years	45 - 54 Years
Adults made up 31.5% of overall respondents	 13.1% of responses	 18.4% of responses
Top Priorities	1. Being mentally well 2. Access to affordable and healthy food 3. Being physically well and active	1. Being Mentally well 2. Access to affordable and healthy food 3. Having space outside the home where I feel safe
Primary Barriers	1. Cost of recreational activities 2. No suitable options for families 3. No suitable facilities or infrastructure	1. Cost of recreational activities 2. Lack of time 3. No suitable facilities or infrastructure 4. Knowing what is available
New Opportunities	1. Be active 2. Pursue interests on my own 3. Participate in community arts	1. Learn or grow new skills 2. Pursue interests on my own 3. Be active

Mature Adults (55 - 74 Years)

“

For mature adults, social inclusion, volunteering, and safe spaces are essential for maintaining physical and mental health. (Rowe & Kahn, 1997)

”

	55 - 64 Years	65 - 74 Years
Mature Adults made up 31.9% of overall respondents	 15.8% of responses	 13.4% of responses
Top Priorities	1. Being mentally well 2. Access to affordable and healthy food 3. Having space outside the home where I feel safe	1. Being mentally well 2. Access to affordable and healthy food 3. Being physically well and active
Primary Barriers	1. Not knowing what is available 2. Timing of activities for workers 3. Cost of recreational activities	1. Cost of recreational activities 2. No suitable activities 3. Not knowing what is available
New Opportunities	1. Pursue interests on my own 2. Learn or grow new skills 3. Participate in community arts	1. Be active 2. Pursue interests on my own 3. Meet and talk to other people

Summary of Representation

- **Children & Youth:** Well-represented (aligned with population share)
- **Young Adults:** Underrepresented (requires targeted engagement)
- **Adults:** Slightly overrepresented (strong engagement)
- **Mature Adults:** Slightly overrepresented (high community involvement)

Community Businesses Group Representation

A total of 52 community organisations and groups responded to our wellbeing survey. These groups span various sectors, including arts, sports, health, education, disability support, and community development. Their input offers a broad perspective on the challenges and opportunities across various groups and highlights the region's strong network supporting wellbeing.

Allied Health

Play Therapy with Jodie
Ali Murch OT
The Nurtured Village Therapeutic Services
Your Foot Doctor/Footprint Health
Collaborative Occupational Therapy
Keira Stone Speech Pathology

Arts, Culture, and History

Nuriootpa Town Band
Old Union Chapel Advisory Group
Angaston and Penrice Historical Society Inc
Reconciliation Barossa
Barossa German Language Assoc. Inc.
Top of the Torrens Theatre Group

Community Groups, Services and Local Traders

The Christian Community Hub Inc.
Southern Barossa Alliance Inc.
St John Anglican Church Mount Pleasant
St Petri Lutheran Church, Nuriootpa
Barossa Improved Grazing Group
Enhanced Barossa Mental Health Inc.
Seeds of Hope Suicide Prevention Network
Robbers Dog
Community Centres SA

Disability and Aged Care

Carers and Disability Link
JFA Purple Orange / Country SKILL Connector
Barossa Village
Lutheran Homes Barossa

Education and Youth Development

Youth Barossa Inc.
Redeemer Lutheran School
Tanunda Primary School & Disability Unit
Lyndoch Primary School
Nuriootpa Scout Group
Nuriootpa High School - First Nations Cohort
Sandy Creek Primary School

Government, Housing and Health Services

Junction Australia
Family Drug Support
Department for Education - Water Safety Team
Department of Human Services SA - Community Development Program
Country and Outback Health
Angaston Medical Centre

Sports, Recreation and Fitness

Barossa Outdoors
Echoes Basketball Club Inc.
Barossa District Football and Netball Club
Nuriootpa Netball Club
Nuriootpa War Memorial Swimming Pool
Barossa Valley Tai Chi & Qi Gong
Barossa Aquatic Fitness – The Rex
Barossa Valley Personal Training

Holistic Health and Wellbeing

Third Space Float & Wellness Studio
Vedic Glow
True North Yoga
Beyond Wellness
Purposeful Life

The Wellbeing Survey highlighted 346 responses:

Telling us who we should connect with to further the Wellbeing Strategy. We now have an extensive list to start connecting with key groups, people and organisations were highlighted across these key themes:

Mental Health and Wellbeing
Employment and Education
Church and Faith-Based Groups
Community Groups and Organisations
Sporting and Recreation
Health Services
Cultural and Arts Groups

Sporting and Recreation
Health Services
Cultural and Arts Groups
Local Businesses
Youth Development
Environmental Groups

Analysing Data - Overlaying Information

Available Data for Analysis

Our datasets give us various insights to inform economic and community-focused strategy development. By integrating demographic, economic, social infrastructure, and community data, we can identify key priorities and challenges, ensuring targeted and effective responses.

The data allows for responsive decision-making, supporting the development of strategies that reflect community expectations and Council goals while ensuring resources are allocated where they are needed most. This real-time alignment enhances collaboration, visibility, and the ability to address immediate needs while planning for long-term sustainability.

The key datasets include:

- **Population Demographics:** Population, health, and wellbeing data will be used to understand the community profile, including age, life stages, and health trends.
- **Community Feedback:** Insights from surveys on barriers to wellbeing, community priorities, and engagement activities will inform targeted actions.
- **Economic Feedback:** Data on barriers to economic participation will help design initiatives to stimulate economic inclusion.
- **Wellbeing Metrics:** Importance ratings for physical, mental, and social activities, as well as initiatives to support mental and physical health, will guide future program design.
- **Barriers:** Identified issues such as cost, transport availability, lack of suitable activities, and infrastructure gaps will inform solutions to address accessibility and equity.
- **Community Priorities:** Preferences for activities, support services, and communication methods will help prioritise initiatives that align with community needs.
- **Targeted Engagement:** Feedback from specific youth events such as school expos

Overlaying Data: Community Insights

By integrating our datasets, we can create layered visualisations that provide an umbrella approach to understanding community needs. These visualisations (see Figure 3) identify connections and gaps across demographics, infrastructure, participation trends, and barriers to access, enabling strategic decision-making.

For example:

- Overlaying health and wellbeing data with community feedback highlights under-resourced services like mental health programs.
- Combining barrier data (e.g., transport, cost, accessibility) with demographics pinpoints areas for targeted interventions.

Analysing data at both district and regional levels highlights localised districts' needs and how to share resources within the broader regional footprint, reducing duplication and strengthening the overall network. Future consultations will build on this process, refining our understanding and regional collaboration.

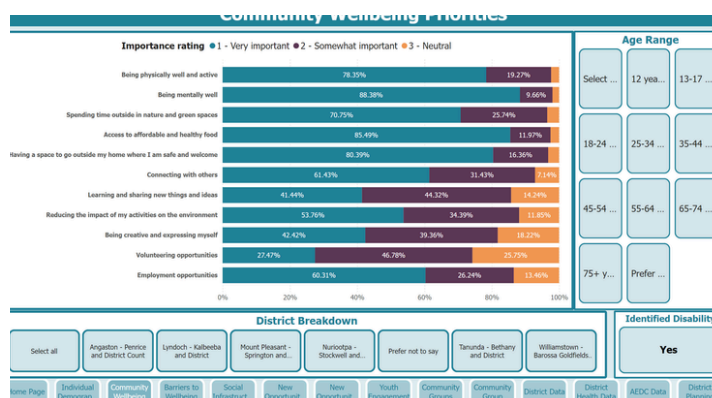


Figure 3: Example screenshot of Community Wellbeing Priorities dashboard

Overlaying Data: How we are doing this

Mapping Analysis:

- Geographic Information System (GIS) mapping is a key tool that we are using to visualise the location of key services (e.g., community hubs and health facilities) with population density, transport networks, and community priorities.
- This helps identify regions where service gaps exist, such as areas with limited infrastructure that align with high-need demographics.

Layered Visualisations:

- The Council can pinpoint intersections where challenges and opportunities align by layering datasets
- Figure 4, "Asset Mapping - Data and Evaluation," provides an example of collating and layering this data to develop a clearer picture of community needs and gaps.

Asset Mapping – Data and Evaluation



Figure 4: Asset Mapping - Data and Evaluation

Our Key Learnings & Takeaways

Sustainable Outcomes

As we progressed in shaping wellbeing across our community, we've identified foundational areas for development and improvement.

