TheBarossaCouncil

MINUTES OF THE MEETING OF THE BAROSSA COUNCIL

held on Tuesday 28 January 2025 commencing at 5.30pm
in the Council Chambers, 43-51 Tanunda Road, Nuriootpa.

M I N U T E S

Welcome and Acknowledgement by Mayor Bim Lange who declared the meeting open at 5.31pm.

1. ATTENDANCE RECORD

1.1 Members Present

Mayor Bim Lange, Crs John Angas, Don Barrett, David de Vries, Tony Hurn, Kathryn Schilling, Cathy Troup, Jane Evans, Bruce Preece, Rick Lane and Heidi Thompson

Apologies
Cr Jess Greatwich

Not Present

Nil

Leave of Absence

Nil

2. CONFIRMATION OF MINUTES

2.1 Minutes of previous meetings – for confirmation:

MOVED Cr Preece

That the Minutes of the Council meeting held on Tuesday 17 December 2024 at 5.30pm and the Special Council meeting held on Monday 6 January 2025 at 5.30 pm, as circulated, be confirmed as true and correct records of the proceedings of those meetings.

SECONDED Cr Barrett **CARRIED 2022-26/610**

2.2 Matters arising from previous minutes

2.2.1 <u>NURIOOTPA CENTENNIAL PARK GOVERNANCE STRUCTURE</u> 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.

SUPPORTING REFERENCES

Nil

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

4.1 Mayor's Report

MOVED Cr de Vries	
That the Mayor's report be received.	
SECONDED Cr Troup	**CARRIED 2022-26/611**

5. COUNCILLORS' REPORTS

Nil

Cr Preece sought Councils leave to recognise the contribution of Julie Combe to the community through Barossa Area Fundraisers for Cancer.

Leave granted.

Mayor Lange and Council acknowledge the contribution and instructed acknowledgement be noted in the Minutes.

6. MATTERS FOR INFORMATION

6.1 Adelaide Hills Council - Gawler River Flood Management Authority Membership

6.2 Gawler River Floodplain Management Authority - Minutes of Meeting

6.3 Gawler River Floodplain Management Authority - Progression of Business Case

6.4 Items of Business for the 2025 Ordinary General Meeting

6.5 Sister Cities Advisory Committee Agenda - 23 January 2025

6.6 Australian Local Government Association - National General Assembly 2025

7. DEBATE REPORTS

7.1 Office of the Mayor and CEO

7.1.1 REPRESENTATION REVIEW 2024/25 - FINAL REPORT
25/875

MOVED Cr de Vries

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

SECONDED Cr Angas **CARRIED 2022-26/612**

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*.

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 - 6 December 2024	Community consultation was undertaken, including the 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 Kelledy 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 REQUIREMENTS

Corporate Plan
BS4 Council and Committees - Provision of support to Council and Committees through the provision of required information, agendas, and minutes. Council and Committees are provided with support to enable informed decisions
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.

7.2 Corporate Services, Strategy and Innovation

7.2.1 MONTHLY FINANCE REPORT AS AT 31 DECEMBER 2024
25/694

MOVED Cr de Vries

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

SECONDED Cr Angas **CARRIED 2022-26/613**

PURPOSE

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

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

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.

7.2.2 REVIEW OF PUBLIC CONSULTATION POLICY
25/1961

MOVED Cr Troup

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

SECONDED Cr Lane **CARRIED 2022-26/614**

PURPOSE

To seek endorsement for the rolling over of the Public Consultation 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.

7.2.3 AUDIT AND RISK COMMITTEE APPOINTMENT OF INDEPENDENT MEMBERS 25/2292

MOVED Cr Angas

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 2027:

a. Christine Hahn
b. David Paprzycki
c. Wendy Haydon
d. Peter Brass

SECONDED Cr Evans **CARRIED 2022-26/615**

PURPOSE

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

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
Attachment 2	Audit and Risk Committee Summary of Candidates

Supporting references
Nil

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Corporate Plan

BS5	Enterprise Risk - Strategic and operational risk assessment, control and monitoring; internal control and audit; business continuity and disaster recovery planning; organisational emergency management; insurance portfolio management; and Work Health Safety system coordination
BS4	Council and Committees - Provision of support to Council and Committees through the provision of required information, agendas, and minutes. Council and Committees are provided with support to enable informed decisions

Legislative Requirements
Local Government Act 1999
Local Government (Financial Management) Regulations 2011

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Financial
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

7.3 Infrastructure and Environmental Services

Nil

7.4 Development and Community Services

7.4.1 COMMUNITY GOVERNANCE & FUNDING MODEL - PROPOSED FRAMEWORK REFORM
25/316

MOVED Cr Preece

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.

SECONDED Cr Troup **CARRIED 2022-26/616**

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.

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

Attachment 2 Community Governance and Funding Program - Concept Plan

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.

7.4.2 THE BAROSSA COUNCIL WELLBEING PROJECT - COMMUNITY ENGAGEMENT REPORT
25/1369

MOVED Cr Troup

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.

SECONDED Cr Evans **CARRIED 2022-26/617**

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.

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 REQUIREMENTS

Community 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.

8. CONFIDENTIAL REPORTS

8.1 Office of the Mayor and CEO

8.1.1 PRE-ACTION NOTICE OF CLAIM - RESIDENTS OF 18A ELIZABETH STREET TANUNDA 25/357

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.

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, Strategy and Innovation, Director Development and Community Services, Director Infrastructure and Environmental Services 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.

SECONDED Cr de Vries **CARRIED 2022-26/618**

The meeting moved into confidence at 5.49pm

MOVED Cr Schilling

That Council:

(1) Council resolution

(2) Council resolution

(3) Council resolution

(4) Council resolution

(5) Having considered this matter in confidence under Sections 90(2) and 90(3)(i) of the *Local Government Act 1999,* makes an order pursuant to Section 91(7), that the minutes, agenda report and attachments other than the minutes relating to this confidentiality order of the Confidential Council Meeting held on 28 January 2025 in relation to item 8.1.1 Pre-Action Notice of Claim - Residents of 18A Elizabeth Street Tanunda be kept confidential and not available for public inspection and authorise the Chief Executive Officer to review and revoke the order.

SECONDED Cr Preece **CARRIED CO 2022-26/619**

Resumption of open council meeting at 6.06pm

9. URGENT OTHER BUSINESS

Nil

10. NEXT MEETING

Tuesday 18 February 2025 at 5.30pm

11. CLOSURE

Mayor Lange declared the meeting closed at 6.06pm.

Confirmed at Council Meeting on 18 February 2025

Date:………………………………. Mayor:………………………………….