Here's a breakdown of our key focus areas and actions moving forward:

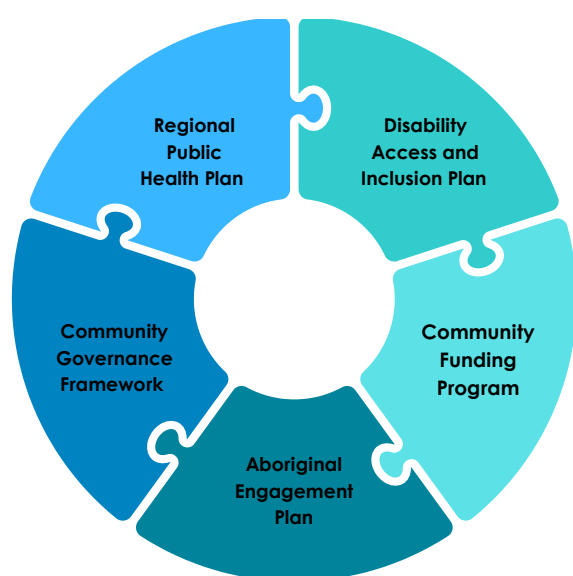
Analysis	Our Learning	What we will do	How will we achieve this	How to make it sustainable
Inclusive Engagement	The importance of developing engagement processes that include and represent diverse community voices.	Create Community Engagement Framework with refined engagement mechanisms that adapt wellbeing initiatives based on community feedback.	Co-design initiatives, leveraging existing networks and clear communication channels.	Ensure community engagement informs and connects directly to all frameworks, shaping strategies.
Data-Driven Decisions	The need for an integrated data system to support evidence-based planning and strategies.	Continue building a centralised platform for tracking wellbeing resources and outcomes.	Facilitate cross-department data sharing, generating insights to guide planning and resource allocation.	Data insights will connect health, access, and funding strategies, ensuring consistent evaluation and shared progress tracking.
Wellbeing Indicators	Creates shared measures to track progress across health, social, economic, and cultural wellbeing initiatives.	Partner with academic institutions to create evaluation tools.	Use indicators to guide priorities and investments across frameworks.	Indicators will measure collective progress over community and council initiatives in the long-term.
Understanding Regional and District Needs	Acknowledging the unique needs and strengths of each district and how they interconnect to shape village identity and sharing of resources.	Conduct detailed district profiling to inform action plans.	Use collaborative consultation and shared community data to create localised strategies that connect to regional goals.	District plans will be informed by and contribute to overarching strategies, ensuring consistency and relevance across the region.

Life Stage Approach	Respond to the evolving needs of the community through a life stage-focused framework.	Ensure that age demographic profiling is available across all consultations and engagements including future data collection.	Engage with demographic data and community input to design initiatives that support wellbeing across life stages	Ensure the different life stages are incorporated within the Wellbeing Strategy to ensure long-term adaptability and responsiveness to changing community demographics.
Aligned Community Planning	Improved alignment between Community Development and Social Planning to support sustainable development across the Barossa Region.	Redefine Community Development for aligned and integrated delivery of wellbeing initiatives.	Build adaptive staff structure models that support through place-based and tactical strategies	Community Development efforts will align with other strategies, ensuring relevance, scalability, and community-driven outcomes.

Integrating Frameworks

Pulling everything together to achieve a cohesive approach to community wellbeing, we recognise the importance of aligning and integrating frameworks and plans. Focusing on the future wellbeing strategy as a connection point across public and preventive health, accessibility, engagement, and funding, we aim to create a strategy that supports diverse needs and priorities.

Here's how we're working to integrate these frameworks:



- Integrate the objectives of the Regional Public Health Plan into the Wellbeing Strategy to align current initiatives with public health.
- Incorporate the Disability Access and Inclusion Plan into the Wellbeing Strategy to ensure accessibility and inclusivity for people with disabilities as a core part of our wellbeing initiatives.
- Translate regional goals into district-specific actions alongside the community to enhance community voices through governance processes
- Community Funding is Wellbeing-focused to ensure resources are allocated and advocated for in alignment with wellbeing priorities.
- Ensure that Aboriginal voices and cultural perspectives are meaningfully included in developing and implementing wellbeing initiatives.

The Next Steps In Our Wellbeing Journey

The Barossa Council Wellbeing Project Phase 2 Concept Plan was created by building on the outcomes of Phase 1, combined with community engagement and stakeholder input. The collaborative process ensured that the plan addressed immediate priorities and long-term community needs.

Through community engagement, stakeholder sessions, and council officer workshops, key themes were identified:

- The importance of clear communication and access to information
- Empowering communities by building skills and leadership capacity
- Encouraging collaboration to avoid duplication and enhance impact
- Using data to inform decisions and measure success
- Enabling inclusive, vibrant spaces that reflect local needs

Stakeholders emphasised the need for place-based solutions while ensuring alignment across the broader Barossa region.

Identifying Key Themes and Guiding Principles

From the feedback, six guiding principles were established as the foundation for the concept plan:

- **Working Together:** Align council outcomes with community aspirations
- **Building Community Capacity:** Empower communities with skills, resources, and leadership opportunities
- **Sharing Knowledge:** Improve communication and connection through open knowledge exchange
- **Evidence-Informed:** Use data to measure impact and adapt strategies
- **Sense of Place:** Reflect local priorities and unique regional identities
- **Innovative & Inclusive:** Design welcoming, creative, and accessible spaces

These principles ensure that the Council's role is clear, community-focused, and driven by collaboration and evidence.

Developing Tools and Resources

To bring the principles to life, the plan prioritises the development of foundational tools and resources. These include:

- District profiling and community planning are used to guide priority and strategic decisions.
- Wellbeing Networks to strengthen partnerships and collaboration.
- Community Asset Mapping to connect resources with needs.
- Interactive Platforms to share updates and success stories.
- Measurement Tools to track wellbeing outcomes and progress.
- Aboriginal Engagement Plans and Access and Inclusion Plans to ensure cultural safety, inclusivity, and accessibility.

Translating the Plan into Key Initiatives

The concept plan focuses on high-level initiatives designed to effect meaningful change. These initiatives include:

- Using data to guide planning, allocate resources, and track outcomes
- Providing resources to build skills and capacity within the community
- Strengthening partnerships across council, community groups, and external stakeholders
- Planning spaces to promote connection, creativity, and accessibility

Concept & High- Level Implementation Plan

See Attached

References

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Appendix

Appendix 1: Individual Survey and Community Group Surveys

 Government of South Australia
Preventive Health SA

 The Barossa Council

Let's shape wellbeing together



Individual survey

The Barossa Council is strengthening its focus on supporting and promoting wellbeing in our community. We are seeking feedback from community members regarding establishing a Wellbeing Plan to provide and/or promote initiatives and projects to support our community's physical, social, and mental wellbeing.

We invite you to share your ideas, preferences, and suggestions to help us understand what a healthy and connected Barossa community looks like to you. Feel free to fill it out for yourself and others if needed.

If you are responding on behalf of a community or government organisation, group, or business, please complete our stakeholder survey.

You can return your finished survey to us via email community@barossa.sa.gov.au, in person at any Council office or library, or get in touch to request a reply-paid envelope.

Help us paint a clearer picture of our community

Which of the following best describes your interest in the Wellbeing Project?

☐ Interested individual – for myself
☐ Interested individual – as a:
☐ Parent
☐ Carer
☐ Guardian
☐ Interested individual – on someone else's behalf

Age:
☐ 12 and under
☐ 13-17
☐ 18-24
☐ 25-34
☐ 35-44
☐ 45-54
☐ 55-64
☐ 65-74
☐ 75+
☐ Prefer not to say

If you are completing the survey for someone else, i.e. child under 18, what is your age?

How do you describe your gender?
☐ Woman
☐ Man
☐ I identify my gender as _____ (please specify)
☐ Prefer not to say

Your residential postcode:
☐ 5118
☐ 5235
☐ 5250
☐ 5251
☐ 5252
☐ 5253
☐ 5255
☐ Other

Country of Birth: _____

2

Do you identify as Aboriginal or Torres Strait Islander?
☐ Yes
☐ No
☐ prefer not to say

Do you identify as living with a disability?
☐ Yes
☐ No
☐ prefer not to say

Help us better understand what Wellbeing means to you

How important is each of the following for your health and wellbeing?

	Not at all important	Somewhat important	Neutral	Moderately important	Very important
Connecting with others	1	2	3	4	5
Employment opportunities	1	2	3	4	5
Volunteering opportunities	1	2	3	4	5
Learning and sharing new things and ideas	1	2	3	4	5
Access to affordable and healthy food	1	2	3	4	5
Being mentally well	1	2	3	4	5
Being physically well and active	1	2	3	4	5
Spending time outside in nature and green spaces, including parks and reserves	1	2	3	4	5
Having a space to go outside my home where I am safe and welcome	1	2	3	4	5
Reducing the impact of my activities on the environment	1	2	3	4	5
Being creative and expressing myself	1	2	3	4	5

3

Let us know what opportunities for Wellbeing you would like to see in our community

What spaces, activities, or community groups in your area do you currently use or attend that help you feel happy, healthy, and connected? Please list (e.g., The Rex, men's shed, sports and service clubs, local café, walking trails, skate park, playground, school oval, library, etc.).

What stops you from visiting and taking part in spaces, activities, or community groups in your area that would help you feel happier, healthier, and more connected? (Please tick all that apply)

☐ Nothing stops me
☐ Cost
☐ Transport availability
☐ Lack of accessible transport
☐ Planned activities are in places that are not easy to get to
☐ No suitable activities or programs
☐ Feeling nervous about trying something new
☐ Don't know what is available (e.g. activities/facilities/programs)
☐ Not having help to join activities/programs
☐ Lack of motivation
☐ No suitable facilities or infrastructure available
☐ Other (please explain)

4

Are there any new opportunities or initiatives you believe would help you feel happier, healthier, and more connected in the community?

- ☐ Meet and talk to other people
- ☐ Be active
- ☐ Get support and coaching to improve my mental wellbeing
- ☐ Get support and coaching to improve my health and having a healthy lifestyle
- ☐ Learn about healthy eating
- ☐ Learn or grow new skills
- ☐ Participate in community arts
- ☐ Learn tips and skills about living more sustainably or adapting to climate change
- ☐ Safely access other community services (e.g. Child and Youth Health, Justice of the Peace, family violence, financial counselling)
- ☐ Pursue interests on my own (e.g. dog park, walking trail, library)
- ☐ Not sure
- ☐ Other (please comment)

Do you support the development of a plan that promotes the Wellbeing of The Barossa Community?

- ☐ Yes
- ☐ No
- ☐ Unsure

Would you like to access all information about the Wellbeing Project and ongoing initiatives in one place?

- ☐ Yes
- ☐ No

If yes, how would you prefer to access updates about the Wellbeing Project? (Select up to 3)

- ☐ Dedicated Wellbeing Project Facebook page
- ☐ Council Facebook page
- ☐ Dedicated Project page on Council Website
- ☐ Mobile App
- ☐ Printed Booklets
- ☐ Other (Please specify): _____

Optional

Can you suggest any local groups, services, or activities you attend for your wellbeing, that you think we should be contacting to be include in the Wellbeing Project?

For any further information, please email community@barossa.sa.gov.au

Thank you for participating!

To be included in the prize draw, please ensure you have answered all the questions and included your contact details below.

Name: _____

Email: _____



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Preventive Health SA



Let's shape wellbeing together



Community Group / Organisation Survey

The Barossa Council is strengthening its focus on supporting and promoting wellbeing in our community. We are seeking feedback from community organisations regarding establishing a Wellbeing Plan to provide and/or promote initiatives and projects to support our community's physical, social, and mental wellbeing.

We invite you to share your ideas, preferences, and suggestions to help us understand what a healthy and connected Barossa community looks like to your organisation.

Organisation/ Community Group Name:

Key Contact for future engagement:

Core Business Type (e.g. Disability Service, Child Care, Wildlife Rescue Group):

Help us better understand as an organisation what Wellbeing means

How important does your group/organisation think each of the following is for supporting the community's health and wellbeing?

	Not at all important	Somewhat important	Neutral	Moderately important	Very important
Connecting with others	1	2	3	4	5
Employment opportunities	1	2	3	4	5
Volunteering opportunities	1	2	3	4	5
Learning and sharing new things and ideas	1	2	3	4	5
Access to affordable and healthy food	1	2	3	4	5
Being mentally well	1	2	3	4	5
Being physically well and active	1	2	3	4	5
Spending time outside in nature and green spaces, including parks and reserves	1	2	3	4	5
Having a space to go outside my home where I am safe and welcome	1	2	3	4	5
Reducing the impact of my activities on the environment	1	2	3	4	5
Being creative and expressing myself	1	2	3	4	5

Let us know what opportunities for Wellbeing you would like to see in our community

Are there any new opportunities or initiatives you believe would help your participants feel happier, healthier, and more connected in the community?
(Please tick all that apply)

- ☐ Meet and talk to other [people](#)
- ☐ Be [active](#)
- ☐ Get support and coaching to improve my mental [wellbeing](#)
- ☐ Get support and coaching to improve my health and having a healthy [lifestyle](#)
- ☐ Learn about healthy [eating](#)
- ☐ Learn or grow new [skills](#)
- ☐ Participate in community [arts](#)
- ☐ Learn tips and skills about living more sustainably or adapting to climate change
- ☐ Safely access other community services (e.g. Child and Youth Health, Justice of the Peace, family violence, financial counselling)
- ☐ Pursue interests on their own (e.g. dog park, walking trail, library)
- ☐ Not sure
- ☐ Other (please comment)

What stops your participants engaging in spaces, activities, or community groups in the area that would help them feel happier, healthier, and more connected?
(Please tick all that apply)

- ☐ Nothing stops them
- ☐ Cost
- ☐ Transport availability
- ☐ Lack of accessible transport
- ☐ Planned activities are in places that are not easy to get to
- ☐ No suitable activities or programs
- ☐ Feeling nervous about trying something new
- ☐ Don't know what is available (e.g. activities/facilities/programs)
- ☐ Not having help to join activities/programs
- ☐ Lack of motivation
- ☐ No suitable facilities or infrastructure available
- ☐ Other (please explain)

3

Do you and your participants support the development of a plan that promotes the Wellbeing of The Barossa Community?

- ☐ Yes
- ☐ No
- ☐ Unsure

Tell us more about why a Barossa Community Wellbeing Plan is valuable to you or the community.

Would you like to access all information and updates about the Wellbeing Project and ongoing initiatives in one place?

- ☐ Yes
- ☐ No

If yes, how would you prefer to access this information?
(Select up to 3)

- ☐ Dedicated Wellbeing Project Facebook page
- ☐ Council Facebook page
- ☐ Dedicated Project page on Council Website
- ☐ Mobile App
- ☐ Printed Booklets
- ☐ Other (please specify):

Optional

Does your program or organisation provide activities or services that help people in the Barossa community feel happy, [healthy](#) and connected?

- ☐ Yes
- ☐ No

If yes, would you like to tell us about it so we can consider including it in our plan or collaborate on future opportunities?

- ☐ Yes
- ☐ No

If interested, please provide the person's name to contact and a summary of what your group, program or organisation does.

Thank you for participating!

You can return your finished survey to us via email community@barossa.sa.gov.au, in person at any Council office or library, or get in touch to request a reply-paid envelope.

For any further information, please email the Community Development team community@barossa.sa.gov.au

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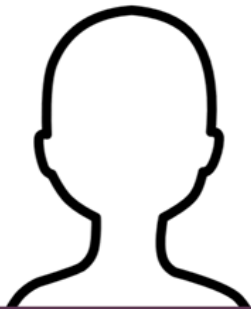
Appendix 2: Children's Activity

The Barossa Council Wellbeing Project

Name: _____ Age: _____

Things that make me feel happy

Draw a picture of yourself, and surround yourself with things that make you happy!

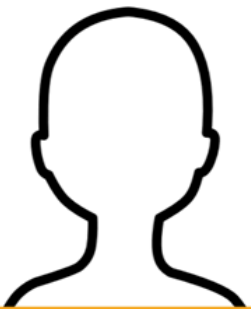


The Barossa Council Wellbeing Project

Name: _____ Date: _____

Things that make me feel connected

Draw a picture of yourself, and surround yourself with things that make you feel like you belong!

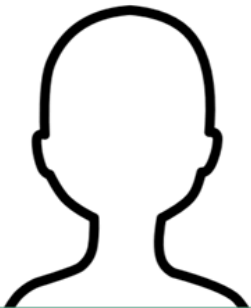


The Barossa Council Wellbeing Project

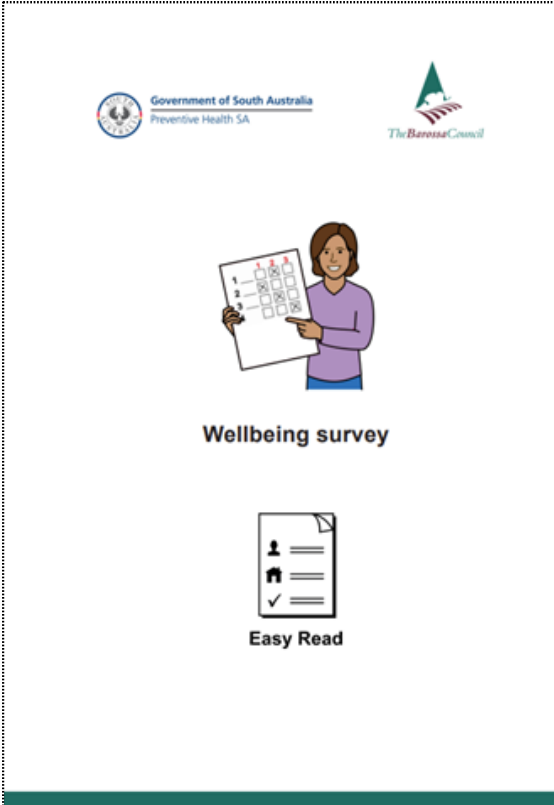
Name: _____ Date: _____

Things that make me feel healthy

Draw a picture of yourself, and surround yourself with things that keep you feeling healthy!



Appendix 4: Easy Read Survey Example



Government of South Australia
Preventive Health SA

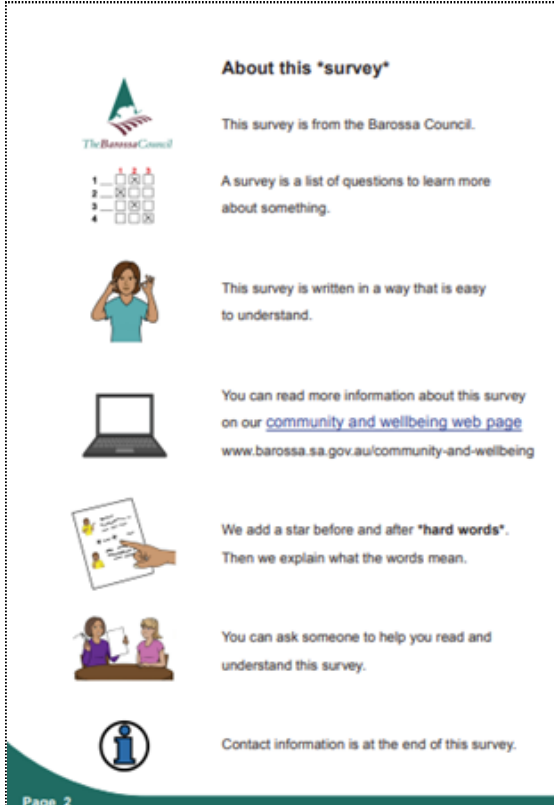
The Barossa Council



Wellbeing survey



Easy Read



About this *survey*

This survey is from the Barossa Council.

A survey is a list of questions to learn more about something.

This survey is written in a way that is easy to understand.

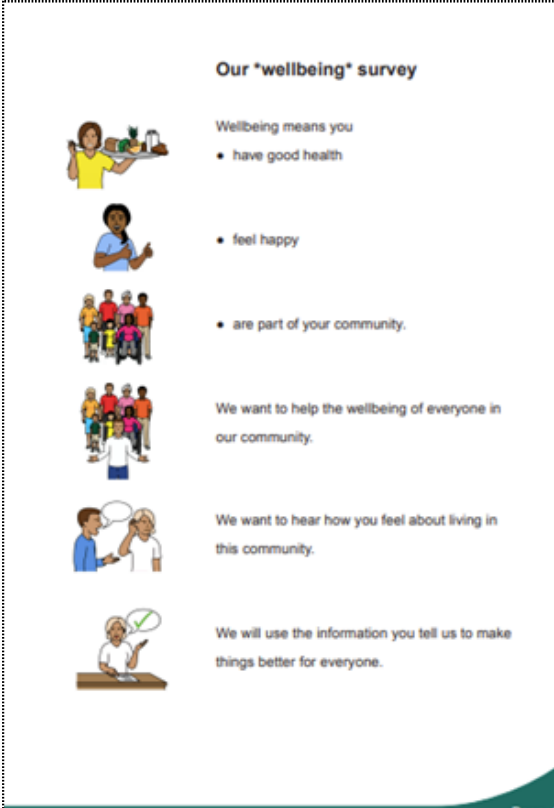
You can read more information about this survey on our [community and wellbeing web page](http://www.barossa.sa.gov.au/community-and-wellbeing) www.barossa.sa.gov.au/community-and-wellbeing

We add a star before and after ***hard words***. Then we explain what the words mean.

You can ask someone to help you read and understand this survey.

Contact information is at the end of this survey.

Page 2



Our *wellbeing* survey

Wellbeing means you

- have good health
- feel happy
- are part of your community.

We want to help the wellbeing of everyone in our community.

We want to hear how you feel about living in this community.

We will use the information you tell us to make things better for everyone.

Page 3



This is the start of the survey

Help us to know more about the people in our community

You are answering this survey because you want to share your ideas about wellbeing.

Which best describes you?

Tick 1 box.

☐ I am interested in the wellbeing work for me.

☐ I am a parent or carer who is interested in the wellbeing work for children and young people.

☐ I am interested in the wellbeing work done for other people.

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Appendix 5: Key Stakeholder List

Stakeholder Group	Stakeholder Organisations	
Advocacy – Aged & Disability	Aged Rights Advocacy Service	Disability Advocacy & Complaints Service SA
Aged Care	Barossa Village	Wirraminna Care
	Tanunda Lutheran Home	
Allied Health	Abilities OT	Keira Stone Speech Pathology
	Active Psychological Services	Louise Galanos Counselling
	Ali Murch OT	MPOT
	Barossa Counselling Service	Natalie Hooper OT
	Barossa Psychology	Play Therapy with Jodie
	Collaborative OT	Praesidium Psychological Services
	Country Wide Physio	The Nurtured Village
	Grow Your Own Way - Developmental Educator	Valley Kids Therapy Services
	Holding Space Counselling	Vicki Martin Psychology
	Holly Ratcliff Speech Pathology	Your Foot Doctor
	Jody Koch Speech Pathology	
Church group	Barossa Community Church	Sandy Creek Uniting Church
	Barossa Uniting Churches - Nuriootpa-Tanunda and Angaston	St Petri Lutheran Church
	Holy Trinity Anglican Church	Anglican Parish of the Barossa- Lyndoch Op Shop
	Impact Church	Christian Community Hub
	Lyndoch Lutheran Parish	
Community - Group	Australian Red Cross - Lyndoch branch	Mount Pleasant Men's Shed Inc
	Barossa 4WD Club	Nuriootpa Bowling Club
	Barossa German Language Association - Culture precinct and study centre	Williamstown and District Historical Society
	Kind Hearted Kitchen	Williamstown Lyndoch Landcare
	Angaston and Penrice historical society	Nuriootpa Town Band
	Lyndoch Historical Society	Barossa Film Club
	Lyndoch social dancing and lessons	Barossa Improved Grazing Group (BIGG) - partnered with Barossa Pilates

Stakeholder Group	Stakeholder Organisations	
Community - Market	Barossa Farmers Market	Mt Pleasant Farmers Market
Community Leader	Angaston	Mt Pleasant
	Sandy Creek/Curdnatta Rec Park	Nuriootpa
	Eden Valley	Penrice
	Light Pass	Springton
	Lyndoch	Stockwell
	Moculta - Post Office/Community Person	Tanunda
Community Organisation	Carers and Disability Link	Impact Re-Store
	Carers SA	Lutheran Care
	Centacare Catholic Family Services	Uniting Communities
	Country Fire Service - Barossa Group (7 stations)	John's Place
	Family Drug Support	Lillefield Gallery -Eden Valley
	Foodbank - Lutheran Care	Meals On Wheels
	Foundation Barossa	Nuriootpa Parkrun
	Homelessness Connect SA	Three Rivers Scout District
Community Services - Health	Country & Outback Health	Inner North Community Health Services
	Country SA Primary Health Network (PHN)	
Council	Internal staff and management	Elected Members
Council - Community Engagement	Disability Access and Inclusion Advisory Group (DAIAG)	Reconciliation Barossa
Council - Community Groups	Barossa Bush Gardens	Barossa Community Men's Shed
Disability employment	Barossa Enterprises	Maxima
Disability LAC Partner	Feros Care - NDIS Partner in Community	
Disability Service Providers	Barossa Disability Support Network	My Ability Pathway
	Elcies Disability Care	Tara Kate Arts Therapy
	JFA Purple Orange	Tutti Arts

Stakeholder Group	Stakeholder Organisations	
District - Town Committees	Angaston Community and Business Alliance (ACBA)	Williamstown Action Group
	Lyndoch Community Committee - Southern Barossa Alliance	Springton Progress Association
	Nuriootpa Futures Association	Stockwell Community Association
Education - ELC/Childcare	Angaston Childcare and Early learning	Mount Pleasant and District Kindergarten
	Angaston Kindergarten	Nuriootpa Community Children's Centre
	Barossa Valley Community Kids	Redeemer Lutheran School - Early Learning Centre
	Faith Lutheran College - Early Learning Centre	Southern Barossa Childcare
	Goodstart EL Nuriootpa	Stepping Stones Tanunda
	Lyndoch Preschool	Tanunda Kindergarten
	Faith Lutheran College - Middle and Senior School	Nuriootpa High School
	Barossa Regional University Campus (RDA)	TAFE SA - Nuriootpa
	School round table	Pastoral Care Workers
Education - Primary School	Angaston Primary School	Redeemer Lutheran School
	Faith Lutheran College - Junior School	Sandy Creek Primary School
	Good Shepherd Lutheran School	Springton Primary School
	Light Pass Primary School	St Jakobi Lutheran School
	Lyndoch Primary School	Tanunda Primary School
	Mount Pleasant Primary School	Williamstown Primary and Preschool
	Nuriootpa Primary School	
	Angaston District Hospital	Tanunda War Memorial Hospital
	Mount Pleasant District Hospital / Medical Centre	
Health - Medical	Angaston Medical Centre	Nuriootpa Medical Centre
	Barossa Valley Medical & Specialist Centre	Tanunda Medical Centre
	Lyndoch Medical Hub	Williamstown Medical Centre

Stakeholder Group	Stakeholder Organisations	
Health - Mental Health	CAMHS Connect	Barossa Community Mental Health Team - Angaston District Hospital
	Enhance Barossa Mental Health	Sonder - Nuriootpa - Country Wellness Connections
	Seeds of Hope Suicide Prevention Network (SPN)	
Health - Regional level	Barossa Local Health Cluster	
Health - Wellbeing Service	Beyond Wellness	The Rex - Barossa Aquatic & Fitness Centre
	Pilates Barossa	True North Yoga
	The Centre of Ki	Barossa Area Fundraisers for Cancer
Media - Radio	BBBfm	
Network - Community Services	Barossa Community Services Network Inc	Barossa Food Security Network - sub committee BCSN
Peak Body	Barossa Australia - Tourism (OR Jo Seabrook - Council)	Barossa Valley Liquor Licencing Accord
	RDA - Regional Development Australia (Barossa Gawler Light Adelaide Plains)	
Project Partner	Preventive Health SA	
Service Clubs	RSL Mount Pleasant Sub Branch	Kiwanis Club of the Barossa
	RSL Nuriootpa Sub Branch	Barossa Valley Lions Club
	RSL Tanunda Sub Branch	Rotary Club of Barossa District
Social Housing	Cornerstone Housing	
Social Housing	Junction Australia - Housing	
Sporting Association	Barossa and Light Bowling Association	Barossa Light and Gawler Netball Association
	Barossa and Light Cricket Association	Barossa Basketball Association
	Barossa Light and Gawler Football Association	Barossa Valley Hockey Association

Stakeholder Group	Stakeholder Organisations	
Sporting Clubs	Angaston Basketball Club	Lyndoch and District Bowling club
	Angaston Football and Netball Club	Magic Basketball Club
	Angaston Tennis Club	Nuriootpa Basketball Club - Tigers
	Barossa and Districts Basketball Club	Nuriootpa Netball Club
	Barossa Archery Club	Nuriootpa Rover Football Club
	Barossa Districts Football and Netball Club	Nuriootpa Tennis Club
	Echoes Basketball Club	Tanunda Football and Netball Club
State Government	Safer Family Services (maintains Barossa Playgroups list)	
State Government	SAPOL - Nuriootpa	
State Government - Health	Ashton Hurn Shadow Minister for Health	
Wildlife rescue	Barossa Wildlife Rescue	
Youth	Young Life Barossa Valley	Youth Barossa

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Attachment 1 - Grant Agreement

Item 1	Government Party	Minister for Health and Wellbeing (as represented by Preventive Health SA) ABN 92 815 941 329 PO Box 287 Rundle Mall Adelaide SA 5000
Item 2	Recipient	The Barossa Council PO Box 867 Nuriootpa SA 5355
Item 3	Commencement Date	on execution
Item 4	Expiry Date	31 December 2026
Item 5	Extension Period(s)	Not Applicable
Item 6	Recipient's ABN	ABN: 47 749 871 215 Registered for GST: Yes
Item 7	Contact Persons	Government Party: Preventive Health SA Lisa Atwell Associate Director, Strategy and Partnerships Lisa.atwell@sa.gov.au Recipient: The Barossa Council Martin McCarthy Chief Executive Officer mmcarthy@barossa.sa.gov.au
Item 8	Purpose	The Barossa Wellbeing Project will strategically align The Barossa Council's wellbeing initiatives, leveraging the community's strengths, sharing resources, and focusing on sustainable, community-led and evidence-based actions across the Barossa Region. Implementation of the Barossa Wellbeing Project is underpinned by the regional wellbeing priorities of: • Being mentally well • Access to affordable healthy food • Safe and welcoming space outside the home • Being physically well and active The following key principles underpin the Project: • Working Together • Building Community Capacity

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		• Evidence-Based • Place-based • Sharing Knowledge • Innovative and Inclusive The Barossa Wellbeing Project Operational Group oversees the planning, implementation and evaluation of the Project. Both the Government Party and the Grant Recipient understand that co-investment, including co-funding or in-kind contributions, are key to ensuring the Grant purpose is achieved.
Item 9	Outcomes/Deliverables and Co-investment	The Barossa Wellbeing Project includes the planning and delivery of a range of health and wellbeing initiatives. The agreed budget for delivery is outlined in Schedule 1 of this Grant Agreement. The Barossa Council will also lead delivery of: • local stakeholder and community engagement • site activation including scheduling and programming of activities • facility management for The Barossa Council infrastructure • communications and promotion • data collection for evaluation of initiatives. The Barossa Council is responsible for the evaluation of the Wellbeing Program, using the Participatory Evaluation Approach, consistent with other Wellbeing Hub sites, to guide the evaluation process. The Barossa Council will contribute to the Barossa Wellbeing Project Operational Group including, but not limited to, co-chairing and providing administrative support where appropriate and as needed. A Barossa Wellbeing Project representative/s will consistently attend and actively participate in the Wellbeing Hubs Network Meeting convened by Preventive Health SA and feedback outcomes to Council. The co-investment from the Grant Recipient for this project is estimated to be at least \$XX,X00 over two years and includes: • recruitment of the Wellbeing Coordinator role (\$XX) • Casual staffing to support programs (\$XX) • cash contribution to program delivery (\$XX) • executive and management support and leadership (\$XX) • Council infrastructure and facilities for the delivery of Wellbeing Program initiatives (\$XX) • project communications support and promotion via Council channels (\$XX).
Item 10	Reports and Meetings	Reporting requirements include: • Provision of verbal progress reports to the Barossa Wellbeing Program Operational Group on items relating to operational implementation of deliverables. • 3-6 monthly written update on progress against initiatives and budget (in the form of the agreed Program initiatives implementation plan).

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		- Concerns regarding progress of Program initiatives and requests for amendments to be provided in writing as required. - An interim project report and grant acquittal (Attachment 4) due 31 December 2025 on items including but not limited to: - achievement against the approved implementation plan (and any additional outcomes) - Stats and Stories and Chats about Change (including number of initiatives delivered, number of partners involved, number of attendances) - highlights - opportunities for improvement - co-investment. - A final project report and grant acquittal (Attachment 4) due on 31 December 2026 on items including but not limited to: - achievement against the approved implementation plan (and any additional outcomes) - Stats and Stories and Chats about Change (including number of initiatives delivered, number of partners involved, number of attendances) - unexpected outcomes - key barriers and learnings - co-investment. The interim and final report and financial acquittal will be completed utilising a template supplied by Preventive Health SA and developed in consultation with The Barossa Council.
Item 11	Grant Amount	\$90,000 ☐ GST inclusive ☐ GST exclusive ☒ GST Exempt
Item 12	Payment Details	Schedule of Payments: \$10,000 GST exempt upon execution \$20,000 GST exempt on delivery of 2025 high level Implementation Plan (February 2025). \$15,000 GST exempt upon receipt of written progress update (April 2025). \$15,000 GST exempt upon receipt of written progress update (August 2025). \$15,000 GST exempt upon receipt of Interim Project Report (December 2025). \$15,000 GST exempt upon receipt of written progress update (March 2026). Manner of payment: Payment will be made on receipt of a valid tax invoice within 30 days by Electronic Funds Transfer in accordance with the payment schedule. A valid tax invoice should be made out to:

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		Preventive Health SA Strategy and Partnerships PO Box 287 Rundle Mall ADELAIDE SA 5000
Item 13	Tax Invoice Issuing Party	☐ Government Party ☒ Recipient
Item 14	Grant Reconciliation Date(s)	31 December 2026
Item 15	Additional Recipient Financial Information	☐ Yes ☒ No
Item 16	Government Party IP Licence	☒ Yes ☐ No
Item 17	Insurances Public Liability Insurance	Not less than \$1,000,000
Item 18	Liability Limit	1 x Total Grant Amount
Item 19	Notice Period for Termination for Convenience	30 days
Item 20	Form of Funding Acknowledgement	Funding source to be acknowledged in documentation and reports, including the Preventive Health SA and The Barossa Council logos and the following statement: <i>'This is a joint project between The Barossa Council and Preventive Health SA'</i> The placement of the Preventive Health SA logo on all project materials must be approved by Preventive Health SA before final production and publishing. Please email to PreventiveHealthSA.Strategy@sa.gov.au for final approval.

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Attachment 2 - Standard Terms & Conditions

AGREED TERMS

1. FUNDING PERIOD

- 1.1 This Agreement commences on the Commencement Date and continues until the Expiry Date, unless terminated earlier or extended under clause 1.2.
- 1.2 This Agreement may be extended by the Government Party for the Extension Period(s) by giving reasonable notice in writing prior to the Expiry Date.

2. CONTACT PERSONS

The persons named in Attachment 1 as the Contact Persons are the first point of contact between the Parties and are responsible for overseeing the effective administration of the Agreement including variations and extensions.

3. PURPOSE

The Recipient must use the Grant solely for the Purpose to achieve the Outcomes.

4. FUNDING AND INVOICING

- 4.1 If the Tax Invoice Issuing Party is the Government Party:
- (a) the Parties agree that this Agreement satisfies the requirement for a written agreement specifying the supplies to which the Recipient Created Tax Invoice ("RCTI") relates;
 - (b) the Government Party must provide a copy of the Tax Invoice to the Recipient within 30 days of the making, or determining of the value, of the Taxable Supply; and
 - (c) The Recipient must not issue a Tax Invoice in respect of a Taxable Supply the subject of the RCTI.
- 4.2 If the Tax Invoice Issuing Party is the Recipient, the Recipient may invoice the Government Party for payment in respect of the Grant after the Commencement Date.
- 4.3 The Government Party will pay the Grant in the amounts and at the times specified in Attachment 1 upon receipt of a Tax Invoice.
- 4.4 For agreements greater than 12 months, on each anniversary of the Commencement Date during the period of the Agreement:
- (a) the amount of the unpaid Grant will be indexed by the NFP Indexation Rate for that Financial Year; and
 - (b) the Government Party must issue a revised Schedule of Payments (including past amounts paid and indexed instalments payable for the remaining Grant period).
- 4.5 Clause 4.4 does not apply if the Government Party advises the NFP that the Grant payable for each year of the Agreement has already been indexed by the NFP Sector Indexation Rate.
- 4.6 The Recipient must ensure that it can properly account for the Grant received under the Agreement.

5. GST

- 5.1 Subject to clause 5.2 and 5.3 the Recipient represents that:
- (a) the ABN shown in Attachment 1 is the Recipient's ABN; and
 - (b) it is registered under the *A New Tax System (Australian Business Number) Act 1999* (Cth).
- 5.2 If the Recipient is not registered for GST, then GST must not be charged on supplies made under this Agreement.
- 5.3 If the Recipient does not have an ABN it must submit an ATO Statement by a Supplier to the Government Party otherwise the Government Party may be obliged under the *Taxation Administration Act 1953* to deduct a withholding from the Grant and will not be obliged to gross up the Grant or provide any other compensation to the Recipient.

6. REPAYMENT OF UNALLOCATED FUNDS

- 6.1 At the end of the Funding Period, if the Recipient has not expended all of the Grant, it must notify the Government Party of the unexpended amount and may submit a written request for retention or carryover of unexpended amounts specifying:
- (a) the amount to be retained or carried over; and
 - (b) the purpose for which the unexpended amount will be used.
- 6.2 The Government Party must consider the Recipient's request and notify the Recipient in writing whether it:
- (a) agrees that the Recipient may retain or carry over all or part of the unexpended amount; or
 - (b) requires the Recipient to repay all or part of that amount as notified by the Government Party, to the Government Party within 30 days of receipt of the notice from the Government Party.

7. PROVISION OF INFORMATION

- 7.1 The Recipient must provide those reports and other documents and must attend meetings, as specified in Attachment 1.
- 7.2 If the Government Party reasonably suspects that the Grant is not being used for the Purpose, it may request additional information from the Recipient.
- 7.3 The Recipient must immediately inform the Government Party of any significant changes to the nature and/or scope of the activities conducted by the Recipient which would impact on the Purposes or the Outcomes under this Agreement.

8. FINANCIAL REPORTING AND AUDITING

- 8.1 The Recipient must provide an acquittal in relation to the expenditure of all funds under this Agreement using the form in Attachment 4:
- (a) certifying that the Grant has been properly spent, in accordance with the requirements of the Agreement
 - (b) signed by two persons authorised by the Recipient's board of management (or equivalent); and
 - (c) within three months of the end of each Financial Year during the Term or other dates as may be specified in Attachment 1 ("Grant Reconciliation Date(s)").
- 8.2 If the Recipient is required by law to prepare audited financial statements, the Recipient must provide the Government Party with copies of such audited financial statements, within six months of the end of each Financial Year during the Term.
- 8.3 If the Recipient is not required by law to prepare audited financial statements, and only if specified in Attachment 1, the Recipient must provide the Government Party with the following financial statements, within six months of the end of each Financial Year during the Term:
- (a) A balance sheet;
 - (b) An income and expenditure statement; and
 - (c) A statement of changes in equity for the Financial Year, (together "Additional Recipient Information").
- 8.4 The Recipient agrees the Government Party may direct that the financial accounts of the Recipient be audited at the Government Party's cost, and the Government Party may specify the minimum qualifications that must be held by the person appointed to conduct the audit.
- 8.5 If the audit discloses that the Recipient has applied the Grant for a purpose other than the Purpose then the Recipient will be required to reimburse the Government Party the costs of the audit and clause 17.1 will apply.

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9. INSPECTION

- 9.1 The Recipient must allow any officer or person authorised by the Government Party on the giving of reasonable notice, to enter the premises of and to inspect the operations of the Recipient (including equipment, premises, accounting records, documents and information) and interview the Recipient's Personnel on matters pertaining to the operations and reporting obligations of the Recipient under this Agreement.

10. INTELLECTUAL PROPERTY RIGHTS

- 10.1 Nothing in this Agreement affects the ownership of Intellectual Property Rights created before the Commencement Date.
- 10.2 If specified in Attachment 1, the Recipient grants the Government Party and the State of South Australia a non-exclusive, perpetual, royalty free licence to use any intellectual property created as part of the Purpose.

11. CONFIDENTIAL INFORMATION

- 11.1 Subject to this clause 11, neither Party may disclose any Confidential Information belonging to the other Party except as genuinely and necessarily required for the purpose of this Agreement.
- 11.2 A Party may disclose Confidential Information belonging to the other Party:
- (a) to an employee, agent or adviser of that Party, on a "need to know" and confidential basis;
 - (b) as required by law or a court order;
 - (c) in accordance with any Parliamentary or constitutional convention;
 - (d) for the purposes of prosecuting or defending proceedings.
- 11.3 The Parties may mutually agree to disclose Confidential Information.

12. PRIVACY

- 12.1 The Recipient must comply with the *Privacy Act 1988* (Cth) ("**Privacy Act**") and the Australian Privacy Principles established under that Act in undertaking its obligations under this Agreement including in relation to all Personal Information received created or held by it for the purposes of this Agreement.
- 12.2 The Recipient must promptly notify the Government Party if it fails to comply with this clause or if it becomes aware of any actual or threatened disclosure of or unauthorised access to Personal Information.
- 12.3 For the purposes of this special condition, "Personal Information" has the same meaning as in the Privacy Act.

13. PUBLICITY

- 13.1 The Recipient will acknowledge the Grant by the Government Party in any advertising, publicity or promotional material relating to this Agreement in the manner specified in Attachment 1.
- 13.2 The Recipient will participate in promotional or publicity activity in relation to this Agreement as is reasonably required by the Government Party.
- 13.3 The Recipient and the Government Party must use their best endeavour to mutually agree on the content of any public announcements or media releases about this Agreement.
- 13.4 If due to urgent circumstances or due to the nature and timing of the media request, it is not possible to provide prior notice of an announcement or media release to the other Party, then the Party making the announcement or media release must notify the other Party and provide a summary of the announcement or a copy of the media release as soon as possible after making the announcement or media release.
- 13.5 Nothing in this clause derogates from the operation of the *Not-for-Profit Sector Freedom to Advocate Act 2013*.

14. INSURANCE

- 14.1 The Recipient must effect and maintain the insurance specified in Attachment 1 for not less than the amount specified in Attachment 1 during the Funding Period.

15. LIABILITY LIMIT

- 15.1 The Recipient's liability to the Government Party under this Agreement is limited to the amount specified in Attachment 1.

16. DISPUTE RESOLUTION

- 16.1 Subject to clause 16.4 a Party may not commence legal proceedings without first referring the dispute to the other Party under this clause.
- 16.2 Either Party may give the other a notice in writing ("**dispute notice**") setting out the details of the dispute.
- 16.3 Within seven days or such other period as may be agreed by the Parties, the Contact Persons must meet and use reasonable endeavours to resolve the dispute.
- 16.4 A Party may seek immediate interlocutory relief or other interim remedy in case of genuine urgency.

17. DEFAULT AND TERMINATION

- 17.1 If the Recipient does not apply any part of the Grant for the Purpose or if the Recipient materially fails to comply with this Agreement at any time, the Government Party may upon giving written notice to the Recipient:
- (a) require the Recipient to repay either the whole or a portion of the Grant (whether expended or not) within 30 days of a written demand from the Government Party;
 - (b) withhold funds not already paid;
 - (c) withhold future funding from the Recipient; and/or
 - (d) terminate this Agreement.
- 17.2 Either Party may terminate this Agreement without cause by giving the other Party the period of notice specified in Attachment 1 ("**Notice Period for Termination for Convenience**").

18. EFFECT OF ENDING THIS AGREEMENT

- 18.1 Any termination of this Agreement does not affect any accrued right of either Party.
- 18.2 Despite termination or expiry of this Agreement, this clause 18 and clauses 6, 7, 8, 9, 10, 11, 12, 15 and those Special Conditions that by their nature remain in force, will survive.

19. CONTRACT DISCLOSURE

- 19.1 The Government Party may disclose this Agreement and/or information in relation to this Agreement in either printed or electronic form, and either generally to the public or to a particular person as a result of a specific request.
- 19.2 Nothing in this clause derogates from:
- (a) the Recipient's obligations under any provisions of this Agreement; or
 - (b) the provisions of the *Freedom of Information Act 1991* (SA).

20. COMPLIANCE WITH LAWS AND POLICIES

- 20.1 The Recipient must comply with the laws in force in the State of South Australia in performing its obligations under this Agreement.
- 20.2 The Recipient must comply with any policies notified by the Government Party in writing at the Commencement Date.

21. GOVERNING LAW AND JURISDICTION

- 21.1 This Agreement is governed by the laws in the State of South Australia.
- 21.2 The courts of the State of South Australia have exclusive jurisdiction in connection with this Agreement.

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22. ENTIRE AGREEMENT

The Agreement constitutes the entire agreement between the Parties in respect of the matters dealt with in this Agreement and supersedes all prior agreements, understanding and negotiations in respect of the matters dealt with in this Agreement.

23. NO ASSIGNMENT

23.1 The Recipient must not assign, encumber or otherwise transfer any of its rights or obligations under this Agreement without the written approval of the Government Party which approval shall not be unreasonably withheld.

23.2 Subject to any contrary legislative intention, the Parties agree that if there is any Machinery of Government Change, this Agreement is deemed to refer to the new entity succeeding or replacing the Government Party and all of the Government Party's rights and obligations under this Agreement will continue and will become rights and obligations of that new entity.

24. MODIFICATION

No addition to or modification of any provision of this Agreement will be binding upon the Parties unless agreed by the Parties in writing.

25. SEVERANCE

25.1 Each word, phrase, sentence, paragraph and clause of this Agreement is severable.

25.2 Severance of any part of this Agreement will not affect any other part of this Agreement.

26. COUNTERPARTS

This Agreement may be executed in any number of counterparts each of which is taken to be an original. All of those counterparts taken together constitute one instrument. An executed counterpart may be delivered by email.

27. NO FURTHER OBLIGATION

27.1 The Recipient acknowledges that the Grant represents a one-off contribution by the Government Party towards the Purpose, and the Recipient agrees any request for subsequent funding will require a new application to the Government Party. The Government Party is under no obligation to agree to pay any subsequent funding to the Recipient.

27.2 The Recipient acknowledges the Government Party will not be liable to reimburse the Recipient for any losses or cost over runs that may result from the operation of this Agreement or the carrying out of the Purpose.

28. INTERPRETATION

28.1 In this Agreement (unless the context requires otherwise):

- (a) a reference to any legislation includes:

- (i) all legislation, regulations and other forms of statutory instrument issued under that legislation; and
- (ii) any modification, consolidation, amendment, re-enactment or substitution of that legislation;
- (b) a word in the singular includes the plural and a word in the plural includes the singular;
- (c) a reference to two or more persons is a reference to those persons jointly and severally;
- (d) a reference to dollars is to Australian dollars;
- (e) a reference to a Party includes that party's administrators, successors and permitted assigns.

29. DEFINITIONS

In this Agreement:

- (a) **"Confidential Information"** means information which is identified as confidential information by a Party, but does not include this Agreement;
- (b) **"Extension Period(s)"** means the period(s) specified in Attachment 1;
- (c) **"Financial Year"** means a year commencing on 1 July and ending on 30 June;
- (d) **"Funding Period"** means the period specified in Attachment 1 including any Extension Periods;
- (e) **"Grant"** means the funds payable under this Agreement specified in Attachment 1 and includes previous indexation amounts applied and notified under clause 4;
- (f) **"GST"** means the tax imposed by the GST Law;
- (g) **"Intellectual Property Rights"** means all intellectual property rights, including but not limited to:
 - (i) patents, copyright, registered designs, trademarks, know-how and any right to have Confidential Information kept confidential; and
 - (ii) any application or right to apply for registration of any of the rights referred to in paragraph (a), but for the avoidance of doubt excludes moral rights and performers' rights;
- (h) **"NFP"** means a not for profit organisation;
- (i) **"NFP Sector Indexation Rate"** is the annual rate as published on the Department of Treasury and Finance www.treasury.sa.gov.au;
- (j) **"Party"** means a party to this Agreement;
- (k) **"Special Conditions"** means the conditions specified in Attachment 3; and
- (l) **"Total Grant Amount"** means the total value of the funding provided under this Agreement including where relevant any NFP Sector Indexation.

30. SPECIAL CONDITIONS

The special conditions (if any) in Attachment 3 form part of this Agreement.

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Attachment 3 – Special Conditions**1. PRIVACY POLICY**

- 1.1 The Supplier must, and must ensure that the Supplier's personnel:
 - 1.1.1 comply with the SA Health [Privacy Policy Directive](#) or any other information privacy obligations determined by SA Health, and as amended from time to time;
 - 1.1.2 implement as far as practicable the Privacy Policy Directive, related policies, principles and guidelines or such directions as reasonably requested by the Government Party; and
 - 1.1.3 use reasonable measure to prevent a breach of the Privacy Policy Directive to the satisfaction of the Government Party, as the Privacy Policy Directive relates to personal information held or acquired under this Agreement.
- 1.2 The Supplier must allow the Government Party to undertake, and cooperate with any audit or investigation which the Government Party deems necessary to verify that the Supplier is complying with the Privacy Policy Directive.
- 1.3 The Supplier must promptly notify the Government Party if it fails to comply with this clause or if it becomes aware of any actual or threatened disclosure or unauthorised access to Personal Information.

2. RESPECTFUL BEHAVIOURS

- 2.1 The Supplier acknowledges the Government Party's zero tolerance towards men's violence against women in the workplace and the broader community.
- 2.2 The Supplier agrees that, in performing the Services, the Supplier's Personnel will at all times:
 - 2.2.1 act in a manner that is non-threatening, courteous and respectful; and
 - 2.2.2 comply with any instructions, policies, procedures or guidelines issued by the Government Party regarding acceptable workplace behaviour.
- 2.3 If the Government Party believes that the Supplier's Personnel are failing to comply with the behavioural standards specified in this clause, then the Government Party may in its absolute discretion:
 - 2.3.1 prohibit access by the relevant Supplier's Personnel to the Government Party's premises; and
 - 2.3.2 direct the Supplier to withdraw the relevant Supplier's Personnel from providing the Services.

3. SMOKE FREE ENVIRONMENT

- 3.1 The Recipient must use its best endeavours to ensure all events funded by the Grant or as part of the Purpose are completely smoke-free, including any stage performance and outdoor events.
- 3.2 The Recipient must use its best endeavours not to enter into any arrangement (whether commercial or otherwise) in connection with the Grant or the Purpose with any persons or bodies who encourage or support the use of tobacco products in any way.
- 3.3 The Recipient must not sell, and must use its best endeavours not to permit the sale of, any tobacco products at events held using the Grant or as part of the Purpose.
- 3.4 The Recipient must use its best endeavours to ensure any employees, contractors, agents, officials, volunteers, participants and spectators in any way connected with the Grant or the Purpose comply with these conditions.

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4. FORCE MAJEURE

4.1 Definition

“Force Majeure” means the following events or circumstances:

- 4.1.1 fire, flood, earthquake, elements of nature, acts of God, malicious damage, epidemic, explosion, sabotage, riot, civil disorder, rebellion or revolution;
- 4.1.2 any change of law executive or administrative order or act of either general or particular application of any government, or of any official acting under the authority of that government, prohibition or restriction by domestic or foreign laws, regulations or policies, quarantine or customs restrictions, which that party:
- 4.1.3 did not cause; and
- 4.1.4 cannot prevent, control or influence, and

the effect of which prevents that party from complying with any of its material obligations under this Agreement.

- 4.2 The affected party's obligations directly affected by a Force Majeure and any corresponding entitlement of the other party will be suspended to the extent and for so long as the performance of the affected party's obligations are prevented by the Force Majeure.

- 4.3 The affected party must as soon as it becomes aware of the Force Majeure notify the other party in writing providing details of:

- 4.3.1 the nature and extent of the obligations affected;
- 4.3.2 if known, the expected effect of the Force Majeure on the other party;
- 4.3.3 action that the affected party has taken or will take to avoid or mitigate the expected effect of the Force Majeure; and
- 4.3.4 details of insurance policies on which the party may be able to rely to compensate or mitigate the financial effect of the Force Majeure.

- 4.4 The affected party must:

- 4.4.1 use its best endeavours to prevent, avoid, remedy, work around or overcome the effect of the Force Majeure as quickly as possible through prudent management processes, policies and precautions, including the use of alternative resources, the procuring of goods or services from another source, and work around plans;
- 4.4.2 keep the other party informed of the continuation and expected duration of the Force Majeure and of measures taken to comply with this clause; and
- 4.4.3 recommence performance of its obligations as soon as possible without delay after the Force Majeure ceases to affect the affected party's performance under this Agreement.

- 4.5 If a Force Majeure causes the affected party to allocate limited resources between or among its other customers, the affected party must not place the other party lower in priority to any other similarly effected customer of the affected party.

- 4.6 During any period in which the affected party is not performing obligations because of a claimed Force Majeure, the other party may (but need not) make alternative arrangements for the performance, whether by another person or otherwise, of any obligation which the affected party is not performing without incurring any liability to the affected party.

- 4.7 If the affected party is materially unable to perform its obligations under this Agreement by reason of a Force Majeure for a continuous period of three months or a cumulative period of four months, then the other party may terminate this Agreement by written notice without prejudice to the terminating party.

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Attachment 4 – Acquittal Form

Income	Grant amount	Funding period (as per Grant Agreement)
Preventive Health SA	\$90,000 (GST Exempt)	

Expenses	Approved budget	Actual expenditure
Total		
Grants funds remaining*		

**Funds remaining are to be repaid to Preventive Health SA unless explicit approval is provided by the Chief Executive, Preventive Health SA for funds to be retained by the recipient body.*

Co-investment amount/s

Co-investment item	Commitment	Actual expenditure
Total		

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OFFICIAL**Certification**

Note: the financial acquittal requires signatures from two authorised people in your organisation such as the CEO/Chairperson and Financial Officer/Treasurer.

I hereby certify that the grant was used for the purpose for which the grant was provided:

Authorised person (name):	Authorised person (name):
Position:	Position:
Signature:	Signature:
Date:	Date:

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Schedule 1 – Barossa Wellbeing Project Deliverables and Budget 2025-2026

The Barossa Wellbeing Project will strategically align The Barossa Council's wellbeing initiatives, leveraging the community's strengths, sharing resources, and focusing on sustainable, community-led and evidence-based actions across the Barossa Region.

The table below outlines the allocated budget. The Barossa Council will provide the agreed co-investment, estimated at \$XXX.

Barossa Wellbeing Program Deliverables and Budget			
	Deliverable	Budget	Notes regarding co-investment
Wellbeing Coordinator role	Wellbeing Coordinator role at XX FTE for 2 years	\$XX,000	The Barossa Council to provide office space and equipment
Project delivery	Resources for the implementation of a range of initiatives in response to the identified needs that will support the physical, social and mental wellbeing of the community covering focus areas.		Recruitment of Wellbeing Officer, casual staffing when required, cost of facilitators and workshop resources, management and leadership support, council facilities
Project Communications	Resources to support communication and awareness about the Hub		
TOTAL		\$90,000	Co-investment total: \$XXXXX

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The Barossa Council Wellbeing Project (Phase 2)- Concept Plan

Purpose:

Building on the learnings gained from Phase 1, our second phase focuses on developing foundational tools and resources to establish sustainable community development approaches. Phase 2 aims to create a Council-wide strategy with measurable outcomes responsive to the community's evolving wellbeing needs, ensuring long-term impact and strategic alignment.

Guiding Principles

Values underpinning our work:

Working Together

Through collaboration and collective impact, Council ensures sustainable and meaningful outcomes that align with community aspirations and strategic priorities.

Building Community Capacity

Enhancing skills, resources, and resilience within the community. Empowering community-led initiatives.

Sharing Knowledge

Encourage connection and growth through open knowledge exchange.

Evidence-Informed

Using data and metrics to inform actions, adapt and track progress.

Sense of Place

Designing initiatives that reflect local opportunities for belonging, connection to each other and shared spaces.

Innovative & Inclusive

Designing welcoming environments that inspire creativity and connection.

Resources / Outputs

We will scope, create & implement:

District profiling & Community Planning

Wellbeing Network

Community Asset Map and Engagement Tool

Interactive platforms for knowledge sharing

Wellbeing Economic Measurement Tool

Aboriginal Engagement Plan

Access and Inclusion Planning Tool

Key Initiatives

High-level actions to effect change:

- Use data-driven insights to guide planning and allocating resources effectively
- Utilise community skills, knowledge, and contributions to maximise impact and resources.
- Strengthen and streamline collaboration between Council, communities, organisations, businesses, and service providers for a coordinated approach

- Provide and facilitate resources to build skills, knowledge, and capacity within the community. Support leadership development.
- Regularly sharing updates, data insights, and success stories
- Create platforms for sharing information and community engagement

- Develop specific indicators that measure community wellbeing
- Use these indicators to track progress and inform strategic decisions

- Plan for welcoming environments that inspire creativity, celebrate diversity, and connection, with a focus on accessibility
- Support projects that improve the vibrancy and functionality of community spaces, ensuring cultural safety and working towards universal design concepts

PHASE 2 Objectives	High - Level Actions	Resource Outputs	Wellbeing Guiding Principles						Timeframe	
			Working Together	Building Community Capacity	Evidence-Informed	Sense of Place	Sharing Knowledge	Innovative & Inclusive	FY 24-25	FY 25-26
Use and build data to identify existing wellbeing ecology	Leverage existing data to catalog: - Wellbeing programs and initiatives - Organisations and services - Community groups and networks - Green Spaces, Social Infrastructure and Facilities	Community and Council Database and Asset Map								
Scope an ongoing stakeholder group	Develop a Council-wide vision that incorporates wellbeing as a foundational principle, ensuring initiatives align with shared values and goals. Involve community leaders, service providers, and Council staff in designing the strategy and on-going objectives. Gain support for community-wide engagement.	Wellbeing Network								
Mapping Current and Prospective Wellbeing Programs, Initiatives & Needs	Review existing Council programs and initiatives to identify alignment opportunities and avoid duplications Analyse current service-level structures to pinpoint gaps and overlaps. Review existing frameworks and plans to ensure consistency with broader strategic goals. Assess information-sharing platforms like Barossa Cares, Facebook, and the Council website to determine their effectiveness in delivering wellbeing-related information.	Wellbeing Program Map / Updated Platforms								
Create a streamlined and accessible process for monitoring, evaluating, and planning wellbeing initiatives	Develop shared goals and accountability measures across departments. Design and implement a Council-wide monitoring and evaluation process tailored to wellbeing initiatives. Develop and roll out accessible tools that facilitate: - Internal cross-department collaboration - Real-time data sharing and reporting Assess Access and Inclusion across initiatives and barrier to participation.	Centralised Program and Project Evaluation Process / Access and Inclusion Planning Tool								
Rollout of Immediate Wellbeing Initiatives and Programs	Identify existing or readily available wellbeing initiatives that can be activated immediately. Centralise access to all wellbeing programs through a one-stop shop model, such as a dedicated website, app, or community hub. Communicate program availability effectively to stakeholders and residents.	One-Stop Wellbeing Resource Hub (physical or digital) showcasing available initiatives and programs.								

PHASE 2 Objectives	High - Level Actions	Resource Outputs	Wellbeing Guiding Principles						Timeframe	
			Working Together	Building Community Capacity	Evidence-Informed	Sense of Place	Sharing Knowledge	Innovative & Inclusive	FY 24-25	FY 25-26
Develop a Wellbeing Economic Measurement Tool	Partner with UNISA build a measurement tool to capture social, economic, and cultural outcomes for the Community.	Wellbeing Economic Measurement Tool and Metrics Dashboard								
Integrate Existing Strategies and Plans	Review and align key strategies (e.g., Disability Access and Inclusion Plan, Aboriginal Engagement Plan, Regional Public Health Plan) under the new framework. Incorporate wellbeing objectives into other Council plans, such as economic development, environmental sustainability, and infrastructure planning.	Aligned Plans and Policies								
Create District Profiling for Community Planning	Profile regional and districts, scope needs, and conduct a strengths-based analysis. Define and pilot techniques for district-specific approaches (tailoring methods to meet unique demographics and geographies). Leverage community consultation to ensure culturally responsive and inclusive planning processes.	District Profile Model								
Apply Life Stage Approach	Integrate wellbeing focus areas with life stages focusing on data insights • Early Childhood • Youth • Young Adult • Adults • Mature Adults	Life Stage Wellbeing Strategy								
Connect Community Governance Framework and Funding Program	Build wellbeing as a foundational pillar in the community governance framework. Identify and allocate funding streams to support wellbeing initiatives.	Governance framework with integrated wellbeing priorities								
Wellbeing Strategy Roll Out	Develop a communication plan for strategy implementation. Wellbeing Project Phase 3 Implementation.	Council-Wide Strategic Framework								

COVER SHEET

CONFIDENTIAL REPORT

28 January 2025

Council Meeting

8.1 Office of the Mayor and CEO

8.1.1 PRE-ACTION NOTICE OF CLAIM - RESIDENTS OF 18A ELIZABETH STREET TANUNDA

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 the residents are making a pre-notice claim, a litigious action against 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 and Business Innovation, Director Development and Community Services, Director Infrastructure and

Environmental Service and the Minute Secretary, in order to consider in confidence a report relating to being information that must be considered in confidence pursuant to:

Section 90(3)(i) of the *Local Government Act 1999*:

information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;

- (2) Accordingly, on this basis, Council is satisfied that public interest in conducting meetings in a place open to the public has been outweighed by the need to keep the information and discussion confidential in order that the residents are making a pre-notice claim, a litigious action against Council.